

**File Number:** \_\_\_\_\_  
(Provided by Clerk of Board of Supervisors)

**Grant Resolution Information Form**  
(Effective July 2011)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: Evaluation of doxycycline post-exposure prophylaxis to reduce sexually transmitted infections in PreP users and HIV infected men who have sex with men

2. Department: San Francisco Department of Public Health  
Population Health Division  
Bridge HIV

3. Contact Person: Susan Buchbinder Telephone: 415-437-7478

4. Grant Approval Status (check one):

Approved by funding agency  Not yet approved

5. Amount of Grant Funding Approved or Applied for: \$99,636

6a. Matching Funds Required: \$0

b. Source(s) of matching funds (if applicable):

7a. Grant Source Agency: National Institute of Health (NIH)

b. Grant Pass-Through Agency (if applicable): The Regents of the University of California

8. Proposed Grant Project Summary:

Dr. Buchbinder is the senior PreP lead on the study and Dr Cohen is the Site Principal Investigator for the City Clinic site. Dr Cohen will oversee planning and implementation of the DoxyPrep study at SF City Clinic and supervise recruitment and retention. Dr. Buchbinder and Dr Cohen will contribute to the scientific conduct of the study, including input into the analysis plan, DSMB plan, manuscript preparation and dissemination of results.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Approved year one project: Start-Date: 04/12/2019 End-Date: 03/31/2020

10a. Amount budgeted for contractual services: \$0

b. Will contractual services be put out to bid? No

c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements?

d. Is this likely to be a one-time or ongoing request for contracting out?

11a. Does the budget include indirect costs?  Yes  No

b1. If yes, how much? \$10,675

b2. How was the amount calculated? 12% of Direct Cost

c1. If no, why are indirect costs not included?

Not allowed by granting agency

To maximize use of grant funds on direct services

Other (please explain):

c2. If no indirect costs are included, what would have been the indirect costs?

12. Any other significant grant requirements or comments:

The grant does not require an ASO amendment and partially reimburses the department for one existing position: one Sr. Physician Specialist (Job Class 2232) at 0.15 FTE and one Manager VIII at .1917 FTE (Job Code 0943) for 12 months for the period from April 12, 2019 through March 31, 2020.

We respectfully request approval to accept and expend these funds retroactive to April 12, 2019. The Department received the subaward agreement on May 29, 2019.

Proposal ID: CTR00001318

Version ID: V101

Dept ID: 162646

Project ID: 10035054

Activity ID: 0001

**\*\*Disability Access Checklist\*\*\*(Department must forward a copy of all completed Grant Information Forms to the Mayor's Office of Disability)**

13. This Grant is intended for activities at (check all that apply):

- |                                                      |                                                     |                                                            |
|------------------------------------------------------|-----------------------------------------------------|------------------------------------------------------------|
| <input checked="" type="checkbox"/> Existing Site(s) | <input type="checkbox"/> Existing Structure(s)      | <input type="checkbox"/> Existing Program(s) or Service(s) |
| <input type="checkbox"/> Rehabilitated Site(s)       | <input type="checkbox"/> Rehabilitated Structure(s) | <input type="checkbox"/> New Program(s) or Service(s)      |
| <input type="checkbox"/> New Site(s)                 | <input type="checkbox"/> New Structure(s)           |                                                            |

14. The Departmental ADA Coordinator or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local disability rights laws and regulations and will allow the full inclusion of persons with disabilities. These requirements include, but are not limited to:

1. Having staff trained in how to provide reasonable modifications in policies, practices and procedures;
2. Having auxiliary aids and services available in a timely manner in order to ensure communication access;
3. Ensuring that any service areas and related facilities open to the public are architecturally accessible and have been inspected and approved by the DPW Access Compliance Officer or the Mayor's Office on Disability Compliance Officers.

If such access would be technically infeasible, this is described in the comments section below:

Comments:

Departmental ADA Coordinator or Mayor's Office of Disability Reviewer:

Toni Rucker  
(Name)

OPA AOA Coordinator  
(Title)

Date Reviewed: 6-4-19

Toni Rucker  
(Signature Required)

**Department Head or Designee Approval of Grant Information Form:**

Greg Wagner  
(Name)

CFO  
(Title)

Date Reviewed: 6-4-19

Greg Wagner  
(Signature Required)

San Francisco Department of Public Health (SFPDH)  
 Population Health Division - HIV Bridge  
 Evaluation of doxycycline post-exposure prophylaxis to reduce sexually transmitted  
 infections in PreP users and HIV infected men who have sex with men

**BUDGET JUSTIFICATION**

April 12, 2019 – March 31, 2020

**A. PERSONNEL**  
**B. MANDATORY FRINGE**

- |    |                                                            |        |
|----|------------------------------------------------------------|--------|
| 1. | 0.1917 0943 – Manager VIII : Susan Buchbinder              | 49,714 |
|    | Annual Salary \$189,600 x 0.1917 FTE for 12 month = 36,025 |        |
|    | Mandatory Fringe Benefits (@ 38%) = 13,689                 |        |

Dr Buchbinder will serve as Senior Lead of the PreP cohorts, providing scientific direction and oversight for the PreP cohorts in Seattle and San Francisco for recruitment, retention, protocol implementation and strategies to engage in MSM stakeholders and community members.

- |    |                                                          |        |
|----|----------------------------------------------------------|--------|
| 2. | 0.15 2232 – Sr. Physician Specialist: Stephanie Cohen    | 39,247 |
|    | Annual Salary \$189,600 x 0.15 FTE for 12 month = 28,440 |        |
|    | Mandatory Fringe Benefits (@ 38%) = 10,807               |        |

Dr. Cohen will be responsible for the overall scientific, operational, and administrative aspects of the study at San Francisco City Clinic, which will enroll MSM on PreP. Dr Cohen will be responsible for study implementation, enrollment and retention, data collection, evaluation and reporting, clinical management of study participants, and quality management.

	Total Salaries	\$64,465
	Total Fringe	\$24,496
	<b>TOTAL PERSONNEL:</b>	<b>\$0</b>
<b>C.</b>	<b>TRAVEL</b>	<b>\$0</b>
<b>D.</b>	<b>EQUIPMENT</b>	<b>\$0</b>
<b>E.</b>	<b>MATERIALS AND SUPPLIES</b>	<b>\$0</b>
<b>F.</b>	<b>CONTRACTUAL</b>	<b>\$0</b>
<b>G.</b>	<b>OTHER</b>	<b>\$0</b>
	<b>TOTAL DIRECT COSTS</b>	<b>\$88,961</b>
<b>H.</b>	<b>INDIRECT COSTS (12% of Direct Cost)</b>	<b>\$10,675</b>
	<b>TOTAL BUDGET:</b>	<b>\$99,636</b>

**SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH**  
**AIDS Office - HIV Research Section**  
**Evaluation of doxycycline post-exposure prophylaxis to reduce sexually transmitted infections in PrEP users and HIV-infected men who have sex with men**  
**04/12/19-03/31/20**  
**Monthly Expenditure and Projection Report**

CATEGORY/LINE ITEM	Annual Salary	38% Annual Frin Ben	Total Annual Sal/Frin Ben	% OF TIME	% OF FTE	Monthly Rate	Mth	Salary Budget	Frin Ben Budget	Total Budget	Comments
<b>A. PERSONNEL</b>											
1. Director 0943 5 S. Buchbinder	189,600	72,048	261,648	19%	0.192	15,800	12.0	36,024	13,689	49,714	
2. Sr Physican 2233 5 C Cohen	189,600	72,048	261,648	15%	0.150	15,800	12.0	28,440	10,807	39,247	
<b>TOTAL SALARY/FRINGE</b>	<b>379,200</b>	<b>144,096</b>	<b>523,296</b>	<b>34.2%</b>	<b>0.342</b>	<b>31,600</b>	<b>24.00</b>	<b>64,464</b>	<b>24,496</b>	<b>88,961</b>	
00101 SALARIES										64,464	
00103 FRNG BN										24,496	
<b>SUB TOTAL</b>										<b>88,962</b>	
<b>C. TRAVEL</b>											
1. Local Travel (02301)										0	
2. Out-of-Jurisdiction Travel (02101)										0	
<b>Sub Total TRAVEL</b>										<b>0</b>	
<b>D. EQUIPMENT</b>											
1. Computer (06061)										0	
<b>Sub Total EQUIPMENT</b>										<b>0</b>	
<b>E. MATERIALS AND SUPPLIES</b>											
1. Office supplies (04951)										0	
2. Non-inventoried equipmt (04921)										0	
3. Clinical supplies (04431)										0	
4. Laboratory supplies (04431)										0	
<b>Sub Total SUPPLIES</b>										<b>0</b>	
<b>F. CONTRACTUAL SERVICES (02789)</b>											
1. PHFE										0	
<b>Sub Total CONTRACTS</b>										<b>0</b>	
<b>G. OTHER</b>											
1. Rent										0	
2. Photocopier maint (02931)										0	
3. Reprv svcs (In House)(03551)										0	
4. Print/Slide svcs (Outside)(03552)										0	
5. Promotion and advertising(03599)										0	
6. Client Stipends (02783)										0	
<b>Sub TOTAL OTHER</b>										<b>0</b>	
<b>TOTAL DIRECT COST</b>										<b>88,962</b>	

**BUDGET SUMMARY**

A. SALARIES	64,464
B. MANDATORY FRINGE	24,496
C. TRAVEL	0
D. EQUIPMENT	0
E. MATERIALS AND SUPPLIES	0
F. CONTRACT / MOU	0
G. OTHER	0
<b>DIRECT COSTS</b>	<b>88,961</b>
H. INDIRECT COST (12% of Direct Cost)	10,675
<b>TOTAL BUDGET</b>	<b>99,636</b>
<b>AWARD</b>	<b>99,636</b>
<b>SURPL/(DEFICIT)</b>	<b>(0)</b>

## FDP Research Subaward Agreement Amendment (Number 1)

<b>Pass-Through Entity (PTE)</b>	<b>Subrecipient</b>
The Regents of the University of California, San Francisco	Entity Name <span style="border: 1px solid black; padding: 0 5px;">City &amp; County of San Francisco</span>
cgsuboutteam@ucsf.edu	Email Address <span style="border: 1px solid black; padding: 0 5px;">susan.buchbinder@sfdph.org</span>
	Principal Investigator <span style="border: 1px solid black; padding: 0 5px;">Susan Buchbinder</span>

Project Title: Evaluation of doxycycline post-exposure prophylaxis to reduce sexually transmitted infections in PrEP users and HIV-infected men who have sex with men

PTE Federal Award No: <span style="border: 1px solid black; padding: 0 5px;">R01AI143439</span>	Federal Awarding Agency: <span style="border: 1px solid black; padding: 0 5px;">National Institutes of Health (NIH)</span>
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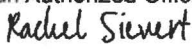
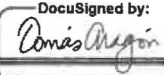
<b>Revised Subaward Period of Performance:</b> Start Date: <span style="border: 1px solid black; padding: 0 5px;">April 12, 2019</span> End Date: <span style="border: 1px solid black; padding: 0 5px;">Mar 31, 2020</span>	<b>Amount Funded This Action:</b> <span style="border: 1px solid black; padding: 0 5px;">-\$ 1,444.00</span>	<b>Subaward No:</b> <span style="border: 1px solid black; padding: 0 5px;">11324sc</span>
<b>Effective Date of Amendment:</b> <span style="border: 1px solid black; padding: 0 5px;">Apr 12, 2019</span>	<b>Total Amount of Federal Funds Obligated to Date:</b> <span style="border: 1px solid black; padding: 0 5px;">\$ 99,636.00</span>	<b>Subject to FFATA:</b> <input checked="" type="radio"/> Yes <input type="radio"/> No <b>Automatic Carryover:</b> <input checked="" type="radio"/> Yes <input type="radio"/> No

**Amendment(s) to Original Terms and Conditions**  
 This Amendment revises the above-referenced Research Subaward Agreement as follows:

The award is hereby reduced by \$1,444.00. The total amount awarded to date is \$99,636.00 as detailed in the attached budget.

*For clarity: all amounts stated in this amendment are in United States Dollars.*

**All other terms and conditions of this Subaward Agreement remain in full force and effect.**

By an Authorized Official of PTE:  <span style="border: 1px solid black; padding: 0 5px;">5/30/2019</span> Name: <span style="border: 1px solid black; padding: 0 5px;">Rachel Sievert</span> Date Title: <span style="border: 1px solid black; padding: 0 5px;">Assistant Director</span>	By an Authorized Official of Subrecipient: DocuSigned by:  <span style="border: 1px solid black; padding: 0 5px;">May 29, 2019</span> Name: <span style="border: 1px solid black; padding: 0 5px;">Tomas Aragon - 0BDB2B95DBC0442...</span> Date Title: <span style="border: 1px solid black; padding: 0 5px;">Director of Population Health Division</span>
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SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH

AIDS Office - HIV Research Section

Research Title: Evaluation of doxycycline post-exposure prophylaxis to reduce sexually transmitted infections in PrEP users and HIV-infected men who have sex with men  
04/12/19-03/31/20

	Annual Salary	Effort	Salary Requested	Fringe Requested	Total
Director: S. Buchbinder	189,600	19.17%	36,025	13,689	49,714
Senior Physican: C. Cohen	189,600	15.00%	28,440	10,807	39,247
<b>Total Salary and Fringe</b>			<b>64,465</b>	<b>24,496</b>	<b>88,961</b>
<b>Total Direct</b>					<b>88,961</b>
<b>Total Indirect (12.00%, MTDC)</b>					<b>10,675</b>
<b>Total Cost</b>					<b>99,636</b>