



# City and County of San Francisco

## Master Report

City Hall  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4689

<b>File Number:</b> 241176	<b>File Type:</b> Resolution	<b>Status:</b> Passed
<b>Enacted:</b> 003-25	<b>Effective:</b> 01/16/2025	
<b>Version:</b> 2	<b>In Control:</b> Clerk of the Board	
<b>File Name:</b> Accept and Expend Grant - Retroactive - Centers for Disease Control and Prevention - Strengthening STD Prevention and Control for Health Departments (STD PCHD) - \$13,635,302		<b>Date Introduced:</b> 12/03/2024
<b>Requester:</b> Public Health Department	<b>Cost:</b>	<b>Final Action:</b> 01/16/2025
<b>Comment:</b>	<b>Title:</b> Resolution retroactively authorizing the Department of Public Health to accept and expend a grant increase in the amount of \$1,212,299 for a total grant amount of \$13,635,302 from the Centers for Disease Control and Prevention for participation in a program, entitled "Strengthening STD Prevention and Control for Health Departments (STD PCHD)," for the period of January 1, 2019, through February 28, 2026; and approving the Notice of Award agreement pursuant to Charter, Section 9.118(a).	
		<b>Sponsors:</b> Mayor; Mandelman and Dorsey

### History of Legislative File 241176

Ver	Acting Body	Date	Action	Sent To	Due Date	Result
1	President	12/03/2024	RECEIVED AND ASSIGNED	Budget and Finance Committee		
2	Board of Supervisors	01/14/2025	CALLED FROM COMMITTEE			
<i>1/14/2025 - The Board of Supervisors approved Motion No. M25-001 to call this matter from the Budget and Finance Committee and consider it during a Committee of the Whole on the same day.</i>						
1	Board of Supervisors	01/14/2025	AMENDED, AN AMENDMENT OF THE WHOLE BEARING NEW TITLE			Passed
<i>Supervisor Dorsey requested to be added as a co-sponsor.</i>						
2	Board of Supervisors	01/14/2025	ADOPTED AS AMENDED			Passed
2	Mayor	01/16/2025	APPROVED			

1 [Accept and Expend Grant - Retroactive - Centers for Disease Control and Prevention -  
2 Strengthening STD Prevention and Control for Health Departments (STD PCHD) -  
3 \$13,635,302]

4 **Resolution retroactively authorizing the Department of Public Health to accept and**  
5 **expend a grant increase in the amount of \$1,212,299 for a total grant amount of**  
6 **\$13,635,302 from the Centers for Disease Control and Prevention for participation in a**  
7 **program, entitled “Strengthening STD Prevention and Control for Health Departments**  
8 **(STD PCHD),” for the period of January 1, 2019, through February 28, 2026; and**  
9 **approving the Notice of Award agreement pursuant to Charter, Section 9.118(a).**

10  
11 WHEREAS, The Centers for Disease Control and Prevention (CDC) has agreed to  
12 fund the Department of Public Health (DPH) to participate in a program, entitled  
13 “Strengthening STD Prevention and Control for Health Departments (STD PCHD),” for the  
14 period of January 1, 2019, through February 28, 2026; and

15 WHEREAS, San Francisco Department of Public Health (DPH) will use the Prevention  
16 and Control for Health Departments (PCHD) supplemental funding to support disease  
17 investigation for infectious diseases; and

18 WHEREAS, DPH will work in alignment with the four goals of this funding; i) conduct  
19 disease investigation; ii) outbreak response; iii) linkage to prevention and treatment and iv)  
20 case management and oversight; and

21 WHEREAS, DPH aims to expand the existing Disease Intervention Specialists (DIS)  
22 workforce by hiring more DIS and workforce support staff, with an emphasis around diversity,  
23 equity and inclusion practices; and

24 WHEREAS, DPH will also create a new fellowship pathway program for DIS called the  
25 DIS Rapid Response Reserve for Accelerated Disease Response (RADR) focused on

1 enhancing the department's ability to respond to outbreaks in a flexible, experienced and  
2 urgent manner; and

3 WHEREAS, Charter Section 9.118(a) requires Board of Supervisors' approval by  
4 Resolution of any contract, which when entered into has anticipated revenue of \$1 million  
5 dollars or more; and

6 WHEREAS, The grant does not require an Annual Salary Ordinance Amendment; and

7 WHEREAS, A grant increase of \$1,212,299 was approved for the period of January 1,  
8 2023, through February 28, 2026; and

9 WHEREAS, A request for retroactive approval is being sought because DPH received  
10 the award notices on January 31, 2024, and on August 28, 2024, for a project start date of  
11 January 1, 2023; and

12 WHEREAS, The grant budget includes a provision for indirect costs in the amount of  
13 \$432,971; now, therefore, be it

14 RESOLVED, The funds accepted for this grant shall be placed into the Board of  
15 Supervisors' reserve until released; and, be it

16 FURTHER RESOLVED, That DPH is hereby authorized to retroactively accept a grant  
17 increase of \$1,212,299 for a total amount of \$13,635,302 from the CDC; and, be it

18 FURTHER RESOLVED, The Board of Supervisors delegates their authority to release  
19 these funds to the Budget and Finance Committee and the Clerk of the Board is directed to  
20 schedule a hearing at the Budget and Finance Committee to duly review the complete file and  
21 consider the release of the funds to the Department of Public Health; and, be it

22 FURTHER RESOLVED, That the Department of Public Health shall be hereby  
23 authorized to expend the grant award of \$13,635,302 upon the release of funds from the  
24 Board of Supervisors' Reserve; and, be it  
25

1 FURTHER RESOLVED, That under Charter Section 9.118(a), the Board of  
2 Supervisors approves the Notice of Award agreement for these funds.

3  
4  
5 Recommended:

Approved: /s/

6 Benjamin McCloskey,  
7 Interim Mayor's Budget Director

8  
9 /s/

10 Dr. Grant Colfax  
11 Director of Health

Approved: /s/Jocelyn Quintos for Greg Wagner  
Greg Wagner, Controller



# City and County of San Francisco

## Tails Resolution

City Hall  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4689

**File Number:** 241176

**Date Passed:** January 14, 2025

Resolution retroactively authorizing the Department of Public Health to accept and expend a grant increase in the amount of \$1,212,299 for a total grant amount of \$13,635,302 from the Centers for Disease Control and Prevention for participation in a program, entitled "Strengthening STD Prevention and Control for Health Departments (STD PCHD)," for the period of January 1, 2019, through February 28, 2026; and approving the Notice of Award agreement pursuant to Charter, Section 9.118(a).

January 14, 2025 Board of Supervisors - AMENDED, AN AMENDMENT OF THE WHOLE  
BEARING NEW TITLE

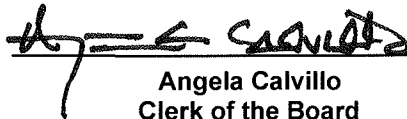
Ayes: 11 - Chan, Chen, Dorsey, Engardio, Fielder, Mahmood, Mandelman, Melgar,  
Sauter, Sherrill and Walton

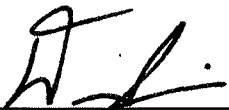
January 14, 2025 Board of Supervisors - ADOPTED AS AMENDED

Ayes: 11 - Chan, Chen, Dorsey, Engardio, Fielder, Mahmood, Mandelman, Melgar,  
Sauter, Sherrill and Walton

File No. 241176

I hereby certify that the foregoing  
Resolution was ADOPTED AS AMENDED on  
1/14/2025 by the Board of Supervisors of the  
City and County of San Francisco.

  
Angela Calvillo  
Clerk of the Board

  
Daniel Lurie  
Mayor

1.16.2025  
Date Approved

**File Number:** 241176  
(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: **Strengthening STD Prevention and Control for Health Departments (STD PCHD)**
2. Department: **Department of Public Health  
Population Health Division**
3. Contact Person: **Susan Philip** Telephone: **628-206-7638**
4. Grant Approval Status (check one):

☒ Approved by funding agency

☐ Not yet approved

5. Amount of Grant Funding Approved or Applied for: **\$13,635,302**

(Year: January 1, 2019 – December 31, 2019:	<b>\$1,115,448</b>
Year: January 1, 2020 – December 31, 2020:	<b>\$1,121,030</b>
Year: January 1, 2021 – December 31, 2021:	<b>\$1,116,104</b>
Year: January 1, 2021 – December 31, 2021:	<b>\$2,246,359</b>
Year: January 1, 2022 – December 31, 2022:	<b>\$1,119,045</b>
Year: January 1, 2022 – December 31, 2022:	<b>\$2,246,359</b>
Year: January 1, 2023 – December 31, 2023:	<b>\$1,119,045</b>
Year: January 1, 2023 – December 31, 2023:	<b>\$2,246,359</b>
Year: January 1, 2024 – January 31, 2024:	<b>\$ 93,254</b>
Year: February 1, 2024 – February 28, 2026:	<b>\$1,212,299)</b>

- 6a. Matching Funds Required: **\$0**
- b. Source(s) of matching funds (if applicable): **N.A.**

- 7a. Grant Source Agency: **Centers for Disease Control and Prevention**
- b. Grant Pass-Through Agency (if applicable): **N.A.**

8. Proposed Grant Project Summary:  
**San Francisco Department of Public Health (SFDPH) will use the Prevention and Control for Health Departments (PCHD) supplemental funding to support disease investigation for Coronavirus disease (COVID-19) and other infectious diseases in alignment with the four goals of this funding; i. conduct disease investigation, ii. outbreak response, iii. linkage to prevention and treatment and iv. case management and oversight. SFDPH aims to expand the existing Disease Intervention Specialists (DIS) workforce by hiring more DIS and workforce support staff, with an emphasis around diversity, equity and inclusion practices. We will also create a new fellowship pathway program for DIS called the DIS Rapid Response Reserve for Accelerated Disease Response (RADR) focused on enhancing our ability to respond to outbreaks in a flexible, experienced and urgent manner. Training and skill building of this workforce is another critical component. In writing the Work plan for these funds, we surveyed 30 DIS and workforce support staff and developed a list of specific training needs related to organizational skills, communication, supervision, leadership and time management. Monitoring and evaluation will be implemented to ensure quality assurance and improvement processes. Additionally,**

**funds will be used for consultation around improving the data management/informatics tools and resources available to the DIS workforce and support staff.**

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

Start-Date: **01/01/2019** End-Date: **02/28/2026**

10a. Amount budgeted for contractual services: **\$3,649,057**

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? **N/A**

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

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

b1. If yes, how much? **\$432,971** b2. How was the amount calculated? **4.99% of Total Personnel Cost**

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

☐ 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? **N.A.**

12. Any other significant grant requirements or comments:

**We respectfully request for approval to accept and expend the fund increase retroactive to February 1, 2024. The Department received the grant increase of \$1,212,299 on August 28, 2024, for the period of January 1, 2023, to February 28, 2026. The AL # for this grant is 93.977.**

**This grant does not require an ASO amendment, does not create net new positions, and partially reimburses the Department for the existing positions:**

No.	Class	Job Title	FTE	Start Date	End Date
1	2233	Senior Physician Specialist	0.09	02/01/2024	01/31/2025
2	2803	Epidemiologist II	0.30	02/01/2024	01/31/2025
3	2588	Health Worker IV	0.50	02/01/2024	01/31/2025
4	2587	Health Worker III	1.00	02/01/2024	01/31/2025
5	2588	Health Worker IV	1.00	02/01/2024	01/31/2025
6	2586	Health Worker II	1.00	02/01/2024	01/31/2025
7	1093	IT Operations Support Admin III	1.00	02/01/2024	01/31/2025
8	1052	IS Business Analyst	1.00	02/01/2024	01/31/2025
9	2312	Licensed Vocational Nurse	1.00	02/01/2024	01/31/2025
10	1822	Senior Administrative Analyst	0.05	02/01/2024	01/31/2025

**Project Description: HD STD PD16 2223 Std Prevention**

**Project ID: 10038207**

**Proposal ID: CTR00002694**

**Fund: 11580**

**Version ID: V101**

**Authority ID: 10001**

**Activity ID: 001**

**\*\*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, PhD

(Name)

DPH ADA Coordinator

(Title)

Date Reviewed: 11/18/2024 | 8:33 AM PST

DocuSigned by:

Toni Rucker

(Signature Required)

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

Dr. Grant Colfax

(Name)

Director of Health

(Title)

Date Reviewed: 11/19/2024 | 7:03 PM PST

DocuSigned by:

Jenny Louie for Dr. Colfax

Jenny Louie, COO for



**SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH**  
**Population Health Division**  
**Strengthening STD Prevention and Control for Health Departments (STD PCHD)**  
*January 1, 2019 - February 28, 2026*

	AAO	AAO	AAO	A&E	AAO	A&E	
	Project: 10032567	Project: 10034059	Project: 10035482		Project: 10036938		
	1/1/2019 - 12/31/2019	1/1/2020 - 12/31/2020	1/1/2021 - 12/31/2021	1/1/2021 - 12/31/2021	1/1/2022 - 12/31/2022	1/1/2022 - 12/31/2022	1/1/2023 - 12/31/2023
<b>Personnel -</b>							
DPH Personnel	592,569	620,259	630,507	589,389	668,776	887,113	645,831
<b>Fringe benefits</b>	237,028	248,104	252,203	235,756	267,509	354,845	216,353
<b>Travel</b>	18,720	18,268	19,448	11,700	1,000	11,700	1,000
<b>Supplies</b>	6,404	6,404	6,542	26,336	983	29,504	983
<b>Contractual</b>	252,179	219,093	161,670	1,059,542	148,007	609,487	211,769
<b>Membership</b>						9,500	
<b>Training</b>						6,400	
<b>Rent</b>						250,050	
<b>Other</b>			28,080	265,900			
<b>Indirect Costs</b>	8,548	8,903	17,654	57,737	32,770	87,760	43,109
<b>Total</b>	<b>1,115,448</b>	<b>1,121,030</b>	<b>1,116,104</b>	<b>2,246,359</b>	<b>1,119,045</b>	<b>2,246,359</b>	<b>1,119,045</b>

AAO				Total
Project: 10038207				Amount
1/1/2023 - 12/31/2023	1/1/2024-1/31/2024	2/1/2024-1/31/2025	2/1/2025-2/28/2026	
				-
906,832	55,441	581,304	50,735	6,228,756
				-
362,733	18,606	232,522	20,294	2,445,953
				-
15,858		13,577	75	111,346
				-
10,000	168	12,628	317	100,269
				-
771,566	15,480	186,188	14,077	3,649,057
				-
3,000				12,500
				-
87,500				337,550
				-
		15,513	1,008	310,501
				-
88,870	3,559	77,313	6,748	432,971
2,246,359	93,254	1,119,045	93,254	13,635,302

8,674,709

4.99%

**San Francisco Department of Public Health, Population Health Division  
Strengthening STD Prevention and Control for Health Departments (STD PCHD)  
Cooperative Agreement (CDC-RFA-PS19-1901)**

**Budget Justification  
February 1, 2024 - January 31, 2025**

**A. SALARIES AND WAGES** **\$ 581,304**

Position Title and Name	Annual Salary	Time	Months	Amount Requested
Co-Principal Investigator S. Cohen	\$ 212,100.00	9%	12	\$ 19,089
Epidemiologist II R. Kohn	\$ 142,428.00	30%	12	\$ 42,728
Health Worker IV M. Harris	\$ 108,550.00	50%	12	\$ 54,275
Health Worker III K. Hampton	\$ 84,864.00	100%	12	\$ 84,864
Health Worker IV J. Lopez	\$ 103,324.00	100%	12	\$ 103,324
Health Worker II Vacant	\$ 76,960.00	100%	8.5	\$ 54,513
IT Operations Support Admin III R. Perez	\$ 123,578.00	100%	6	\$ 61,789
IS Business Analyst Vacant	\$ 115,960.00	100%	6	\$ 57,980
Licensed Vocational Nurse R. Peralta	\$ 102,154.00	100%	12	\$ 102,154
Budget Analyst L.Arcega	\$ 140,894.00	5%	1	\$ 587
Manager I T. Nguyen	\$159,926.00	10%	12	In Kind
Epidemiologist II M. Witten Sankaren	\$126,256.00	17%	12	In Kind
Senior Physician Specialist F. Chevalier	\$ 283,036.00	10%	12	In Kind
Senior Physician Specialist O. Bacon	\$ 324,714.00	10%	12	In Kind
Nurse Manager J. Sansone	\$ 244,010.00	10%	12	In Kind
Senior Physician Specialist J. Janssen	\$ 283,036.00	10%	12	In Kind
Health Program Coord III E. Antunez	\$ 137,228.00	10%	12	In Kind
Health Program Coord II R. Shaw	\$ 116,818.00	7%	12	In Kind
Health Program Coord I G. Calero	\$ 107,692.00	10%	12	In Kind
Health Worker IV J. Hawkins	\$ 93,730.00	10%	12	In Kind
Health Worker III A. Gomez	\$ 94,380.00	10%	12	In Kind
Health Worker III A. Mayfield	\$ 92,846.00	10%	12	In Kind
Health Worker III C. James	\$ 92,846.00	10%	12	In Kind
Health Worker III J Adrian Vargas	\$ 82,090.00	10%	12	In Kind
Health Worker III P. Aine	\$ 80,210.00	10%	12	In Kind
Health Worker III R. Brown	\$ 82,342.00	10%	12	In Kind
Health Worker III V. Aburto	\$ 86,594.00	10%	12	In Kind

Disease Control Investigator					
R Narcioso Mendez	\$	83,408.00	10%	12	In Kind
Nurse Practitioner /Academic Detailer					
A. Decker	\$	242,632.00	20%	12	In Kind
Community Based Services Liaison					
T. Tuohey	\$	122,590.00	5%	12	In Kind
STI Grants and Operations Manager					
A. Taylor	\$	147,338.00	2%	12	In Kind
<b>Total Salaries</b>					<b>\$ 581,304</b>

\$

-

## **Job Description**

### **Principal Investigator (S. Cohen)**

This position is the PI for the SFDPH PHD STD PCHD Project and will work with the Project leaders to ensure that the Project meets all funding requirements, follows the standardized protocols and procedures, and adheres to CDC's Data Security and Confidentiality Guidelines. They will participate/attend mandatory STD PCHD conference calls and project meetings. Dr. Cohen is the STD Controller for San Francisco. Therefore, this position will provide primary oversight and direction-setting to meet STD PCHD objectives, and is the primary liaison for developing and implementing local STD policies and guidelines. Dr. Cohen also provides medical care to STD and HIV patients; oversees research projects occurring at the Clinic; performs medical updates regarding syphilis and other STDs for health care providers; and acts as the liaison with the medical community for the purpose of increasing awareness of syphilis symptoms, screening and prevention recommendations. As a member of the California Prevention Training Center, the STD Clinical Services Technical Cooperation Group, the National Coalition of STD Directors, and the California STD/HIV Controllers Association, this position is critical in the discussion and development of STD policies and guidelines. *(Supports Strategies 11, 13, 14 & 15)*

### **Epidemiologist II (R. Kohn)**

This position serves as both the STD Program Data Manager and senior epidemiologist for the SFDPH PHD STD PCHD Project. They are responsible for overseeing and managing ISCHTR, the STD electronic data system; verifying, analyzing, interpreting, and summarizing all STD data from surveillance records, SF City Clinic, and field investigations for routine reports and ad-hoc requests, grants, and program evaluation; using the results of STD morbidity and STD clinic, interview, and epidemiologic data to evaluate, develop or modify STD policies, STD surveillance systems and SF City Clinic QA practices; and providing training in epidemiologic methods and how to use ISCHTR to perform basic analysis of STD morbidity data. This position is a key member of the Epic development team; because the Epic EMR will replace the ISCHTR EMR for SF City Clinic, the work of this position is integral to ensuring ongoing successful use of integrated STD case and program data. The integration of DIS work and the SFCC EMR and workflows are unique to ISCHTR and the SFDPH PHD STD Program, the lessons learned from which are being represented by this position to maximize the potential for the development and implementation of Epic. *(Supports Strategies 1 & 2)*

### **Health Worker IV (M. Harris)**

This position is a team lead for LINC'S and supervises 5 DIS who provider partner services for syphilis, HIV and resistant gonorrhea. The DIS under the team lead's supervision also provide treatment assurance for all SFCC patients who are diagnosed with STIs, and with SF-resident patients of providers by request. They also conduct reminders for 3-month rescreening visits for females previously diagnosed with chlamydia or gonorrhea at SFCC. *(Supports Strategies 3, 7, 9, & 11)*

### **Health Worker III (K. Hampton)**

This position is part of the Syphilis/HIV LINC'S Team and provides all LINC'S services for assigned patients with syphilis, HIV or resistant gonorrhea; performs phlebotomy for syphilis and/or HIV partners and sexual network contacts; makes and verifies completion of referrals; performs follow-up for patients who do not return for their test results or who are infected with an STI and need treatment; and performs data-entry and quality assurance of disease intervention services. *(Supports Strategies 7 & 9)*

### **Health Worker IV (J. Lopez)**

This position is a team lead for LINC'S and supervises 5 DIS who provider partner services for syphilis, HIV and resistant gonorrhea. The DIS under the team lead's supervision also provide treatment assurance for all SFCC patients who are diagnosed with STIs, and with SF-resident patients of providers by request. They also conduct reminders for 3-month rescreening visits for females previously diagnosed with chlamydia or gonorrhea at SFCC. *(Supports Strategies 7 & 9)*

### **Health Worker II (Vacant)**

This position is assigned to the CT/GC Screening Surveillance Program and is responsible for ensuring follow-up of SFCC patients and patients by request of their providers who need STD treatment; managing the 3-month SFCC chlamydia and gonorrhea re-screening program; counseling PEP and HIV patients; and conducting quality assurance of disease intervention services. *(Supports Strategies 7 & 9)*

### **IT Operations Support Admin III (R. Perez)**

This position is responsible for network administration; maintaining Branch LANs; documenting system errors; identifying and implementing programming for surveillance and clinical databases (including ISCHTR) and QA components of the SFDPH PHD STD Program; preparation of the external monthly STD report and numerous internal monthly reports used for quality assurance of citywide STD activities including prevention, testing, care, and treatment; data dissemination through maintenance and updates to the SF City Clinic website and email distributions lists of providers and community participants. *(Supports Staff under All Strategies)*

**IS Business Analyst (Vacant)**

This position is responsible for maintaining, monitoring, and updating the STI surveillance and partner services data systems; supporting the end users at SF City Clinic with IT needs and requests including the configuration of new computers and peripherals; performing software upgrades; troubleshooting SF City Clinic hardware problems; assisting with creation, maintenance, and optimization of data interfaces needed to maintain STI surveillance and disease control activities, including importing of SFCC Epic EMR data, citywide electronic lab reporting, and ad hoc research data sets; and assisting in troubleshooting STI Program staff with programming problems, data-entry errors, and network administration. *(Supports Strategies 1-5 and Staff Supporting All Strategies)*

**Licensed Vocational Nurse (R. Peralta)**

This position is responsible for overseeing the SF City Clinic STAT Laboratory and assisting clinic staff in the performance of chlamydia, gonorrhea, syphilis serology, and HIV testing; performing quality control testing of these tests, as assigned; and for performing data entry of lab data into ISCHTR. *(Supports Strategies 11-12)*

**Budget Analyst (L. Arcega)**

This position is responsible for providing fiscal oversight and administrative support for the Project; for negotiating and setting-up budgets; working with the local fiscal department and budget staff; and preparing budget revisions as needed. This position also ensures appropriate budget expenditures on the necessary timetable. *(Supports All Strategies)*

**Manager: STI Epidemiology, Surveillance, and Program Evaluation Unit, ARCHES Branch (T. Nguyen)**

**IN-KIND:** This position serves as the manager of the STI Epidemiology, Surveillance, and Program Evaluation Unit of the SFDPH PHD ARCHES Branch and lead epidemiologist for the SFDPH PHD STD PCHD Project. This position will work closely with the Project Investigator to ensure that STD PCHD objectives and deliverables are met. This position oversees the epidemiologic and program evaluation activities related to the SFDPH PHD STD Program and the STD PCHD Project, including design, analysis, and interpretation of epidemiologic studies related to STD control and surveillance. This position leads CDC-required reporting activities and ensures that required data are collected and evaluations are conducted. They are responsible for ensuring that informative data and analyses are presented to appropriate groups and at scientific meetings. They will also ensure QA of data reported through the various STD surveillance streams; monitor alignment with policies and protocols for data monitoring and surveillance activities; and liaise with local, state, and national partners on STD surveillance and program evaluation issues. *(Supports Strategies 2, 3, 11, 15, 16, & 17)*

**Epidemiologist II (M. Witten Sankaren)**

**IN-KIND:** This position serves as an epidemiologist for the SFDPH PHD STD PCHD Project. This position works closely with the STI Epidemiology, Surveillance, and Program Evaluation Manager (T. Nguyen) and STD Program Data Manager and Senior Epidemiologist (R. Kohn) to ensure that STD PCHD objectives and deliverables are met. This position is a critical contributor to ongoing and developing new epidemiologic and program evaluation activities related to the STD Program and the STD PCHD Project, including design, analysis, and interpretation of epidemiologic studies related to STD control and surveillance. They conduct data analyses, synthesis, and translation for presentation to appropriate groups and at scientific meetings. They also ensure QA of data reported through the various STD surveillance streams; apply policies and protocols for data monitoring and surveillance activities; and identify and problem-solve around system- and technologic-level barriers to improving surveillance and program activities and interventions. *(Supports Strategies 3, 4 & 15)*

**Senior Physician Specialist (F. Chevalier)**

**IN-KIND:** This position is the supervising physician at SF City Clinic. He supervises the Nurse Practitioner team and is the lead preceptor for clinical students, interns, and fellows and house staff who rotate through the clinic. Dr. Chevalier supports the development and implementation of clinical protocols and assists with evaluation of SFDPH PHD STD programmatic activities involving clinical workflows and guidance. This position provides STD testing and treatment consultation to citywide providers and supports the seamless integration of clinical and disease intervention services at SF City Clinic. *(Supports Strategies 11-12)*

**SF City Clinic Medical Director (O. Bacon)**

**IN-KIND:** This position is the Medical Director of SF City Clinic, the municipal STI clinic and physical home for the LINCS team. Dr. Bacon is responsible for the development and oversight of clinical operations at SF City Clinic and provides medical care to STD and HIV patients. He provides citywide capacity building for STI prevention and control and provides technical assistance to private providers regarding management of syphilis patients; performs medical updates regarding syphilis and other STDs for health care providers. He also ensures that the LINCS team is integrated into clinical operations and provides clinical consultation as needed for LINCS clients. He helps oversee neurosyphilis surveillance. *(Supports Strategy 5)*

**Nurse Manager (J. Sansone)**

**IN-KIND:** This position is the nurse manager at SF City Clinic. They supervise the nursing team and the on-site CLIA-certified moderate-complexity laboratory. This position supports the seamless integration of clinical and disease intervention services at SF City Clinic through the development and implementation of protocols informed by clinic and program evaluation data. *(Supports Strategies 8, 11 & 12)*

**Senior Physician Specialist (J. Janssen)**

**IN-KIND:** This position is the Medical Director of Disease Intervention Services, and as part of that role, oversees the LINCS team as well as the PCHD-DIS funded RADR (Reserve for Accelerated Disease Response) teams. They are the medical epidemiology lead for the mpox response, and working together with the LINCS manager, they guide prioritization, evaluation and quality improvement as it relates to STI partner services. *(Supports Strategies 6 & 9)*

**Health Program Coord III (E. Antunez)**

**IN-KIND:** This position is the overall manager of the LINCS Team, which conducts partner services, linkage to care/treatment, case management, and/or navigation services to patients recently diagnosed with syphilis and/or HIV, or to patients previously diagnosed with HIV who are out of care. They provide over-arching vision and strategic director for LINCS, manage budgets and contracts, provide direction around prioritization of cases, ensure data quality, and lead quality improvement work. *(Supports Strategy 7)*

**Health Program Coord II (R. Shaw)**

**IN-KIND:** This position is the supervisor for the Syphilis/HIV LINCS Team, which conducts partner services, linkage to care/treatment, case management, and/or navigation services to patients recently diagnosed with syphilis and/or HIV, or to patients previously diagnosed with HIV who are out of care. They are responsible for ensuring the assignment and completion of syphilis/HIV partner services, including PrEP consultation and referral for HIV-negative patients and contacts, and re-engagement in care for HIV-positive patients and contacts. They perform case reviews and field audits; maintain good-working relationships with CBOs and clinical providers/screening sites; maintain and monitor staff evaluation data; produce required reports; and participate in planning and evaluation meetings. They also supervise the Health Program Coordinator who oversees the syphilis-specific activities of the Syphilis/HIV LINCS Team. *(Supports Strategies 3, 7, 9 & 11)*

**Health Program Coordinator I (G. Calero)**

**IN-KIND:** This position is responsible for overseeing the syphilis disease intervention activities of the Syphilis/HIV LINCS Team and for supervising members of the team. They are responsible for assigning and supervising partner services investigations; training staff members; performing case reviews, interviews, pouch reviews, and field audits; establishing relationships with CBOs to facilitate the integration and expansion of syphilis screening and educational activities; writing required reports using program and staff evaluation data; and conducting and participating in staff and STD Program leadership meetings. This position is also responsible for any HIV-related intervention conducted by assigned staff, including PrEP consultations and referrals, and linkage to HIV care services. This position works closely with the supervisor for the Syphilis/HIV LINCS team, wherein they both are responsible for developing and maintaining protocols for standard work for case investigations, management of workload, data-entry into ISCHTR, and sexual health counseling and referrals. *(Supports Strategies 3, 7 & 9)*

**Health Worker IV (J. Hawkins)**

**IN-KIND:** This position is a team lead for LINCS and supervises 5 DIS who provide partner services for syphilis, HIV and resistant gonorrhea. The DIS under the team lead's supervision also provide treatment assurance for all SFCC patients who are diagnosed with STIs, and with SF-resident patients of providers by request. They also conduct reminders for 3-month rescreening visits for females previously diagnosed with chlamydia or gonorrhea at SFCC. *(Supports Strategies 3, 7 & 9)*

**Health Worker II (1 Vacant Position)**

**IN-KIND:** This position is assigned to the CT/GC Screening Surveillance Program and is responsible for ensuring follow-up of SFCC patients and patients by request of their providers who need STD treatment; managing the 3-month SFCC chlamydia and gonorrhea re-screening program; counseling PEP and HIV patients; and conducting quality assurance of disease intervention services. *(Supports Strategies 7 & 9)*

**Health Worker III****(A. Gomez; A Mayfield; C. James; J Adrian Vargas; P. Aine; R. Brown; V Aburto; W. Anderson; & 2 Vacant Positions)**

**IN-KIND:** This position is part of the Syphilis/HIV LINC'S Team and provides all LINC'S services for assigned patients with syphilis, HIV or resistant gonorrhea; performs phlebotomy for syphilis and/or HIV partners and sexual network contacts; makes and verifies completion of referrals; performs follow-up for patients who do not return for their test results or who are infected with an STI and need treatment; and performs data-entry and quality assurance of disease intervention services. *(Supports Strategies 7 & 9)*

**Disease Control Investigator (R Narciso Mendez; & 2 Vacant Positions)**

**IN-KIND:** Investigates individual cases and outbreaks of STIs and HIV operating in the office and the field. The investigator collects, interprets and records complex specialized information of a highly confidential nature about patients and their contacts, and investigates outbreaks, at sites such as health care facilities and shelters, to formulate recommendations for disease prevention and control. *(Supports Strategies 3, 7 & 9)*

**Nurse Practitioner/Academic Detailer (A. Decker)**

**IN-KIND:** This position serves as the front-line academic detailer, developing materials for clinical providers to educate them on local/national STD epidemiology, STD screening/treatment guidelines, and best practices to implement and improve sexual health assessments and STD screening practices with their patient population. This position collaborates with STD and HIV leadership to prioritize provider types and organizations with which she conducts outreach and on-site training for both STD and HIV prevention and testing. This position also provides clinical consultation to the Community Health Equity and Promotion Branch, which is working with community-based sites to integrate STD tests into their existing HIV testing services. *(Supports Strategies 4, 7, 10, 11-14 & 16)*

**Community Based Services Liaison (T. Tuohey & A. Chavez)**

**IN-KIND:** This position is the program coordinator who oversees the YUTHE (Youth United Through Health Education) and Community Based Screening (CBS) teams in the Community Health Equity and Promotion (CHEP) Branch. They supervise the youth intern funded through PCHD. The YUTHE and CBS teams are responsible for establishing and maintaining community partnerships; providing support to community-based organizations who are offering STI screening; providing STI/HIV training and technical assistance to staff in CBOs and within SFDPH; developing and implementing STI media and social marketing campaigns; and promoting and helping to manage home STI screening programs, including the Don't Think Know and Take Me Home programs. *(Supports Strategy 12)*

**STI Grants and Operations Manager (A. Taylor)**

**IN-KIND:** Provides grant budget and contract management support. *(Supports All Strategies)*

<b>B. MANDATORY FRINGES (40% x salaries)</b>	<b>\$</b>	<b>232,522</b>
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This is based on the standard fringe estimate for staff.

<b>C. CONSULTANT COSTS</b>	<b>\$</b>	<b>-</b>
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<b>D. EQUIPMENT</b>	<b>\$</b>	<b>-</b>
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<b>D. SUPPLIES</b>	<b>\$</b>	<b>12,628</b>
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Item Requested	Number Needed	Number of Units	Unit Cost	Amount Requested
Cell Phones	17 staff	1 phone	\$70/phone + \$6.04 tax	\$ 1,293
Cell Phone Equipment	3 staff	2 items	~ \$20 / item	\$ 120
General Office Supplies		12 months	~ \$104.67 / month	\$ 1,256
Postage	10 staff	1 phone	\$70/phone + tax	\$ 760
STI Tests		134	\$62.50 per box plus sales tax @ 8.65%, est. \$100 shipping & handling	\$ 9,199
<b>Total</b>				<b>\$ 12,628</b>



**Cell Phones** - Cost of cell phones (iPhone 14) for funded and in-kind LINC staff responsible to conducting disease investigation and intervention services, used to contact patients who test positive for an STI by calling and texting. Cell phones for all CCSF staff and contractors are purchased and assigned through CCSF IT Department. *(Supports Strategy 9)*

*Supported Staff: Health Worker IV (J. Hawkins), Health Worker 2 (2 Vacant Positions), Health Worker 3 (A. Gomez, A. Mayfield, C. James, J. Adrian Vargas, P. Aine, V. Aburto, W. Anderson & 2 Vacant Positions), Health Program Coordinator I (G. Calero); Disease Control Investigator (R. Narciso Mendez & 2 Vacant Positions), & Health Worker (1 Vacant Heluna Health Position).*

**Cell Phone Equipment:** Cell phone charging cables and power adapters for funded and in-kind LINC staff responsible for conducting disease investigation services. Cell phones equipment for all CCSF staff and contractors are purchased and assigned through CCSF. *(Supports Strategies 9)*

*Supported Staff: Health Worker 2 (Vacant Position), Health Worker 3 (V. Aburto) & Health Worker (Vacant Heluna Health Position)*

**General Office Supplies:** Pens, pencils, paper, white boards, easel paper, under-desk filing cabinets, cell phone protective case, ergonomic accessories, etc. needed to support grant-funded work of funded and in-kind staff. The supplies are ordered through central office supply vendor. *(Supports all Strategies)*

**Postage:** For mailing letters to patients, as outlined in LINC Disease Intervention Specialist (DIS) Locator protocol when trying to connect with a patient to offer STI care, treatment, and partner services. *(Supports Strategies 7 & 9)*

**STI Tests** - GC/CT collection test kits *(Supports Strategies 10-12)*

**f. TRAVEL** **\$ 13,577**

Per Diem	Number of Trips	Number of People	Number of Units	Unit Cost	Amount Requested
Local Travel		25 rides per month (average)	12 month	\$15 per ride (average)	\$ 4,500
<b>NCSD STI Engage Conference (June 2-5, 2024, Washington DC)</b> <b>Proposed Attendee(s):</b> Senior Physician Specialist (F. Chevalier), Co-Principal Investigator (S. Cohen)					
Meals & Incidentals (M&IE) - June 2 & 5	1	2	2 days	\$59.25/day	\$ 119
Meals & Incidentals (M&IE) - June 3 & 4	1	2	2 days	\$79/day	\$ 316
Lodging	1	2	3 nights	\$258 + \$73 tax /night	\$ 993
Airfare	1	2		\$850	\$ 1,700
Airfare Luggage Check	1	2	2 flights	\$40/flight	\$ 160
Ground Transportation	1	2	4 transportation trips	\$25/ride	\$ 200
<b>CDC National STI Prevention Conference (Sept 16-19, 2024, Atlanta GA)</b> <b>Proposed Attendee(s):</b> Health Worker IV (J. Lopez), Health Program Coordinator II (R Shaw), and Health Program Coordinator IV (E. Antunez)					
Meals & Incidentals (M&IE) - Sept 16 & 19	1	3	2 days	\$55.50/day	\$ 333
Meals & Incidentals (M&IE) - Sept 17 & 18	1	3	2 days	\$74/day	\$ 444
Lodging	1	3	3 nights	\$173 + \$35 tax/night	\$ 1,872
Airfare	1	3		\$800	\$ 2,400
Airfare Luggage Check	1	3	2 flights	\$40/flight	\$ 240
Ground Transportation	1	3	4 transportation trips	\$25/ride	\$ 300
<b>Total</b>					<b>\$ 13,577</b>

**Local Travel:** For LINC Health Workers to use various transportation methods (e.g., ride share, taxi, public transit) for conducting disease investigation and intervention services, including field work to locate and support patients to access STI care and treatment services. If personal vehicles are used, the mileage reimbursement rate will align with the current federal rate of \$0.67 per mile. *(Supports Strategies 7 & 9)*

**Out-Of-State Travel:** Funds M&IE, lodging, airfare, luggage check and ground transportation (in alignment with GSA Per Diem Rates for respective cities) to support the cost of out-of-state conference travel for funded and/or in-kind CCSF staff to build staff expertise in areas - such as clinical science, epidemiology, social programs and policy - relevant to addressing the STI and HIV epidemics in San Francisco. *(Supports Strategy 15)*

<b>G. OTHER</b>	<b>\$</b>	<b>15,513</b>
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Location	Number of People	Number Needed	Number of Units	Unit Cost	Amount Requested
Cell Phone Service	17 staff	1 cell phone lines	12 months	\$40/month	\$ 8,160
Conference Registration					
NCSD STI Engage Conference (June 2-5, 2024, Washington DC)	2			\$700	\$ 1,400
CDC National STI Prevention Conference (Sept 16-19, 2024, Atlanta GA)	3			\$825	\$ 2,475
Postage		100 stamps	12 months	\$0.682 per stamp	\$ 818
Printing		1,000		\$0.26	\$ 260.00
Translation			24 documents	\$100 / document (estimate)	\$ 2,400
<b>Total</b>					<b>\$ 15,513</b>

**Cell Phone Service:** Cost of phones for funded and in-kind LINCIS staff responsible to conducting disease investigation and intervention services, used to contact patients who test positive for an STI by calling and texting. The list of proposed staff can be found in the Supplies > Cell Phones section of this budget. Cell phone service for all cell phones assigned to CCSF staff and contractors are purchased and assigned through CCSF IT Department. *(Supports Strategy 9)*

**Conference Registration:** Funds conference registration for out-of-state travel for funded and/or in-kind CCSF staff to attend one or more of the following to build staff expertise in areas - such as clinical science, epidemiology, social programs and policy - relevant to addressing the STI and HIV epidemics in San Francisco. The list of proposed staff can be found the Travel section of this budget. *(Supports All Strategies)*

**Postage:** As required under LINCIS DIS protocol, used to send letters when trying to connect with a patient to offer STI care, treatment, and partner services. *(Supports Strategies 7 and 9)*

**Printing:** Print trifold brochure(s) to provide information about engaging with LINCIS partner services and navigation services and how it supports the patient and their partners' STI care and treatment *(Supports Strategies 7 & 9)* and educational materials for providers *(Supports Strategies 11-14)*.

**Translation:** Translation of patient-facing written materials that provide vital information to the public about the Department's services or programs into the language(s) spoken by a Substantial Number of Limited English Speaking Persons in order to support patient centeredness by guaranteeing a friendly and welcoming environment through cultural sensitivity. This includes any Disease Investigation & Intervention patient-facing materials (Strategy 9), website content (Objective 13A), and promotional materials for home testing programs (Objective 12A-3 & 12C-1). *(NOTE: The Department has a list of translation vendors selected through an RFP process. Once documents for translation are submitted, estimates are requested from all vendors. The vendor with the lowest estimate is awarded the translation. The price therefore varies.)*

<b>H. CONTRACTUAL COSTS</b>	<b>\$</b>	<b>186,188</b>
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**Name of Contractor:** Public Health Foundation Enterprises, Inc (PHFE) dba Heluna Health  
**Method of Selection:** RFQ 36-2017  
**Period of Performance:** 2/1/24-1/31/25  
**Method of Evaluation:** Quarterly Reports/Regular Meetings  
**Method of Accountability:** Progress and performance will be monitored through quarterly reports, regular meetings and annual  
**Scope of Work:** Funds are requested to continue to support a contract with Heluna Health to act as a fiscal agent for the purpose of hiring culturally appropriate staff to perform syphilis and HIV case management, partner services and HIV linkage to care activities for high risk populations in San Francisco.

## H.1 SALARIES AND BENEFITS

**Health Worker/Phlebotomist**

This position is assigned to the SF County Jails and is responsible for screening inmates for STDs, HIV and Hepatitis; performs daily Phlebotomy services for blood specimen collection; collects contact information for inmates receiving testing services; collects demographic and sexual history data; provides disclosure services to inmates infected with STDs, HIV and Hepatitis; assists with referrals and linkage to care activities for inmates who test positive; performs partner services as needed; delivers paper copies of test results to inmates who test negative.

Annual Salary (includes 3% Cola increase)	FTE	Months	Amount
55,496.53	0.50	12	\$ 27,748

**Community Health Youth Intern**

These positions perform STD data collection, counseling, follow up, and outreach for persons with STDs or at risk for STDs. *(Supports Strategy 12)*

Annual Salary (includes 3% Cola increase)	FTE	Months	Amount
53,525.00	1.00	10	\$ 44,604

**Finance Grants Management**

This position is responsible for the fiscal management, policy development, and financial reporting. She develops and monitors budgets, establishes contracts, sub-contracts, and cooperative agreements in addition to managing FTEs, benefits, budget estimates, and monthly reports to assist with the execution of activities.

Annual Salary (includes 3% Cola increase)	FTE	Months	Amount
108,019.00	0.10	12	\$ 10,802

**Health Workers (Wanda Anderson, Joseph Sweazey, & 1 Vacant Position)**

**IN-KIND:** This position is part of the Syphilis/HIV LINC'S Team and provides all LINC'S services for assigned patients with syphilis, HIV or resistant gonorrhea; performs phlebotomy for syphilis and/or HIV partners and sexual network contacts; makes and verifies completion of referrals; performs follow-up for patients who do not return for their test results or who are infected with an STI and need treatment; and performs data-entry and quality assurance of disease intervention services. *(Supports Strategies 7 & 9)*

	<b>Total Salaries</b>	<b>83,154</b>	
<b>Fringe Benefits</b>			
Fringe Rate is at 33.81% of salaries			
	<b>Total Fringes</b>	<b>28,114</b>	
	<b>Total Salaries and Fringes</b>		<b>111,268</b>

## H.2 OPERATING EXPENSES

### Supplies

\$ 7,421.00

Item Requested	Number Needed	Number of Units	Unit Cost	Amount Requested
General Office Supplies		12 months	\$9.25 / month	\$ 111
Incentives	152 items		\$5/unit	\$ 760
Promotional Outreach Items	400 items		\$9.50/unit	\$ 3,800
Tracfones	50 phones		\$55/phone	\$ 2,750
<b>Total</b>				<b>\$ 7,421</b>

**General Office Supplies:** Pens, pencils, paper, etc. for Heluna Health funded and in-kind staff needed to support grant-funded work of funded and in-kind staff. The supplies are ordered through central office supply vendor. *(Supports Strategies 7, 9, 10 & 12)*

**Incentives** - Non-monetary incentives are provided to clients and community members to encourage them to engage in health care services such as attending appointments, receiving treatment. Incentives include but are not limited to hygiene supplies, backpacks, outdoor supplies (i.e., travel blankets, sleeping bags, solar flashlight multiuse tools, towels), clothing items for everyday use (i.e., underwear and socks), and weather-specific clothing (i.e., gloves, beanies, sweaters). Incentives will be monitored and tracked accordingly. *(Supports Strategies 7 & 9)*

**Promotional Outreach Items:** Community Health Promotion items (such as bags, towels, water bottles, portable chargers, selfie lights, hoodies) for use at community events such as Black Joy Parade (February) and San Francisco Pride (June) to promote home-based STI testing program as part of community outreach and engagement community at events. *(Supports Strategy 12)*

**Tracfones** - LINC'S (Linkage, Integration, Navigation, and Comprehensive Services) is a team of disease investigation specialists that work to prevent and reduce the incidence of STIs and HIV through linkage to care and treatment, and partner services. The tracfones cell phones are for LINC'S clients to maintain contact with their DIS and health care team during their course of linkage to care and treatment (e.g., ensure latent syphilis case patients receive treatment x3). Provision of phones provide timely and comprehensive services to patients with whom contact is difficult to maintain during the course of treatment. *(Supports Strategy 9 & 10)*

*Note: The cell service is provided through other grant funding sources.*

### Other

\$ 11,600.00

Item Requested	Number Needed	Number of Units	Unit Cost	Amount Requested
Booth Rental	2 booth rentals		\$400 per rental	\$ 800
CLEAR Subscription		12 months	\$489/month	\$ 5,868
Drop Box Subscription		1 year	\$240.00	\$ 240
Lexis Nexis Subscription		12 months	\$156.00	\$ 1,872
Printing	1,000 postcards		\$0.30	\$ 300
Transportation (for Clients)	14 rides per month (average)	12 month	\$15 per ride (average)	\$ 2,520
<b>Total</b>			<b>\$ -</b>	<b>\$ 11,600</b>

**Booth Rental:** Booth rental at community events such as Black Joy Parade (February) and San Francisco Pride (June) for promotion of home-based STI testing program as part of community outreach and engagement community at events. *(Supports Strategy 12)*

**CLEAR Subscription:** Used by designated LINC'S disease investigation specialists (i.e., Health Program Coordinators, Health Workers, Disease Control Investigators) to conduct searches to get into contact with a patient who recently tested positive for an STI or HIV and invite them to receive care and treatment. This is part of the LINC'S locator protocol. *(Supports Strategies 7 & 9)*

**Drop Box Subscription:** Used to store and share educational materials that promote STI care and treatment for providers *(Supports Strategy 10)* and sharing of documents between CCSF and Consultants/Subcontractors *(Supports All Strategies)*.

**Lexis Nexis Subscription:** Used by designated LINC'S disease intervention specialists (i.e., Health Program Coordinators, Health Workers, Disease Control Investigators) to conduct searches through public records to get into contact with a patient who recently tested positive for an STI or HIV and invite them to receive care and treatment. This is part of the LINC'S locator protocol. *(Supports Strategies 7 & 9)*

**Printing:** Campaign postcards to promote home-based STI testing program as part of community outreach and engagement community. *(Supports Strategy 12)*

**Transportation (for Clients)** - Transport patients to STI related appointments using various transportation methods (e.g., ride share, taxi, public transit), as well as to a residence, the hospital, pharmacy or other social services related to STI treatment and care. Ride share (such as Lyft) and other transportation are available to staff when public transit isn't available or efficient when doing field work. *This is not related to Participant Support Costs as it does not meet 45 CFR 75.2 definition, which relates to conferences or trainings. (Supports Strategies 6 -10)*

<b>Total Operating Expenses</b>	<b>\$</b>	<b>19,021</b>
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<b>H.3 Subcontractor</b>	<b>\$</b>	<b>38,040</b>
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**Name of Organization:** Siro Solutions

**Method of Selection:** Sole Source

**Period of Performance:** 02/01/24 - 01/31/25

**Method of Evaluation:** Quarterly updates

**Scope of Work:** *Supports Strategy 13* and includes:

- A) Ongoing security and site maintenance such as check for new versions and patches for Drupal core, add-on modules, and themes, replicate the live website to a staging environment for testing update code and test as needed to make sure all functionality and styling remain intact, push changes live (cost \$120 hourly rate, 70 development hours secured per 12 months = \$700 x 12 months = \$8,400)
- B) Site development package such as content or development, design, or copywriting support (cost \$120 hourly rate, 240 hours per 12 months = \$2,400 x 12 = \$28,800)
- C) 3rd Party Software license on the SFCC website - DPXR “Professional” (\$70 x 12 = \$840)

<b>Total PHFE/Heluna Health Direct Costs</b>	<b>\$</b>	<b>168,329</b>
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<b>Indirect Costs</b>		<b>17,859</b>
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Indirect costs are calculated at 11.5% of Modified Total Direct Costs.

<b>TOTAL PHFE/HELUNA HEALTH BUDGET</b>	<b>\$</b>	<b>186,188</b>
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<b>I. TOTAL DIRECT COSTS</b>	<b>\$</b>	<b>1,041,732</b>
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<b>J. TOTAL INDIRECT COSTS</b>	<b>\$</b>	<b>77,313</b>
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9.5% of Salary, Wages & Fringe Benefits

<b>K. TOTAL COSTS</b>	<b>\$</b>	<b>1,119,045</b>
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San Francisco Department of Public Health, Population Health Division

BUDGET JUSTIFICATION  
February 1, 2024 - January 31, 2025

Salaries.....	\$	581,304
Fringe Benefits.....	\$	232,522
Consultant Costs.....	\$	-
Equipment.....	\$	-
Supplies.....	\$	12,628
Travel.....	\$	13,577
Other.....	\$	15,513
Contractual Costs.....	\$	186,188
Total Direct.....	\$	1,041,732
Indirect Costs.....	\$	77,313
Total.....	\$	1,119,045

**San Francisco Department of Public Health, Population Health Division  
Strengthening STD Prevention and Control for Health Departments (STD PCHD)  
Cooperative Agreement (CDC-RFA-PS19-1901)**

**Budget Justification  
February 1, 2025 - February 28, 2025**

**A. SALARIES AND WAGES** **\$ 50,735**

Position Title and Name	Annual Salary	Time	Months	Amount Requested
Co-Principal Investigator S. Cohen	\$ 212,100.00	9%	1	\$ 1,591
Epidemiologist II R. Kohn	\$ 142,428.00	30%	1	\$ 3,561
Health Worker IV M. Harris	\$ 108,550.00	50%	1	\$ 4,523
Health Worker III K. Hampton	\$ 84,864.00	100%	1	\$ 7,072
Health Worker IV Vacant	\$ 90,584.00	100%	1	\$ 7,549
Health Worker II Vacant	\$ 76,960.00	100%	1	\$ 6,413
IS Business Analyst - Assistant A. Inglis	\$ 104,026.00	25%	1	\$ 2,167
IS Business Analyst Vacant	\$ 108,056.00	100%	1	\$ 9,005
Licensed Vocational Nurse R. Peralta	\$ 102,154.00	100%	1	\$ 8,513
Budget Analyst W. Woo	\$ 116,896.00	4%	1	\$ 341
Manager I T. Nguyen	\$ 159,926.00	10%	1	In Kind
Epidemiologist II M. Witten Sankaren	\$ 126,256.00	17%	1	In Kind
Senior Physician Specialist F. Chevalier	\$ 283,036.00	10%	1	In Kind
Senior Physician Specialist O. Bacon	\$ 324,714.00	10%	1	In Kind
Nurse Manager J. Sansone	\$ 244,010.00	10%	1	In Kind
Senior Physician Specialist J. Janssen	\$ 283,036.00	10%	1	In Kind
Health Program Coord III E. Antunez	\$ 137,228.00	10%	1	In Kind
Health Program Coord II R. Shaw	\$ 116,818.00	7%	1	In Kind
Health Program Coord I G. Calero	\$ 107,692.00	10%	1	In Kind
Health Worker IV J. Hawkins	\$ 93,730.00	10%	1	In Kind
Health Worker III A. Gomez	\$ 94,380.00	10%	1	In Kind
Health Worker III A. Mayfield	\$ 92,846.00	10%	1	In Kind
Health Worker III C. James	\$ 92,846.00	10%	1	In Kind
Health Worker III J Adrian Vargas	\$ 82,090.00	10%	1	In Kind
Health Worker III P. Aine	\$ 80,210.00	10%	1	In Kind
Health Worker III R. Brown	\$ 82,342.00	10%	1	In Kind
Health Worker III V. Aburto	\$ 86,594.00	10%	1	In Kind

Health Worker III Vacant	\$	86,594.00	10%	1	In Kind
Health Worker III Vacant	\$	86,594.00	10%	1	In Kind
Health Worker II Vacant	\$	76,960.00	10%	1	In Kind
Disease Control Investigator R Narcioso Mendez	\$	83,408.00	10%	1	In Kind
Disease Control Investigator E. Mendoza	\$	83,408.00	10%	1	In Kind
Disease Control Investigator T. Echevarria	\$	83,408.00	10%	1	In Kind
Nurse Practitioner /Academic Detailer A. Decker	\$	242,632.00	20%	1	In Kind
Community Based Services Liaison T. Tuohey	\$	122,590.00	5%	1	In Kind
STI Grants and Operations Manager A. Taylor	\$	147,338.00	2%	1	In Kind
<b>Total Salaries</b>					<b>\$ 50,735</b>



## **Job Description**

### **Principal Investigator (S. Cohen)**

This position is the PI for the SFDPH PHD STD PCHD Project and will work with the Project leaders to ensure that the Project meets all funding requirements, follows the standardized protocols and procedures, and adheres to CDC's Data Security and Confidentiality Guidelines. They will participate/attend mandatory STD PCHD conference calls and project meetings. Dr. Cohen is the STD Controller for San Francisco. Therefore, this position will provide primary oversight and direction-setting to meet STD PCHD objectives, and is the primary liaison for developing and implementing local STD policies and guidelines. Dr. Cohen also provides medical care to STD and HIV patients; oversees research projects occurring at the Clinic; performs medical updates regarding syphilis and other STDs for health care providers; and acts as the liaison with the medical community for the purpose of increasing awareness of syphilis symptoms, screening and prevention recommendations. As a member of the California Prevention Training Center, the STD Clinical Services Technical Cooperation Group, the National Coalition of STD Directors, and the California STD/HIV Controllers Association, this position is critical in the discussion and development of STD policies and guidelines. *(Supports Strategies 11, 13, 14 & 15)*

### **Epidemiologist II (R. Kohn)**

This position serves as both the STD Program Data Manager and senior epidemiologist for the SFDPH PHD STD PCHD Project. They are responsible for overseeing and managing ISCHTR, the STD electronic data system; verifying, analyzing, interpreting, and summarizing all STD data from surveillance records, SF City Clinic, and field investigations for routine reports and ad-hoc requests, grants, and program evaluation; using the results of STD morbidity and STD clinic, interview, and epidemiologic data to evaluate, develop or modify STD policies, STD surveillance systems and SF City Clinic QA practices; and providing training in epidemiologic methods and how to use ISCHTR to perform basic analysis of STD morbidity data. This position is a key member of the Epic development team; because the Epic EMR will replace the ISCHTR EMR for SF City Clinic, the work of this position is integral to ensuring ongoing successful use of integrated STD case and program data. The integration of DIS work and the SFCC EMR and workflows are unique to ISCHTR and the SFDPH PHD STD Program, the lessons learned from which are being represented by this position to maximize the potential for the development and implementation of Epic. *(Supports Strategies 1 & 2)*

### **Health Worker IV (M. Harris)**

This position is a team lead for LINC'S and supervises 5 DIS who provider partner services for syphilis, HIV and resistant gonorrhea. The DIS under the team lead's supervision also provide treatment assurance for all SFCC patients who are diagnosed with STIs, and with SF-resident patients of providers by request. They also conduct reminders for 3-month rescreening visits for females previously diagnosed with chlamydia or gonorrhea at SFCC. *(Supports Strategies 3, 7, 9, & 11)*

### **Health Worker III (K. Hampton)**

This position is part of the Syphilis/HIV LINC'S Team and provides all LINC'S services for assigned patients with syphilis, HIV or resistant gonorrhea; performs phlebotomy for syphilis and/or HIV partners and sexual network contacts; makes and verifies completion of referrals; performs follow-up for patients who do not return for their test results or who are infected with an STI and need treatment; and performs data-entry and quality assurance of disease intervention services. *(Supports Strategies 7 & 9)*

### **Health Worker IV (Vacant)**

This position is a team lead for LINC'S and supervises 5 DIS who provider partner services for syphilis, HIV and resistant gonorrhea. The DIS under the team lead's supervision also provide treatment assurance for all SFCC patients who are diagnosed with STIs, and with SF-resident patients of providers by request. They also conduct reminders for 3-month rescreening visits for females previously diagnosed with chlamydia or gonorrhea at SFCC. *(Supports Strategies 7 & 9)*

### **Health Worker II (Vacant)**

This position is assigned to the CT/GC Screening Surveillance Program and is responsible for ensuring follow-up of SFCC patients and patients by request of their providers who need STD treatment; managing the 3-month SFCC chlamydia and gonorrhea re-screening program; counseling PEP and HIV patients; and conducting quality assurance of disease intervention services. *(Supports Strategies 7 & 9)*

### **IS Business Analyst- Assistant (A. Ingles)**

This position is responsible for supporting many of the duties outlined in the IS Business Analyst (Vacant) justification. *(Supports Strategies 1-5 and Staff Supporting All Strategies)*

### **IS Business Analyst (Vacant)**

This position is responsible for maintaining, monitoring, and updating the STI surveillance and partner services data systems; supporting the end users at SF City Clinic with IT needs and requests including the configuration of new computers and peripherals; performing software upgrades; troubleshooting SF City Clinic hardware problems; assisting with creation, maintenance, and optimization of data interfaces needed to maintain STI surveillance and disease control activities, including importing of SFCC Epic EMR data, citywide electronic lab reporting, and ad hoc research data sets; and assisting in troubleshooting STI Program staff with programming problems, data-entry errors, and network administration. *(Supports Strategies 1-5 and Staff Supporting All Strategies)*

**Licensed Vocational Nurse (R. Peralta)**

This position is responsible for overseeing the SF City Clinic STAT Laboratory and assisting clinic staff in the performance of chlamydia, gonorrhea, syphilis serology, and HIV testing; performing quality control testing of these tests, as assigned; and for performing data entry of lab data into ISCHTR. *(Supports Strategies 11-12)*

**Budget Analyst (W. Woo)**

This position is responsible for providing fiscal oversight and administrative support for the Project; for negotiating and setting-up budgets; working with the local fiscal department and budget staff; and preparing budget revisions as needed. This position also ensures appropriate budget expenditures on the necessary timetable. *(Supports All Strategies)*

**Manager: STI Epidemiology, Surveillance, and Program Evaluation Unit, ARCHES Branch (T. Nguyen)**

**IN-KIND:** This position serves as the manager of the STI Epidemiology, Surveillance, and Program Evaluation Unit of the SFDPH PHD ARCHES Branch and lead epidemiologist for the SFDPH PHD STD PCHD Project. This position will work closely with the Project Investigator to ensure that STD PCHD objectives and deliverables are met. This position oversees the epidemiologic and program evaluation activities related to the SFDPH PHD STD Program and the STD PCHD Project, including design, analysis, and interpretation of epidemiologic studies related to STD control and surveillance. This position leads CDC-required reporting activities and ensures that required data are collected and evaluations are conducted. They are responsible for ensuring that informative data and analyses are presented to appropriate groups and at scientific meetings. They will also ensure QA of data reported through the various STD surveillance streams; monitor alignment with policies and protocols for data monitoring and surveillance activities; and liaise with local, state, and national partners on STD surveillance and program evaluation issues. *(Supports Strategies 2, 3, 11, 15, 16, & 17)*

**Epidemiologist II (M. Witten Sankaren)**

**IN-KIND:** This position serves as an epidemiologist for the SFDPH PHD STD PCHD Project. This position works closely with the STI Epidemiology, Surveillance, and Program Evaluation Manager (T. Nguyen) and STD Program Data Manager and Senior Epidemiologist (R. Kohn) to ensure that STD PCHD objectives and deliverables are met. This position is a critical contributor to ongoing and developing new epidemiologic and program evaluation activities related to the STD Program and the STD PCHD Project, including design, analysis, and interpretation of epidemiologic studies related to STD control and surveillance. They conduct data analyses, synthesis, and translation for presentation to appropriate groups and at scientific meetings. They also ensure QA of data reported through the various STD surveillance streams; apply policies and protocols for data monitoring and surveillance activities; and identify and problem-solve around system- and technologic-level barriers to improving surveillance and program activities and interventions. *(Supports Strategies 3, 4 & 15)*

**Senior Physician Specialist (F. Chevalier)**

**IN-KIND:** This position is the supervising physician at SF City Clinic. He supervises the Nurse Practitioner team and is the lead preceptor for clinical students, interns, and fellows and house staff who rotate through the clinic. Dr. Chevalier supports the development and implementation of clinical protocols and assists with evaluation of SFDPH PHD STD programmatic activities involving clinical workflows and guidance. This position provides STD testing and treatment consultation to citywide providers and supports the seamless integration of clinical and disease intervention services at SF City Clinic. *(Supports Strategies 11-12)*

**SF City Clinic Medical Director (O. Bacon)**

**IN-KIND:** This position is the Medical Director of SF City Clinic, the municipal STI clinic and physical home for the LINC team. Dr. Bacon is responsible for the development and oversight of clinical operations at SF City Clinic and provides medical care to STD and HIV patients. He provides citywide capacity building for STI prevention and control and provides technical assistance to private providers regarding management of syphilis patients; performs medical updates regarding syphilis and other STDs for health care providers. He also ensures that the LINC team is integrated into clinical operations and provides clinical consultation as needed for LINC clients. He helps oversee neurosyphilis surveillance. *(Supports Strategy 5)*

**Nurse Manager (J. Sansone)**

**IN-KIND:** This position is the nurse manager at SF City Clinic. They supervise the nursing team and the on-site CLIA-certified moderate-complexity laboratory. This position supports the seamless integration of clinical and disease intervention services at SF City Clinic through the development and implementation of protocols informed by clinic and program evaluation data. *(Supports Strategies 8, 11 & 12)*

**Senior Physician Specialist (J. Janssen)**

**IN-KIND:** This position is the Medical Director of Disease Intervention Services, and as part of that role, oversees the LINC team as well as the PCHD-DIS funded RADR (Reserve for Accelerated Disease Response) teams. They are the medical epidemiology lead for the mpox response, and working together with the LINC manager, they guide prioritization, evaluation and quality improvement as it relates to STI partner services. *(Supports Strategies 6 & 9)*

**Health Program Coord III (E. Antunez)**

**IN-KIND:** This position is the overall manager of the LINC Team, which conducts partner services, linkage to care/treatment, case management, and/or navigation services to patients recently diagnosed with syphilis and/or HIV, or to patients previously diagnosed with HIV who are out of care. They provide over-arching vision and strategic direction for LINC, manage budgets and contracts, provide direction around prioritization of cases, ensure data quality, and lead quality improvement work. *(Supports Strategy 7)*

**Health Program Coord II (R. Shaw)**

**IN-KIND:** This position is the supervisor for the Syphilis/HIV LINC Team, which conducts partner services, linkage to care/treatment, case management, and/or navigation services to patients recently diagnosed with syphilis and/or HIV, or to patients previously diagnosed with HIV who are out of care. They are responsible for ensuring the assignment and completion of syphilis/HIV partner services, including PrEP consultation and referral for HIV-negative patients and contacts, and re-engagement in care for HIV-positive patients and contacts. They perform case reviews and field audits; maintain good-working relationships with CBOs and clinical providers/screening sites; maintain and monitor staff evaluation data; produce required reports; and participate in planning and evaluation meetings. They also supervise the Health Program Coordinator who oversees the syphilis-specific activities of the Syphilis/HIV LINC Team. *(Supports Strategies 3, 7, 9 & 11)*

**Health Program Coordinator I (G. Calero)**

**IN-KIND:** This position is responsible for overseeing the syphilis disease intervention activities of the Syphilis/HIV LINC Team and for supervising members of the team. They are responsible for assigning and supervising partner services investigations; training staff members; performing case reviews, interviews, pouch reviews, and field audits; establishing relationships with CBOs to facilitate the integration and expansion of syphilis screening and educational activities; writing required reports using program and staff evaluation data; and conducting and participating in staff and STD Program leadership meetings. This position is also responsible for any HIV-related intervention conducted by assigned staff, including PrEP consultations and referrals, and linkage to HIV care services. This position works closely with the supervisor for the Syphilis/HIV LINC team, wherein they both are responsible for developing and maintaining protocols for standard work for case investigations, management of workload, data-entry into ISCHTR, and sexual health counseling and referrals. *(Supports Strategies 3, 7 & 9)*

**Health Worker IV (J. Hawkins)**

**IN-KIND:** This position is a team lead for LINC and supervises 5 DIS who provide partner services for syphilis, HIV and resistant gonorrhea. The DIS under the team lead's supervision also provide treatment assurance for all SFCC patients who are diagnosed with STIs, and with SF-resident patients of providers by request. They also conduct reminders for 3-month rescreening visits for females previously diagnosed with chlamydia or gonorrhea at SFCC. *(Supports Strategies 3, 7 & 9)*

**Health Worker II (1 Vacant Position)**

**IN-KIND:** This position is assigned to the CT/GC Screening Surveillance Program and is responsible for ensuring follow-up of SFCC patients and patients by request of their providers who need STD treatment; managing the 3-month SFCC chlamydia and gonorrhea re-screening program; counseling PEP and HIV patients; and conducting quality assurance of disease intervention services. *(Supports Strategies 7 & 9)*

**Health Worker III**

**(A. Gomez; A Mayfield; C. James; J Adrian Vargas; P. Aine; R. Brown; V Aburto; & 2 Vacant Positions)**

**IN-KIND:** This position is part of the Syphilis/HIV LINC Team and provides all LINC services for assigned patients with syphilis, HIV or resistant gonorrhea; performs phlebotomy for syphilis and/or HIV partners and sexual network contacts; makes and verifies completion of referrals; performs follow-up for patients who do not return for their test results or who are infected with an STI and need treatment; and performs data-entry and quality assurance of disease intervention services. *(Supports Strategies 7 & 9)*

**Disease Control Investigator (R Narciso Mendez; T. Echevarria, & E. Mendoza)**

**IN-KIND:** Investigates individual cases and outbreaks of STIs and HIV operating in the office and the field. The investigator collects, interprets and records complex specialized information of a highly confidential nature about patients and their contacts, and investigates outbreaks, at sites such as health care facilities and shelters, to formulate recommendations for disease prevention and control. *(Supports Strategies 3, 7 & 9)*

**Nurse Practitioner/Academic Detailer (A. Decker)**

**IN-KIND:** This position serves as the front-line academic detailer, developing materials for clinical providers to educate them on local/national STD epidemiology, STD screening/treatment guidelines, and best practices to implement and improve sexual health assessments and STD screening practices with their patient population. This position collaborates with STD and HIV leadership to prioritize provider types and organizations with which she conducts outreach and on-site training for both STD and HIV prevention and testing. This position also provides clinical consultation to the Community Health Equity and Promotion Branch, which is working with community-based sites to integrate STD tests into their existing HIV testing services. *(Supports Strategies 4, 7, 10, 11-14 & 16)*

**Community Based Services Liaison (T. Tuohey & A. Chavez)**

**IN-KIND:** This position is the program coordinator who oversees the YUTHE (Youth United Through Health Education) and Community Based Screening (CBS) teams in the Community Health Equity and Promotion (CHEP) Branch. They supervise the youth intern funded through PCHD. The YUTHE and CBS teams are responsible for establishing and maintaining community partnerships; providing support to community-based organizations who are offering STI screening; providing STI/HIV training and technical assistance to staff in CBOs and within SFDPH; developing and implementing STI media and social marketing campaigns; and promoting and helping to manage home STI screening programs, including the Don't Think Know and Take Me Home programs. *(Supports Strategy 12)*

**STI Grants and Operations Manager (A. Taylor)**

**IN-KIND:** Provides grant budget and contract management support. *(Supports All Strategies)*

<b>B. MANDATORY FRINGES (40% x salaries)</b>	<b>\$</b>	<b>20,294</b>
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This is based on the standard fringe estimate for staff.

<b>C. CONSULTANT COSTS</b>	<b>\$</b>	<b>-</b>
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<b>D. EQUIPMENT</b>	<b>\$</b>	<b>-</b>
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<b>E. SUPPLIES</b>	<b>\$</b>	<b>317</b>
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Item Requested	Number Needed	Number of Units	Unit Cost	Amount Requested
General Office Supplies		1 Month	~ \$81 / month	\$ 81
STI Tests		2	\$62.50 per box plus sales tax @ 8.65%, est. \$100 shipping & handling	\$ 236
<b>Total</b>				<b>\$ 317</b>

**General Office Supplies:** Pens, pencils, paper, white boards, easel paper, under-desk filing cabinets, cell phone protective case, ergonomic accessories (including phone headsets), etc. needed to support grant-funded work of funded and in-kind staff. The supplies are ordered through central office supply vendor. *(Supports all Strategies)*

**STI Tests - GC/CT collection test kits** *(Supports Strategies 10-12)*

<b>F. TRAVEL</b>	<b>\$</b>	<b>75</b>
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Per Diem	Number of Trips	Number of People	Number of Units	Unit Cost	Amount Requested
Local Travel		5 rides per month (average)	1 month	\$15 per ride (average)	\$ 75

**Local Travel:** For LINC Health Workers to use various transportation methods (e.g., ride share, taxi, public transit) for conducting disease investigation and intervention services, including field work to locate and support patients to access STI care and treatment services. If personal vehicles are used, the mileage reimbursement rate will align with the current federal rate of \$0.67 per mile. *(Supports Strategies 7 & 9)*

<b>G. OTHER</b>	<b>\$</b>	<b>1,008</b>
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Location	Number of People	Number Needed	Number of Units	Unit Cost	Amount Requested
Cell Phone Service	21 staff	1 cell phone lines	1 months	\$40/month + \$8 Tax/fees	\$ 1,008

**Cell Phone Service:** Cost of phones for funded and in-kind LINC staff responsible to conducting disease investigation and intervention services, used to contact patients who test positive for an STI by calling and texting. Cell phone service for all cell phones assigned to CCSF staff and contractors are purchased and assigned through CCSF IT Department. *(Supports Strategy 9)*

**Supported Staff:** Health Worker 4 (J. Hawkins, J. Lopez, M. Harris), Health Worker 2 (2 Vacant Positions), Health Worker 3 (K. Hampton, R. Brown, C. James, J. Adrian Vargas, V. Aburto, A. Mayfield, P. Aine, A. Gomez, & 2 Vacant Positions), Health Program Coordinator I (G. Calero); Disease Control Investigator (R. Narciso Mendez, T. Echevarria, E. Mendoza), & Health Worker ( W. Anderson, JP Medelin Luna).

<b>H. CONTRACTUAL COSTS</b>	<b>\$</b>	<b>14,077</b>
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**Name of Contractor:** Public Health Foundation Enterprises, Inc (PHFE) dba Heluna Health

**Method of Selection:** RFQ 36-2017

**Period of Performance:** 2/1/25-2/28/25

**Method of Evaluation:** Quarterly Reports/Regular Meetings

**Method of Accountability:** Progress and performance will be monitored through quarterly reports, regular meetings and annual

**Scope of Work:** Funds are requested to continue to support a contract with Heluna Health to act as a fiscal agent for the purpose of hiring culturally appropriate staff to perform syphilis and HIV case management, partner services and HIV linkage to care activities for high risk populations in San Francisco.

#### H.1 SALARIES AND BENEFITS

##### Health Worker/Phlebotomist

This position is assigned to the SF County Jails and is responsible for screening inmates for STDs, HIV and Hepatitis; performs daily Phlebotomy services for blood specimen collection; collects contact information for inmates receiving testing services; collects demographic and sexual history data; provides disclosure services to inmates infected with STDs, HIV and Hepatitis; assists with referrals and linkage to care activities for inmates who test positive; performs partner services as needed; delivers paper copies of test results to inmates who test negative.

Annual Salary (includes 3% Cola increase)	FTE	Months	Amount
57,161.00	0.50	1	\$ 2,382

##### Community Health Youth Intern

These positions perform STD data collection, counseling, follow up, and outreach for persons with STDs or at risk for STDs. *(Supports Strategy 12)*

Annual Salary (includes 3% Cola increase)	FTE	Months	Amount
53,552.00	0.85	1	\$ 3,778

##### Finance Grants Management

This position is responsible for the fiscal management, policy development, and financial reporting. She develops and monitors budgets, establishes contracts, sub-contracts, and cooperative agreements in addition to managing FTEs, benefits, budget estimates, and monthly reports to assist with the execution of activities.

Annual Salary (includes 3% Cola increase)	FTE	Months	Amount
111,259.00	0.10	1	\$ 927

##### Health Workers (W. Anderson & JP. Medellin Luna)

**IN-KIND:** This position is part of the Syphilis/HIV LINC Staff and provides all LINC services for assigned patients with syphilis, HIV or resistant gonorrhea; performs phlebotomy for syphilis and/or HIV partners and sexual network contacts; makes and verifies completion of referrals; performs follow-up for patients who do not return for their test results or who are infected with an STI and need treatment; and performs data-entry and quality assurance of disease intervention services. *(Supports Strategies 7 & 9)*

**Total Salaries** **7,087**

##### Fringe Benefits

Fringe Rate is at 34.93% of salaries

Total Fringes	2,475	
Total Salaries and Fringes		9,562

## H.2 OPERATING EXPENSES

**Supplies** \$ 10.00

Item Requested	Number Needed	Number of Units	Unit Cost	Amount Requested
General Office Supplies		1 months	~\$9.50/ month	\$ 10

**General Office Supplies:** Pens, pencils, paper, etc. for Heluna Health funded and in-kind staff needed to support grant-funded work of funded and in-kind staff. The supplies are ordered through central office supply vendor. (*Supports Strategies 7, 9, 10 & 12*)

**Other** \$ 210.00

Item Requested	Number Needed	Number of Units	Unit Cost	Amount Requested
Transportation (for Clients)	14 rides per month (average)	1 month	\$15 per ride (average)	\$ 210

**Transportation (for Clients)** - Transport patients to STI related appointments using various transportation methods (e.g., ride share, taxi, public transit), as well as to a residence, the hospital, pharmacy or other social services related to STI treatment and care. Ride share (such as Lyft) and other transportation are available to staff when public transit isn't available or efficient when doing field work. *This is not related to Participant Support Costs as it does not meet 45 CFR 75.2 definition, which relates to conferences or trainings. (Supports Strategies 6 -10)*

**Total Operating Expenses** \$ 220

**H.3 Subcontractor** \$ 3,170

**Name of Organization:** Siro Solutions

**Method of Selection:** Sole Source

**Period of Performance:** 02/01/25 - 02/28/25

**Method of Evaluation:** Quarterly updates

**Scope of Work:** *Supports Strategy 13* and includes:

A) Ongoing security and site maintenance such as check for new versions and patches for Drupal core, add-on modules, and themes, replicate the live website to a staging environment for testing update code and test as needed to make sure all functionality and styling remain intact, push changes live (cost \$120 hourly rate, ~5.83 development hours secured per 1 month = \$700 x 1 months = \$700)

B) Site development package such as content or development, design, or copywriting support (cost \$120 hourly rate, 20 hours per 1 months = \$2,400 x 1 = \$2,400)

C) 3rd Party Software license on the SFCC website - DPXR "Professional" (\$70 x 1 month = \$70)

**Total PHFE/Heluna Health Direct Costs** \$ 12,952

**Indirect Costs** 1,125

Indirect costs are calculated at 11.5% of Modified Total Direct Costs. Does not include Siro Solutions, as the sub-award total for PCHD Base (excluding PCHD 1-Month) exceeds the \$25,000 threshold.

**TOTAL PHFE/HELUNA HEALTH BUDGET** \$ 14,077

**I. TOTAL DIRECT COSTS** \$ 86,506

**J. TOTAL INDIRECT COSTS** \$ 6,748

9.5% of Salary, Wages & Fringe Benefits

**K. TOTAL COSTS** \$ 93,254

San Francisco Department of Public Health, Population Health Division

BUDGET JUSTIFICATION  
February 1, 2025 - February 28, 2025

Salaries.....	\$	50,735
Fringe Benefits.....	\$	20,294
Consultant Costs.....	\$	-
Equipment.....	\$	-
Supplies.....	\$	317
Travel.....	\$	75
Other.....	\$	1,008
Contractual Costs.....	\$	14,077
Total Direct.....	\$	86,506
Indirect Costs.....	\$	6,748
Total.....	\$	93,254





DEPARTMENT OF HEALTH AND HUMAN SERVICES  
Centers for Disease Control and Prevention

Notice of Award

Award# 6 NH25PS005141-05-01

FAIN# NH25PS005141

Federal Award Date: 01/27/2023

**Recipient Information**

**1. Recipient Name**

CITY & COUNTY OF SAN FRANCISCO  
101 GROVE ST  
San Francisco Department of Public Health  
SAN FRANCISCO, CA 94102-4505  
[NO DATA]

**2. Congressional District of Recipient**  
12

**3. Payment System Identifier (ID)**  
1946000417A8

**4. Employer Identification Number (EIN)**  
946000417

**5. Data Universal Numbering System (DUNS)**  
103717336

**6. Recipient's Unique Entity Identifier (UEI)**  
DCTNHRGU1K75

**7. Project Director or Principal Investigator**

Dr. Susan Philip  
Acting Health Officer, City and County of San  
Francisco  
susan.philip@sfdph.org

**8. Authorized Official**

Maggie Han  
Deputy Director of Finance  
maggie.han@sfdph.org  
628-206-7681

**Federal Agency Information**

CDC Office of Financial Resources

**9. Awarding Agency Contact Information**

Caloria Osborne  
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ube7@cdc.gov  
1111111111

**10. Program Official Contact Information**

Shivani Dama  
Director  
kji7@cdc.gov  
4047186977

**Federal Award Information**

**11. Award Number**

6 NH25PS005141-05-01

**12. Unique Federal Award Identification Number (FAIN)**

NH25PS005141

**13. Statutory Authority**

This Program is authorized under section 318 of the Public Health Service Act (42 U.S.C. Section 247c, as amended)

**14. Federal Award Project Title**

Strengthening STD Prevention and Control for Health Departments (STD PCHD)

**15. Assistance Listing Number**

93.977

**16. Assistance Listing Program Title**

Preventive Health Services\_Sexually Transmitted Diseases Control Grants

**17. Award Action Type**

Supplement

**18. Is the Award R&D?**

No

**Summary Federal Award Financial Information**

**19. Budget Period Start Date** 01/01/2023 **- End Date** 12/31/2023

**20. Total Amount of Federal Funds Obligated by this Action** \$2,246,359.00

20a. Direct Cost Amount \$2,157,489.00

20b. Indirect Cost Amount \$88,870.00

**21. Authorized Carryover** \$0.00

**22. Offset** \$0.00

**23. Total Amount of Federal Funds Obligated this budget period** \$228,150.00

**24. Total Approved Cost Sharing or Matching, where applicable** \$0.00

**25. Total Federal and Non-Federal Approved this Budget Period** \$2,474,509.00

**26. Period of Performance Start Date** 01/01/2019 **- End Date** 12/31/2023

**27. Total Amount of the Federal Award including Approved  
Cost Sharing or Matching this Period of Performance** \$11,438,854.00

**28. Authorized Treatment of Program Income**

ADDITIONAL COSTS

**29. Grants Management Officer - Signature**

Dr. Gwendolyn Demery Moore  
Grants Management Officer

**30. Remarks**

Supplemental Funding: Financial Assistance in the amount of \$2,246,359.00



# DEPARTMENT OF HEALTH AND HUMAN SERVICES

Centers for Disease Control and Prevention

## Notice of Award

Award# 6 NH25PS005141-05-01

FAIN# NH25PS005141

Federal Award Date: 01/27/2023

### Recipient Information

#### Recipient Name

CITY & COUNTY OF SAN FRANCISCO  
101 GROVE ST  
San Francisco Department of Public Health  
SAN FRANCISCO, CA 94102-4505  
[NO DATA]

#### Congressional District of Recipient

12

#### Payment Account Number and Type

1946000417A8

#### Employer Identification Number (EIN) Data

946000417

#### Universal Numbering System (DUNS)

103717336

#### Recipient's Unique Entity Identifier (UEI)

DC1NHRGU1K75

#### 31. Assistance Type

Cooperative Agreement

#### 32. Type of Award

Other

### 33. Approved Budget

(Excludes Direct Assistance)

I. Financial Assistance from the Federal Awarding Agency Only

II. Total project costs including grant funds and all other financial participation

a. Salaries and Wages	\$1,038,626.00
b. Fringe Benefits	\$406,884.00
c. Total Personnel Costs	\$1,445,510.00
d. Equipment	\$0.00
e. Supplies	\$10,200.00
f. Travel	\$16,061.00
g. Construction	\$0.00
h. Other	\$90,500.00
i. Contractual	\$814,571.00
j. TOTAL DIRECT COSTS	\$2,376,842.00
k. INDIRECT COSTS	\$97,667.00
l. TOTAL APPROVED BUDGET	\$2,474,509.00
m. Federal Share	\$2,474,509.00
n. Non-Federal Share	\$0.00

### 34. Accounting Classification Codes

FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	OBJECT CLASS	CFDA NO.	AMT ACTION FINANCIAL ASSISTANCE	APPROPRIATION
1-9210840	19NH25PS005141	PS	41.51	93.977	\$0.00	75-21-0950
1-939ZRPZ	19NH25PS005141	PS	41.51	93.977	\$0.00	75-21-0950
2-9390H6F	19NH25PS005141C6	PS	41.51	93.977	\$0.00	75-X-0140
1-9390H67	19NH25PS005141C6	PS	41.51	93.977	\$0.00	75-X-0140
2-9210840	19NH25PS005141	PS	41.51	93.977	\$0.00	75-22-0950
2-939ZRPZ	19NH25PS005141	PS	41.51	93.977	\$0.00	75-22-0950
3-9210840	19NH25PS005141	PS	41.51	93.977	\$0.00	75-23-0950
3-939ZRPZ	19NH25PS005141	PS	41.51	93.977	\$0.00	75-23-0950
3-9390H6F	19NH25PS005141C6	PS	41.51	93.977	\$2,246,359.00	75-X-0140





# DEPARTMENT OF HEALTH AND HUMAN SERVICES Notice of Award

Centers for Disease Control and Prevention

Award# 6 NH25PS005141-05-01

FAIN# NH25PS005141

Federal Award Date: 01/27/2023

## Direct Assistance

BUDGET CATEGORIES	PREVIOUS AMOUNT (A)	AMOUNT THIS ACTION (B)	TOTAL (A + B)
Personnel	\$0.00	\$0.00	\$0.00
Fringe Benefits	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$0.00	\$0.00
Contractual	\$0.00	\$0.00	\$0.00
Construction	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00

# AWARD ATTACHMENTS

CITY & COUNTY OF SAN FRANCISCO

6 NH25PS005141-05-01

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1. Terms and Conditions

**Notice of Funding Opportunity (NOFO): PS19-1901**  
**Award Number: NH25PS005141**

<b>ADDITIONAL AWARD INFORMATION</b>
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**Supplemental Funding:** Additional funding in the amount **\$2,246,359** is approved for the Year 05 budget period, which is **February 01, 2023** through **December 31, 2023** this award.

**Coronavirus Disease 2019 (COVID-19) Funds:** A recipient of a grant or cooperative agreement awarded by the Department of Health and Human Services (HHS) with funds made available under the Coronavirus Preparedness and Response Supplemental Appropriations Act, 2020 (P.L. 116-123); the Coronavirus Aid, Relief, and Economic Security Act, 2020 (the “CARES Act”) (P.L. 116-136); the Paycheck Protection Program and Health Care Enhancement Act (P.L. 116-139); the Consolidated Appropriations Act and the Coronavirus Response and Relief Supplement Appropriations Act, 2021 (P.L. 116-260) and/or the American Rescue Plan of 2021 [P.L. 117-2] agrees, as applicable to the award, to: 1) comply with existing and/or future directives and guidance from the Secretary regarding control of the spread of COVID-19; 2) in consultation and coordination with HHS, provide, commensurate with the condition of the individual, COVID-19 patient care regardless of the individual’s home jurisdiction and/or appropriate public health measures (e.g., social distancing, home isolation); and 3) assist the United States Government in the implementation and enforcement of federal orders related to quarantine and isolation.

In addition, to the extent applicable, recipient will comply with Section 18115 of the CARES Act, with respect to the reporting to the HHS Secretary of results of tests intended to detect SARS-CoV-2 or to diagnose a possible case of COVID-19. Such reporting shall be in accordance with guidance and direction from HHS and/or CDC. HHS laboratory reporting guidance is posted at: <https://www.hhs.gov/sites/default/files/covid-19-laboratory-data-reporting-guidance.pdf>.

Further, consistent with the full scope of applicable grant regulations (45 C.F.R. 75.322), the purpose of this award, and the underlying funding, the recipient is expected to provide to CDC copies of and/or access to COVID-19 data collected with these funds, including but not limited to data related to COVID-19 testing. CDC will specify in further guidance and directives what is encompassed by this requirement.

To achieve the public health objectives of ensuring the health, safety, and welfare of all Americans, recipient must distribute or administer vaccine without discriminating on non-public-health grounds within a prioritized group.

**Termination/Non-compliance:**

This award may be terminated in whole or in part consistent with 45 CFR 75.372. CDC may impose other enforcement actions in accordance with 45 CFR 75.371- Remedies for Noncompliance, as appropriate.

This award is contingent upon agreement by the recipient to comply with existing and future guidance from the HHS Secretary regarding control of the spread of COVID-19. In addition, recipient is expected to flow down these terms to any subaward, to the extent applicable to activities set out in such subaward.

**Unallowable Costs:**

1. Research
2. Clinical care
3. Publicity and propaganda (lobbying):
4. Other than for normal and recognized executive-legislative relationships, no funds may be used for:
  - a. publicity or propaganda purposes, for the preparation, distribution, or use of any material designed to support or defeat the enactment of legislation before any legislative body
  - b. the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before any legislative body o See Additional Requirement (AR) 12 for detailed guidance on this prohibition and additional guidance on lobbying for CDC recipients:  
[https://www.cdc.gov/grants/documents/AntiLobbying\\_Restrictions\\_for\\_CDC\\_Grantees\\_July\\_2012.pdf](https://www.cdc.gov/grants/documents/AntiLobbying_Restrictions_for_CDC_Grantees_July_2012.pdf)
5. All unallowable costs cited in CDC-RFA-PS19-1901 remain in effect, unless specifically amended in this guidance, in accordance with 45 CFR Part 75 – Uniform Administrative Requirements, Cost Principles, And Audit Requirements for HHS Awards.

**DIS Workforce Supplemental Funded Contract/Consultant Requirement:** The recipient must submit all contractual and consultant elements as described in the CDC Budget Preparation Guidance by uploading into Grant Solutions as a grant note within **90 days** of receipt of the Notice of Award. If the date falls on a weekend or holiday, the submission will be due the following business day. Failure to submit the required information in a timely manner may adversely affect the future funding of this project. **If the information cannot be provided by the due date, you are required to contact the GMS/GMO identified in the Awarding Agency Contact Information section on the first page before the due date.**

<b>REPORTING REQUIREMENTS</b>
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The following is a summary of the reporting requirements:

**Progress and Fiscal Reports:** Recipients must submit progress updates and fiscal reports every 12 months.

- Progress reports must include status in meeting hiring goals at recipient and sub-recipient levels.
- Fiscal reports must summarize progress in obligating and spending the allotted funds. Reporting templates will be made available.

## **PAYMENT INFORMATION**

*The HHS Office of the Inspector General (OIG) maintains a toll-free number (1-800-HHS-TIPS [1- 800-447-8477]) for receiving information concerning fraud, waste, or abuse under grants and cooperative agreements. Information also may be submitted by e-mail to [hhstips@oig.hhs.gov](mailto:hhstips@oig.hhs.gov) or by mail to Office of the Inspector General, Department of Health and Human Services, Attn: HOTLINE, 330 Independence Ave., SW, Washington DC 20201. Such reports are treated as sensitive material and submitters may decline to give their names if they choose to remain anonymous.*

**Payment Management System Subaccount:** Funds awarded in support of approved activities have been obligated in a subaccount in the PMS, herein identified as the "P Account". Funds must be used in support of approved activities in the NOFO and the approved application.

The grant document number identified on the bottom of **Page 2** of the Notice of Award must be known to draw down funds.

**Document Number:** **NH25PS005141C6**

**Stewardship:** The recipient must exercise proper stewardship over Federal funds by ensuring that all costs charged to your cooperative agreement are allowable, allocable, and reasonable and that they address the highest priority needs as they relate to this program.

All the other terms and conditions issued with the original award remain in effect throughout the budget period unless otherwise changed, in writing, by the Grants Management Officer.

### **Office of Grants Services Contact:**

Caloria Osborne  
Grants Management Specialist  
Centers for Disease Control and Prevention (CDC)  
Office of Grants Services (OGS)  
Email: [ube7@cdc.gov](mailto:ube7@cdc.gov)  
Telephone: (404) 718-3535

**PLEASE REFERENCE AWARD NUMBER ON ALL CORRESPONDENCE**





DEPARTMENT OF HEALTH AND HUMAN SERVICES  
Centers for Disease Control and Prevention

Notice of Award

Award# 6 NH25PS005141-05-02

FAIN# NH25PS005141

Federal Award Date: 04/02/2023

**Recipient Information**

**1. Recipient Name**

CITY & COUNTY OF SAN FRANCISCO  
101 GROVE ST  
San Francisco Department of Public Health  
SAN FRANCISCO, CA 94102-4505  
[NO DATA]

**2. Congressional District of Recipient**  
12

**3. Payment System Identifier (ID)**  
1946000417A8

**4. Employer Identification Number (EIN)**  
946000417

**5. Data Universal Numbering System (DUNS)**  
103717336

**6. Recipient's Unique Entity Identifier (UEI)**  
DCTNHRGU1K75

**7. Project Director or Principal Investigator**

Dr. Susan Philip  
Acting Health Officer, City and County of San  
Francisco  
susan.philip@sfdph.org

**8. Authorized Official**

Maggie Han  
Deputy Director of Finance  
maggie.han@sfdph.org  
628-206-7681

**Federal Agency Information**

CDC Office of Financial Resources

**9. Awarding Agency Contact Information**

Dr. Gwendolyn Demery Moore  
Grants Management Officer  
pne2@cdc.gov  
404-498-2596

**10. Program Official Contact Information**

Shivani Dama  
Director  
kji7@cdc.gov  
4047186977

**Federal Award Information**

**11. Award Number**

6 NH25PS005141-05-02

**12. Unique Federal Award Identification Number (FAIN)**

NH25PS005141

**13. Statutory Authority**

This Program is authorized under section 318 of the Public Health Service Act (42 U.S.C. Section 247c, as amended)

**14. Federal Award Project Title**

Strengthening STD Prevention and Control for Health Departments (STD PCHD)

**15. Assistance Listing Number**

93.977

**16. Assistance Listing Program Title**

Preventive Health Services\_Sexually Transmitted Diseases Control Grants

**17. Award Action Type**

Supplement

**18. Is the Award R&D?**

No

**Summary Federal Award Financial Information**

**19. Budget Period Start Date** 01/01/2023 **- End Date** 12/31/2023

**20. Total Amount of Federal Funds Obligated by this Action** \$890,895.00

20a. Direct Cost Amount \$856,542.00

20b. Indirect Cost Amount \$34,353.00

**21. Authorized Carryover** \$0.00

**22. Offset** \$0.00

**23. Total Amount of Federal Funds Obligated this budget period** \$2,474,509.00

**24. Total Approved Cost Sharing or Matching, where applicable** \$0.00

**25. Total Federal and Non-Federal Approved this Budget Period** \$3,365,404.00

**26. Period of Performance Start Date** 01/01/2019 **- End Date** 12/31/2023

**27. Total Amount of the Federal Award including Approved  
Cost Sharing or Matching this Period of Performance** \$12,329,749.00

**28. Authorized Treatment of Program Income**

ADDITIONAL COSTS

**29. Grants Management Officer - Signature**

Mr. Arthur Lusby  
Grants Management Officer, Team Lead

**30. Remarks**

Supplemental Funding: Financial Assistance in the amount of \$890,895





# DEPARTMENT OF HEALTH AND HUMAN SERVICES

Centers for Disease Control and Prevention

## Notice of Award

Award# 6 NH25PS005141-05-02

FAIN# NH25PS005141

Federal Award Date: 04/02/2023

### Recipient Information

#### Recipient Name

CITY & COUNTY OF SAN FRANCISCO  
101 GROVE ST  
San Francisco Department of Public Health  
SAN FRANCISCO, CA 94102-4505  
[NO DATA]

#### Congressional District of Recipient

12

#### Payment Account Number and Type

1946000417A8

#### Employer Identification Number (EIN) Data

946000417

#### Universal Numbering System (DUNS)

103717336

#### Recipient's Unique Entity Identifier (UEI)

DCTNHRGU1K75

#### 31. Assistance Type

Cooperative Agreement

#### 32. Type of Award

Other

### 33. Approved Budget

(Excludes Direct Assistance)

I. Financial Assistance from the Federal Awarding Agency Only

II. Total project costs including grant funds and all other financial participation

a. Salaries and Wages	\$1,553,264.00
b. Fringe Benefits	\$579,288.00
c. Total Personnel Costs	\$2,132,552.00
d. Equipment	\$0.00
e. Supplies	\$10,979.00
f. Travel	\$16,854.00
g. Construction	\$0.00
h. Other	\$90,500.00
i. Contractual	\$982,499.00
j. TOTAL DIRECT COSTS	\$3,233,384.00
k. INDIRECT COSTS	\$132,020.00
l. TOTAL APPROVED BUDGET	\$3,365,404.00
m. Federal Share	\$3,365,404.00
n. Non-Federal Share	\$0.00

### 34. Accounting Classification Codes

FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	OBJECT CLASS	CFDA NO.	AMT ACTION FINANCIAL ASSISTANCE	APPROPRIATION
1-9210840	19NH25PS005141	PS	41.51	93.977	\$0.00	75-21-0950
1-939ZRPZ	19NH25PS005141	PS	41.51	93.977	\$0.00	75-21-0950
2-9390H6F	19NH25PS005141C6	PS	41.51	93.977	\$0.00	75-X-0140
1-9390H67	19NH25PS005141C6	PS	41.51	93.977	\$0.00	75-X-0140
2-9210840	19NH25PS005141	PS	41.51	93.977	\$0.00	75-22-0950
2-939ZRPZ	19NH25PS005141	PS	41.51	93.977	\$0.00	75-22-0950
3-9210840	19NH25PS005141	PS	41.51	93.977	\$0.00	75-23-0950
3-9390H6F	19NH25PS005141C6	PS	41.51	93.977	\$0.00	75-X-0140
3-939ZRPZ	19NH25PS005141	PS	41.51	93.977	\$890,895.00	75-23-0950



# DEPARTMENT OF HEALTH AND HUMAN SERVICES Notice of Award

Centers for Disease Control and Prevention

Award# 6 NH25PS005141-05-02

FAIN# NH25PS005141

Federal Award Date: 04/02/2023

## Direct Assistance

BUDGET CATEGORIES	PREVIOUS AMOUNT (A)	AMOUNT THIS ACTION (B)	TOTAL (A + B)
Personnel	\$0.00	\$0.00	\$0.00
Fringe Benefits	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$0.00	\$0.00
Contractual	\$0.00	\$0.00	\$0.00
Construction	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00

# AWARD ATTACHMENTS

CITY & COUNTY OF SAN FRANCISCO

6 NH25PS005141-05-02

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1. Terms and Conditions

Notice of Funding Opportunity (NOFO): PS19-1901  
Award Number: NH25PS005141

<b>ADDITIONAL AWARD INFORMATION</b>
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**REVISED NOTICE OF COOPERATIVE AGREEMENT**

**PURPOSE:** This revised Notice of Award is to award supplemental funding in the amount of **\$890,895**. Previously, **\$228,150** was awarded, making the current total available award amount **\$1,119,045** for the budget period **05** which is **01/01/2023** through **12/31/2023**.

**This award is ensuring that no grantee receives less than the amount received in fiscal year 2022, referred as the “hold harmless” provision. Therefore, the additional funding in this award fully funds the recipient for the fiscal year 2023 budget period, budget year 05.**

**Budget Revision Requirement:** Recipient must submit a revised budget with a narrative justification no later than **May 1, 2023**. Failure to submit the required information in a timely manner may adversely affect the future funding of this project. If the information cannot be provided by the due date, you are required to contact the GMS/GMO identified in the CDC Staff Contacts section of this notice before the due date. The Budget Revision is a prior approval submitted in **Grant Solutions** as a Budget Revision **amendment**.

**Stewardship:** The recipient must exercise proper stewardship over Federal funds by ensuring that all costs charged to your cooperative agreement are allowable, allocable, and reasonable and that they address the highest priority needs as they relate to this program.

All the other terms and conditions issued with the original award remain in effect throughout the budget period unless otherwise changed, in writing, by the Grants Management Officer.

**GMS Contact:**

**Dr. Gwen Demery-Moore, DHA, MBA, CCRP**  
Grants Management Officer  
Office of Grants Services (OGS)  
Office of Financial Resources (OFR)  
Office of the Chief Operating Officer (OCOO)  
Centers for Disease Control and Prevention (CDC)  
pne2@cdc.gov | 404-498-2596

**PLEASE REFERENCE AWARD NUMBER ON ALL CORRESPONDENCE**



DEPARTMENT OF HEALTH AND HUMAN SERVICES  
Centers for Disease Control and Prevention

Notice of Award

Award# 6 NH25PS005141-05-04

FAIN# NH25PS005141

Federal Award Date: 07/25/2023

**Recipient Information**

**1. Recipient Name**

CITY & COUNTY OF SAN FRANCISCO  
101 GROVE ST  
San Francisco Department of Public Health  
SAN FRANCISCO, CA 94102-4505  
[NO DATA]

**2. Congressional District of Recipient**

12

**3. Payment System Identifier (ID)**

1946000417A8

**4. Employer Identification Number (EIN)**

946000417

**5. Data Universal Numbering System (DUNS)**

103717336

**6. Recipient's Unique Entity Identifier (UEI)**

DCTNHRGU1K75

**7. Project Director or Principal Investigator**

Dr. Susan Philip  
Acting Health Officer, City and County of San  
Francisco  
susan.philip@sfdph.org

**8. Authorized Official**

Maggie Han  
Deputy Director of Finance  
maggie.han@sfdph.org  
628-206-7681

**Federal Agency Information**

CDC Office of Financial Resources

**9. Awarding Agency Contact Information**

Dr. Gwendolyn Demery Moore  
Grants Management Officer  
pne2@cdc.gov  
404-498-2596

**10. Program Official Contact Information**

Shivani Dama  
Director  
kji7@cdc.gov  
4047186977

**Federal Award Information**

**11. Award Number**

6 NH25PS005141-05-04

**12. Unique Federal Award Identification Number (FAIN)**

NH25PS005141

**13. Statutory Authority**

This Program is authorized under section 318 of the Public Health Service Act (42 U.S.C. Section 247c, as amended)

**14. Federal Award Project Title**

Strengthening STD Prevention and Control for Health Departments (STD PCHD)

**15. Assistance Listing Number**

93.977

**16. Assistance Listing Program Title**

Preventive Health Services\_Sexually Transmitted Diseases Control Grants

**17. Award Action Type**

Supplement

**18. Is the Award R&D?**

No

**Summary Federal Award Financial Information**

**19. Budget Period Start Date** 01/01/2023 - **End Date** 01/31/2024

**20. Total Amount of Federal Funds Obligated by this Action** \$93,254.00

20a. Direct Cost Amount (\$986,241.00)

20b. Indirect Cost Amount (\$39,550.00)

**21. Authorized Carryover** \$0.00

**22. Offset** \$0.00

**23. Total Amount of Federal Funds Obligated this budget period** \$3,365,404.00

**24. Total Approved Cost Sharing or Matching, where applicable** \$0.00

**25. Total Federal and Non-Federal Approved this Budget Period** \$3,458,658.00

**26. Period of Performance Start Date** 01/01/2019 - **End Date** 01/31/2024

**27. Total Amount of the Federal Award including Approved  
Cost Sharing or Matching this Period of Performance** \$12,423,003.00

**28. Authorized Treatment of Program Income**

ADDITIONAL COSTS

**29. Grants Management Officer - Signature**

Mr. Arthur Lusby  
Grants Management Officer, Team Lead

**30. Remarks**

Supplemental Funding: Financial Assistance in the amount of \$93,254



# DEPARTMENT OF HEALTH AND HUMAN SERVICES

Centers for Disease Control and Prevention

## Notice of Award

Award# 6 NH25PS005141-05-04

FAIN# NH25PS005141

Federal Award Date: 07/25/2023

### Recipient Information

#### Recipient Name

CITY & COUNTY OF SAN FRANCISCO  
101 GROVE ST  
San Francisco Department of Public Health  
SAN FRANCISCO, CA 94102-4505  
[NO DATA]

#### Congressional District of Recipient

12

#### Payment Account Number and Type

1946000417A8

#### Employer Identification Number (EIN) Data

946000417

#### Universal Numbering System (DUNS)

103717336

#### Recipient's Unique Entity Identifier (UEI)

DCTNHRGU1K75

#### 31. Assistance Type

Cooperative Agreement

#### 32. Type of Award

Other

### 33. Approved Budget

(Excludes Direct Assistance)

I. Financial Assistance from the Federal Awarding Agency Only

II. Total project costs including grant funds and all other financial participation

a. Salaries and Wages	\$1,608,104.00
b. Fringe Benefits	\$597,692.00
c. Total Personnel Costs	\$2,205,796.00
d. Equipment	\$0.00
e. Supplies	\$11,151.00
f. Travel	\$16,858.00
g. Construction	\$0.00
h. Other	\$90,500.00
i. Contractual	\$998,815.00
j. TOTAL DIRECT COSTS	\$3,323,120.00
k. INDIRECT COSTS	\$135,538.00
l. TOTAL APPROVED BUDGET	\$3,458,658.00
m. Federal Share	\$3,458,658.00
n. Non-Federal Share	\$0.00

### 34. Accounting Classification Codes

FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	OBJECT CLASS	CFDA NO.	AMT ACTION FINANCIAL ASSISTANCE	APPROPRIATION
1-9210840	19NH25PS005141	PS	41.51	93.977	\$0.00	75-21-0950
1-939ZRPZ	19NH25PS005141	PS	41.51	93.977	\$0.00	75-21-0950
2-9390H6F	19NH25PS005141C6	PS	41.51	93.977	\$0.00	75-X-0140
1-9390H67	19NH25PS005141C6	PS	41.51	93.977	\$0.00	75-X-0140
2-9210840	19NH25PS005141	PS	41.51	93.977	\$0.00	75-22-0950
2-939ZRPZ	19NH25PS005141	PS	41.51	93.977	\$0.00	75-22-0950
3-9210840	19NH25PS005141	PS	41.51	93.977	\$0.00	75-23-0950
3-9390H6F	19NH25PS005141C6	PS	41.51	93.977	\$0.00	75-X-0140
3-939ZRPZ	19NH25PS005141	PS	41.51	93.977	\$93,254.00	75-23-0950



# DEPARTMENT OF HEALTH AND HUMAN SERVICES Notice of Award

Centers for Disease Control and Prevention

Award# 6 NH25PS005141-05-04

FAIN# NH25PS005141

Federal Award Date: 07/25/2023

## Direct Assistance

BUDGET CATEGORIES	PREVIOUS AMOUNT (A)	AMOUNT THIS ACTION (B)	TOTAL (A + B)
Personnel	\$0.00	\$0.00	\$0.00
Fringe Benefits	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$0.00	\$0.00
Contractual	\$0.00	\$0.00	\$0.00
Construction	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00

# AWARD ATTACHMENTS

CITY & COUNTY OF SAN FRANCISCO

6 NH25PS005141-05-04

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1. Terms and Conditions



**Notice of Funding Opportunity: CDC-RFA-PS19-1901**  
**Award Number: NH25PS005141**

**AWARD INFORMATION**

**PURPOSE:** Supplemented Extension: The purpose of this amendment is to approve a 1-month extension with supplemental funds per the request submitted by your organization dated May 10, 2023. The budget and project period end dates have been extended from 12/31/2023 to 01/31/2024.

**Additional Funding:** Additional funding in the amount of \$93,254 are authorized and have been distributed as indicated in the approved budget of this Notice of Award.

**CLOSEOUT REQUIREMENTS**

Recipients must submit all closeout reports identified in this section within 90 days of the period of performance end date. The reporting timeframe is the full period of performance. If the recipient does not submit all reports in accordance with this section and the terms and conditions of the Federal Award, CDC may proceed to close out with the information available within one year of the period of performance end date unless otherwise directed by authorizing statutes. Failure to submit timely and accurate final reports may affect future funding to the organization or awards under the direction of the same Project Director/Principal Investigator (PD/PI).

**Final Performance Progress and Evaluation Report (PPER):** This report should include the information specified in the NOFO and is submitted upon solicitation from the GMS/GMO via [www.grantsolutions.gov](http://www.grantsolutions.gov). At a minimum, the report will include the following:

- Statement of progress made toward the achievement of originally stated aims;
- Description of results (positive or negative) considered significant; and
- List of publications resulting from the project, with plans, if any, for further publication.

All manuscripts published as a result of the work supported in part or whole by the grant must be submitted with the performance progress reports.

**Final Federal Financial Report (FFR, SF-425):** The FFR should only include those funds authorized and expended during the timeframe covered by the report. The Final FFR, SF-425 is required and must be submitted no later than 90 days after the period of performance end date through recipient online accounts in the Payment Management System. The final FFR will consolidate data reporting responsibilities to one entry point within PMS which will assist with the

reconciliation of expenditures and disbursements to support the timely close-out of grants. The final FFR must indicate the exact balance of unobligated funds and may not reflect any unliquidated obligations. Remaining unobligated funds will be de-obligated and returned to the U.S. Treasury

Additional guidance on submission of Federal Financial Reports can be found at

<https://www.cdc.gov/grants/documents/change-in-federal-reporting-fy-2021-recipients.pdf>.

**Equipment and Supplies - Tangible Personal Property Report (SF-428):** A completed Tangible Personal Property Report SF-428 and Final Report SF-428B addendum must be submitted, along with any Supplemental Sheet SF-428S detailing all major equipment acquired or furnished under this project with a unit acquisition cost of \$5,000 or more. Electronic versions of the forms can be downloaded by visiting: <https://www.grants.gov/web/grants/forms/post-award-reporting-forms.html#sortby=1> If no equipment was acquired under an award, a negative report is required. The recipient must identify each item of equipment that it wishes to retain for continued use in accordance with 45 CFR Part 75. The awarding agency may exercise its rights to require the transfer of equipment purchased under the assistance award. CDC will notify the recipient if transfer of title will be required and provide disposition instruction on all major equipment. Equipment with a unit acquisition cost of less than \$5,000 that is no longer to be used in projects or programs currently or previously sponsored by the federal government may be retained, sold, or otherwise disposed of, with no further obligation to the federal government.

**GMS Contact:**

**Dr. Gwen Demery-Moore, DHA, MBA, CCRP**

Grants Management Officer

Office of Grants Services (OGS) – Branch VI Surge Team

Office of Financial Resources (OFR)

Office of the Chief Operating Officer (OCOO)

Centers for Disease Control and Prevention (CDC)

[pne2@cdc.gov](mailto:pne2@cdc.gov) | 404-498-2596



DEPARTMENT OF HEALTH AND HUMAN SERVICES  
Centers for Disease Control and Prevention

Notice of Award

Award# 6 NH25PS005141-05-06

FAIN# NH25PS005141

Federal Award Date: 01/31/2024

**Recipient Information**

**1. Recipient Name**

CITY & COUNTY OF SAN FRANCISCO  
101 GROVE ST  
San Francisco Department of Public Health  
SAN FRANCISCO, CA 94102-4505  
[NO DATA]

**2. Congressional District of Recipient**

12

**3. Payment System Identifier (ID)**

1946000417A8

**4. Employer Identification Number (EIN)**

946000417

**5. Data Universal Numbering System (DUNS)**

103717336

**6. Recipient's Unique Entity Identifier (UEI)**

DCTNHRGU1K75

**7. Project Director or Principal Investigator**

Dr. Stephanie Cohen  
Medical Director  
stephanie.cohen@sfdph.org  
628-217-6674

**8. Authorized Official**

Mr. Eduardo Sida  
Interim Policy Director, Grants Manager  
eduardo.sida@sfdph.org  
628-217-6322

**Federal Agency Information**

CDC Office of Financial Resources

**9. Awarding Agency Contact Information**

Christy Wipperfurth  
Grants Management Specialist  
lmh4@cdc.gov  
770-488-3946

**10. Program Official Contact Information**

Shivani Dama  
Health Scientist  
kji7@cdc.gov  
4047186977

**Federal Award Information**

**11. Award Number**

6 NH25PS005141-05-06

**12. Unique Federal Award Identification Number (FAIN)**

NH25PS005141

**13. Statutory Authority**

This Program is authorized under section 318 of the Public Health Service Act (42 U.S.C. Section 247c, as amended)

**14. Federal Award Project Title**

Strengthening STD Prevention and Control for Health Departments (STD PCHD)

**15. Assistance Listing Number**

93.977

**16. Assistance Listing Program Title**

Preventive Health Services\_Sexually Transmitted Diseases Control Grants

**17. Award Action Type**

Supplement

**18. Is the Award R&D?**

No

**Summary Federal Award Financial Information**

**19. Budget Period Start Date** 01/01/2023 - **End Date** 01/31/2025

**20. Total Amount of Federal Funds Obligated by this Action** \$840,269.00

20a. Direct Cost Amount \$807,267.00

20b. Indirect Cost Amount \$33,002.00

**21. Authorized Carryover** \$0.00

**22. Offset** \$0.00

**23. Total Amount of Federal Funds Obligated this budget period** \$3,458,658.00

**24. Total Approved Cost Sharing or Matching, where applicable** \$0.00

**25. Total Federal and Non-Federal Approved this Budget Period** \$4,298,927.00

**26. Period of Performance Start Date** 01/01/2019 - **End Date** 01/31/2025

**27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Period of Performance** \$13,263,272.00

**28. Authorized Treatment of Program Income**

ADDITIONAL COSTS

**29. Grants Management Officer - Signature**

Mr. Arthur Lusby  
Grants Management Officer, Team Lead

**30. Remarks**

Supplemental Funding: Financial Assistance in the amount of \$840,269.00



DEPARTMENT OF HEALTH AND HUMAN SERVICES  
Centers for Disease Control and Prevention

Notice of Award

Award# 6 NH25PS005141-05-06

FAIN# NH25PS005141

Federal Award Date: 01/31/2024

**Recipient Information**

**Recipient Name**

CITY & COUNTY OF SAN FRANCISCO  
101 GROVE ST  
San Francisco Department of Public Health  
SAN FRANCISCO, CA 94102-4505  
[NO DATA]

**Congressional District of Recipient**

12

**Payment Account Number and Type**

1946000417A8

**Employer Identification Number (EIN) Data**

946000417

**Universal Numbering System (DUNS)**

103717336

**Recipient's Unique Entity Identifier (UEI)**

DCTNHRGU1K75

**31. Assistance Type**

Cooperative Agreement

**32. Type of Award**

Other

**33. Approved Budget**

(Excludes Direct Assistance)

I. Financial Assistance from the Federal Awarding Agency Only

II. Total project costs including grant funds and all other financial participation

a. Salaries and Wages	\$2,066,463.00
b. Fringe Benefits	\$799,370.00
c. Total Personnel Costs	\$2,865,833.00
d. Equipment	\$0.00
e. Supplies	\$11,277.00
f. Travel	\$18,623.00
g. Construction	\$0.00
h. Other	\$90,500.00
i. Contractual	\$1,144,154.00
j. TOTAL DIRECT COSTS	\$4,130,387.00
k. INDIRECT COSTS	\$300,548.00
l. TOTAL APPROVED BUDGET	\$4,430,935.00
m. Federal Share	\$4,298,927.00
n. Non-Federal Share	\$0.00

**34. Accounting Classification Codes**

FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	OBJECT CLASS	CFDA NO.	AMT ACTION FINANCIAL ASSISTANCE	APPROPRIATION
1-9210840	19NH25PS005141	PS	41.51	93.977	\$0.00	75-21-0950
1-939ZRPZ	19NH25PS005141	PS	41.51	93.977	\$0.00	75-21-0950
2-9390H6F	19NH25PS005141C6	PS	41.51	93.977	\$0.00	75-X-0140
1-9390H67	19NH25PS005141C6	PS	41.51	93.977	\$0.00	75-X-0140
2-9210840	19NH25PS005141	PS	41.51	93.977	\$0.00	75-22-0950
2-939ZRPZ	19NH25PS005141	PS	41.51	93.977	\$0.00	75-22-0950
3-9210840	19NH25PS005141	PS	41.51	93.977	\$0.00	75-23-0950
3-9390H6F	19NH25PS005141C6	PS	41.51	93.977	\$0.00	75-X-0140
3-939ZRPZ	19NH25PS005141	PS	41.51	93.977	\$0.00	75-23-0950
4-9210840	19NH25PS005141	PS	41.51	93.977	\$114,623.00	75-24-0950
4-939ZRPZ	19NH25PS005141	PS	41.51	93.977	\$725,646.00	75-24-0950



# DEPARTMENT OF HEALTH AND HUMAN SERVICES Notice of Award

Centers for Disease Control and Prevention

Award# 6 NH25PS005141-05-06

FAIN# NH25PS005141

Federal Award Date: 01/31/2024

## Direct Assistance

BUDGET CATEGORIES	PREVIOUS AMOUNT (A)	AMOUNT THIS ACTION (B)	TOTAL (A + B)
Personnel	\$0.00	\$0.00	\$0.00
Fringe Benefits	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$0.00	\$0.00
Contractual	\$0.00	\$0.00	\$0.00
Construction	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00

# AWARD ATTACHMENTS

CITY & COUNTY OF SAN FRANCISCO

6 NH25PS005141-05-06

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1. Terms & Conditions - Supplement

Notice of Funding Opportunity: **CDC-RFA-PS19-1901**  
Award Number: **NH25PS005141**

#### **AWARD INFORMATION**

**PURPOSE:** Supplemental funding is approved for **CDC-RFA-PS19-1901**, “Strengthening STD Prevention and Control for Health Departments (STD PCHD).” The CDC is operating under a continuing resolution; as a result, funding is contingent upon the enactment of applicable appropriation bill(s). Funding in the amount of \$ 840,269 in Financial Assistance (FA) is awarded on this Notice of Award. Funding amounts are subject to the availability of funds.

This Notice of Award also extends the current budget period and period of performance an additional 12 months. The budget and period of performance end dates have been extended from **02/01/2024** to **01/31/2025**.

**Budget Revision Requirement:** By **March 01, 2024**, the recipient must submit a revised budget with a narrative justification. Failure to submit the required information in a timely manner may adversely affect the future funding of this project. If the information cannot be provided by the due date, you are required to contact the GMS/GMO identified in the Staff Contacts section of this notice before the due date. Submit the budget revision as an amendment in Grant Solutions. Ensure the revised budget addresses the following issues:

- **SALARIES & WAGES:** There are vacant positions listed with 100% FTE requested for 12 months. Per the CDC Budget Preparation Guidance: The total months and amount requested should reflect any anticipated delayed start due to the vacancy.
- **SALARIES & WAGES:** Co-Principal Investigator salary is \$338,702. The 2024 Federal Salary Cap is \$212,100. Recalculate amount based on 2024 salary cap.
- **FRINGE:** Fringe estimated at 44%. However, fringe totals to be revised to reflect changes in personnel amounts.
- **TRAVEL:** Per CDC Budget Guidance, provide the position title for the individual who will be attending the conference. Reduce ground transportation costs to \$100. Trips typically include 3 nights lodging. Typically, if a trip is 3 days, there is 2 nights lodging.
- **TRAVEL:** Per CDC Budget Guidance, provide a narrative justification describing what the travel staff members will perform. List where travel will be undertaken, number of trips planned, who will be making the trips, and include the approximate dates.

- **CONTRACTUAL:** In Budget Revision, include all six (6) required Contractual elements per CDC Budget Guidance for both Contractor and Subcontractor.
- **CONTRACTUAL:** Itemize and justify why computers for Heluna Health staff is necessary in BY05.
- **INDIRECT:** Recipient does not have a current NICRA in GrantSolutions. Indirect costs are not approved.

**Administrative Restriction:** Funds in the amount of \$33,002 in support of “Indirect Costs” are restricted until an approved Indirect Cost Rate Agreement (NICRA) is submitted with the Release of Restrictions on NOA prior-approval amendment in GrantSolutions.

**Expanded Authority:** The recipient is permitted the following expanded authority in the administration of the award.

☒ Carryover of unobligated balances from one budget period to a subsequent budget period. Unobligated funds may be used for purposes within the scope of the project as originally approved. Recipients will report use, or intended use, of unobligated funds in Section 12 “Remarks” of the annual Federal Financial Report. If the GMO determines that some or all of the unobligated funds are not necessary to complete the project, the GMO may restrict the recipient’s authority to automatically carry over unobligated balances.

**Technical Review Requirement:** Within 5 days of this Notice of Award’s (NoA) issue date, the Technical Review will be accessible to the recipient in GrantSolutions Grant Notes. Contact the assigned Program Officer indicated in the NoA with any questions regarding this document or any follow up requirements.

**Annual Federal Financial Report (FFR SF-425):** Annual financial reporting is required for every twelve-month period. Due to the approved extension, the final budget period has been extended and additional financial reporting is required.

- The recipient must submit an annual FFR within **90 days** of period ending date 12/31/2023. **The FFR is due 3/30/2024.**
- The recipient must submit an annual FFR within **90 days** of period ending date 12/31/2024. **The FFR is due 3/31/2025.**

**Stewardship:** The recipient must exercise proper stewardship over Federal funds by ensuring that all costs charged to your cooperative agreement are allowable, allocable, and reasonable and that they address the highest priority needs as they relate to this program.



All the other terms and conditions issued with the original award remain in effect throughout the budget period unless otherwise changed, in writing, by the Grants Management Officer.

## CLOSEOUT REQUIREMENTS

Recipients must submit all closeout reports identified in this section within 120 days of the period of performance end date. Closeout files are due May 31, 2025. The reporting timeframe is the full period of performance. If the recipient does not submit all reports in accordance with this section and the terms and conditions of the Federal Award, CDC may proceed to close out with the information available within one year of the period of performance end date unless otherwise directed by authorizing statutes. Failure to submit timely and accurate final reports may affect future funding to the organization or awards under the direction of the same Project Director/Principal Investigator (PD/PI). If recipients do not submit all closeout reports identified in this section within one year of the period of performance end date, then CDC must report recipients' material failure to comply with the terms and conditions of the award with the OMB-designated integrity and performance system (currently Responsibility/Qualification (R/Q) section of [SAM.gov](https://www.sam.gov)).

**Final Performance Progress and Evaluation Report (PPER):** This report should include the information specified in the NOFO and is submitted via [www.grantsolutions.gov](https://www.grantsolutions.gov). At a minimum, the report will include the following:

- Statement of progress made toward the achievement of originally stated aims;
- Description of results (positive or negative) considered significant; and
- List of publications resulting from the project, with plans, if any, for further publication.

All manuscripts published as a result of the work supported in part or whole by the grant must be submitted with the performance progress reports.

**Final Federal Financial Report (FFR, SF-425):** The FFR should only include those funds authorized and expended during the timeframe covered by the report. The Final FFR, SF-425 is required and must be submitted no later than 120 days after the period of performance end date through recipient online accounts in the Payment Management System. The final FFR will consolidate data reporting responsibilities to one entry point within PMS which will assist with the reconciliation of expenditures and disbursements to support the timely close-out of grants. The final FFR must indicate the exact balance of unobligated funds and may not reflect any unliquidated obligations. Remaining unobligated funds will be de-obligated and returned to the U.S. Treasury.

Additional guidance on submission of Federal Financial Reports can be found at

<https://www.cdc.gov/grants/documents/change-in-federal-reporting-fy-2021-recipients.pdf>.

**Equipment and Supplies - Tangible Personal Property Report (SF-428)**: A completed Tangible Personal Property Report SF-428 and Final Report SF-428B addendum must be submitted, along with any Supplemental Sheet SF-428S detailing all major equipment acquired or furnished under this project with a unit acquisition cost of \$5,000 or more. Electronic versions of the forms can be downloaded by visiting: [grants.gov/forms/forms-repository/post-award-reporting-forms](https://grants.gov/forms/forms-repository/post-award-reporting-forms)

If no equipment was acquired under an award, a negative report is required. The recipient must identify each item of equipment that it wishes to retain for continued use in accordance with 45 CFR Part 75. The awarding agency may exercise its rights to require the transfer of equipment purchased under the assistance award. CDC will notify the recipient if transfer to title will be required and provide disposition instruction on all major equipment. Equipment with a unit acquisition cost of less than \$5,000 that is no longer to be used in projects or programs currently or previously sponsored by the federal government may be retained, sold, or otherwise disposed of, with no further obligation to the federal government.

**OFFICE OF GRANT SERVICES (OGS) CONTACT:**

**Christy Wipperfurth**, Grants Management Specialist  
Centers for Disease Control and Prevention  
Branch 1  
Telephone: 770-488-3946  
Email: [Lmh4@cdc.gov](mailto:Lmh4@cdc.gov)



DEPARTMENT OF HEALTH AND HUMAN SERVICES  
Centers for Disease Control and Prevention

Notice of Award

Award# 6 NH25PS005141-05-09

FAIN# NH25PS005141

Federal Award Date: 05/07/2024

**Recipient Information**

**1. Recipient Name**

CITY & COUNTY OF SAN FRANCISCO  
101 GROVE ST  
San Francisco Department of Public Health  
SAN FRANCISCO, CA 94102-4505  
[NO DATA]

**2. Congressional District of Recipient**

12

**3. Payment System Identifier (ID)**

1946000417A8

**4. Employer Identification Number (EIN)**

946000417

**5. Data Universal Numbering System (DUNS)**

103717336

**6. Recipient's Unique Entity Identifier (UEI)**

DCTNHRGU1K75

**7. Project Director or Principal Investigator**

Dr. Stephanie Cohen  
Medical Director  
stephanie.cohen@sfdph.org  
628-217-6674

**8. Authorized Official**

Mr. Elijah Saunders  
Grants Analyst  
elijah.saunders@sfdph.org  
628-217-6070

**Federal Agency Information**

CDC Office of Financial Resources

**9. Awarding Agency Contact Information**

Christy Wipperfurth  
Grants Management Specialist  
lmh4@cdc.gov  
770-488-3946

**10. Program Official Contact Information**

Shivani Dama  
Health Scientist  
kji7@cdc.gov  
4047186977

**Federal Award Information**

**11. Award Number**

6 NH25PS005141-05-09

**12. Unique Federal Award Identification Number (FAIN)**

NH25PS005141

**13. Statutory Authority**

This Program is authorized under section 318 of the Public Health Service Act (42 U.S.C. Section 247c, as amended)

**14. Federal Award Project Title**

Strengthening STD Prevention and Control for Health Departments (STD PCHD)

**15. Assistance Listing Number**

93.977

**16. Assistance Listing Program Title**

Preventive Health Services\_Sexually Transmitted Diseases Control Grants

**17. Award Action Type**

Budget Revision

**18. Is the Award R&D?**

No

**Summary Federal Award Financial Information**

**19. Budget Period Start Date** 01/01/2023 - **End Date** 01/31/2025

**20. Total Amount of Federal Funds Obligated by this Action** \$0.00

20a. Direct Cost Amount (\$25,051.00)

20b. Indirect Cost Amount \$25,051.00

**21. Authorized Carryover** \$0.00

**22. Offset** \$0.00

**23. Total Amount of Federal Funds Obligated this budget period** \$4,298,927.00

**24. Total Approved Cost Sharing or Matching, where applicable** \$0.00

**25. Total Federal and Non-Federal Approved this Budget Period** \$4,298,927.00

**26. Period of Performance Start Date** 01/01/2019 - **End Date** 01/31/2025

**27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Period of Performance** \$13,263,272.00

**28. Authorized Treatment of Program Income**

ADDITIONAL COSTS

**29. Grants Management Officer - Signature**

Mr. Arthur Lusby  
Grants Management Officer, Team Lead

**30. Remarks**

Revised Budget - Approved



# DEPARTMENT OF HEALTH AND HUMAN SERVICES

Centers for Disease Control and Prevention

## Notice of Award

Award# 6 NH25PS005141-05-09

FAIN# NH25PS005141

Federal Award Date: 05/07/2024

### Recipient Information

#### Recipient Name

CITY & COUNTY OF SAN FRANCISCO  
101 GROVE ST  
San Francisco Department of Public Health  
SAN FRANCISCO, CA 94102-4505  
[NO DATA]

#### Congressional District of Recipient

12

#### Payment Account Number and Type

1946000417A8

#### Employer Identification Number (EIN) Data

946000417

#### Universal Numbering System (DUNS)

103717336

#### Recipient's Unique Entity Identifier (UEI)

DCTNHRGU1K75

#### 31. Assistance Type

Cooperative Agreement

#### 32. Type of Award

Other

### 33. Approved Budget

(Excludes Direct Assistance)

I. Financial Assistance from the Federal Awarding Agency Only

II. Total project costs including grant funds and all other financial participation

a. Salaries and Wages	\$2,044,594.00
b. Fringe Benefits	\$772,288.00
c. Total Personnel Costs	\$2,816,882.00
d. Equipment	\$0.00
e. Supplies	\$20,633.00
f. Travel	\$27,053.00
g. Construction	\$0.00
h. Other	\$102,148.00
i. Contractual	\$1,138,620.00
j. TOTAL DIRECT COSTS	\$4,105,336.00
k. INDIRECT COSTS	\$193,591.00
l. TOTAL APPROVED BUDGET	\$4,298,927.00
m. Federal Share	\$4,298,927.00
n. Non-Federal Share	\$0.00

### 34. Accounting Classification Codes

FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	OBJECT CLASS	CFDA NO.	AMT ACTION FINANCIAL ASSISTANCE	APPROPRIATION
1-9210840	19NH25PS005141	PS	41.51	93.977	\$0.00	75-21-0950
1-939ZRPZ	19NH25PS005141	PS	41.51	93.977	\$0.00	75-21-0950
2-9390H6F	19NH25PS005141C6	PS	41.51	93.977	\$0.00	75-X-0140
1-9390H67	19NH25PS005141C6	PS	41.51	93.977	\$0.00	75-X-0140
2-9210840	19NH25PS005141	PS	41.51	93.977	\$0.00	75-22-0950
2-939ZRPZ	19NH25PS005141	PS	41.51	93.977	\$0.00	75-22-0950
3-9210840	19NH25PS005141	PS	41.51	93.977	\$0.00	75-23-0950
3-9390H6F	19NH25PS005141C6	PS	41.51	93.977	\$0.00	75-X-0140
3-939ZRPZ	19NH25PS005141	PS	41.51	93.977	\$0.00	75-23-0950
4-9210840	19NH25PS005141	PS	41.51	93.977	\$0.00	75-24-0950
4-939ZRPZ	19NH25PS005141	PS	41.51	93.977	\$0.00	75-24-0950



# DEPARTMENT OF HEALTH AND HUMAN SERVICES Notice of Award

Centers for Disease Control and Prevention

Award# 6 NH25PS005141-05-09

FAIN# NH25PS005141

Federal Award Date: 05/07/2024

## Direct Assistance

BUDGET CATEGORIES	PREVIOUS AMOUNT (A)	AMOUNT THIS ACTION (B)	TOTAL (A + B)
Personnel	\$0.00	\$0.00	\$0.00
Fringe Benefits	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$0.00	\$0.00
Contractual	\$0.00	\$0.00	\$0.00
Construction	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00

# AWARD ATTACHMENTS

CITY & COUNTY OF SAN FRANCISCO

6 NH25PS005141-05-09

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1. Terms and Conditions

**Notice of Funding Opportunity (NOFO): PS19-1901**  
**Award Number: NH25PS005141**

<b>ADDITIONAL TERMS AND CONDITIONS OF AWARD</b>
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**Revised Budget:** The purpose of this amended Notice of Award is to approve the **revised budget** submitted by your organization dated **April 15, 2024**. Funds have been distributed as indicated in the approved budget of this Notice of Award.

All the other terms and conditions issued with the original award remain in effect throughout the budget period unless otherwise changed, in writing, by the Grants Management Officer.

Please be advised that recipient must exercise proper stewardship over Federal funds by ensuring that all costs charged to their cooperative agreement are allowable, allocable, necessary, and reasonable.

GMS Contact:

**Christy Wipperfurth, MAB**  
Grants Management Officer  
Branch 1, Office of Grants Services (OGS)  
Office of Financial Resources (OFR)  
Office of the Chief Operating Officer (OCOO)  
Centers for Disease Control and Prevention (CDC)  
[Lmh4@cdc.gov](mailto:Lmh4@cdc.gov) 770-488-3946 Office

**PLEASE INCLUDE YOUR NOFO AND AWARD NUMBER ON ALL CORRESPONDENCE**



DEPARTMENT OF HEALTH AND HUMAN SERVICES  
Centers for Disease Control and Prevention

Notice of Award

Award# 6 NH25PS005141-05-10

FAIN# NH25PS005141

Federal Award Date: 08/28/2024

**Recipient Information**

**1. Recipient Name**

CITY & COUNTY OF SAN FRANCISCO  
101 GROVE ST  
San Francisco Department of Public Health  
SAN FRANCISCO, CA 94102-4505  
[NO DATA]

**2. Congressional District of Recipient**

12

**3. Payment System Identifier (ID)**

1946000417A8

**4. Employer Identification Number (EIN)**

946000417

**5. Data Universal Numbering System (DUNS)**

103717336

**6. Recipient's Unique Entity Identifier (UEI)**

DCTNHRGU1K75

**7. Project Director or Principal Investigator**

Dr. Stephanie Cohen  
Medical Director  
stephanie.cohen@sfdph.org  
628-217-6674

**8. Authorized Official**

Mr. Elijah Saunders  
Grants Analyst  
elijah.saunders@sfdph.org  
628-217-6070

**Federal Agency Information**

CDC Office of Financial Resources

**9. Awarding Agency Contact Information**

Christy Wipperfurth  
Grants Management Specialist  
lmh4@cdc.gov  
770-488-3946

**10. Program Official Contact Information**

Shivani Dama  
Health Scientist  
kji7@cdc.gov  
4047186977

**Federal Award Information**

**11. Award Number**

6 NH25PS005141-05-10

**12. Unique Federal Award Identification Number (FAIN)**

NH25PS005141

**13. Statutory Authority**

This Program is authorized under section 318 of the Public Health Service Act (42 U.S.C. Section 247c, as amended)

**14. Federal Award Project Title**

Strengthening STD Prevention and Control for Health Departments (STD PCHD)

**15. Assistance Listing Number**

93.977

**16. Assistance Listing Program Title**

Preventive Health Services\_Sexually Transmitted Diseases Control Grants

**17. Award Action Type**

Supplement

**18. Is the Award R&D?**

No

**Summary Federal Award Financial Information**

**19. Budget Period Start Date** 01/01/2023 - **End Date** 02/28/2026

**20. Total Amount of Federal Funds Obligated by this Action** \$372,030.00

20a. Direct Cost Amount \$354,333.00

20b. Indirect Cost Amount \$17,697.00

**21. Authorized Carryover** \$0.00

**22. Offset** \$0.00

**23. Total Amount of Federal Funds Obligated this budget period** \$4,298,927.00

**24. Total Approved Cost Sharing or Matching, where applicable** \$0.00

**25. Total Federal and Non-Federal Approved this Budget Period** \$4,670,957.00

**26. Period of Performance Start Date** 01/01/2019 - **End Date** 02/28/2026

**27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Period of Performance** \$13,635,302.00

**28. Authorized Treatment of Program Income**

ADDITIONAL COSTS

**29. Grants Management Officer - Signature**

Mr. Arthur Lusby  
Grants Management Officer, Team Lead

**30. Remarks**

Supplemental Funding: Financial Assistance in the amount of \$372,030.00





# DEPARTMENT OF HEALTH AND HUMAN SERVICES

Centers for Disease Control and Prevention

## Notice of Award

Award# 6 NH25PS005141-05-10

FAIN# NH25PS005141

Federal Award Date: 08/28/2024

### Recipient Information

#### Recipient Name

CITY & COUNTY OF SAN FRANCISCO  
101 GROVE ST  
San Francisco Department of Public Health  
SAN FRANCISCO, CA 94102-4505  
[NO DATA]

#### Congressional District of Recipient

12

#### Payment Account Number and Type

1946000417A8

#### Employer Identification Number (EIN) Data

946000417

#### Universal Numbering System (DUNS)

103717336

#### Recipient's Unique Entity Identifier (UEI)

DCTNHRGU1K75

#### 31. Assistance Type

Cooperative Agreement

#### 32. Type of Award

Other

### 33. Approved Budget

(Excludes Direct Assistance)

I. Financial Assistance from the Federal Awarding Agency Only

II. Total project costs including grant funds and all other financial participation

a. Salaries and Wages	\$2,247,399.00
b. Fringe Benefits	\$859,493.00
c. Total Personnel Costs	\$3,106,892.00
d. Equipment	\$0.00
e. Supplies	\$20,992.00
f. Travel	\$27,713.00
g. Construction	\$0.00
h. Other	\$103,156.00
i. Contractual	\$1,200,916.00
j. TOTAL DIRECT COSTS	\$4,459,669.00
k. INDIRECT COSTS	\$211,288.00
l. TOTAL APPROVED BUDGET	\$4,670,957.00
m. Federal Share	\$4,670,957.00
n. Non-Federal Share	\$0.00

### 34. Accounting Classification Codes

FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	OBJECT CLASS	CFDA NO.	AMT ACTION FINANCIAL ASSISTANCE	APPROPRIATION
1-9210840	19NH25PS005141	PS	41.51	93.977	\$0.00	75-21-0950
1-939ZRPZ	19NH25PS005141	PS	41.51	93.977	\$0.00	75-21-0950
2-9390H6F	19NH25PS005141C6	PS	41.51	93.977	\$0.00	75-X-0140
1-9390H67	19NH25PS005141C6	PS	41.51	93.977	\$0.00	75-X-0140
2-9210840	19NH25PS005141	PS	41.51	93.977	\$0.00	75-22-0950
2-939ZRPZ	19NH25PS005141	PS	41.51	93.977	\$0.00	75-22-0950
3-9210840	19NH25PS005141	PS	41.51	93.977	\$0.00	75-23-0950
3-9390H6F	19NH25PS005141C6	PS	41.51	93.977	\$0.00	75-X-0140
3-939ZRPZ	19NH25PS005141	PS	41.51	93.977	\$0.00	75-23-0950
4-9210840	19NH25PS005141	PS	41.51	93.977	\$23,075.00	75-24-0950
4-939ZRPZ	19NH25PS005141	PS	41.51	93.977	\$348,955.00	75-24-0950



# DEPARTMENT OF HEALTH AND HUMAN SERVICES Notice of Award

Centers for Disease Control and Prevention

Award# 6 NH25PS005141-05-10

FAIN# NH25PS005141

Federal Award Date: 08/28/2024

## Direct Assistance

BUDGET CATEGORIES	PREVIOUS AMOUNT (A)	AMOUNT THIS ACTION (B)	TOTAL (A + B)
Personnel	\$0.00	\$0.00	\$0.00
Fringe Benefits	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$0.00	\$0.00
Contractual	\$0.00	\$0.00	\$0.00
Construction	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00

# AWARD ATTACHMENTS

CITY & COUNTY OF SAN FRANCISCO

6 NH25PS005141-05-10

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1. Terms

#### **ADDITIONAL TERMS AND CONDITIONS OF AWARD**

**PURPOSE:** Additional funding is being awarded for Notice of Funding Opportunity, **CDC-RFA-PS19-1901, “Strengthening STD Prevention and Control for Health Departments (STD PCHD),”** for the current **Budget Period 05**.

This Notice of Award also extends the current Budget Period from 01/01/2023 - 01/31/2025 to **01/01/2023 – 02/28/2026**.

The Period of Performance is extended from 01/01/2019 - 01/31/2025 to **01/01/2019 – 02/28/2026**. *All funding is based on the availability of funds.*

**Total Approved Funding for this award is included in Summary Federal Award Financial Information on page 1 of the Notice of Award (NoA).**

**Expanded Authority:** The recipient is permitted the following expanded authority in the administration of the award.

☒ Carryover of unobligated balances from one budget period to a subsequent budget period. Unobligated funds may be used for purposes within the scope of the project as originally approved. Recipients will report use, or intended use, of unobligated funds in Section 12 “Remarks” of the annual Federal Financial Report. If the GMO determines that some or all of the unobligated funds are not necessary to complete the project, the GMO may restrict the recipient’s authority to automatically carry over unobligated balances.

**Technical Review:** Within 5 days of this Notice of Award’s (NOA) issue date, the Technical Review will be accessible to the recipient in GrantSolutions Grant Notes. Contact the assigned Program Officer indicated in the NOA with any questions regarding this document or any follow up requirements and timelines set forth therein.

**Federal Financial Reporting (FFR SF-425):** 45 CFR 75.341-Financial Reporting requires FFRs to be collected “no less frequently than annually”. Due to the approved extension, additional federal financial reporting is required.

- The recipient must submit an annual FFR within 90 days of reporting period end date 12/31/2024. The FFR is due **3/31/2025**.
- The recipient must submit an annual FFR within 90 days of reporting period end date 12/31/2025. The FFR is due **3/31/2026**.
- The recipient must submit a **final** FFR within 120 days of the project period end date of 2/28/2026. The FFR is due **6/28/2026**.

Please be advised that recipient must exercise proper stewardship over Federal funds by ensuring that all costs charged to their cooperative agreement are allowable, allocable, necessary, and reasonable.

All the other terms and conditions issued with the original award remain in effect throughout the budget period unless otherwise changed, in writing, by the Grants Management Officer.

## CLOSEOUT REQUIREMENTS

Recipients must submit all closeout reports identified in this section within 120 days of the period of performance end date. Closeout files are due **June 28, 2026**. The reporting timeframe is the full period of performance. If the recipient does not submit all reports in accordance with this section and the terms and conditions of the Federal Award, CDC may proceed to close out with the information available within one year of the period of performance end date unless otherwise directed by authorizing statutes. Failure to submit timely and accurate final reports may affect future funding to the organization or awards under the direction of the same Project Director/Principal Investigator (PD/PI). If recipients do not submit all closeout reports identified in this section within one year of the period of performance end date, then CDC must report recipients' material failure to comply with the terms and conditions of the award with the OMB-designated integrity and performance system (currently Responsibility/Qualification (R/Q) section of [SAM.gov](https://www.sam.gov)).

**Final Performance Progress and Evaluation Report (PPER):** This report should include the information specified in the NOFO and is submitted via [www.grantsolutions.gov](https://www.grantsolutions.gov). At a minimum, the report will include the following:

- Statement of progress made toward the achievement of originally stated aims;
- Description of results (positive or negative) considered significant; and
- List of publications resulting from the project, with plans, if any, for further publication.

All manuscripts published as a result of the work supported in part or whole by the grant must be submitted with the performance progress reports.

**Final Federal Financial Report (FFR, SF-425):** The FFR should only include those funds authorized and expended during the timeframe covered by the report. The Final FFR, SF-425 is required and must be submitted no later than 120 days after the period of performance end date through recipient online accounts in the Payment Management System. The final FFR will consolidate data reporting responsibilities to one entry point within PMS which will assist with the reconciliation of expenditures and disbursements to support the timely close-out of grants. The final FFR must indicate the exact balance of unobligated funds and may not reflect any unliquidated obligations. Remaining unobligated funds will be de-obligated and returned to the U.S. Treasury.

**Equipment and Supplies - Tangible Personal Property Report (SF-428):** A completed Tangible Personal Property Report SF-428 and Final Report SF-428B addendum must be submitted, along with any Supplemental Sheet SF-428S detailing all major equipment acquired or furnished under this project with a unit acquisition cost of \$5,000 or more. Electronic versions of the forms can be downloaded by visiting: <https://www.grants.gov/forms/forms-repository/post-award-reporting-forms>. If no equipment was acquired under an award, a negative report is required. The recipient must identify each item of equipment that it wishes to retain for continued use in accordance with 45 CFR Part 75. The awarding agency may exercise its rights to require the transfer of equipment purchased under the assistance award. CDC will notify the recipient if transfer to title will be required and provide disposition instruction on all major equipment. Equipment with a unit acquisition cost of less than \$5,000 that is no longer to be

Notice of Funding Opportunity (NOFO) Number: CDC-RFA-PS19-1901  
Recipient Name: City & County of San Francisco

used in projects or programs currently or previously sponsored by the federal government may be retained, sold, or otherwise disposed of, with no further obligation to the federal government.

**CDC Staff Contact Information is listed on page 1 of the NoA**

**Grants Management Specialist (GMS):** The GMS is the federal staff member responsible for the day-to-day management of grants and cooperative agreements. The GMS is the primary contact of recipients for business and administrative matters pertinent to grant awards.

**Program/Project Officer (PO):** The PO is the federal official responsible for monitoring the programmatic, scientific, and/or technical aspects of grants and cooperative agreements, as well as contributing to the effort of the award under cooperative agreements.

**Grants Management Officer (GMO):** The GMO is the federal official responsible for the business and other non-programmatic aspects of grant awards. The GMO is the only official authorized to obligate federal funds and is responsible for signing the NoA, including revisions to the NoA that change the terms and conditions. The GMO serves as the counterpart to the business officer of the recipient organization.

**PLEASE REFERENCE YOUR NOFO AND AWARD NUMBER ON ALL CORRESPONDENCE.**

**Centers for Disease Control and Prevention**  
**Strengthening STD Prevention and Control for Health Departments**  
**Notice of Funding Opportunity (NOFO) Number: CDC-RFA-PS19-1901**  
**12-Month Bridge Cost Extension Guidance**

**Purpose**

PS19-1901 Strengthening STD Prevention and Control for Health Departments has been extended to January 31, 2025 in order to accomplish the aims of the NOFO.

Availability of Funds

A total of \$96,282,892 is available to the 59 current recipients of the STD PCHD Cooperative Agreement (CDC-RFA-PS19-1901). A funding table is included at the end of this document. PS19-1901 STD PCHD individual award amounts are found in Table 1 in this document.

Terms and Conditions

Terms and conditions of the funds remain the same as under the original STD PCHD PS19-1901 award.

**Eligibility**

This award will be a continuation of funds intended only for recipients previously awarded under CDC-RFA-PS19-1901: Strengthening STD Prevention and Control for Health Departments.

**Application Due Date**

The supplemental application is due no later than Friday, October 20, 2023, 11:59 P.M. (EST).

**Application Submission**

CDC requires recipients to submit their **supplemental requests** through [www.grantsolutions.gov](http://www.grantsolutions.gov) by the due date above (see Deliverables section below). The type of action for this amendment will be “**Supplement**” under the amendment section. If you encounter any difficulties submitting your annual performance report through [www.grantsolutions.gov](http://www.grantsolutions.gov), please contact the GrantSolutions helpdesk at 866-577-0771 or email [help@grantsolutions.gov](mailto:help@grantsolutions.gov) prior to the submission deadline. If you need further information, please contact Gwen Demery-Moore, Grants Management Officer, at 404-498-2596 or [pne2@cdc.gov](mailto:pne2@cdc.gov). For programmatic information, please contact your assigned project officer listed in the CDC Contacts section of the Notice of Award.

**Checklist of required contents of application packet:**

- SF-424 Application for Federal Domestic Assistance Version 2 (short online form)
- SF-424A Budget Information-Non-Construction (online form)
- Budget Justification (miscellaneous attachment)
- STD PCHD Year 6 Workplan (miscellaneous attachment)
- STD PCHD Year 5 Mid-Year Report (miscellaneous attachment)
- Cover Letter (miscellaneous attachment)

- Email a courtesy copy of budget justification, work plan, mid-year report, and cover letter to your project officer.

## **Deliverables**

### SF-424 Application for Federal Domestic Assistance Version 2 (short online form)

Complete online

### SF-424A Budget Information-Non-Construction (online form)

Complete online

### Budget Justification (miscellaneous attachment)

#### **Directions:**

- In a separate narrative document, provide a detailed, line-item budget justification of the funding amount requested. Attach in the “Miscellaneous Attachments” section and title it “[Project Area]\_STDPCHD\_Year 6 Proposed Budget Narrative.”
- The budget justification must be prepared in the general form, format, and to the level of detail as described in the CDC Budget Guidance. The budget guidance is provided on CDC’s website at: [How to Apply](#).
- For any proposed subcontracts, provide the information specified in the [Budget Guidance](#).

### STD PCHD Year 6 Work Plan

**Directions:** You will receive a separate grant note with a template for your project area’s Year 6 workplan. Use this document to propose objectives and activities for Year 6 of STD PCHD implementation, **for the proposed budget period of 2/1/2024 – 1/31/2025.**

Save the document as an Excel-supported (.xlsx/.xlsm) file and name the document “[ProjectArea]\_STDPCHD\_Year6\_workplan.” Attach the document as a (.xlsx/.xlsm) file in the “Miscellaneous Attachments” section in GrantSolutions.

### STD PCHD Year 5 Mid-year Report

**Directions:** You will receive a grant note with the STD PCHD Year 5 Mid-year Report template, with fields to report on your mid-year progress. Please use this document to provide updates on your program’s successes, challenges, and technical assistance needs in each of the five STD PCHD strategy areas, for the **current reporting period, 1/1/2023 – 6/30/2023.**

Save the document as an Excel-supported (.xlsx/.xlsm) file and name the document “[ProjectArea]\_STDPCHD\_Year5\_MidYearUpdate.” Attach the document as a (.xlsx/.xlsm) file in the “Miscellaneous Attachments” section in GrantSolutions.

### Cover Letter (miscellaneous attachment)

A cover letter is required, signed by both the principal investigator and the authorizing official.



**Table 1. STD PCHD PS19-1901 12-Month Bridge Cost Extension Funding Table**

<b>Jurisdiction</b>	<b>Grant Number</b>	<b>Amount</b>
Alabama	NH25PS005129	\$1,617,314
Alaska	NH25PS005154	\$362,385
Arizona	NH25PS005157	\$1,808,070
Arkansas	NH25PS005132	\$1,001,537
Baltimore, MD	NH25PS005126	\$994,604
California, (excl. LA & SF)	NH25PS005127	\$7,856,912
Chicago, IL	NH25PS005128	\$1,813,690
Colorado	NH25PS005164	\$1,357,540
Connecticut	NH25PS005155	\$830,372
Delaware	NH25PS005156	\$404,357
District of Columbia	NH25PS005133	\$848,810
Florida	NH25PS005131	\$5,406,277
Georgia	NH25PS005184	\$3,435,711
Hawaii	NH25PS005136	\$454,977
Idaho	NH25PS005171	\$374,021
Illinois, (excl. Chic.)	NH25PS005138	\$2,321,235
Indiana	NH25PS005139	\$1,728,377
Iowa	NH25PS005158	\$741,561
Kansas	NH25PS005173	\$743,380
Kentucky	NH25PS005135	\$1,139,949
Los Angeles, CA	NH25PS005130	\$3,356,049
Louisiana	NH25PS005176	\$1,885,735
Maine	NH25PS005183	\$300,000
Maryland, (excl. Balt.)	NH25PS005140	\$1,350,504
Massachusetts	NH25PS005167	\$1,625,651
Michigan	NH25PS005170	\$2,508,612
Minnesota	NH25PS005172	\$1,314,170
Mississippi	NH25PS005147	\$1,169,536
Missouri	NH25PS005142	\$1,712,670
Montana	NH25PS005168	\$300,000
Nebraska	NH25PS005178	\$514,136
Nevada	NH25PS005179	\$974,400
New Hampshire	NH25PS005159	\$300,000
New Jersey	NH25PS005174	\$2,173,665
New Mexico	NH25PS005180	\$717,249
New York City, NY	NH25PS005177	\$4,349,529
New York, (excl. NYC)	NH25PS005175	\$2,477,009
North Carolina	NH25PS005152	\$3,067,964
North Dakota	NH25PS005181	\$300,000
Ohio	NH25PS005134	\$3,134,577
Oklahoma	NH25PS005143	\$1,183,879

Oregon	NH25PS005149	\$1,071,872
Pennsylvania, (excl. Phil.)	NH25PS005144	\$2,274,984
Philadelphia, PA	NH25PS005145	\$1,719,785
Puerto Rico	NH25PS005165	\$976,937
Rhode Island	NH25PS005160	\$365,959
San Francisco, CA	NH25PS005141	\$1,119,045
South Carolina	NH25PS005150	\$1,532,667
South Dakota	NH25PS005161	\$346,619
Tennessee	NH25PS005151	\$1,818,678
Texas	NH25PS005182	\$7,630,153
US Virgin Islands	NH25PS005166	\$300,000
Utah	NH25PS005169	\$680,935
Vermont	NH25PS005162	\$300,000
Virginia	NH25PS005137	\$2,127,347
Washington	NH25PS005146	\$1,812,891
West Virginia	NH25PS005153	\$494,616
Wisconsin	NH25PS005148	\$1,333,903
Wyoming	NH25PS005163	\$300,000

#### **DIS Workforce Supplement**

Programs are approved to continue using ARPA DIS Workforce Supplement funds. See the Table 2 below with estimated remaining amounts authorized for drawdown.

**Table 2. DIS Workforce Funds Estimated Remaining Balances**

<b>Jurisdiction</b>	<b>Grant Number</b>	<b>Amount</b>
Alabama	NH25PS005129	\$4,782,427
Alaska	NH25PS005154	\$1,948,752
Arizona	NH25PS005157	\$4,443,988
Arkansas	NH25PS005132	\$5,079,288
Baltimore	NH25PS005126	\$3,766,714
California	NH25PS005127	\$34,515,615
Chicago	NH25PS005128	\$7,135,134
Colorado	NH25PS005164	\$3,821,803
Connecticut	NH25PS005155	\$4,160,760
Delaware	NH25PS005156	\$869,168
District of Columbia	NH25PS005133	\$1,327,486
Florida	NH25PS005131	\$21,774,203
Georgia	NH25PS005184	\$8,218,282
Hawaii	NH25PS005136	\$2,924,284
Idaho	NH25PS005171	\$927,005
Illinois	NH25PS005138	\$10,690,903
Indiana	NH25PS005139	\$7,819,746
Iowa	NH25PS005158	\$1,027,080

Kansas	NH25PS005173	\$1,896,939
Kentucky	NH25PS005135	\$5,482,949
Los Angeles	NH25PS005130	\$2,727,708
Louisiana	NH25PS005176	\$2,183,179
Maine	NH25PS005183	\$3,000,000
Maryland	NH25PS005140	\$4,076,499
Massachusetts	NH25PS005167	\$4,976,339
Michigan	NH25PS005170	\$16,618,050
Minnesota	NH25PS005172	\$5,588,340
Mississippi	NH25PS005147	\$5,191,858
Missouri	NH25PS005142	\$8,968,210
Montana	NH25PS005168	\$1,583,636
Nebraska	NH25PS005178	\$1,702,173
Nevada	NH25PS005179	\$1,460,635
New Hampshire	NH25PS005159	\$1,763,179
New Jersey	NH25PS005174	\$9,326,200
New Mexico	NH25PS005180	\$761,926
New York City	NH25PS005177	\$18,851,108
New York State	NH25PS005175	\$12,053,998
North Carolina	NH25PS005152	\$14,161,012
North Dakota	NH25PS005181	\$2,102,109
Ohio	NH25PS005134	\$12,978,167
Oklahoma	NH25PS005143	\$6,361,145
Oregon	NH25PS005149	\$4,655,314
Pennsylvania	NH25PS005144	\$10,924,465
Philadelphia	NH25PS005145	\$7,671,266
Puerto Rico	NH25PS005165	\$4,381,084
Rhode Island	NH25PS005160	\$1,116,448
San Francisco	NH25PS005141	\$5,534,553
South Carolina	NH25PS005150	\$5,917,993
South Dakota	NH25PS005161	\$1,279,187
Tennessee	NH25PS005151	\$9,363,733
Texas	NH25PS005182	\$36,135,629
US Virgin Islands	NH25PS005166	\$2,692,318
Utah	NH25PS005169	\$2,080,736
Vermont	NH25PS005162	\$456,279
Virginia	NH25PS005137	\$6,451,695
Washington	NH25PS005146	\$4,693,838
West Virginia	NH25PS005153	\$1,708,056
Wisconsin	NH25PS005148	\$6,958,703
Wyoming	NH25PS005163	\$2,210,816



City and County of San Francisco  
Daniel Lurie  
Mayor

## San Francisco Department of Public Health

Grant Colfax, MD  
Director of Health

### Memorandum

**To:** Honorable Members of the Board of Supervisors

**From:** San Francisco Department of Public Health

**Date:** Friday, January 10, 2025

**RE:** **Retroactivity re: File 241176:** Accept and Expend Grant - Retroactive - Centers for Disease Control and Prevention - Strengthening STD Prevention and Control for Health Departments (STD PCHD) - \$13,635,302

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This Resolution seeks authorization for the Department of Public Health (DPH) to retroactively accept and expend funds in the amount of \$13,635,302 from the Centers for Disease Control and Prevention (CDC).

This grant accept and expend is retroactive because DPH received notices of the grant increase after the pre-determined budget period start date. SFDPH received notices of this grant increase on January 31, 2024, and August 28, 2024, for the budget period start date of January 1, 2023.

Upon receiving the notices of the grant increase, DPH put together the accept and expend packet and forwarded it to the Controller's Office for review on October 23, 2024. The Controller's Office approved the accept and expend packet and forwarded it to the Mayor's Office on November 25, 2024, for introduction on December 3, 2024. We respectfully request retroactive authorization for this item.

Please contact Christina Chiong, SFDPH Accept & Expend Unit Manager, at [christina.chiong@sfdph.org](mailto:christina.chiong@sfdph.org) for any questions about this request for retroactive authorization.

**City and County of San Francisco**

**Department of Public Health**



**London N. Breed**  
**Mayor**

**TO:** Angela Calvillo, Clerk of the Board of Supervisors

**FROM:** Dr. Grant Colfax  
Director of Health

**DATE:** 11/20/2024

**SUBJECT:** Grant Accept and Expend

**GRANT TITLE:** Strengthening STD Prevention and Control for Health  
Departments (STD PCHD) - \$13,635,302

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Attached please find the original and 1 copy of each of the following:

- ☒ Proposed grant resolution, original signed by Department
- ☒ Grant information form, including disability checklist
- ☒ Budget and Budget Justification
- ☐ Grant application: Not Applicable. No application submitted.
- ☒ Agreement / Award Letter
- ☐ Other (Explain):

**Special Timeline Requirements:**

**Departmental representative to receive a copy of the adopted resolution:**

Name: Gregory Wong (greg.wong@sfdph.org) Phone: 554-2521

Interoffice Mail Address: Dept. of Public Health, 101 Grove St # 108

Certified copy required Yes ☐

No ☒

**From:** [Trejo, Sara \(MYR\)](#)  
**To:** [BOS Legislation. \(BOS\)](#)  
**Cc:** [Paulino, Tom \(MYR\)](#); [Wong, Greg \(DPH\)](#); [Validzic, Ana \(DPH\)](#); [Eng, Sean \(DPH\)](#); [Chiong, Christina \(DPH\)](#); [Neukrug, Sarah \(DPH\)](#)  
**Subject:** Mayor -- Resolution -- Strengthening STD Prevention and Control A&E  
**Date:** Tuesday, December 3, 2024 4:09:29 PM  
**Attachments:** [1296 Board Cover Memo.docx](#)  
[1296 Resolution 10.22.24.doc](#)  
[1296 GRIF 10.21.24.doc](#)  
[DPH AE for Strengthening STD Prevention and Control for Health Departments \(STD PCHD\) - \\$13.635.302.pdf](#)  
[RE DPH AE for Strengthening STD Prevention and Control for Health Departments \(STD PCHD\) - \\$13635302.msg](#)  
[OTHER DOCS.zip](#)

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Hello Clerks,

Attached is a Resolution retroactively authorizing the Department of Public Health to accept and expend a grant increase in the amount of \$1,212,299 for a total grant amount of \$13,635,302 from the Centers for Disease Control and Prevention for participation in a program, entitled "Strengthening STD Prevention and Control for Health Departments (STD PCHD)," for the period of January 1, 2019, to February 28, 2026.

Best regards,

**Sara Trejo**

Legislative Aide

Office of the Mayor

City and County of San Francisco