



# San Francisco Department of Public Health

Grant Colfax, MD  
Director of Health

City and County of San Francisco  
London N. Breed  
Mayor

## Memorandum

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

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

**Date:** Thursday, March 28, 2024

**Re:** Accept and Expend California Department of Public Health - Tobacco Grant Award Notification Fiscal Year 2023-2024 - \$2,888,144

---

This Resolution seeks authorization for the Department of Public Health (DPH) to retroactively accept and expend funds in the amount of \$2,888,144 from the California Department of Justice (DOJ).

This item is retroactive due to delays in the city approvals process. The Controller's Office required clarification on the need for an ASO (annual salary ordinance) amendment to the budgeted positions. After discussions between DPH and the Controller's Office, it was confirmed that the positions were temporary and did not require ASO amendments.

DPH received the notice of award from DOJ on October 11, 2023, for a project start date of January 1, 2024. The project start date was predetermined by the grantor. Upon receiving the grant, DPH put together the accept and expend packet and forwarded to the Controller's Office for review on October 27, 2023. After discussions with the Controller's Office on the positions supported by this grant, the Controller's Office approved the accept and expend packet and forwarded the signed package to the Mayor's Office on March 5, 2024 for introduction on March 19, 2024.

We humbly request retroactive authorization for this item. Please contact Greg Wong, grants analyst, at [greg.wong@sfdph.org](mailto:greg.wong@sfdph.org) for any questions about this request for retroactive authorization.