

File No. 210458

Committee Item No. 4

Board Item No. 13

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Committee

Date May 26, 2021

Board of Supervisors Meeting

Date June 8, 2021

Cmte Board

- | | | |
|-------------------------------------|-------------------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Motion |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Resolution |
| <input type="checkbox"/> | <input type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Digest |
| <input type="checkbox"/> | <input type="checkbox"/> | Budget and Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Youth Commission Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Introduction Form |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/> | <input type="checkbox"/> | MOU |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Grant Information Form |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Grant Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Subcontract Budget |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Contract/Agreement |
| <input type="checkbox"/> | <input type="checkbox"/> | Form 126 – Ethics Commission |
| <input type="checkbox"/> | <input type="checkbox"/> | Award Letter |
| <input type="checkbox"/> | <input type="checkbox"/> | Application |
| <input type="checkbox"/> | <input type="checkbox"/> | Public Correspondence |

OTHER (Use back side if additional space is needed)

- | | | |
|--------------------------|-------------------------------------|--|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <u>DPH Email on Retroactivity - May 24, 2021</u> |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
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Completed by: Linda Wong Date May 21, 2021

Completed by: Linda Wong Date May 27, 2021

1 [Accept and Expend Grant - Retroactive - The Regents of the University of California, San
2 Francisco - Institute for Global Health Sciences International Training Program - \$112,210]

3 **Resolution retroactively authorizing the Department of Public Health to accept and**
4 **expend a grant increase in the amount of \$29,169 for a total amount of \$112,210 from**
5 **the Regents of the University of California, San Francisco for participation in a**
6 **program, entitled “Institute for Global Health Sciences International Training Program,”**
7 **for the period of September 1, 2016, through June 30, 2021.**

8

9 WHEREAS, The Regents of the University of California, San Francisco (UCSF) has
10 agreed to fund the Department of Public Health (DPH) in the amount of \$112,210 for
11 participation in a program, entitled “Institute for Global Health Sciences International Training
12 Program,” for the period of September 1, 2016, through June 30, 2021; and

13 WHEREAS, DPH coordinates training and technical assistance activities for scholars
14 from all regions, including sub-Saharan Africa, Eastern Europe, Latin America, Southeast
15 Asia, and Central Asia; and

16 WHEREAS, Areas of focus include prevention intervention research, human
17 immunodeficiency virus (HIV)/acquired immunodeficiency syndrome (AIDS)/sexually
18 transmitted infection (STI) surveillance, and prevention program monitoring and evaluation;
19 and

20 WHEREAS, A grant increase of \$29,169 from \$83,041 was approved for the period of
21 September 1, 2016, through June 30, 2021; and

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

23 WHEREAS, A request for retroactive approval is being sought because DPH received
24 the amended award agreement on January 4, 2021; and

25

1 WHEREAS, The grant budget includes a provision for indirect costs in the amount of
2 \$12,022; now, therefore, be it

3 RESOLVED, That DPH is hereby authorized to retroactively accept and expend a grant
4 in the amount of \$112,210 from the UCSF; and, be it

5 FURTHER RESOLVED, That DPH is hereby authorized to retroactively accept and
6 expend the grant funds pursuant to Administrative Code, Section 10.170-1; and, be it

7 FURTHER RESOLVED, That the Director of Health is authorized to enter into the
8 Agreement on behalf of the City; and, be it

9 FURTHER RESOLVED, That within 30 days of the agreement being fully-executed by all
10 parties, the Department of Public Health shall provide the final agreement to the Clerk of the
11 Board for inclusion into the official file.

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1 Recommended: Approved: _____ /s/ _____
2 Mayor
3 _____ /s/ _____
4 Dr. Grant Colfax Approved: _____ /s/ _____
5 Director of Health Controller
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File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Resolution Information Form
(Effective July 2011)

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

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

- 1. Grant Title: **IGHS International Training Program**
- 2. Department: **Department of Public Health
Center of Public Health Research**
- 3. Contact Person: **Willi McFarland** Telephone: **415-437-6251**
- 4. Grant Approval Status (check one):
 Approved by funding agency Not yet approved
- 5. Amount of Grant Funding Approved or Applied for: **\$112,210**
(Year 1: September 1, 2016 - August 31, 2017: \$27,365
Year 2: September 1, 2017 - August 31, 2018: \$27,646
Year 3: September 1, 2018 - August 31, 2019: \$28,030
Year 4: July 1, 2020 - June 30, 2021: \$29,169)
- 6a. Matching Funds Required: **\$0**
b. Source(s) of matching funds (if applicable): **N.A.**
- 7a. Grant Source Agency: **The Regents of the University of California, San Francisco**
b. Grant Pass-Through Agency (if applicable): **N.A.**

8. Proposed Grant Project Summary:

Dr. McFarland serves as a member of our core teaching faculty and primary mentor to trainees in the Mentoring Skills Training Program, the Scientific Manuscript Writing Program, and the Grant Writing Program. He coordinates training and technical assistance activities for scholars from all regions from which our ITAPS scholars come, including sub-Saharan Africa, Eastern Europe, Latin America, Southeast and Central Asia. Areas of focus include prevention intervention research, HIV/AIDS/STI surveillance, and prevention program monitoring and evaluation. He assists in the preparation of abstracts and presentations for international and regional AIDS conferences, in the writing of scientific manuscripts, provides report-backs from scientific conferences, and gives regional updates on HIV/AIDS in low- and middle-income countries. Additionally, he helps to plan and implement in-country scientific writing workshops initiated by our ITAPS mentors-in-training at their home institutions and/or regions.

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

Approved year one project:	Start-Date: 09/01/2016	End-Date: 08/31/2017
Approved year two project:	Start-Date: 09/01/2017	End-Date: 08/31/2018
Approved year three project:	Start-Date: 09/01/2018	End-Date: 08/31/2019

Approved year four project: Start-Date: **07/01/2020** End-Date: **06/30/2021**

10a. Amount budgeted for contractual services: **N/A**

b. Will contractual services be put out to bid? **N.A.**

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? **N.A.**

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

b1. If yes, how much? **\$12,022**

b2. How was the amount calculated? **12% of total indirect costs**

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

Not allowed by granting agency

To maximize use of grant funds on direct services

Other (please explain):

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

12. Any other significant grant requirements or comments:

We respectfully request for approval to accept and expend these funds retroactive to September 01, 2016. The Department received the amended subaward agreement on January 04, 2021.

This grant does not require an ASO amendment and partially reimburses the Department for one position: one Supervising Physician Specialist (Job Class #2233) at 0.10 FTE during the period of July 01, 2020 through June 30, 2021.

**Award: CTR00002230
Department ID: 162646
Project Description: HD HIV IV14 2021 Mandel
Project ID: 10037085
Activity ID: 0001**

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

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

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

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

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

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

Comments:

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

Toni Rucker, PhD
(Name)

DPH ADA Coordinator
(Title)

Date Reviewed: 3/24/2021 | 5:05 PM PDT

DocuSigned by:
Toni Rucker
784292F7331F44D
(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Dr. Grant Colfax
(Name)

Director of Health
(Title)

Date Reviewed: 3/26/2021 | 10:53 AM PDT

DocuSigned by:
Greg Wagner
20225472248F
(Signature Required)

EXHIBIT B BUDGET

San Francisco Department of Public Health Subcontract								
Budget Period: 7/1/2020-6/30/2021								
Budget Name: IGHS International Training Program								
Agreement Number: M-Mandel-SFDPH-00sc								
Fund: 5018-482236-2001228-40								
						32%		
Personnel	Position Title	Current Salary	% effort	# mos.	Salary	Benefits	Total	
McFarland, Willi	Director of Surveillance	197,300	10.00%	12	19,730	6,314	26,044	
Total Direct Costs								\$26,044
Overhead at 12%								\$3,125
Grand Total								\$29,169

San Francisco Department of Public Health (SFDPH)
Population Health Division
Center for Public Health Research

IGHS International Training Program

BUDGET JUSTIFICATION
07/01/2020 – 06/30/2021

A. PERSONNEL

B. MANDATORY FRINGE

1. 0.10 2233 – Supervising Physician Specialist: Willi McFarland
Annual Salary \$197,300 x 0.10 FTE for 12 months = \$19,730
Mandatory Fringe Benefits (@ 32%) = \$6,314 \$26,044

Dr. McFarland serves as a member of our core teaching faculty and primary mentor to trainees in the Mentoring Skills Training Program, the Scientific Manuscript Writing Program, and the Grant Writing Program. He coordinates training and technical assistance activities for scholars from all regions from which our ITAPS scholars come, including sub-Saharan Africa, Eastern Europe, Latin America, Southeast and Central Asia. Areas of focus include prevention intervention research, HIV/AIDS/STI surveillance, and prevention program monitoring and evaluation. He assists in the preparation of abstracts and presentations for international and regional AIDS conferences, in the writing of scientific manuscripts, provides report-backs from scientific conferences, and gives regional updates on HIV/AIDS in low- and middle-income countries. Additionally, he helps to plan and implement in-country scientific writing workshops initiated by our ITAPS mentors-in-training at their home institutions and/or regions.

Total Salaries	\$19,730
Total Fringe	\$6,314
TOTAL PERSONNEL:	\$26,044
C. TRAVEL	\$0
D. EQUIPMENT	\$0
E. SUPPLIES	\$0
F. CONTRACTUAL	\$0
G. OTHER	\$0
TOTAL DIRECT COSTS	\$26,044

H. INDIRECT COSTS (12% of total direct cost)	\$3,125
TOTAL BUDGET:	\$29,169

SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH

Center of Public Health Research
 GHS International Trainign Program
 September 01, 2016 to August 31, 2017
 Agreement #: M-Mandel-SDFPH-005c

Dept / Div: HPH-03
 Fund Group: 2S/CHS/GNC
 Index Code: HCHIVEPDMGR
 Grant Code: HCIV14
 Grant Detail: 1700

Category/Line Item	Annual Salary	32.00% Annual Frin Ben	Total Annual Sal/Frin Ben	% OF TIME	% OF FTE	Monthly Rate	Mth	Salary Budget	Frin Ben Budget	Total Budget	Comments
A. PERSONNEL											
1. Sr. Physician Specialist 2233 5 W. Maryland	185,100	59,232	244,332	10%	0.10	15,425	12	18,510	5,923	24,433	
2.				0%	0.00	0		0	0	0	
3. COLA 4%	0	0	0	0%		0	0	0			
4. STEP increases 5%	0	0	0	0%		0	0	0		0	
TOTAL PERSONNEL:	185,100	59,232	244,332		0.10			18,510	5,923	24,433	

00101 SALARIES:
 00103 MANDATORY FRINGE:
 TOTAL PERSONNEL:

18,510
 5,923
24,433

C. TRAVEL
 1. Local Travel (02301)
 2. Out-of-Jurisdiction Travel(02101)
 Sub Total TRAVEL

0
 0
0

D. EQUIPMENT
 1. Scanner(06061)
 Sub Total EQUIPMENT

0
 0
0

E. MATERIALS AND SUPPLIES
 1. Office supplies (04951)
 2. Non-inventoried equipment (04921)
 3. Laboratory Supplies (04431)
 Sub Total SUPPLIES

0
 0
 0
0

F. CONTRACTUAL SERVICES (02789)
 1. PHFE
 Sub Total CONTRACTS

0
 0
0

SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH

Center of Public Health Research
 GHS International Trainign Program
 September 01, 2016 to August 31, 2017
 Agreement #: M-Mandel-SFDPH-005c

Dept / Div: HPH-03
 Fund Group: 2S/CHS/GNC
 Index Code: HCHIVEPIDMGR
 Grant Code: HCIV14
 Grant Detail: 1700

Category/Line Item	Annual Salary	32.00% Annual Frin Ben	Total Annual Sal/Frin Ben	% OF TIME	% OF FTE	Monthly Rate	Mth	Salary Budget	Frin Ben Budget	Total Budget	Comments
G. OTHER											
1. Rent support/mitg fac (03011)										0	
2. Telephone/Com (03241)										0	
3. Postage (03561)										0	
4. Photocopier leasing (03131)										0	
5. Photocopier Maintenance (02931)										0	
6. Reproduction Services (In House) (081PR)										0	
7. Reproduction/printing/graphic services (Outside) (03552)										0	
8. Staff Training (02201)										0	
9. Incentives (02783)										0	
10. Promotions/Advertising (03599)										0	
11. DPWP Equipment Maint (02911)										0	
Sub TOTAL OTHER										0	
TOTAL DIRECT COST										24,433	

BUDGET SUMMARY

A. SALARIES	18,510
B. MANDATORY FRINGE	5,923
C. TRAVEL	0
D. EQUIPMENT	0
E. MATERIALS AND SUPPLIES	0
F. CONTRACT / MOU	0
G. OTHER	0
DIRECT COSTS	24,433
H. INDIRECT COST (12% of Total Direct Cost)	2,932
TOTAL BUDGET	27,365
AWARD	27,365
SURPLUS/(DEFICIT)	(0)

SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH

Dept / Div: HPH-03
 Fund Group: 2S/CHS/GNC
 Index Code: HCHIVEPIDMGR
 Grant Code: HCIV14
 Grant Detail: 1800
 Proposal ID: CTR00000570
 Version ID: V101
 Project ID: 10032849

Center of Public Health Research
 GHS International Trainign Program
 September 01, 2017 to August 31, 2018
 Agreement #: M-Mandel-SFDPH-00sc Amendment 1

Category/Line Item	Annual Salary	32.00% Annual Frin Ben	total Annual/Frin Be	% OF TIME	% OF FTE	Monthly Rate	Mth	Salary Budget	Frin Ben Budget	Total Budget
A. PERSONNEL										
1. Sr. Physician Specialist 2233 5 W. McFarland	187,000	59,840	246,840	10%	0.10	15,583	12	18,700	5,984	24,684
3. COLA 4%	0	0	0	0%		0	0			
4. STEP Increases 5%	0	0	0	0%		0	0	0	0	0

TOTAL PERSONNEL: 187,000 59,840 246,840 0.10 18,700 5,984 24,684

00101 SALARIES: 18,700
00103 MANDATORY FRINGE: 5,984
TOTAL PERSONNEL: 24,684

C. TRAVEL
 1. Local Travel (02301) 0
 2. Out-of-Jurisdiction Travel(02101) 0
Sub Total TRAVEL 0

D. EQUIPMENT
 1. Scanner (06061) 0
Sub Total EQUIPMENT 0

E. MATERIALS AND SUPPLIES
 1. Office supplies (04951) 0
 2. Non-inventoried equipment (04921) 0
 3. Laboratory Supplies (04431) 0
Sub Total SUPPLIES 0

F. CONTRACTUAL SERVICES (02789)
 1. PHFE 0
Sub Total CONTRACTS 0

G. OTHER
 1. Rent support/mtg fac (03011) 0
 2. Telephone/Com (03241) 0
 3. Postage (03561) 0
 4. Photocopier leasing (03131) 0
 5. Photocopier Maintenance (02931) 0
 6. Reproduction Services (In House) (081PR) 0
 7. Reproduction/printing/graphic services (Outside) (03552) 0
 8. Staff Training (02201) 0
 9. Incentives (02783) 0
 10. Promotions/Advertising (03599) 0
 11. DP/WP Equipment Maint (02911) 0
Sub TOTAL OTHER 0

TOTAL DIRECT COST 24,684

BUDGET SUMMARY

A.	SALARIES	18,700
B.	MANDATORY FRINGE	5,984
C.	TRAVEL	0
D.	EQUIPMENT	0
E.	MATERIALS AND SUPPLIES	0
F.	CONTRACT / MOU	0
G.	OTHER	0
	DIRECT COSTS	24,684
H.	INDIRECT COST (12% of Total Direct Cost)	2,962
	TOTAL BUDGET	27,646
	AWARD	27,646
	SURPLUS/(DEFICIT)	(0)

San Francisco Department of Public Health Subcontract

Budget Period: 9/1/2018-8/31/2019

Budget Name: IGHS International Training Program

Agreement Number: M-Mandel-SFDPH-00sc

Fund: 5018-482236-2001228-40

Personnel	Position Title	Current Salary	% effort	# mos.	Salary	Benefits	Total
McFarland, Willi	Director of Surveillance	189,600	10.00%	12	18,960	6,067	25,027
Total Direct Costs							\$25,027
Overhead at 12%							\$3,003
Grand Total							<u>\$28,030</u>

San Francisco Department of Public Health (SFDPH)
Population Health Division
Center for Public Health Research

IGHS International Training Program

BUDGET JUSTIFICATION
09/01/2018 – 08/31/2019

A. PERSONNEL

B. MANDATORY FRINGE

1.	0.10	2233 – Supervising Physician Specialist: Willi McFarland	
		Annual Salary \$189,600 x 0.10 FTE for 12 months = \$18,960	
		Mandatory Fringe Benefits (@ 32%) = \$6,067	\$25,027

Dr. McFarland serves as a member of our core teaching faculty and primary mentor to trainees in the Mentoring Skills Training Program, the Scientific Manuscript Writing Program, and the Grant Writing Program. He coordinates training and technical assistance activities for scholars from all regions from which our ITAPS scholars come, including sub-Saharan Africa, Eastern Europe, Latin America, Southeast and Central Asia. Areas of focus include prevention intervention research, HIV/AIDS/STI surveillance, and prevention program monitoring and evaluation. He assists in the preparation of abstracts and presentations for international and regional AIDS conferences, in the writing of scientific manuscripts, provides report-backs from scientific conferences, and gives regional updates on HIV/AIDS in low- and middle-income countries. Additionally, he helps to plan and implement in-country scientific writing workshops initiated by our ITAPS mentors-in-training at their home institutions and/or regions.

	Total Salaries	\$18,960
	Total Fringe	\$6,067
	TOTAL PERSONNEL:	\$25,027
C.	TRAVEL	\$0
D.	EQUIPMENT	\$0
E.	SUPPLIES	\$0
F.	CONTRACTUAL	\$0
G.	OTHER	\$0
	TOTAL DIRECT COSTS	\$25,027
H.	INDIRECT COSTS (12% of total direct cost)	\$3,003
	TOTAL BUDGET:	\$28,030

AGREEMENT NO. UFRA-278 (SFDPH-00sc)

between

THE REGENTS OF THE UNIVERSITY OF CALIFORNIA

And

SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH

Amendment: 3

THIS Agreement is entered into by and between THE REGENTS OF THE UNIVERSITY OF CALIFORNIA, for the San Francisco campus ("**UCSF**") and SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH ("**Collaborator**").

WHEREAS, UCSF's effort requires the participation of Collaborator;

WHEREAS, UCSF is providing additional funding and extending the period of performance;

NOW THEREFORE, in consideration of the mutual promises set forth below, UCSF and Collaborator agree as follows:

ARTICLE I. PERIOD OF PERFORMANCE

The authorized period of performance is extended through June 30, 2021. The period of performance may be extended only by written amendment to this Agreement.


ARTICLE II. CONSIDERATION

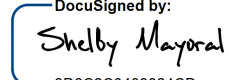
UCSF will reimburse Recipient for actual allowable costs in the performance of the work under this Agreement for an additional amount not to exceed \$29,169.00. This increases the total amount funded under this Agreement to \$112,210.00. This amount shall not be exceeded unless this Agreement is amended to add additional funds.

All other terms and conditions of the Agreement remain in full force and effect.

FOR: SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH ("Collaborator**")**

FOR: THE REGENTS OF THE UNIVERSITY OF CALIFORNIA, SAN FRANCISCO ("UCSF**")**

By: 
0BDB2B95DBC0442...

By: 
3D6C2C0409824CD...

Name: Tomas Aragon

Name: Shelby Mayoral

Title: Director of Population Health Division

Assistant Director,
Title: Office of Sponsored Research

Date: 11/18/2020 | 10:47 PM PST

Date: 1/4/2021

EXHIBIT A SCOPE OF WORK

Willi McFarland, MD, PhD

Dr. McFarland is Director of HIV/AIDS Statistics and Epidemiology at the San Francisco Department of Public Health and Associate Professor in the Department of Epidemiology and Biostatistics at UCSF. He received an undergraduate degree from Stanford University and an MPH and MD from Tulane School of Medicine. Dr. McFarland conducts multiple studies to assess the burden of AIDS and the leading edge of HIV transmission in diverse communities at risk in San Francisco. Research projects range from the use of HIV and AIDS case reporting data to identify care and prevention disparities, HIV prevalence and incidence studies, and behavioral surveys. For I-TAPS, Dr. McFarland serves as a member of our core teaching faculty and primary mentor to trainees in the *Mentoring Skills Training Program*, the *Scientific Manuscript Writing Program*, and the *Grant Writing Program*. He coordinates training and technical assistance activities for scholars from all regions from which our ITAPS scholars come, including sub-Saharan Africa, Eastern Europe, Latin America, Southeast and Central Asia. Areas of focus include prevention intervention research, HIV/AIDS/STI surveillance, and prevention program monitoring and evaluation. He assists in the preparation of abstracts and presentations for international and regional AIDS conferences, in the writing of scientific manuscripts, provides report-backs from scientific conferences, and gives regional updates on HIV/AIDS in low- and middle-income countries. Additionally, he helps to plan and implement in-country scientific writing workshops initiated by our ITAPS mentors-in-training at their home institutions and/or regions. Dr. McFarland will dedicate 10% of his efforts to GHS International Training Program 2020-2021.

EXHIBIT B BUDGET

San Francisco Department of Public Health Subcontract								
Budget Period: 7/1/2020-6/30/2021								
Budget Name: IGHS International Training Program								
Agreement Number: M-Mandel-SFDPH-00sc								
Fund: 5018-482236-2001228-40								
						32%		
Personnel	Position Title	Current Salary	% effort	# mos.	Salary	Benefits	Total	
McFarland, Willi	Director of Surveillance	197,300	10.00%	12	19,730	6,314	26,044	
Total Direct Costs								\$26,044
Overhead at 12%								\$3,125
Grand Total								\$29,169

AGREEMENT NO. M-Mandel-SFDPH-00sc

between

THE REGENTS OF THE UNIVERSITY OF CALIFORNIA

and

SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH

THIS Agreement is entered into by and between THE REGENTS OF THE UNIVERSITY OF CALIFORNIA, for the San Francisco campus ("UCSF") and SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH ("Recipient").

WHEREAS, UCSF's effort requires the participation of Recipient;

NOW THEREFORE, in consideration of the mutual promises set forth below, UCSF and Recipient agree as follows:

ARTICLE I. STATEMENT OF WORK

Recipient shall exercise reasonable efforts to carry out the Statement of Work described in Exhibit A, which is incorporated herein and made a part of this Agreement.

Any changes to the Statement of Work require prior approval from UCSF's Program Director.

ARTICLE II. PERIOD OF PERFORMANCE

The authorized period of performance is from September 1, 2016 through August 31, 2017. The period of performance may be extended only by written amendment to this Agreement.

ARTICLE III. CONSIDERATION

UCSF will reimburse Recipient on a cost-reimbursable basis for actual allowable costs in the performance of the work under this Agreement in the amount not to exceed \$27,365 which is based on the budget incorporated herein and made part of this Agreement as Exhibit B. Expenditures shall be in accordance with Exhibit B. This amount shall not be exceeded unless this Agreement is amended to add additional funds.

ARTICLE IV. INVOICING AND PAYMENT

Recipient shall submit monthly invoices in US Dollars to UCSF after incurring allowable costs not previously invoiced. All invoices must provide a current and cumulative breakdown of costs by major cost category in accordance with Exhibit B. All invoices must be dated, numbered, include a copy of the general ledger for the invoice period, and include this Agreement number M-Mandel-SFDPH-00 under this Agreement.

Invoices and questions related to financial reporting and payment of invoices should be directed to:

UCSF Financial Contact:

Naoki Onizuka

Email: Naoki.Onizuka@ucsf.edu

Phone: (415) 476-5571

Funds are subject to financial audit. Therefore, separate accounting of the funds must be maintained.

UCSF will make provisional payment on all invoices submitted in accordance with the terms of this Agreement. The final invoice marked "FINAL" must be submitted within forty-five (45) days after the expiration date of this Agreement. The final invoice shall include the following certification or similar version thereof:

"Payment of this final invoice shall constitute complete satisfaction of all of UCSF's obligations under this Agreement and San Francisco Department of Public Health releases and discharges The Regents of the University of California from all further claims and obligations upon payment hereof."

Unexpended funds, if any, shall be returned to UCSF with the final financial report upon termination or expiration of the Agreement. The closeout of this Agreement does not affect the right of UCSF to disallow costs and recover funds on the basis of a later audit or other review.

ARTICLE V. RECORDS AND AUDITS

Recipient shall maintain accurate records of all costs incurred in the performance of this work and agrees to allow representatives of UCSF reasonable access to its records to verify the validity of expenses reimbursed under this Agreement. Recipient shall maintain financial records, supporting documents and other records pertaining to this Agreement for a period of four (4) years from the termination date of this Agreement, date of final payment of expenditures or receipt of final financial report of this Agreement, whichever occurs later. Notwithstanding the foregoing sentence, any records pertaining to audit, appeals, litigation or settlement of claims arising out of performance of this Agreement shall be retained until such audits, appeals, litigation or claims have been disposed of.

All research records, including but not limited to original data and primary data-yielding materials, secondarily derived tables and figures, and statistical tabulations and other summaries, pertinent to this Agreement, shall be made available to UCSF upon its request and shall be retained by Recipient for a period of four (4) years from the termination date of this Agreement, except that records pertaining to any allegation of scientific misconduct or investigation, appeal, administrative proceeding or litigation relating to any charge arising out of the scientific performance of this

Agreement shall be retained until four (4) years after the conclusion of the allegation, investigation, appeal, administrative proceeding, or litigation pertaining thereto.

In the event that any payment made to Recipient is determined on the basis of an audit to be unallowable, Recipient shall promptly refund the unallowable amount to UCSF upon demand.

ARTICLE VI. PROJECT MANAGEMENT

For Technical Matters:

Recipient's Principal Investigator, William McFarland, is responsible for project oversight. No substitution may be made of Recipient's Principal Investigator without prior written approval of UCSF.

For Business Matters:

Whenever any notice of approval is to be given hereunder, it will be in writing and sent to the following named person at the address shown below:

For UCSF:

Deborah Howard, Subaward Manager

OSR - RMS

University of California

3333 California Street, Suite 315

San Francisco, CA 94143-3273

Email: deborah.howard@ucsf.edu

Phone (510) 642-8110

For Recipient:

Name: Sajid Shaikh

Address: 1380 Howard Street, 4th Floor

San Francisco, CA 94112

Email: Sajid.Shaikh@sfdph.org

Phone: 415-255-3512

ARTICLE VII. REPORTS

Technical Reporting:

Recipient shall furnish to UCSF any technical or performance reports and assistance reasonably requested by UCSF's Program Director listed below.

A final technical report shall be submitted to UCSF's Program Director and due no later than the close of the period for which such reports are made.

All technical reports shall be written and be sent to UCSF Program Director at:

PI: Jeff Mandel
Email: Jeff.Mandel@ucsf.edu
Phone: (415) 476-5758

With a copy to:

Program Manager: Ritu Sehgal
Email: Ritu.Sehgal@ucsf.edu
Phone: (415) 476-5671

Financial Reporting:

Recipient shall furnish to UCSF any financial reports and assistance reasonably requested by UCSF's Financial Contact listed in Article IV. Should the term of this award exceed twelve (12) calendar months, annual interim financial reports for each budget period of the grant are due no later than the close of the period for which such reports are made. The final financial report shall be due no later than forty-five (45) days after the expiration of this Agreement. All financial reports shall show actual expenditures reported as of the date of the report against the approved line item budget, and shall be sent to UCSF's Financial Contact named in Article IV.

ARTICLE VIII. COPYRIGHT

Recipient may assert copyright on materials that it produces in the performance of the work of this Agreement. Recipient shall grant to UCSF a non-transferable, irrevocable, royalty-free, non-exclusive license to use, reproduce, publish or re-publish, or otherwise disseminate such copyrighted materials first developed and delivered under this Agreement for non-commercial, academic, or educational purposes.

ARTICLE IX. PUBLICITY

The parties agree that neither will use the name or logo of the other party or its employees in any advertisement, press release or publicity with reference to this Agreement or any product or service resulting from this Agreement, without prior written approval of the other party. Recipient agrees and understands that California Education Code Section 92000 provides that the name "University of California" is the property of the State of California and that no person shall use that name without permission of The Regents of the University of California. Such permission may be granted by the Chancellor or his designee, and UCSF hereby grants permission to Recipient to use UCSF's name for the purposes described in the preceding sentence. Recipient shall be able to disclose the identity of the parties, the existence of the agreement, and the nature and scope of the research in accordance with its institutional policies.

ARTICLE X. SUBCONTRACTING AND ASSIGNMENT

Recipient shall perform the work contemplated with resources available within its own organization and no portion of the work shall be subcontracted, nor shall this Agreement be assigned, without

the prior written authorization of UCSF. Nothing contained in this Agreement shall create any contractual or agency relationship between a lower tier Recipient or assignee, and UCSF.

ARTICLE XI. SUSPENSION/TERMINATION

Either party may terminate this Agreement upon thirty (30) days advance written notice to the other party. In the event of such termination, Recipient shall take all reasonable steps to minimize further costs, and shall be entitled to reimbursement for allowable and proper budgeted costs and non-cancellable obligations incurred prior to the effective date of termination, except in no event shall such reimbursement exceed the amount set forth in Article III, Consideration. Within fifteen (15) days after termination, Recipient shall submit a final invoice to UCSF. The balance owed to Recipient will be paid upon receipt of all final reports. In the event of termination prior to the end date, Recipient agrees to deliver such information and items which, if this Agreement had been completed, would have been required to be furnished to UCSF as per the Statement of Work and this Agreement.

ARTICLE XII. DISPUTES

Any dispute arising under this Agreement which is not settled by this agreement may be settled by mediation, non-binding arbitration, or other appropriate legal proceedings. Pending any decision, appeal or judgment in such proceedings, or the settlement of any dispute arising under this Agreement, Recipient shall proceed diligently with any work not in dispute.

ARTICLE XIII. INDEMNIFICATION

Recipient shall defend, indemnify and hold UCSF, its officers, employees and agents harmless from and against any and all liability, loss, expense (including reasonable attorney’s fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys’ fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of Recipient, its officers, employees or agents.

ARTICLE XIV. INSURANCE

Recipient shall maintain at its expense, during the period of this Agreement, insurance or an equivalent form of self-insurance acceptable to UCSF in terms as follows:

1. Commercial Form General Liability (contractual liability included) with limits as follows:

Each Occurrence	\$1,000,000
Products, Completed Operations Aggregate	\$2,000,000
Personal and Advertising Injury	\$1,000,000
General Aggregate	\$2,000,000

If the above insurance is written on a claims-made form, it shall continue for three (3) years following termination of this Agreement. The insurance shall have a retroactive date of placement prior to or coinciding with the effective date of this Agreement.

2. Business Automobile Liability (Minimum Limits) for owned, scheduled, non-owned or hired automobiles with combined single limit of not less than \$1,000,000 per occurrence.

3. Workers' Compensation Coverage per statutory limits

4. The coverages referred to shall include The Regents of the University of California as an additional insured. Such a provision shall apply only in proportion to and to the extent of the negligent acts or omissions of the Recipient, its officers, employees, and agents. Recipient upon the execution of this Agreement shall furnish UCSF with certificates of insurance evidencing compliance with all requirements. Certificates shall further provide for thirty (30) days (10 days for non-payment of premium) advance written notice to UCSF of any material modification, change, or cancellation of the above insurance coverages.

5. Certificates shall be issued in the name of The Regents of the University of California and include the Agreement No. in the Remarks section of the Accord Certificate and be mailed to the UCSF's Business Representative named in this Agreement.

ARTICLE XV. INDEPENDENT CONTRACTOR

Recipient and its employees, consultants, agents, or independent contractors will perform all services under this Agreement as independent contractors. Nothing in this Agreement will be deemed to create an employer-employee or principal-agent relationship between UCSF and Recipient's employees, consultants, agents, or independent contractors. Recipient and its employees, consultants, agents and lower tier Recipients will not, by virtue of any services provided under this Agreement, be entitled to participate, as an employee or otherwise, in or under any employee benefit plan of UCSF or any other employment right or benefit available to or enjoyed by employees of UCSF.

ARTICLE XVI. ANTI-TERRORISM

Recipient agrees it will use the grant funds in compliance with all applicable anti-terrorist financing and asset control laws, regulations, rules and executive orders, including but not limited to, the USA Patriot Act of 2001 and Executive Order 13224.

ARTICLE XVII. CHANGES

This Agreement may be modified only by written Agreement and executed by authorized representatives of both parties.

ARTICLE XIX. ENTIRE AGREEMENT

This Agreement, including the following Exhibits, states the entire contract between the parties in respect to the subject matter of the Agreement and supersedes any previous written or oral representations, statements, negotiations, or Agreements.

Exhibit A – Recipient’s Statement of Work
Exhibit B – Recipient’s Budget

FOR: SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH (“Recipient”)

FOR: THE REGENTS OF THE UNIVERSITY OF CALIFORNIA (“UCSF”)

By: *Christine Prado for*

By: DocuSigned by:
Deborah Rutkowski-Howard _____
27FA88F724AA4A3...

Name: Tomas Aragon

Name: Deborah Howard

Title: Director of Population Health Division

Title: Subaward Manager

Date: 2/24/17

Date: 2/24/2017

Scope of Work

Willi McFarland, MD, PhD

Dr. McFarland is Director of HIV/AIDS Statistics and Epidemiology at the San Francisco Department of Public Health and Associate Professor in the Department of Epidemiology and Biostatistics at UCSF. He received an undergraduate degree from Stanford University and an MPH and MD from Tulane School of Medicine. Dr. McFarland conducts multiple studies to assess the burden of AIDS and the leading edge of HIV transmission in diverse communities at risk in San Francisco. Research projects range from the use of HIV and AIDS case reporting data to identify care and prevention disparities, HIV prevalence and incidence studies, and behavioral surveys. For I-TAPS, Dr. McFarland serves as a member of our core teaching faculty and primary mentor to trainees in the *Mentoring Skills Training Program*, the *Scientific Manuscript Writing Program*, and the *Grant Writing Program*. He coordinates training and technical assistance activities for scholars from all regions from which our ITAPS scholars come, including sub-Saharan Africa, Eastern Europe, Latin America, Southeast and Central Asia. Areas of focus include prevention intervention research, HIV/AIDS/STI surveillance, and prevention program monitoring and evaluation. He assists in the preparation of abstracts and presentations for international and regional AIDS conferences, in the writing of scientific manuscripts, provides report-backs from scientific conferences, and gives regional updates on HIV/AIDS in low- and middle-income countries. Additionally, he helps to plan and implement in-country scientific writing workshops initiated by our ITAPS mentors-in-training at their home institutions and/or regions. Dr. McFarland will dedicate 10% of his efforts to GHS International Training Program 2016-2017.

Exhibit B

San Francisco Department of Public Health Subcontract**Budget Period: 9/1/2016-8/31/2017****Budget Name: GHS International Training Program****Fund: 5018-482202-2001228-40**

32%

Personnel	Position Title	Salary Rate	% effort	# mos.	Salary	Benefits	Total
McFarland, Willi	Director of Surveillance	185,100	10.00%	12	18,510	5,923	24,433
Total Direct Costs							\$24,433
Overhead at 12%							\$2,932
Grand Total							<u><u>\$27,365</u></u>

AMENDMENT: 1

AGREEMENT NO. M-Mandel-SFDPH-00sc

between

THE REGENTS OF THE UNIVERSITY OF CALIFORNIA

and

SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH

THIS Agreement is entered into by and between THE REGENTS OF THE UNIVERSITY OF CALIFORNIA, for the San Francisco campus ("UCSF") and SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH ("Recipient").

WHEREAS, UCSF's effort requires the participation of Recipient;

NOW THEREFORE, in consideration of the mutual promises set forth below, UCSF and Recipient agree to amend the Agreement as follows:

ARTICLE I. STATEMENT OF WORK

Recipient shall exercise reasonable efforts to carry out the Statement of Work described in Exhibit A, which is incorporated herein and made a part of this Agreement. Any changes to the Statement of Work require prior approval from UCSF's Project Director.

ARTICLE II. PERIOD OF PERFORMANCE

The authorized period of performance is extended through August 31, 2018. The period of performance may be extended only by written amendment to this Agreement.

ARTICLE III. CONSIDERATION

UCSF will reimburse Recipient for actual allowable costs in the performance of the work under this Agreement for an additional amount not to exceed \$27,646 for the period specified in Article II in accordance with Exhibit B, which is incorporated herein and made part of this Agreement. This increases the total amount funded under this Agreement for this funding period to \$55,011. This amount shall not be exceeded unless this Agreement is amended to add additional funds.

All other terms and conditions remain unchanged.

FOR: SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH ("Recipient")

By: 

Name: Tomas Aragon

Title: Director of Population Health Division

Date: 01/09/2018

FOR: THE REGENTS OF THE UNIVERSITY OF CALIFORNIA ("UCSF")

By: 

Name:

Rachel Sievert, Award Manager

Title:

Date: _____

Scope of Work

Willi McFarland, MD, PhD

Dr. McFarland is Director of HIV/AIDS Statistics and Epidemiology at the San Francisco Department of Public Health and Associate Professor in the Department of Epidemiology and Biostatistics at UCSF. He received an undergraduate degree from Stanford University and an MPH and MD from Tulane School of Medicine. Dr. McFarland conducts multiple studies to assess the burden of AIDS and the leading edge of HIV transmission in diverse communities at risk in San Francisco. Research projects range from the use of HIV and AIDS case reporting data to identify care and prevention disparities, HIV prevalence and incidence studies, and behavioral surveys. For I-TAPS, Dr. McFarland serves as a member of our core teaching faculty and primary mentor to trainees in the *Mentoring Skills Training Program*, the *Scientific Manuscript Writing Program*, and the *Grant Writing Program*. He coordinates training and technical assistance activities for scholars from all regions from which our ITAPS scholars come, including sub-Saharan Africa, Eastern Europe, Latin America, Southeast and Central Asia. Areas of focus include prevention intervention research, HIV/AIDS/STI surveillance, and prevention program monitoring and evaluation. He assists in the preparation of abstracts and presentations for international and regional AIDS conferences, in the writing of scientific manuscripts, provides report-backs from scientific conferences, and gives regional updates on HIV/AIDS in low- and middle-income countries. Additionally, he helps to plan and implement in-country scientific writing workshops initiated by our ITAPS mentors-in-training at their home institutions and/or regions. Dr. McFarland will dedicate 10% of his efforts to GHS International Training Program 2017-2018.

San Francisco Department of Public Health Subcontract
 Budget Period: 9/1/2017-8/31/2018
 Budget Name: GHS International Training Program
 Fund: 5018-482202-2001228-40

Personnel	Position Title	Current Salary	% effort	# mos.	Salary	Benefits	Total
McFarland, Willi	Director of Surveillance	187,000	10.00%	12	18,700	5,984	24,684
Total Direct Costs							\$24,684
Overhead at 12%							\$2,962
Grand Total							<u>\$27,646</u>

**AMENDMENT: 2
AGREEMENT NO. SFDPH-00sc**

**between
THE REGENTS OF THE UNIVERSITY OF CALIFORNIA
and
SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH**

THIS Agreement is entered into by and between THE REGENTS OF THE UNIVERSITY OF CALIFORNIA, for the San Francisco campus ("UCSF") and SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH ("Recipient").

WHEREAS, UCSF's effort requires the participation of Recipient;

NOW THEREFORE, in consideration of the mutual promises set forth below, UCSF and Recipient agree to amend the Agreement as follows:

ARTICLE I. STATEMENT OF WORK

Recipient shall exercise reasonable efforts to carry out the Statement of Work described in Exhibit A, which is incorporated herein and made a part of this Agreement. Any changes to the Statement of Work require prior approval from UCSF's Project Director.

ARTICLE II. PERIOD OF PERFORMANCE

The authorized period of performance is extended through August 31, 2019. The period of performance may be extended only by written amendment to this Agreement.

ARTICLE III. CONSIDERATION

UCSF will reimburse Recipient for actual allowable costs in the performance of the work under this Agreement for an additional amount not to exceed \$28,030 for the period specified in Article II in accordance with Exhibit B, which is incorporated herein and made part of this Agreement. This increases the total amount funded under this Agreement for this funding period to \$83,041. This amount shall not be exceeded unless this Agreement is amended to add additional funds.

All other terms and conditions remain unchanged.

FOR: SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH ("Recipient")

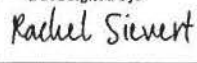
FOR: THE REGENTS OF THE UNIVERSITY OF CALIFORNIA ("UCSF")

DocuSigned by:

08DB2395DBC0442...

Name: Tomas Aragon, MD

Title: Director of Population Health Division

DocuSigned by:

52A772F4B1AE4C8...

By:

Name:

Rachel Sievert, Award Manager

Title:

Date: 4/29/2019 | 10:27 AM PDT

Date: 4/29/2019

Scope of Work

Willi McFarland, MD, PhD

Dr. McFarland is Director of HIV/AIDS Statistics and Epidemiology at the San Francisco Department of Public Health and Associate Professor in the Department of Epidemiology and Biostatistics at UCSF. He received an undergraduate degree from Stanford University and an MPH and MD from Tulane School of Medicine. Dr. McFarland conducts multiple studies to assess the burden of AIDS and the leading edge of HIV transmission in diverse communities at risk in San Francisco. Research projects range from the use of HIV and AIDS case reporting data to identify care and prevention disparities, HIV prevalence and incidence studies, and behavioral surveys. For I-TAPS, Dr. McFarland serves as a member of our core teaching faculty and primary mentor to trainees in the *Mentoring Skills Training Program*, the *Scientific Manuscript Writing Program*, and the *Grant Writing Program*. He coordinates training and technical assistance activities for scholars from all regions from which our ITAPS scholars come, including sub-Saharan Africa, Eastern Europe, Latin America, Southeast and Central Asia. Areas of focus include prevention intervention research, HIV/AIDS/STI surveillance, and prevention program monitoring and evaluation. He assists in the preparation of abstracts and presentations for international and regional AIDS conferences, in the writing of scientific manuscripts, provides report-backs from scientific conferences, and gives regional updates on HIV/AIDS in low- and middle-income countries. Additionally, he helps to plan and implement in-country scientific writing workshops initiated by our ITAPS mentors-in-training at their home institutions and/or regions. Dr. McFarland will dedicate 10% of his efforts to GHS International Training Program 2018-2019.

San Francisco Department of Public Health Subcontract

Budget Period: 9/1/2018-8/31/2019

Budget Name: IGHS International Training Program

Agreement Number: M-Mandel-SFDPH-00sc

Fund: 5018-482236-2001228-40

Personnel	Position Title	Current Salary	% effort	# mos.	Salary	Benefits	Total
McFarland, Willi	Director of Surveillance	189,600	10.00%	12	18,960	6,067	25,027
Total Direct Costs							\$25,027
Overhead at 12%							\$3,003
Grand Total							<u>\$28,030</u>



London N. Breed
Mayor

TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: Dr. Grant Colfax
Director of Health
DATE: 4/28/2021
SUBJECT: Grant Accept and Expend
GRANT TITLE: Accept and Expend Grant - IGHS International Training Program - \$112,210

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: [Peacock, Rebecca \(MYR\)](#)
To: [BOS Legislation, \(BOS\)](#)
Cc: [Kittler, Sophia \(MYR\)](#); [Duning, Anna \(MYR\)](#); [Wong, Greg \(DPH\)](#)
Subject: Mayor -- [Resolution] -- [Accept and Expend Grant - Retroactive - The Regents of the University of California, San Francisco - Institute for Global Health Sciences International Training Program - \$112,210]
Date: Tuesday, April 27, 2021 4:27:02 PM
Attachments: [A&E_DPH_IGHS_Intl_Training_Program.zip](#)

Attached for introduction to the Board of Supervisors is an **resolution retroactively authorizing the Department of Public Health to accept and expend a grant increase in the amount of \$29,169 for a total amount of \$112,210 from the Regents of the University of California, San Francisco for participation in a program, entitled “Institute for Global Health Sciences International Training Program,” for the period of September 1, 2016, through June 30, 2021.**

Please let me know if you have any questions.

Rebecca Peacock ([they/them](#))
(415) 554-6982 | Rebecca.Peacock@sfgov.org
Office of Mayor London N. Breed
City & County of San Francisco

From: [Lindsay, Claire \(DPH\)](#)
To: [Haney, Matt \(BOS\)](#); [Safai, Ahsha \(BOS\)](#); [Mar, Gordon \(BOS\)](#)
Cc: [Wong, Linda \(BOS\)](#); [RivamonteMesa, Abigail \(BOS\)](#); [Chung, Lauren \(BOS\)](#); [Morris, Geoffrea \(BOS\)](#); [Quan, Daisy \(BOS\)](#); [McFarland, Willi \(DPH\)](#); [Patil, Sneha \(DPH\)](#); [Wong, Greg \(DPH\)](#)
Subject: 5/26 Budget & Finance: DPH Retroactive Item
Date: Monday, May 24, 2021 5:09:23 PM

Hello Supervisors Haney, Safai and Mar,

The Department of Public (DPH) will request approval for one (1) retroactive accept and expend grant at the May 26th Budget & Finance Committee meeting. Please see below for a brief description of the item and our DPH representative who may be contact should you have any questions.

Agenda item #4 – File no 210458 - Accept and Expend Grant - Retroactive - The Regents of the University of California, San Francisco - Institute for Global Health Sciences International Training Program - \$112,210 - Resolution retroactively authorizing the Department of Public Health to accept and expend a grant increase in the amount of \$29,169 for a total amount of \$112,210 from the Regents of the University of California, San Francisco for participation in a program, entitled “Institute for Global Health Sciences International Training Program,” for the period of September 1, 2016, through June 30, 2021.

- **Program Description:** The Regents of the University of California, San Francisco (UCSF) has agreed to fund the Department of Public Health (DPH) in the amount of \$112,210 for participation in a program, entitled “Institute for Global Health Sciences International Training Program,” for the period of September 1, 2016, through June 30, 2021. Dr. McFarland serves as a member of the core teaching faculty and primary mentor to trainees in the Mentoring Skills Training Program, the Scientific Manuscript Writing Program, and the Grant Writing Program. He coordinates training and technical assistance activities for scholars from all regions from which our ITAPS scholars come, including sub-Saharan Africa, Eastern Europe, Latin America, Southeast and Central Asia. Areas of focus include prevention intervention research, HIV/AIDS/STI surveillance, and prevention program monitoring and evaluation. Dr. McFarland also assists in the preparation of abstracts and presentations for international and regional AIDS conferences, in the writing of scientific manuscripts, provides report-backs from scientific conferences, and gives regional updates on HIV/AIDS in low- and middle-income countries. Additionally, he helps to plan and implement in-country scientific writing workshops. This grant does not require an ASO amendment and partially reimburses DPH for one position: one Supervising Physician Specialist at .10 FTE during the period from July 1, 2020 through June 30, 2021.
- **Reason for Retroactivity:** We are respectfully requesting retroactive approval because this amendment to the original contract has raised the total amount over the \$100k threshold for 2020-2021. DPH received this amendment to the contract on January 4, 2021 retroactive to September 1, 2016. The amended award provided a grant increase of \$29,169 from \$83,041, for a total grant amount of \$112,210.

- **DPH Representative:** Willi McFarland, MD, PhD, MPH&TM | Director, Center for Public Health Research, San Francisco Department of Public Health | Willi.McFarland@sfdph.org

Thank you for your time and consideration,

Claire

Claire Lindsay, MPH

Senior Health Program Planner | Office of Policy and Planning

San Francisco Department of Public Health

claire.lindsay@sfdph.org | desk: 415-554-2667 | mobile: 831-239-1094