



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: Wednesday, January 10, 2024

Re: Grant Agreement - California Department of Public Health – California Behavioral Health Continuum Infrastructure Program (BHCIP) - \$6,774,965

This item is retroactive due to discussions between the City Attorney's Office and the Advocates for Human Potential, Inc. (AHP) on non-standard terms within AHP's standardized grant agreement.

This Resolution seeks retroactive authorization for the Department of Public Health (DPH) to accept non-standard terms in the California Behavioral Health Continuum Infrastructure Program (BHCIP) grant agreement from the California Department of Public Health (CDPH) through the third-party administrator, Advocates for Human Potential, Inc. (AHP). On November 1, 2022, DPH received the award letter from CDPH. The grant funds were budgeted through the Annual Appropriations Ordinance (AAO) for fiscal year 2023-2024 which is documented in File #230664. Due to a change in procedure where the CDPH engaged a 3rd party entity (AHP) to be the administrator, the agreement template from the 3rd party entity was forwarded to the City Attorney's office for review on November 10, 2022.

After discussions between CAT and AHP on non-standard terms in the agreement, it was decided by DPH to accept the non-standard terms and to forward the agreement to the Board of Supervisors for approval. We humbly request retroactive authorization for this item. Please contact Greg Wong, grants analyst, at greg.wong@sfdph.org for any questions about this request for retroactive authorization.

From: [Neukrug, Sarah \(DPH\)](#)
To: [Chan, Connie \(BOS\)](#); [Mandelman, Rafael \(BOS\)](#); [Melgar, Myrna \(BOS\)](#)
Cc: [Jalipa, Brent \(BOS\)](#); [Hsieh, Frances \(BOS\)](#); [Hajee, Zahra \(BOS\)](#); [DeRuff, Henry \(BOS\)](#); [Fieber, Jennifer \(BOS\)](#); [Trainor, Nikole \(DPH\)](#); [Murrell, Drew \(DPH\)](#); [Validzic, Ana \(DPH\)](#); [Wong, Greg \(DPH\)](#)
Subject: 1/24 BOS Meeting: DPH Retroactive Items
Date: Friday, January 19, 2024 9:17:44 AM

Hello Supervisors Chan, Mandelman and Melgar,

The Department of Public Health (DPH) will request approval for two (2) retroactive items at the January 24th Budget & Finance Committee meeting. My sincere apologies for sending this information to you delayed. We've provided a description of the items and our DPH representatives. Please let us know if you have any questions.

File No. 240019 - Accept and Expend Grant - Retroactive - California Department of Public Health - California Tobacco Prevention Program (CTPP) - \$3,973,298

- **Description:** This accept & expend grant will fund additional direct tobacco cessation services at several San Francisco Health Network locations. The funding will also enable the Community Health Equity & Promotion (CHEP) to expand partnerships with small businesses impacted by the flavored tobacco policy. As a result of this grant accept & expend, CHEP will release community engagement mini-grants to support tobacco prevention education, tobacco cessation program referrals, and engage community members.
- **Retroactive Statement:** This item is retroactive because DPH received notice of the award more than one month after the predetermined project start date. DPH received the notice of award on August 3, 2023, for a project start date of July 1, 2023. The project start date was predetermined by the grantor. Upon receiving the grant, DPH put together the budget in accordance with the notice of award. The accept and expend packet was forwarded to the Controller's Office for review on October 27, 2023. After requesting minor revisions, the Controller's Office approved the accept and expend and forwarded the signed package to the Mayor's Office on November 17, 2023 for introduction on January 9, 2024. We humbly request retroactive authorization of this grant.
- **DPH Representative:** Nikole Trainor | Budget, Contract and Communications Coordinator | Community Health Equity & Promotion, San Francisco Department of Public Health | email: nikole.trainor@sfdph.org

File No. 240023 - Grant - Retroactive - Advocates for Human Potential, Inc. - Round 3 - Grant to the City in the amount of \$6,774,965

- **Description:** This grant funds improvements to the 1st floor of the 822 Geary St building. The site will establish a voluntary crisis stabilization unit to resolve and stabilize

behavioral health crisis, prevent hospitalization and incarceration; assist clients with immediate critical needs; and link clients effectively to follow-up care.

- **Retroactive Statement:** This item is retroactive because DPH received notice of the award more than one month after the predetermined project start date. DPH received the notice of award on August 3, 2023, for a project start date of July 1, 2023. The project start date was predetermined by the grantor. Upon receiving the grant, DPH put together the budget in accordance with the notice of award. The accept and expend packet was forwarded to the Controller's Office for review on October 27, 2023. After requesting minor revisions, the Controller's Office approved the accept and expend and forwarded the signed package to the Mayor's Office on November 17, 2023 for introduction on January 9, 2024. We humbly request retroactive authorization of this grant.
- **DPH Representative:** Drew Murrell | Controller | San Francisco Department of Public Health | email: drew.murrell@sfdph.org

Thank you for your time and consideration,

Sarah Neukrug

Sarah Neukrug, MPH

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San Francisco Department of Public Health
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Preferred Pronouns: she/her/hers