

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

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

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

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

1. Gift Title: **San Francisco Public Health Foundation Fiscal Year 2025**

2. Department: **Department of Public Health**

3. Contact Person: **Jeffrey Drew** Telephone: **415-554-7647**

4. Gift Approval Status (check one):

☒ Approved by funding agency

☐ Not yet approved

5. Amount of Gift Funding Approved or Applied for: **\$1,744,131**

6a. Matching Funds Required: **\$0**

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

7a. Gift Source Agency: **San Francisco Public Health Foundation**

b. Gift Pass-Through Agency (if applicable): **N.A.**

8. Proposed Gift Project Summary: **The Department of Public Health (DPH) entered into a memorandum of understanding with the San Francisco Public Health Foundation (SFPHF) on November 1, 2023, to provide funding for DPH programs, services and operations.**

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

Start-Date: **July 1, 2024**

End-Date: **June 30, 2025**

10a. Amount budgeted for contractual services: **\$51,000**

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? **One-time**

11a. Does the budget include indirect costs?

☐ Yes

☒ No

b1. If yes, how much? \$ **N.A.**

b2. How was the amount calculated? **N.A.**

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

☐ Not allowed by granting agency

☒ To maximize use of gift funds on direct services

☐ Other (please explain):

c2. If no indirect costs are included, what would have been the indirect costs? **5% of Direct Costs**

12. Any other significant gift requirements or comments:

**The gift does not require an ASO amendment and does not create net new positions.**

**The gift will be in the form of \$825,437 in cash and \$918,694 in in-kind donations.**

**We respectfully request for approval to accept and expend these funds retroactive to July 1, 2024 as the gift to be donated to DPH will be for this period.**

**The donor is a Private entity.**

**Project Description: San Francisco Public Health Foundation Needs Assessment**

**Project ID: 10042344**  
**Proposal ID: CTR00004762**  
**Fund ID: 14820**  
**Version ID: V101**  
**Authority ID: 10001**  
**Activity ID: 0001**

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

13. This Gift 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: 5/9/2025 | 4:09 PM PDT

DocuSigned by:  
Toni Rucker  
(Signature Required)

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

Daniel Tsai  
(Name)

Director of Health  
(Title)

Date Reviewed: 5/9/2025 | 5:09 PM PDT

Signed by:  
Jenny Louie for Daniel Tsai  
(Signature Required)