

File No. 221080

Committee Item No. 11

Board Item No. 14

# COMMITTEE/BOARD OF SUPERVISORS

## AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee  
Board of Supervisors Meeting

Date November 9, 2022  
Date November 15, 2022

### Cmte Board

- Motion
- Resolution
- Ordinance
- Legislative Digest
- Budget and Legislative Analyst Report
- Youth Commission Report
- Introduction Form
- Department/Agency Cover Letter and/or Report
- MOU
- Grant Information Form
- Grant Budget
- Subcontract Budget
- Contract/Agreement
- Form 126 – Ethics Commission
- Award Letter
- Application
- Public Correspondence

### OTHER (Use back side if additional space is needed)

- Budget Justification
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Completed by: Brent Jalipa

Date November 3, 2022

Completed by: Brent Jalipa

Date November 9, 2022

1 [Accept and Expend Grant - Retroactive - Centers for Disease Control and Prevention -  
2 National HIV Behavioral Surveillance (NHBS) - San Francisco - \$969,243]

3 **Resolution retroactively authorizing the Department of Public Health to accept and**  
4 **expend a grant increase in the amount of \$499,976 from the Centers for Disease**  
5 **Control and Prevention for a total amount of \$969,243 for participation in a program,**  
6 **entitled “National Human Immunodeficiency Virus Behavioral Surveillance (NHBS) -**  
7 **San Francisco,” for the period of January 1, 2022, through December 31, 2022.**

8  
9 WHEREAS, The Centers for Disease Control and Prevention (CDC) has agreed to  
10 fund the Department of Public Health (DPH) in the amount of \$969,243 for participation in a  
11 program, entitled “National Human Immunodeficiency Virus Behavioral Surveillance (NHBS)  
12 San Francisco,” for the period of January 1, 2022, to December 31, 2022; and

13 WHEREAS, The purpose of NHBS in San Francisco is to conduct bio-behavioral  
14 surveillance activities among populations overburdened by Human Immunodeficiency Virus  
15 (HIV); and

16 WHEREAS, NHBS will estimate levels, and monitor changes over time in HIV  
17 prevalence and related risk and preventive behaviors; and

18 WHEREAS, The short-term aims are to collect and use data to measure prevention,  
19 testing, and treatment program reach; guide the development and strengthening of these  
20 efforts; evaluate prevention activities; and inform prevention policy; and

21 WHEREAS, Long-term use of NHBS data will improve prevention, care, and treatment  
22 services to reduce the burden and incidence of HIV; and

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

24 WHEREAS, A grant increase of \$499,976 from \$469,267 was approved for the period  
25 of January 1, 2022, through December 31, 2022; and

1           WHEREAS, A request for retroactive approval is being sought because DPH received  
2 the award notice on August 5, 2022, for a project start date of January 1, 2022; and

3           WHEREAS, The grant budget includes a provision for indirect costs in the amount of  
4 \$12,458; now, therefore, be it

5           RESOLVED, That DPH is hereby authorized to retroactively accept and expend a grant  
6 in the amount of \$969,243 from the CDC; and, be it

7           FURTHER RESOLVED, That DPH is hereby authorized to retroactively accept and  
8 expend the grant funds pursuant to Administrative Code, Section 10.170-1.

9

10

11

12

13

14

15

16

17

18

19

20

21

22

23

24

25

1 Recommended:

Approved: \_\_\_\_\_/s/\_\_\_\_\_

2

Mayor

3 \_\_\_\_\_/s/\_\_\_\_\_

4 Dr. Grant Colfax

Approved: \_\_\_\_\_/s/\_\_\_\_\_

5 Director of Health

Controller

6

7

8

9

10

11

12

13

14

15

16

17

18

19

20

21

22

23

24

25

**File Number:** 221080  
(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: **National HIV Behavioral Surveillance (NHBS) – San Francisco**
2. Department: **Department of Public Health  
Center of Public Health Research**
3. Contact Person: **William 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: **\$969,243**
- 6a. Matching Funds Required: **\$0**  
b. Source(s) of matching funds (if applicable):
- 7a. Grant Source Agency: **Centers for Disease Control and Prevention (CDC)**  
b. Grant Pass-Through Agency (if applicable): **N.A.**
8. Proposed Grant Project Summary:

**The purpose of National Human Immunodeficiency Virus Behavioral Surveillance (NHBS) in San Francisco is to conduct bio-behavioral surveillance activities among populations overburdened by Human Immunodeficiency Virus (HIV). NHBS will estimate levels and monitor changes over time in HIV prevalence and related risk and preventive behaviors. The short-term aims are to collect and use data to measure prevention, testing, and treatment program reach; guide the development and strengthening of these efforts; evaluate prevention activities; and inform prevention policy. Long-term use of NHBS data will improve prevention, care, and treatment services to reduce the burden and incidence of HIV.**

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

Start-Date: **01/01/2022**                      End-Date: **12/31/2022**

- 10a. Amount budgeted for contractual services: **\$876,131**
  - 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? **On-going**

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

b1. If yes, how much? **\$12,458**

b2. How was the amount calculated? **25% of total salaries**

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): **N.A.**

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 January 1, 2022. The Department received the revised award on August 5, 2022, to add additional funds of \$499,976 for Transgender Women and Women who engage in sex work.**

**This grant does not require an ASO amendment and partially reimburses the Department for one position: one Supervising Physician Specialist (Job Class #2233) at 0.25 FTE during the period January 1, 2022 through December 31, 2022. The AL # for this grant is 93.944.**

**Department ID: 162646  
Award ID: CTR00002249  
Project Desc: HD HIV D123 2122 NHBS  
Project ID: 10037119  
Activity ID: 0003 (trans) & 0004 (Wes)  
Authority ID: 10001  
Fund ID: 11580**

**\*\*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: 9/20/2022 | 10:31 AM PDT

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: 9/23/2022 | 9:10 AM PDT

DocuSigned by:  
Greg Wagner  
(Signature Required)

Greg wagner, COO for

**SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH**  
**Center for Public Health Resarch**  
**CDC National HIV Behavioral Surveillance System**

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

**January 1, 2022 - December 31, 2022**

**Year 1**  
**Summary**

CATEGORY/LINE ITEM	Annual Salary	45.97% Annual Frin Ben	Total Annual Sal/Frin Ben	% OF TIME	% OF FTE	Monthly Rate	Mth	Salary Budget	Frin Ben Budget	Total Budget
<b>A. PERSONNEL</b>										
<b>HIV SEROEPIDEMIOLOGY</b>										
1 Senior Supervising Physician Specialist 2233 5 W McFarland	199,300	91,618	290,918	25%	0.25	16,608	12	49,825	22,905	72,730
7. COLA 4%								0		0
8. STEP Increases 5%								0		0
<b>TOTAL SALARY/FRINGE</b>	<b>199,300</b>	<b>91,618</b>	<b>290,918</b>		<b>0.25</b>			<b>49,825</b>	<b>22,905</b>	<b>72,730</b>
00101 SALARIES										49,825
00103 FRNG BN										22,905
<b>SUB TOTAL</b>										<b>72,730</b>
<b>C. TRAVEL</b>										
1. Local Travel (02301)										0
2. Out-of-Jurisdiction Travel(02101)										0
<b>Sub Total TRAVEL</b>										<b>0</b>
<b>D. EQUIPMENT</b>										
1.										0
<b>Sub Total EQUIPMENT</b>										<b>0</b>
<b>E. MATERIALS AND SUPPLIES</b>										
1. Office Supplies (04951)										0
2. Food (04699)										0
3. RV Fuel (04799)										0
4. Laboratory Supplies (04431)										0
5. Educational Supplies										0
<b>Sub Total SUPPLIES</b>										<b>0</b>
<b>F. CONTRACTUAL SERVICES (02789)</b>										
1. UCSF										0
2. Heluna Health										876,131
<b>Sub Total CONTRACTS</b>										<b>876,131</b>
<b>G. OTHER</b>										
1. Other Fee - IRB										0
2. Telephone/Com (03241)										0
3. RV Rental (03121)										0
4. Delivery/Courier srvc (03521)										0
5. Reproduction/Photocopy										0
a. Photocopier Leasing (03131)										0
b. Photocopier Maint (02931)										0
c. Repro Srvc (In House)(081PR)										0
6. Print/Slide Srvc (Outside)(03552)										0
7. Promotion/Advertisement (03599)										0
8. Equip. Prev. Mait (02900)										0
9. Staff Training (02201)										0
10. BSS Stipends(02783)										0
11. HRH Stipends(02783)										0
12. IRB Review (02799)										9,000
<b>Sub TOTAL OTHER</b>										<b>9,000</b>
<b>TOTAL DIRECT COST</b>										<b>957,860</b>



**SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH  
Center for Public Health Resarch  
CDC National HIV Behavioral Surveillance System**

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

**January 1, 2022 - December 31, 2022**  
Year 1  
**Summary**

CATEGORY/LINE ITEM	Annual Salary	45.97% Annual Frin Ben	Total Annual Sal/Frin Ben	% OF TIME	% OF FTE	Monthly Rate	Mth	Salary Budget	Frin Ben Budget	Total Budget
--------------------	---------------	------------------------	---------------------------	-----------	----------	--------------	-----	---------------	-----------------	--------------

**BUDGET SUMMARY**

A. SALARIES				FTE =	0.25					49,825
B. MANDATORY FRINGE										21,829
C. TRAVEL										0
D. EQUIPMENT										0
E. MATERIALS AND SUPPLIES										0
F. CONTRACT / MOU										876,131
G. OTHER										9,000
DIRECT COSTS										956,785
H. INDIRECT COST (25% of total salaries)										12,458
<b>TOTAL BUDGET</b>										<b>969,243</b>
<b>AWARD</b>										<b>969,243</b>
<b>SURPL/(DEFICIT)</b>										<b>0</b>

**SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH**  
**Center for Public Health Resarch**  
**CDC National HIV Behavioral Surveillance System**

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

**January 1, 2022 - December 31, 2022**

Year 1  
**CORE**

CATEGORY/LINE ITEM	Annual Salary	45.97% Annual Frin Ben	Total Annual Sal/Frin Ben	% OF TIME	% OF FTE	Monthly Rate	Mth	Salary Budget	Frin Ben Budget	Total Budget
<b>A. PERSONNEL</b>										
<b>HIV SEROEPIDEMIOLOGY</b>										
1 Senior Supervising Physician Specialist 2332 5 W McFarland	199,300	91,618	290,918	10%	0.10	16,608	12	19,930	9,162	29,092
7. COLA 4%								0		0
8. STEP Increases 5%								0		0
<b>TOTAL SALARY/FRINGE</b>	<b>199,300</b>	<b>91,618</b>	<b>290,918</b>		<b>0.10</b>			<b>19,930</b>	<b>9,162</b>	<b>29,092</b>
00101 SALARIES										19,930
00103 FRNG BN										9,162
<b>SUB TOTAL</b>										<b>29,092</b>
<b>C. TRAVEL</b>										
1. Local Travel (02301)										0
2. Out-of-Jurisdiction Travel(02101)										0
<b>Sub Total TRAVEL</b>										<b>0</b>
<b>D. EQUIPMENT</b>										
1.										0
<b>Sub Total EQUIPMENT</b>										<b>0</b>
<b>E. MATERIALS AND SUPPLIES</b>										
1. Office Supplies (04951)										0
2. Food (04699)										0
3. RV Fuel (04799)										0
4. Laboratory Supplies (04431)										0
5. Educational Supplies										0
<b>Sub Total SUPPLIES</b>										<b>0</b>
<b>F. CONTRACTUAL SERVICES (02789)</b>										
1. UCSF										0
2. Heluna Health										431,192
<b>Sub Total CONTRACTS</b>										<b>431,192</b>
<b>G. OTHER</b>										
1. Other Fee - IRB										0
2. Telephone/Com (03241)										0
3. RV Rental (03121)										0
4. Delivery/Courier srvc (03521)										0
5. Reproduction/Photocopy										0
a. Photocopier Leasing (03131)										0
b. Photocopier Maint (02931)										0
c. Repro Srvc (In House)(081PR)										0
6. Print/Slide Srvc (Outside)(03552)										0
7. Promotion/Advertisement (03599)										0
8. Equip. Prev. Mait (02900)										0
9. Staff Training (02201)										0
10. BSS Stipends(02783)										0
11. HRH Stipends(02783)										0
12. IRB Review (02799)										4,000
<b>Sub TOTAL OTHER</b>										<b>4,000</b>
<b>TOTAL DIRECT COST</b>										<b>464,284</b>

**SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH**  
**Center for Public Health Resarch**  
**CDC National HIV Behavioral Surveillance System**

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

**January 1, 2022 - December 31, 2022**  
 Year 1  
**CORE**

CATEGORY/LINE ITEM	Annual Salary	45.97% Annual Frin Ben	Total Annual Sal/Frin Ben	% OF TIME	% OF FTE	Monthly Rate	Mth	Salary Budget	Frin Ben Budget	Total Budget
--------------------	---------------	------------------------	---------------------------	-----------	----------	--------------	-----	---------------	-----------------	--------------

**BUDGET SUMMARY**

A. SALARIES				FTE =	0.10					19,930
B. MANDATORY FRINGE										9,162
C. TRAVEL										0
D. EQUIPMENT										0
E. MATERIALS AND SUPPLIES										0
F. CONTRACT / MOU										431,192
G. OTHER										4,000
DIRECT COSTS										464,284
H. INDIRECT COST (25% of total salaries)										4,983
<b>TOTAL BUDGET</b>										<b>469,267</b>
<b>AWARD</b>										<b>469,267</b>
<b>SURPL/(DEFICIT)</b>										<b>0</b>

**SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH**  
**Center for Public Health Resarch**  
**CDC National HIV Behavioral Surveillance System**

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

**January 1, 2022 - December 31, 2022**

Year 1

ins (Transgender Wom

CATEGORY/LINE ITEM	Annual Salary	35.18% Annual Frin Ben	Total Annual Sal/Frin Ben	% OF TIME	% OF FTE	Monthly Rate	Mth	Salary Budget	Frin Ben Budget	Total Budget
<b>A. PERSONNEL</b>										
<b>HIV SEROEPIDEMIOLOGY</b>										
1 Senior Supervising Physician Specialist 2332 5 W McFarland	199,300	70,114	269,414	5%	0.05	16,608	12	9,965	3,506	13,471
7. COLA 4%								0		0
8. STEP Increases 5%								0		0
<b>TOTAL SALARY/FRINGE</b>	<b>199,300</b>	<b>70,114</b>	<b>269,414</b>		<b>0.05</b>			<b>9,965</b>	<b>3,506</b>	<b>13,471</b>
00101 SALARIES										9,965
00103 FRNG BN										3,506
<b>SUB TOTAL</b>										<b>13,471</b>
<b>C. TRAVEL</b>										
1. Local Travel (02301)										0
2. Out-of-Jurisdiction Travel(02101)										0
<b>Sub Total TRAVEL</b>										<b>0</b>
<b>D. EQUIPMENT</b>										
1.										0
<b>Sub Total EQUIPMENT</b>										<b>0</b>
<b>E. MATERIALS AND SUPPLIES</b>										
1. Office Supplies (04951)										0
2. Food (04699)										0
3. RV Fuel (04799)										0
4. Laboratory Supplies (04431)										0
5. Educational Supplies										0
<b>Sub Total SUPPLIES</b>										<b>0</b>
<b>F. CONTRACTUAL SERVICES (02789)</b>										
1. UCSF										0
2. Heluna Health										231,538
<b>Sub Total CONTRACTS</b>										<b>231,538</b>
<b>G. OTHER</b>										
1. Rent support/mtg fac (081RR)										0
2. Telephone/Com (03241)										0
3. RV Rental (03121)										0
4. Delivery/Courier srvc (03521)										0
5. Reproduction/Photocopy										0
a. Photocopier Leasing (03131)										0
b. Photocopier Maint (02931)										0
c. Repro Srvc (In House)(081PR)										0
6. Print/Slide Srvc (Outside)(03552)										0
7. Promotion/Advertisement (03599)										0
8. Equip. Prev. Mait (02900)										0
9. Staff Training (02201)										0
10. BSS Stipends(02783)										0
11. HRH Stipends(02783)										0
12. IRB Review (02799)										2,500
<b>Sub TOTAL OTHER</b>										<b>2,500</b>
<b>TOTAL DIRECT COST</b>										<b>247,509</b>

**SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH**  
**Center for Public Health Resarch**  
**CDC National HIV Behavioral Surveillance System**

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

**January 1, 2022 - December 31, 2022**  
 Year 1  
 ins (Transgender Wom

CATEGORY/LINE ITEM	Annual Salary	35.18% Annual Frin Ben	Total Annual Sal/Frin Ben	% OF TIME	% OF FTE	Monthly Rate	Mth	Salary Budget	Frin Ben Budget	Total Budget
--------------------	---------------	------------------------	---------------------------	-----------	----------	--------------	-----	---------------	-----------------	--------------

**BUDGET SUMMARY**

A. SALARIES				FTE =	0.05					9,965
B. MANDATORY FRINGE										3,506
C. TRAVEL										0
D. EQUIPMENT										0
E. MATERIALS AND SUPPLIES										0
F. CONTRACT / MOU										231,538
G. OTHER										2,500
DIRECT COSTS										247,509
H. INDIRECT COST (25% of total salaries)										2,491
<b>TOTAL BUDGET</b>										<b>250,000</b>
<b>AWARD</b>										<b>250,000</b>
<b>SURPL/(DEFICIT)</b>										<b>0</b>

**SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH**  
**Center for Public Health Resarch**  
**CDC National HIV Behavioral Surveillance System**

**January 1, 2022 - December 31, 2022**

Year 1

**WES (Women who engage in sec work)**

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

CATEGORY/LINE ITEM	Annual Salary	45.97% Annual Frin Ben	Total Annual Sal/Frin Ben	% OF TIME	% OF FTE	Monthly Rate	Mth	Salary Budget	Frin Ben Budget	Total Budget
<b>A. PERSONNEL</b>										
<b>HIV SEROEPIDEMIOLOGY</b>										
1 Senior Supervising Physician Specialist 2332 5 W McFarland	199,300	91,618	290,918	10%	0.10	16,608	12	19,930	9,162	29,092
7. COLA 4%								0		0
8. STEP Increases 5%								0		0
<b>TOTAL SALARY/FRINGE</b>	<b>199,300</b>	<b>91,618</b>	<b>290,918</b>		<b>0.10</b>			<b>19,930</b>	<b>9,162</b>	<b>29,092</b>
00101 SALARIES										19,930
00103 FRNG BN										9,162
<b>SUB TOTAL</b>										<b>29,092</b>
<b>C. TRAVEL</b>										
1. Local Travel (02301)										0
2. Out-of-Jurisdiction Travel(02101)										0
<b>Sub Total TRAVEL</b>										<b>0</b>
<b>D. EQUIPMENT</b>										
1.										0
<b>Sub Total EQUIPMENT</b>										<b>0</b>
<b>E. MATERIALS AND SUPPLIES</b>										
1. Office Supplies (04951)										0
2. Food (04699)										0
3. RV Fuel (04799)										0
4. Laboratory Supplies (04431)										0
5. Educational Supplies										0
<b>Sub Total SUPPLIES</b>										<b>0</b>
<b>F. CONTRACTUAL SERVICES (02789)</b>										
1. UCSF										213,401
2. Heluna Health										0
<b>Sub Total CONTRACTS</b>										<b>213,401</b>
<b>G. OTHER</b>										
1. Rent support/mtg fac (081RR)										0
2. Telephone/Com (03241)										0
3. RV Rental (03121)										0
4. Delivery/Courier srvc (03521)										0
5. Reproduction/Photocopy										0
a. Photocopier Leasing (03131)										0
b. Photocopier Maint (02931)										0
c. Repro Srvc (In House)(081PR)										0
6. Print/Slide Srvc (Outside)(03552)										0
7. Promotion/Advertisement (03599)										0
8. Equip. Prev. Mait (02900)										0
9. Staff Training (02201)										0
10. BSS Stipends(02783)										0
11. HRH Stipends(02783)										0
12. IRB Review (02799)										2,500
<b>Sub TOTAL OTHER</b>										<b>2,500</b>
<b>TOTAL DIRECT COST</b>										<b>244,993</b>

**SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH  
Center for Public Health Resarch  
CDC National HIV Behavioral Surveillance System**

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

**January 1, 2022 - December 31, 2022**

Year 1

**WES (Women who engage in sec work)**

CATEGORY/LINE ITEM	Annual Salary	45.97% Annual Frin Ben	Total Annual Sal/Frin Ben	% OF TIME	% OF FTE	Monthly Rate	Mth	Salary Budget	Frin Ben Budget	Total Budget
--------------------	---------------	------------------------	---------------------------	-----------	----------	--------------	-----	---------------	-----------------	--------------

**BUDGET SUMMARY**

A. SALARIES				FTE =	0.10					19,930
B. MANDATORY FRINGE										9,162
C. TRAVEL										0
D. EQUIPMENT										0
E. MATERIALS AND SUPPLIES										0
F. CONTRACT / MOU										213,401
G. OTHER										2,500
DIRECT COSTS										244,993
H. INDIRECT COST (25% of total salaries)										4,983
<b>TOTAL BUDGET</b>										<b>249,976</b>
<b>AWARD</b>										<b>249,976</b>
<b>SURPL/(DEFICIT)</b>										<b>0</b>

## San Francisco Department of Public Health (SFDPH)

## Center for Public Health Research

## National HIV Behavioral Surveillance System

## Core Activities

DUNS #1037173360000

Year 1: January 1, 2022 – December 31, 2022

## Budget Summary

A.	Personnel	\$19,930
B.	Mandatory Fringe	\$9,162
C.	Travel	\$0
D.	Equipment	\$0
E.	Materials and Supplies	\$0
F.	Contractual	\$431,192
G.	Other Expenses	\$4,000
	<b>TOTAL DIRECT COSTS</b>	<b>\$464,284</b>
H.	Indirect Costs (25% of Total Salaries)	\$4,983
	<b>TOTAL BUDGET FOR YEAR 2022</b>	<b>\$469,267</b>



**Year 1: Detail Line-Item Budget and Justification: January 1, 2022 – December 31, 2022****A. PERSONNEL****B. MANDATORY FRINGE**

1. 0.10 Sr. Supervising Physician Specialist: Willi McFarland, MD, PHD, MPH&TM

Annual Salary \$199,300 @ 0.10 FTE for 12 months = \$19,930

Mandatory Fringe Benefits @ 45.97% = \$9,162 \$29,092

As Principal Investigator for the NHBS this position has primary responsibility for planning, developing, directing, and evaluating all scientific aspects of the study. This position is the primary liaison with the CDC. This position develops survey protocols, policies, procedures and instruments. This position directly supervises one project director and indirectly supervises Research Assistants. This position works closely with CDC study epidemiologists.

<b>Total Salaries</b>	<b>\$19,930</b>
<b>Total Fringe</b>	<b>\$9,162</b>
<b>TOTAL PERSONNEL:</b>	<b>\$29,092</b>
<b>C. TRAVEL</b>	<b>\$0</b>
<b>D. EQUIPMENT</b>	<b>\$0</b>
<b>E. MATERIALS AND SUPPLIES</b>	<b>\$0</b>
<b>F. CONTRACTUAL</b>	<b>\$431,192</b>

1. Name of contractor: Public Health Foundation Enterprises, Inc. (HELUNA HEALTH)

Method of Selection: Sole Source. We have worked with HELUNA HEALTH in the past and have a good working relationship. Our working relationship has been beneficial to the section.

Period of performance: 1/1/2022 – 12/31/2022

Method of accountability: The contractor will follow the CDC and Center for Public Health Research procedures; will follow strict performance timelines; contractor's performance will be monitored and evaluated by the senior epidemiologist; payment to contractor will be based on fee for service.

Description of activities: HELUNA HEALTH will provide the staffing for the maintenance and technical services for computer equipment. They have demonstrated expertise in this area and have an established relationship with the Center for Public Health Research.

Itemized budget with narrative justification:

**a. & b. HELUNA HEALTH PERSONNEL AND MANDATORY FRINGE BENEFITS**

- i) 0.15 Senior Research Scientist: Erin Wilson, DrPH

Annual Salary  $\$170,000 \times 0.08$  FTE for 12 months = \$13,600  
Mandatory Fringe Benefit @35.63% = \$4,846 \$18,466

This position will be responsible for guiding and overseeing formative assessment activities in preparation for implementing behavioral surveillance. Dr. Wilson will also supervise the interview team through observations of interviewers in coordination with Dr. McFarland. She will also participate closely in the analysis and dissemination of study results.

- ii) 0.05 Senior Research Scientist: Sean Arayasirikul, PhD

Annual Salary  $\$158,000 \times 0.05$  FTE for 12 months = \$7,900  
Mandatory Fringe Benefit @35.63% = \$2,815 \$10,715

This position will be responsible for high level day to day coordination of all study activities. They will supervise the project coordinator.

- iii) 1.0 Project Coordinator: TBD

Annual Salary  $\$80,000 \times 1.0$  FTE for 12 months = \$80,000  
Mandatory Fringe Benefit @35.63% = \$28,504 \$108,504

This position will be responsible for day to day coordination of all study activities and in particular handle IRB submissions, data management, liaison with CDC and work in supporting the team lead.

- iv) 1.0 Field Staff - Research Assistant: TBD

Annual Salary  $\$55,000 \times 1.0$  FTE for 6 months = \$27,500  
Mandatory Fringe Benefits @ 37.18% = \$9,798 \$37,289

This position will be responsible daily activities of the data collection team. They will supervise data collection activities such as greeting study participants, determining eligibility, conducting

behavioral surveys using handheld computers, rapid HIV testing, pre and post test counseling and providing referrals to study participants.

v) 1.0 Field Staff - Research Assistant: TBD

Annual Salary \$55,000 x 1.0 FTE for 6 months = \$27,500  
Mandatory Fringe Benefits @ 37.18% = \$9,798 \$37,289

This position will be responsible for assisting with formative research activities and during data collection greeting study participants, determining eligibility, conducting behavioral surveys using handheld computers, rapid HIV testing, pre and post test counseling and providing referrals to study participants.

vi) 1.0 Field Staff - Research Assistant: TBD

Annual Salary \$55,000 x 1.0 FTE for 6 months = \$27,500  
Mandatory Fringe Benefits @ 37.18% = \$9,798 \$37,289

This position will be responsible for greeting study participants, determining eligibility, conducting behavioral surveys using handheld computers, rapid HIV testing, pre and post test counseling and providing referrals to study participants.

vii) 1.0 Field Staff - Research Assistant: TBD

Annual Salary \$55,000 x 1.0 FTE for 6 months = \$27,500  
Mandatory Fringe Benefits @ 37.18% = \$9,798 \$37,289

This position will be responsible for greeting study participants, determining eligibility, conducting behavioral surveys using handheld computers, rapid HIV testing, pre and post test counseling and providing referrals to study participants.

vii) 0.10 Data Manager: Caitlin Turner, MPH, PhD Student

Annual Salary \$90,000 x 0.10 FTE for 12 months = \$9,000  
Mandatory Fringe Benefits @37.18% = \$3,207 \$12,207

The Data Manager will be primarily responsible for data management and analysis of study results.

**TOTAL HELUNA HEALTH PERSONNEL \$220,500**

<b>TOTAL HELUNA HEALTH MANDATORY FRINGE BENEFITS</b>	<b>\$78,654</b>
<b>c. HELUNA HEALTH TRAVEL</b>	<b>\$5,828</b>
1. Local Travel	\$500
Local travel funds to purchase bus passes for study staff. The bus passes and late night taxi fares will be used to travel to conduct key informant interviews and to attend meetings and training sessions. \$500	
2. Out-of-Jurisdiction Travel	\$5,328
1. Costs associated with attending the annual PI meeting for Principal Investigator and Project Director.	
2 x RT airfare SFO – ATL @ \$627 = \$1,254	
2 x 4 nights hotel accommodation @ \$130 per night = \$1,040	
2 x 3 M and IE @ \$55= \$ 330	
2 X Ground Transportation @\$20 = \$40	
2. Costs associated with attending the HRH4 field operations training meeting for Field Supervisor and Research Assistant.	
2 x RT airfare SFO – ATL @ \$627 = \$1,254	
2 x 4 nights hotel accommodation @ \$130 per night = \$1,040	
2 x 3 M and IE @ \$55= \$ 330	
2 X Ground Transportation @\$20 = \$40	
<b>d. HELUNA HEALTH EQUIPMENT</b>	<b>\$5,000</b>
1. Funds to purchase replacement tablets for data collection.	
<b>e. HELUNA HEALTH MATERIALS AND SUPPLIES</b>	<b>\$10,870</b>
1. Educational Supplies	\$2,304
Costs of condoms and lubricants.	
\$192 x 6 months = \$1152	
Costs for educational information handouts	
\$192 x 6 months = \$1152	
2. HIV tests	\$4,766
Costs of HIV tests. \$9.53 X 500 = \$4,766	
2. Confirmatory HIV test kits, 253 second line tests	
X \$15 = \$3800	\$3,800
<b>f. HELUNA HEALTH CONTRACTUAL SERVICES</b>	<b>\$0</b>

<b>g.</b>	<b>HELUNA HEALTH OTHER COSTS</b>	<b>\$61,500</b>
	a. Cell phone for study participant scheduling	\$1,600
	b. Shipping costs to ship specimens to Atlanta	\$1,200
	c. Printing for study referral coupons	\$500
	d. Key informant incentives, 20 @\$50	\$1,000
	e. Main study participant incentives 500 @ \$50	\$25,000
	f. HIV test incentives 500 @ \$25	\$12,500
	g. Disclosure of Results 500 @ \$25	\$12,500
	h. Peer Referral 480 @ \$15	\$7,200
	<b>TOTAL HELUNA HEALTH DIRECT COST</b>	<b>\$382,262</b>
	<b>TOTAL HELUNA HEALTH INDIRECT COST (12.5% of Direct Costs)</b>	<b>\$48,930</b>
	<b>TOTAL CONTRACTUAL (HELUNA HEALTH):</b>	<b>\$431,192</b>
<b>G.</b>	<b>OTHER</b>	<b>\$4,000</b>
	1. Other Fees	\$4,000
	Funds to pay IRB review fees. All reviews require payment of a review fee. Costs \$4,000 is for initial IRB review.	
	<b>TOTAL DIRECT EXPENSES:</b>	<b>\$464,284</b>
<b>H.</b>	<b>INDIRECT COSTS (25% of total personnel)</b>	<b>\$4,983</b>
	<b>TOTAL BUDGET FOR YEAR 2022:</b>	<b>\$469,267</b>

## San Francisco Department of Public Health (SFDPH)

## Center for Public Health Research

## National HIV Behavioral Surveillance System

## Optional population- Transgender women

DUNS #1037173360000

Year 1: January 1, 2022 – December 31, 2022

## Budget Summary

A.	Personnel	\$9,965
B.	Mandatory Fringe	\$3,506
C.	Travel	\$0
D.	Equipment	\$0
E.	Materials and Supplies	\$0
F.	Contractual	\$231,538
G.	Other Expenses	\$2,500
	<b>TOTAL DIRECT COSTS</b>	<b>\$247,509</b>
H.	Indirect Costs (25% of Total Personnel)	\$2,491
	<b>TOTAL BUDGET FOR YEAR 2022</b>	<b>\$250,000</b>

**Year 1: Detail Line-Item Budget and Justification: January 1, 2022 – December 31, 2022****A. PERSONNEL****B. MANDATORY FRINGE**

1. 0.05 Sr. Supervising Physician Specialist: Willi McFarland, MD, PHD, MPH&TM

Annual Salary \$199,300 @ 0.05 FTE for 12 months = \$9,965

Mandatory Fringe Benefits @ 35.18% = \$3,506

\$13,471

As Principal Investigator for the NHBS this position has primary responsibility for planning, developing, directing, and evaluating all scientific aspects of the study. This position is the primary liaison with the CDC. This position develops survey protocols, policies, procedures and instruments. This position directly supervises one project director and indirectly supervises Research Assistants. This position works closely with CDC study epidemiologists.

<b>Total Salaries</b>	\$9,965
<b>Total Fringe</b>	\$3,506
<b>TOTAL PERSONNEL:</b>	\$13,471
<b>C. TRAVEL</b>	\$0
<b>D. EQUIPMENT</b>	\$0
<b>E. MATERIALS AND SUPPLIES</b>	\$0
<b>F. CONTRACTUAL</b>	\$231,538

1. Name of contractor: Public Health Foundation Enterprises, Inc. (HELUNA HEALTH)

Method of Selection: Sole Source. We have worked with HELUNA HEALTH in the past and have a good working relationship. Our working relationship has been beneficial to the section.

Period of performance: 1/1/2022 – 12/31/2022

Method of accountability: The contractor will follow the CDC and Center for Public Health Research procedures; will follow strict performance timelines; contractor's performance will be monitored and evaluated by the senior epidemiologist; payment to contractor will be based on fee for service.

Description of activities: HELUNA HEALTH will provide the staffing for the maintenance and technical services for computer equipment. They have demonstrated expertise in this area and have an established relationship with the Center for Public Health Research.

Itemized budget with narrative justification:

**a. & b. HELUNA HEALTH PERSONNEL AND MANDATORY FRINGE BENEFITS**

- i) 0.15 Senior Research Scientist: Erin Wilson, DrPH

Annual Salary \$170,000 x 0.15 FTE for 12 months = \$25,500  
Mandatory Fringe Benefit @35.63% = \$9,086 \$34,586

This position will be responsible for guiding and overseeing formative assessment activities in preparation for implementing behavioral surveillance. Dr. Wilson will also supervise the interview team through observations of interviewers in coordination with Dr. McFarland. She will also participate closely in the analysis and dissemination of study results.

- ii) 0.15 Senior Research Scientist: Sean Arayasirikul, PhD

Annual Salary \$158,000 x 0.15 FTE for 12 months = \$23,700  
Mandatory Fringe Benefit @35.63% = \$8,444 \$32,144

This position will be responsible for high level day to day coordination of all study activities. They will supervise the project coordinator.

- iii) 0.50 Project Coordinator: TBD

Annual Salary \$80,000 x 0.50 FTE for 12 months = \$40,000  
Mandatory Fringe Benefit @35.63% = \$14,252 \$54,252

This position will be responsible for day to day coordination of all study activities and in particular handle IRB submissions, data management, liaison with CDC and work in supporting the team lead.

- iv) 0.50 Field Staff - Research Assistant: TBD

Annual Salary \$55,000 x 0.50 FTE for 6 months = \$13,750  
Mandatory Fringe Benefits @ 35.63% = \$4,899 \$18,649

This position will be responsible daily activities of the data collection team. They will supervise data collection activities such as greeting study participants, determining eligibility, conducting



behavioral surveys using handheld computers, rapid HIV testing, pre and post test counseling and providing referrals to study participants.

v) 0.50 Field Staff - Research Assistant: TBD

Annual Salary \$55,000 x 0.50 FTE for 6 months = \$13,750  
 Mandatory Fringe Benefits @ 35.63% = \$4,899 \$18,649

This position will be responsible for assisting with formative research activities and during data collection greeting study participants, determining eligibility, conducting behavioral surveys using handheld computers, rapid HIV testing, pre and post test counseling and providing referrals to study participants.

vi) 0.50 Field Staff - Research Assistant: TBD

Annual Salary \$55,000 x 0.50 FTE for 6 months = \$13,750  
 Mandatory Fringe Benefits @ 35.63% = \$4,899 \$18,649

This position will be responsible for greeting study participants, determining eligibility, conducting behavioral surveys using handheld computers, rapid HIV testing, pre and post test counseling and providing referrals to study participants.

vii) 0.10 Data Manager: Caitlin Turner, MPH, PhD Student

Annual Salary \$90,000 x 0.10 FTE for 12 months = \$9,000  
 Mandatory Fringe Benefits @35.63% = \$3,207 \$12,207

The Data Manager will be primarily responsible for data management and analysis of study results.

**TOTAL HELUNA HEALTH PERSONNEL \$189,136**  
**TOTAL HELUNA HEALTH MANDATORY FRINGE BENEFITS \$49,686**

**c. HELUNA HEALTH TRAVEL \$5,828**

1. Local Travel \$500

Local travel funds to purchase bus passes for study staff. The bus passes and late night taxi fares will be used to travel to conduct key informant interviews and to attend meetings and training sessions. \$500

2. Out-of-Jurisdiction Travel \$5,328

1. Costs associated with attending the field operations training meeting for Field Supervisor and Research Assistant.

2 x RT airfare SFO – ATL @ \$627 = \$1,254

2 x 4 nights hotel accommodation @ \$130 per night = \$1,040

2 x 3 M and IE @ \$55= \$ 330

2 X Ground Transportation @\$20 = \$40

<b>d.</b>	<b>HELUNA HEALTH EQUIPMENT</b>	<b>\$400</b>
1.	Audio recording devices for key informant interviews 2 x \$200	
<b>e.</b>	<b>HELUNA HEALTH MATERIALS AND SUPPLIES</b>	<b>\$0</b>
<b>f.</b>	<b>HELUNA HEALTH CONTRACTUAL SERVICES</b>	<b>\$0</b>
<b>g.</b>	<b>HELUNA HEALTH OTHER COSTS</b>	<b>\$9,900</b>

1.	Study cell phone to schedule appointments with participants	\$1,600
2.	DBS shipping supplies – boxes	\$500
3.	Community meetings- supplies for documenting and Organizing a meeting with community experts, establishing collaborations and determining referral and linkage services for transgender women	\$1000
4.	Transcription of 40 KII interviews, \$120 per interview for 40 interviews is \$4,800	\$4800
4.	Key informant incentives, 40 @\$50	\$2,000

**TOTAL HELUNA HEALTH DIRECT COST** **\$205,264**

**TOTAL HELUNA HEALTH INDIRECT COST (12.8% of Direct Costs)** **\$26,274**

**TOTAL CONTRACTUAL (HELUNA HEALTH):** **\$231,538**

**G. OTHER** **\$2,500**

    1. Other Fees **\$2,500**

Funds to pay IRB review fees. All reviews require payment of a review fee. Costs \$2,500 is for IRB review.

<b>TOTAL DIRECT EXPENSES:</b>	<b>\$247,509</b>
<b>H. INDIRECT COSTS (25% of total personnel)</b>	<b>\$2,491</b>
<b>TOTAL BUDGET FOR YEAR 2022:</b>	<b>\$250,000</b>

## San Francisco Department of Public Health (SFDPH)

## Center for Public Health Research

## National HIV Behavioral Surveillance System

## Optional Population – Women who engage in Sex Work

DUNS #1037173360000

Year 1: January 1, 2022 – December 31, 2022

## Budget Summary

A.	Personnel	\$19,930
B.	Mandatory Fringe	\$9,162
C.	Travel	\$0
D.	Equipment	\$0
E.	Materials and Supplies	\$
F.	Contractual	\$213,401
G.	Other Expenses	\$2,500
	<b>TOTAL DIRECT COSTS</b>	<b>\$244,993</b>
H.	Indirect Costs (25% of Total Personnel)	\$4,983
	<b>TOTAL BUDGET FOR YEAR 2022</b>	<b>\$249,976</b>

**Year 1: Detail Line-Item Budget and Justification: January 1, 2022 – December 31, 2022**

**A. PERSONNEL**

**B. MANDATORY FRINGE**

- 1. 0.10 Sr. Supervising Physician Specialist: Willi McFarland, MD, PHD, MPH&TM

Annual Salary \$199,300 @ 0.10 FTE for 12 months = \$19,930  
 Mandatory Fringe Benefits @ 45.97% = \$9,162 \$29,092

As Principal Investigator for the NHBS this position has primary responsibility for planning, developing, directing, and evaluating all scientific aspects of the study. This position is the primary liaison with the CDC. This position develops survey protocols, policies, procedures and instruments. This position directly supervises one project director and indirectly supervises Research Assistants. This position works closely with CDC study epidemiologists.

<b>Total Salaries</b>	\$19,930
<b>Total Fringe</b>	\$9,162

<b>TOTAL PERSONNEL:</b>	<b>\$29,092</b>
-------------------------	-----------------

**C. TRAVEL \$0**

**D. EQUIPMENT \$0**

**E. MATERIALS AND SUPPLIES \$0**

**F. CONTRACTUAL \$213,401**

- 1. Name of contractor: Public Health Foundation Enterprises, Inc. (HELUNA HEALTH)

Method of Selection: Sole Source. We have worked with HELUNA HEALTH in the past and have a good working relationship. Our working relationship has been beneficial to the section.

Period of performance: 1/1/2022 – 12/31/2022

Method of accountability: The contractor will follow the CDC and Center for Public Health Research procedures; will follow strict performance timelines; contractor’s performance will be monitored and evaluated by the senior epidemiologist; payment to contractor will be based on fee for service.

Description of activities: HELUNA HEALTH will provide the staffing for the maintenance and technical services for computer equipment. They have demonstrated expertise in this area and have an established relationship with the Center for Public Health Research.

Itemized budget with narrative justification:

**a. & b. HELUNA HEALTH PERSONNEL AND MANDATORY FRINGE BENEFITS**

- i) 0.10 Senior Research Scientist: Erin Wilson, DrPH

Annual Salary \$170,000 x 0.1 FTE for 12 months = \$17,000  
Mandatory Fringe Benefit @35.63% = \$6,057 \$23,057

This position will be responsible for guiding and overseeing formative assessment activities in preparation for implementing behavioral surveillance. Dr. Wilson will also supervise the interview team through observations of interviewers in coordination with Dr. McFarland. She will also participate closely in the analysis and dissemination of study results.

- ii) 0.15 Senior Research Scientist: Sean Arayasirikul, PhD

Annual Salary \$158,000 x 0.15 FTE for 12 months = \$23,700  
Mandatory Fringe Benefit @35.63% = \$8,444 \$32,144

This position will be responsible for high level day to day coordination of all study activities. They will supervise the project coordinator.

- iii) 0.50 Project Coordinator: TBD

Annual Salary \$80,000 x 0.50 FTE for 12 months = \$40,000  
Mandatory Fringe Benefit @35.63% = \$14,252 \$54,252

This position will be responsible for day to day coordination of all study activities and in particular handle IRB submissions, data management, liaison with CDC and work in supporting the team lead.

- iv) 0.50 Field Staff - Research Assistant (Team Lead): TBD

Annual Salary \$55,000 x 0.50 FTE for 6 months = \$13,750  
Mandatory Fringe Benefits @ 35.63% = \$4,899 \$18,649

This position will be responsible daily activities of the data collection team. They will supervise data collection activities such as greeting study participants, determining eligibility, conducting

behavioral surveys using handheld computers, rapid HIV testing, pre and post test counseling and providing referrals to study participants.

v) 0.50 Field Staff - Research Assistant: TBD

Annual Salary \$55,000 x 0.50 FTE for 6 months = \$13,750	
Mandatory Fringe Benefits @ 35.63% = \$4,899	\$18,649

This position will be responsible for assisting with formative research activities and during data collection greeting study participants, determining eligibility, conducting behavioral surveys using handheld computers, rapid HIV testing, pre and post test counseling and providing referrals to study participants.

vi) 0.50 Field Staff - Research Assistant: TBD

Annual Salary \$55,000 x 0.50 FTE for 6 months = \$13,750	
Mandatory Fringe Benefits @ 35.63% = \$4,899	\$18,649

This position will be responsible for greeting study participants, determining eligibility, conducting behavioral surveys using handheld computers, rapid HIV testing, pre and post test counseling and providing referrals to study participants.

vii) 0.1 Data Manager: Caitlin Turner, MPH, PhD Student

Annual Salary \$90,000 x 0.1 FTE for 12 months = \$9,000	
Mandatory Fringe Benefits @35.63% = \$3,207	\$12,207

The Data Manager will be primarily responsible for data management and analysis of study results.

<b>TOTAL HELUNA HEALTH PERSONNEL</b>	<b>\$130,950</b>
<b>TOTAL HELUNA HEALTH MANDATORY FRINGE BENEFITS</b>	<b>\$46,657</b>

<b>c. HELUNA HEALTH TRAVEL</b>	<b>\$5,628</b>
--------------------------------	----------------

1. Local Travel	\$300
-----------------	-------

Local travel funds to purchase bus passes for study staff. The bus passes and late-night taxi fares will be used to travel to conduct key informant interviews and to attend meetings and training sessions. \$300

2. Out-of-Jurisdiction Travel	\$5,328
-------------------------------	---------

1. Costs associated with attending the annual PI meeting for Principal Investigator and Project Director.

2 x RT airfare SFO – ATL @ \$627 = \$1,254

2 x 4 nights hotel accommodation @ \$130 per night = \$1,040

2 x 3 M and IE @ \$55= \$ 330

2 X Ground Transportation @\$20 = \$40

2. Costs associated with attending the HRH4 field operations training meeting for Field Supervisor and Research Assistant.

2 x RT airfare SFO – ATL @ \$627 = \$1,254

2 x 4 nights hotel accommodation @ \$130 per night = \$1,040

2 x 3 M and IE @ \$55= \$ 330

2 X Ground Transportation @\$20 = \$40

**d. HELUNA HEALTH EQUIPMENT \$0**

1) Funds to purchase replacement tablets for data collection.

**e. HELUNA HEALTH MATERIALS AND SUPPLIES \$0**

**f. HELUNA HEALTH CONTRACTUAL SERVICES \$0**

**g. HELUNA HEALTH OTHER COSTS \$5,950**

1. Phone for scheduling and follow up on meetings with community leaders, experts \$1,600

2. Boxes for shipping DBS \$350

3. Dissemination of information about the development of this study among community members \$2,000

4. Promotion and advertisement of the potential study and preliminary recruitment for year 2 KIIs and FGD participants \$2,000

**TOTAL HELUNA HEALTH DIRECT COST \$189,185**

**TOTAL HELUNA HEALTH INDIRECT COST  
(12.8% of Direct Costs) \$24,216**

**TOTAL CONTRACTUAL (HELUNA HEALTH): \$213,401**

**G. OTHER \$2,500**

1. Other Fees \$2,500



Funds to pay IRB review fees. All reviews require payment of a review fee. Costs \$2,500 is for IRB review.

<b>TOTAL DIRECT EXPENSES:</b>	<b>\$244,993</b>
<b>H. INDIRECT COSTS (25% of total personnel)</b>	<b>\$4,983</b>
<b>TOTAL BUDGET FOR YEAR 2022:</b>	<b>\$249,976</b>



**Recipient Information**

**1. Recipient Name**

CITY & COUNTY OF SAN FRANCISCO  
101 GROVE ST  
Population Health Division  
SAN FRANCISCO, CA 94102-4505  
[NO DATA]

**2. Congressional District of Recipient**  
12

**3. Payment System Identifier (ID)**  
1946000417A1

**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**

Mr. Willi McFarland  
Director, Center for Public Health Research  
Willi.McFarland@sfdph.org  
415-554-9093

**8. Authorized Official**

Mr. Sajid Shaikh  
Business Officer  
sajid.shaikh@sfdph.org  
415-255-3512

**Federal Agency Information**

CDC Office of Financial Resources

**9. Awarding Agency Contact Information**

Ms. LaQuenda White  
Grants Management Specialist  
hkv3@cdc.gov  
770-488-2648

**10. Program Official Contact Information**

Janet Burnett  
iyn6@cdc.gov  
404-639-5200

**Federal Award Information**

**11. Award Number**

6 NU62PS924778-01-02

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

NU62PS924778

**13. Statutory Authority**

Section 318(c) of the Public Health Service Act [42 U.S.C. Section 247c(c)], as amended.

**14. Federal Award Project Title**

National HIV Behavioral Surveillance (NHBS) - San Francisco

**15. Assistance Listing Number**

93.944

**16. Assistance Listing Program Title**

Human Immunodeficiency Virus (HIV)/Acquired Immunodeficiency Virus Syndrome (AIDS) Surveillance

**17. Award Action Type**

Supplement

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

No

**Summary Federal Award Financial Information**

<b>19. Budget Period Start Date</b>	01/01/2022	<b>- End Date</b>	12/31/2022
<b>20. Total Amount of Federal Funds Obligated by this Action</b>			\$499,976.00
20a. Direct Cost Amount			\$492,502.00
20b. Indirect Cost Amount			\$7,474.00
<b>21. Authorized Carryover</b>			\$0.00
<b>22. Offset</b>			\$0.00
<b>23. Total Amount of Federal Funds Obligated this budget period</b>			\$469,267.00
<b>24. Total Approved Cost Sharing or Matching, where applicable</b>			\$0.00
<b>25. Total Federal and Non-Federal Approved this Budget Period</b>			\$969,243.00
<b>26. Period of Performance Start Date</b>	01/01/2022	<b>- End Date</b>	12/31/2026
<b>27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Period of Performance</b>			\$969,243.00

**28. Authorized Treatment of Program Income**

ADDITIONAL COSTS

**29. Grants Management Officer - Signature**

Ms. Edna Green  
Grants Management Officer

**30. Remarks**

Supplemental Funding: Financial Assistance in the amount of \$499,976.



<b>Recipient Information</b>
<b>Recipient Name</b> CITY & COUNTY OF SAN FRANCISCO 101 GROVE ST Population Health Division SAN FRANCISCO, CA 94102-4505 [NO DATA]
<b>Congressional District of Recipient</b> 12
<b>Payment Account Number and Type</b> 1946000417A1
<b>Employer Identification Number (EIN) Data</b> 946000417
<b>Universal Numbering System (DUNS)</b> 103717336
<b>Recipient's Unique Entity Identifier (UEI)</b> DCTNHRGU1K75
<b>31. Assistance Type</b> Cooperative Agreement
<b>32. Type of Award</b> Other

<b>33. Approved Budget</b> (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	\$49,825.00
b. Fringe Benefits	\$21,830.00
c. Total Personnel Costs	\$71,655.00
d. Equipment	\$0.00
e. Supplies	\$0.00
f. Travel	\$0.00
g. Construction	\$0.00
h. Other	\$9,000.00
i. Contractual	\$876,131.00
<b>j. TOTAL DIRECT COSTS</b>	<b>\$956,786.00</b>
<b>k. INDIRECT COSTS</b>	<b>\$12,457.00</b>
<b>l. TOTAL APPROVED BUDGET</b>	<b>\$969,243.00</b>
<b>m. Federal Share</b>	<b>\$969,243.00</b>
<b>n. Non-Federal Share</b>	<b>\$0.00</b>

<b>34. Accounting Classification Codes</b>						
FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	OBJECT CLASS	CFDA NO.	AMT ACTION FINANCIAL ASSISTANCE	APPROPRIATION
2-9391193	22NU62PS924778	PS	41.51	93.944	\$0.00	75-22-0950
2-9390J3H	22NU62PS924778	PS	41.51	93.944	\$249,976.00	75-22-0950
2-9390KC1	22NU62PS924778	PS	41.51	93.944	\$250,000.00	75-22-0120



**DEPARTMENT OF HEALTH AND HUMAN SERVICES** Notice of Award

Centers for Disease Control and Prevention

Award# 6 NU62PS924778-01-02

FAIN# NU62PS924778

Federal Award Date: 08/05/2022

**Direct Assistance**

<b>BUDGET CATEGORIES</b>	<b>PREVIOUS AMOUNT (A)</b>	<b>AMOUNT THIS ACTION (B)</b>	<b>TOTAL (A + B)</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
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

# AWARD ATTACHMENTS

CITY & COUNTY OF SAN FRANCISCO

6 NU62PS924778-01-02

---

1. Supplemental Funding Terms and Conditions

**Notice of Funding Opportunity (NOFO): PS22-2201**  
**Award Number: NU62PS924778-01-02**  
**Award Type: Cooperative Agreement**

**ADDITIONAL TERMS AND CONDITIONS**

PURPOSE: This revised Notice of Award is to award Supplemental funding in the amount of \$499,976. Previously, \$469,267 had been awarded, making the current total available award amount \$969,243 for the budget period which is 01/01/2022 through 12/31/2022.

<b>NHBS - Trans</b>	\$ 250,000
<b>NHBS - WES</b>	\$ 249,976
<b>Total Supplemental Funding</b>	<b>\$ 499,976</b>

The activities have been reviewed and found to be appropriate and consistent with program objectives.

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

**GMS Contact:**

**LaQuenda White, Grants Management Specialist**  
**Centers for Disease Control and Prevention**  
**Branch 1-Office of Infectious Disease**  
**2939 Flowers Road MSTV-2**  
**Atlanta, GA 30341**  
**Telephone: 770-488-2648**  
**Email: [HKV3@cdc.gov](mailto:HKV3@cdc.gov)**

**PLEASE REFERENCE AWARD NUMBER ON ALL CORRESPONDENCE**



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

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

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

**DATE:** 10/4/2022

**SUBJECT:** Grant Accept and Expend

**GRANT TITLE:** National HIV Behavioral Surveillance (NHBS) - San Francisco - \$969,243

---

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