

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: **San Francisco Project INVEST (INnovations that Value Equity and Strengthen Teams)**
2. Department: **Department of Public Health
Population Health Division**
3. Contact Person: **Eduardo Sida** Telephone: **(628) 217-6322**
4. Grant Approval Status (check one):
☒ Approved by funding agency ☐ Not yet approved
5. Amount of Grant Funding Approved or Applied for: **\$9,818,147**
- 6a. Matching Funds Required: **\$0**
b. Source(s) of matching funds (if applicable): **N.A.**
- 7a. Grant Source Agency: **Centers for Disease Control and Prevention**
b. Grant Pass-Through Agency (if applicable): **N.A.**
8. Proposed Grant Project Summary: **Reinforce and expand the public health workforce by hiring, retaining, supporting, and training the workforce. By strengthening relevant workforce planning, systems, processes, and policies. Hire a Permanent Civil position (PCS) deputy workforce development director, as required per the grantor. Hire a PCS program evaluator specialist for program evaluation, monitor performance measures and strengthen support for grant implementation, as required by grantor. Fund contract with Facente Consulting for early evaluation planning to submit Evaluation and Performance Monitoring Plan (EPMP) as required by the grantor. In addition, hire the following PCS positions to address key gaps: equity coordinator and equity health program planner to support activities organized by Office of Antiracism and Equity; grant analyst, Human Resources Services (HRS) liaison, and contracts coordinator for supporting core organizational infrastructure; data visualization lead and braid funding for Electronic Lab reporting manager to bolster data infrastructure; training officer, instructional designer, pathways coordinator to support robust training and internship opportunities, Public Relations/Communications officer focused on population health, Public Health Trainees at entry level for pathways into civil service positions. Fund the Populations Health Scholars program and support a whole genome sequencing informatics fellow. Promote advance opportunities via short term residencies as pathways to new positions and promoting reassignment opportunities and other mobility opportunities within the DPH. Sustain and support staff by convening a workforce development working group and strengthening staff well bring programs to improve staff engagement. Train new and existing public health staff by partnering with technical assistance providers, California Department of Public Health, University of California, San Francisco, and University of California, Berkely, and supporting staff to attend these trainings. Work with Public Health Institute to strengthen gathering and analysis of workforce data to finesse the workforce development plan and use the findings to guide workforce planning, development training,**

organizational structure and forecasting for future needs. Strengthen accountability and performance management, including reaccreditation by purchasing project documentation tools. Strengthening contracts service and developing a e-learning module for Community Based Organizations (CBO) seeking to contract with San Francisco Department of Public Health (SFPDH). Enhancing SFPDH's and Population Health Division (PHD)'s ability to use social media platforms and other digital communications strategies to reach priority populations with key public health messages and investing in media training for multilingual staff. Strengthening community partnership and engagement via community consultants group for community input into strategic planning, launching community of practice for community health workers, and strengthening partnership with Empowered Communities Program for all-hazards disaster preparedness efforts in Visitacion Valley. Launch leadership development fund and translate results from workforce analysis to inform PHD reorganization efforts.

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

Start-Date: **December 1, 2022**

End-Date: **November 30, 2027**

10a. Amount budgeted for contractual services: **\$934,757**

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

c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements? **Yes**

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? **\$1,752,896**

b2. How was the amount calculated? **24.678% of Personnel cost**

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

☐ 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:

The grant does not require an ASO amendment and partially reimburses the department for the existing positions:

No.	Class	Job Title	FTE	Start Date	End Date
1	2232	2232 Co-Principal Investigator - CLI Director/Workforce Development Director	0.01	12/01/2022	11/30/2027
2	1314	Public Relations Officer	1.00	12/01/2022	11/30/2027
3	2589	Pathways Coordinator	1.00	12/01/2022	11/30/2027
4	2591	PHD Position Management/HR Liaison	1.00	12/01/2022	11/30/2027
5	1232	Training Officer/Workforce Development Specialist	1.00	12/01/2022	11/30/2027
6	1230	Instructional Designer/Distance Learning Specialist	1.00	12/01/2022	11/30/2027
7	2818	Equity Health Program Planner	1.00	12/01/2022	11/30/2027

8	2593	Equity Coordinator	1.00	12/01/2022	11/30/2027
9	1824	Data Visualization Lead	1.00	12/01/2022	11/30/2027
10	2803	Epidemiologist II- Electronic Lab Reporting Manager	0.50	12/01/2022	11/30/2027
11	2820	Senior Health Program Planner (Evaluation Specialist)	1.00	12/01/2022	11/30/2027
12	2593	Deputy Director of People Development (Workforce Development Manager)	2.00	12/01/2022	11/30/2027
13	9924	Public Service Aides	4.00	12/01/2022	11/30/2027
14	2119	Grants Analyst	1.00	12/01/2022	11/30/2027

We respectfully request for approval to accept and expend these funds retroactive to December 1, 2022. The Department received the notice of award on November 29, 2022. The AL # for this grant is 93.967.

Project Description: Project INVEST

Project ID: 10039699
Proposal ID: CTR00003398
Fund ID: 11580
Version ID: V101
Authority ID: 10001
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:

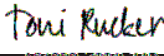
Toni Rucker, PhD

(Name)

DPH ADA Coordinator

(Title)

Date Reviewed: 4/6/2023 | 9:52 AM PDT

DocuSigned by:

 (Signature Required)

Department Head or Designee Approval of Grant Information Form:

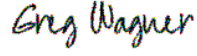
Dr. Grant Colfax

(Name)

Director of Health

(Title)

Date Reviewed: 4/11/2023 | 9:47 AM PDT

DocuSigned by:

 (Signature Required)

Greg wagner, COO for