



# 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:** Accept and Expend California Department of Public Health – California Tobacco Prevention Program (CTPP) - \$3,973,298

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This Resolution seeks authorization for the Department of Public Health to retroactively accept and expend funds in the amount of \$3,973,298 from the California Department of Public Health (CDPH).

This item is retroactive because DPH received notice of the award more than one month after the pre-determined 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.

Please contact Greg Wong, grants analyst, at [greg.wong@sfdph.org](mailto: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

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Hello Supervisors Chan, Mandelman and Melgar,

The Department of Public Health (DPH) will request approval for two (2) retroactive items at the January 24<sup>th</sup> 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](mailto: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 1<sup>st</sup> 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](mailto: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*