

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: **MyPrEP Plus: Development and Pilot Testing of Novel Pre-Exposure Prophylaxis Support Tools for Transgender Women**
- 2. Department: **Department of Public Health
Population Health Division**
- 3. Contact Person: **Susan Buchbinder** Telephone: **415-476-2300**
- 4. Grant Approval Status (check one):
 Approved by funding agency Not yet approved
- 5. Amount of Grant Funding Approved or Applied for: **\$177,860**

- 6a. Matching Funds Required: **\$0**
- b. Source(s) of matching funds (if applicable): **N.A.**

- 7a. Grant Source Agency: **Department of Health and Human Services**
- b. Grant Pass-Through Agency (if applicable): **Heluna Health**

8. Proposed Grant Project Summary:

Susan Buchbinder, MD (Principal Investigator):
As Principal Investigator (PI) of this proposal, she will be responsible for the overall scientific vision and implementation of the specific aims of this study. Dr. Buchbinder will have responsibility for maintaining the proposed study schedule, ensuring quality control over all aspects of the study, protecting participant safety, and data analysis and publication of results.

Albert Liu, MD, MPH (Co-Investigator):
Dr. Liu will be responsible for overseeing technology development with our web developer, who will be adapting the MyPrEP website. He will also assist with scientific design of research protocols. He will maintain frequent contact with Dr. Buchbinder and the other Co-Investigators through in-person meetings, conference calls, e-mail, and drafting and presenting emerging findings of the research. He will also work closely with the research team in data analysis, manuscript preparation, and dissemination of results.

Hyman Scot, MD, MPH (Co-Investigator):
He will provide overall operational oversight of the clinical research team at Bridge HIV. He will maintain frequent contact with Dr. Buchbinder and the other Co-Investigators through in-person meetings, conference calls, e-mail, and drafting and presenting emerging findings of the research. He will also work closely with the research team in data analysis, manuscript preparation, and dissemination of results.

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

Start-Date: **09/07/2023**

End-Date: **09/06/2025**

10a. Amount budgeted for contractual services: **\$0**

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

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? **N.A.**

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

b1. If yes, how much? **\$32,623** b2. How was the amount calculated? **22.46% of Total 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:

We respectfully request for approval to accept and expend these funds retroactive to September 7, 2023. The Department received the award on March 18, 2024. The AL # for this grant is 93.242.

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

No.	Class	Job Title	FTE	Start Date	End Date
1	2233	Supervising Physician Specialist	0.30	09/07/2023	09/06/2025
2	2232	Senior Physician Specialist	0.10	09/07/2023	09/06/2025
3	2232	Senior Physician Specialist	0.10	09/07/2023	09/06/2025

Project Description: MyPrEP Plus: Development and Pilot Testing of Novel Pre-

Project ID: 10041490

Proposal ID: CTR00004253

Fund: 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: 5/7/2024 | 4:35 PM PDT

DocuSigned by:

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 (Signature Required)

Department Head or Designee Approval of Grant Information Form:


Dr. Grant Colfax

(Name)

Director of Health

(Title)

Date Reviewed: 5/18/2024 | 5:57 PM PDT

DocuSigned by:

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 Jenny Louie, CFO for