

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: **Strengthening STD Prevention and Control for Health Departments (STD PCHD)**
- 2. Department: **Department of Public Health
Population Health Division**
- 3. Contact Person: **Susan Philip** Telephone: **628-206-7638**
- 4. Grant Approval Status (check one):

Approved by funding agency Not yet approved

- 5. Amount of Grant Funding Approved or Applied for: **\$13,635,302**
- (Year: January 1, 2019 – December 31, 2019: **\$1,115,448**)
- Year: January 1, 2020 – December 31, 2020: **\$1,121,030**
- Year: January 1, 2021 – December 31, 2021: **\$1,116,104**
- Year: January 1, 2021 – December 31, 2021: **\$2,246,359**
- Year: January 1, 2022 – December 31, 2022: **\$1,119,045**
- Year: January 1, 2022 – December 31, 2022: **\$2,246,359**
- Year: January 1, 2023 – December 31, 2023: **\$1,119,045**
- Year: January 1, 2023 – December 31, 2023: **\$2,246,359**
- Year: January 1, 2024 – January 31, 2024: **\$ 93,254**
- Year: February 1, 2024 – February 28, 2026: **\$1,212,299)**

- 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:

San Francisco Department of Public Health (SFDPH) will use the Prevention and Control for Health Departments (PCHD) supplemental funding to support disease investigation for Coronavirus disease (COVID-19) and other infectious diseases in alignment with the four goals of this funding; i. conduct disease investigation, ii. outbreak response, iii. linkage to prevention and treatment and iv. case management and oversight. SFDPH aims to expand the existing Disease Intervention Specialists (DIS) workforce by hiring more DIS and workforce support staff, with an emphasis around diversity, equity and inclusion practices. We will also create a new fellowship pathway program for DIS called the DIS Rapid Response Reserve for Accelerated Disease Response (RADR) focused on enhancing our ability to respond to outbreaks in a flexible, experienced and urgent manner. Training and skill building of this workforce is another critical component. In writing the Work plan for these funds, we surveyed 30 DIS and workforce support staff and developed a list of specific training needs related to organizational skills, communication, supervision, leadership and time management. Monitoring and evaluation will be implemented to ensure quality assurance and improvement processes. Additionally,

funds will be used for consultation around improving the data management/informatics tools and resources available to the DIS workforce and support staff.

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

Start-Date: **01/01/2019** End-Date: **02/28/2026**

10a. Amount budgeted for contractual services: **\$3,649,057**

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? **Ongoing**

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

b1. If yes, how much? **\$432,971** b2. How was the amount calculated? **4.99% 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 the fund increase retroactive to February 1, 2024. The Department received the grant increase of \$1,212,299 on August 28, 2024, for the period of January 1, 2023, to February 28, 2026. The AL # for this grant is 93.977.

This 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	Senior Physician Specialist	0.09	02/01/2024	01/31/2025
2	2803	Epidemiologist II	0.30	02/01/2024	01/31/2025
3	2588	Health Worker IV	0.50	02/01/2024	01/31/2025
4	2587	Health Worker III	1.00	02/01/2024	01/31/2025
5	2588	Health Worker IV	1.00	02/01/2024	01/31/2025
6	2586	Health Worker II	1.00	02/01/2024	01/31/2025
7	1093	IT Operations Support Admin III	1.00	02/01/2024	01/31/2025
8	1052	IS Business Analyst	1.00	02/01/2024	01/31/2025
9	2312	Licensed Vocational Nurse	1.00	02/01/2024	01/31/2025
10	1822	Senior Administrative Analyst	0.05	02/01/2024	01/31/2025

Project Description: **HD STD PD16 2223 Std Prevention**
 Project ID: **10038207**
 Proposal ID: **CTR00002694**
 Fund: **11580**
 Version ID: **V101**
 Authority ID: **10001**
 Activity ID: **001**

****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: 11/18/2024 | 8:33 AM PST

DocuSigned by:
Toni Rucker
A64292E7331E44D
(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Dr. Grant Colfax
(Name)

Director of Health
(Title)

Date Reviewed: 11/19/2024 | 7:03 PM PST

DocuSigned by:
Jenny Louie for Dr. Colfax
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Jenny Louie, COO for