



# City and County of San Francisco

## Master Report

City Hall  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4689

<b>File Number:</b> 241216	<b>File Type:</b> Resolution	<b>Status:</b> Passed
<b>Enacted:</b> 005-25		<b>Effective:</b> 01/16/2025
<b>Version:</b> 2	<b>In Control:</b> Clerk of the Board	
<b>File Name:</b> Accept and Expend Grant - Retroactive - Department of Justice - Comprehensive Opioid, Stimulant, and Substance Use Site-Based Program - \$1,600,000	<b>Date Introduced:</b> 12/17/2024	
<b>Requester:</b> Public Health Department	<b>Cost:</b>	<b>Final Action:</b> 01/16/2025
<b>Comment:</b>	<b>Title:</b> Resolution retroactively authorizing the Department of Public Health to accept and expend a grant in the amount of \$1,600,000 from the Department of Justice for participation in a program entitled, “Comprehensive Opioid, Stimulant, and Substance Use Site-Based Program,” for the period of October 1, 2024, through September 30, 2027; and delegating authority under Charter, Section 9.118(a), to the Director of Health to approve a Grant Agreement between the City, acting by and through the Department of Public Health, and the Department of Justice, for a term of three years from October 1, 2024 to September 30, 2027, and for a total not to exceed amount of \$1,600,000.	
<b>Sponsors:</b> Mayor; Dorsey		

### History of Legislative File 241216

Ver	Acting Body	Date	Action	Sent To	Due Date	Result
1	President	12/17/2024	RECEIVED AND ASSIGNED	Budget and Finance Committee		
2	Board of Supervisors	01/14/2025	CALLED FROM COMMITTEE			
1/14/2025 - The Board of Supervisors approved Motion No. M25-001 to call this matter from the Budget and Finance Committee and consider it during a Committee of the Whole on the same day.						
1	Board of Supervisors	01/14/2025	AMENDED, AN AMENDMENT OF THE WHOLE BEARING NEW TITLE			Passed
Supervisor Dorsey requested to be added as a co-sponsor.						
2	Board of Supervisors	01/14/2025	ADOPTED AS AMENDED			Passed
2	Mayor	01/16/2025	APPROVED			

[Accept and Expend Grant - Retroactive - Department of Justice - Comprehensive Opioid, Stimulant, and Substance Use Site-Based Program - \$1,600,000]

**Resolution retroactively authorizing the Department of Public Health to accept and expend a grant in the amount of \$1,600,000 from the Department of Justice for participation in a program entitled, "Comprehensive Opioid, Stimulant, and Substance Use Site-Based Program," for the period of October 1, 2024, through September 30, 2027; and delegating authority under Charter Section 9.118(a) to the Director of Health to approve a Grant Agreement between the City, acting by and through the Department of Public Health, and the Department of Justice, for a term of three years from October 1, 2024 to September 30, 2027, and for a total not to exceed amount of \$1,600,000.**

WHEREAS, The Department of Justice (DOJ) has agreed to fund the San Francisco Department of Public Health (DPH) in the amount of \$1,600,000 for the period of October 1, 2024, through September 30, 2027; and

WHEREAS, DPH, through its Office of Overdose Prevention, will implement the program entitled Comprehensive Opioid, Stimulant, and Substance Use Site-Based Program; and

WHEREAS, The purpose of this program is to develop a comprehensive, collaborative, and innovative Overdose Fatality Review (OFR), incorporating key partners from across San Francisco; and

WHEREAS, Expected outcomes include establishing a comprehensive and collaborative OFR; timely, actionable, community-responsive, and locally-specific overdose fatality data; enhanced collaboration across healthcare, public safety, justice-involved, and community partners; enhanced understanding of service gaps and identification of potential

1 touchpoints for overdose interventions; and the identification of local, context-specific  
2 solutions to prevent overdose; and

3 WHEREAS, Charter, Section 9.118(a), requires Board of Supervisors' approval by  
4 Resolution of any contract that when entered into has anticipated revenue of \$1 million dollars  
5 or more; and

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

7 WHEREAS, A request for retroactive approval is being sought because DPH received  
8 the award letter on November 15, 2024, for a project start date of October 1, 2024; and

9 WHEREAS, The grant budget includes a provision for indirect costs in the amount of  
10 \$16,178; now, therefore, be it

11 RESOLVED, The funds accepted for this grant shall be placed into the Board of  
12 Supervisors' reserve until released; and, be it

13 FURTHER RESOLVED, That DPH is hereby authorized to retroactively accept a grant  
14 in the amount of \$1,600,000 from the DOJ; and, be it

15 FURTHER RESOLVED, The Board of Supervisors delegates their authority to release  
16 these funds to the Budget and Finance Committee and the Clerk of the Board is directed to  
17 schedule a hearing at the Budget and Finance Committee to duly review the complete file and  
18 consider the release of the funds to the Department of Public Health; and, be it

19 FURTHER RESOLVED, That the Department of Public Health shall be hereby  
20 authorized to expend the grant award of \$1,600,000 upon the release of funds from the Board  
21 of Supervisors' Reserve; and, be it

22 FURTHER RESOLVED, That the Board of Supervisors hereby delegates authority  
23 under Charter Section 9.118(a) to the Director of Health to approve the Grant Agreement with  
24 the Department of Justice for use of these grant funds with a total not to exceed amount of  
25 \$1,600,000, for a term of three years from October 1, 2024 to September 30, 2027, for

1 implementation of the program, entitled "Comprehensive Opioid, Stimulant, and Substance  
2 Use Site-Based Program"; and, be it

3 FURTHER RESOLVED, That within 30 days of the Grant Agreement being fully  
4 executed by all parties, the Department of Public Health shall submit to the Clerk of the Board  
5 of Supervisors a completely executed copy for inclusion in File No. 241216. This requirement  
6 and obligation resides with the Department, and is for purposes of having a complete file only,  
7 and in no manner affects the validity of approved Grant Agreement.

8  
9  
10 Recommended:

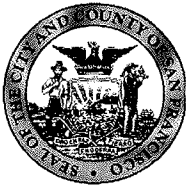
Approved: /s/

11 Benjamin McCloskey,  
12 Interim Mayor's Budget Director

13 /s/

14 Dr. Grant Colfax  
15 Director of Health

Approved: /s/Jocelyn Quintos for Greg Wagner  
Greg Wagner, Controller



# City and County of San Francisco

## Tails Resolution

City Hall  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4689

**File Number:** 241216

**Date Passed:** January 14, 2025

Resolution retroactively authorizing the Department of Public Health to accept and expend a grant in the amount of \$1,600,000 from the Department of Justice for participation in a program entitled, "Comprehensive Opioid, Stimulant, and Substance Use Site-Based Program," for the period of October 1, 2024, through September 30, 2027; and delegating authority under Charter, Section 9.118(a), to the Director of Health to approve a Grant Agreement between the City, acting by and through the Department of Public Health, and the Department of Justice, for a term of three years from October 1, 2024 to September 30, 2027, and for a total not to exceed amount of \$1,600,000.

January 14, 2025 Board of Supervisors - AMENDED, AN AMENDMENT OF THE WHOLE  
BEARING NEW TITLE


Ayes: 11 - Chan, Chen, Dorsey, Engardio, Fielder, Mahmood, Mandelman, Melgar,  
Sauter, Sherrill and Walton

January 14, 2025 Board of Supervisors - ADOPTED AS AMENDED

Ayes: 11 - Chan, Chen, Dorsey, Engardio, Fielder, Mahmood, Mandelman, Melgar,  
Sauter, Sherrill and Walton

File No. 241216

I hereby certify that the foregoing  
Resolution was **ADOPTED AS AMENDED** on  
1/14/2025 by the Board of Supervisors of the  
City and County of San Francisco.

  
Angela Calvillo  
Clerk of the Board



Daniel Lurie  
Mayor

1.16.2025.

Date Approved

**File Number:** 241216  
(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: **Comprehensive Opioid, Stimulant, and Substance Use Site-Based Program**

2. Department: **Department of Public Health  
Behavioral Health Services**

3. Contact Person: **Harmony Bulloch** Telephone:

4. Grant Approval Status (check one):

☒ Approved by funding agency

☐ Not yet approved

5. Amount of Grant Funding Approved or Applied for: **\$1,600,000**

6a. Matching Funds Required: **\$0**

b. Source(s) of matching funds (if applicable): **N/A**

7a. Grant Source Agency: **Department of Justice (DOJ)**

b. Grant Pass-Through Agency (if applicable): **N/A**

8. Proposed Grant Project Summary:

**The San Francisco Department of Public Health (SFPDH) - through its Office of Overdose Prevention - will implement the program entitled Data-driven Health Systems Change for Prevention (DHSCP). The purpose of this program is to develop a comprehensive, collaborative, and innovative Overdose Fatality Review (OFR), incorporating key partners from across San Francisco. Expected outcomes include establishing a comprehensive and collaborative OFR; timely, actionable, community-responsive, and locally-specific overdose fatality data; enhanced collaboration across healthcare, public safety, justice-involved, and community partners; enhanced understanding of service gaps and identification of potential touchpoints for overdose interventions; and the identification of local, context-specific solutions to prevent overdose. SFPDH will partner with the Center for Substance Use and Health (CSUH) and the University of California, San Francisco (UCSF), to implement this project."**

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

Start-Date: **10/1/2024**

End-Date: **9/30/2027**

10a. Amount budgeted for contractual services: **\$1,472,048**

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? **One-time.**

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

b1. If yes, how much? **\$16,178**

b2. How was the amount calculated? **10% of Personnel costs, \$25,000 of each contract for the first year and Travel costs.**

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 October 1, 2024. The Department received the award on November 15, 2024.**

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

No.	Class	Job Title	FTE	Start Date	End Date
1	2232	Senior Physician Specialist	0.10	10/01/2024	09/30/2027

**Proposal ID: CTR00004644**

**Fund: 11580**

**Version ID: V101**

**Dept ID: 210822**

**Project Description: Comprehensive Opioid, Stimulant, and Substance Use Site-**

**Project ID: 10042108**

**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 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 checked="" 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: 12/5/2024 | 9:39 AM PST

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: 12/5/2024 | 11:53 AM PST

DocuSigned by:  
Jenny Louie for Dr. Colfax  
(Signature Required)  
Jenny Louie, COO for



Standard Applicant Information

Project Information

<b>Project Title</b> BJA FY24 Comprehensive Opioid, Stimulant, and Substance Use Site-Based Program	<b>Proposed Project Start Date</b> 10/1/24	<b>Proposed Project End Date</b> 9/30/27
<b>Federal Estimated Funding (Federal Share)</b> 1600000.0	<b>Applicant Estimated Funding (Non-Federal Share)</b> 0.0	<b>Program Income Estimated Funding</b> 0.0
<b>Total Estimated Funding</b> 1600000.0		

**Areas Affected by Project (Cities, Counties, States, etc.)**

No items

Type Of Applicant

**Type of Applicant 1: Select Applicant Type:**  
C: City or Township Government

**Type of Applicant 2: Select Applicant Type:**  
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**Type of Applicant 3: Select Applicant Type:**  
--


**Other (specify):**  
--

Application Submitter Contact Information

<b>Application POC Prefix Name</b> --		
<b>Application POC First Name</b> Harmony	<b>Application POC Middle Name</b> --	<b>Application POC Last Name</b> Bulloch
<b>Application POC Suffix Name</b> --		
<b>Organizational Affiliation</b> --	<b>Title</b> --	<b>Email ID</b> harmony.bulloch@sfdph.org
<b>Phone Number</b> 707-327-7162	<b>Fax Number</b> --	

**ORINumber**  
--

**Executive Order and Delinquent Debt Information**

Is Application Subject to Review by State Under Executive Order 12372? 

b. Program is subject to E.O. 12372 but has not been selected by the State for review

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Is the Applicant Delinquent on Federal Debt?

No

**SF424 Attachments (3)**

	<b>Name</b> <a href="#">Form SF424 4 0-V4.0.pdf</a>	<b>Date Added</b> 6/28/24
	<b>Name</b> <a href="#">Form SFLLL 2 0-V2.0.pdf</a>	<b>Date Added</b> 6/28/24
	<b>Name</b> <a href="#">GrantApplication.xml</a>	<b>Date Added</b> 6/28/24

**Authorized Representative**

**Authorized Representative Information**

**Prefix Name**  
--

<b>First Name</b>	<b>Middle Name</b>	<b>Last Name</b>	<b>Suffix Name</b>
KATHERINE	--	GEE	--

**Title**  
Financial Systems Supervisor

**Verify Legal Name, Doing Business As, and Legal Address**

<b>Legal Name</b> CITY & COUNTY OF SAN FRANCISCO	<b>Doing Business As</b> PUBLIC HEALTH DEPARTMENT
<b>UEI</b> DCTNHRGU1K75	
<b>Legal Address</b>	

Legal Address

Street 1

101 GROVE ST

Street 2

City

SAN FRANCISCO

State

CA

Zip/Postal Code

94102

Congressional District

11

Country

USA

Certification

The legal name + Doing Business As (DBA) and legal address define a unique entity in the system as represented in its entity profile. The profile legal name and address is applicable to ALL applications and awards associated to this fiscal agent.

1. If this information is correct confirm/acknowledge to continue with completion of this application.

I confirm this is the correct entity.

Signer Name

Harmony Bulloch

Certification Date / Time

07/08/2024 08:09 PM

2. If the information displayed does not accurately represent the legal entity applying for federal assistance:

- a. Contact your Entity Administrator.
- b. Contact the System for Award Management (SAM.gov) to update the entity legal name/address.

3. If the above information is not the entity for which this application is being submitted, Withdraw/Delete this application. Please initiate a new application in Grants.gov with using the correct UEI/SAM profile.

Proposal Abstract





The San Francisco Department of Public Health (SFPDH) - through its Office of Overdose Prevention - intends to implement the program entitled **Data-driven Health Systems Change for Prevention (DHSCP)**. The purpose of this program is to develop a comprehensive, collaborative, and innovative Overdose Fatality Review (OFR), incorporating key partners from across San Francisco. Project activities include establishing an OFR Governing Committee; hiring an OFR team including a Project Coordinator, Interviewer, and Analyst; and disseminating findings and recommendations from the OFR to community and city partners. Expected outcomes include: establishing a comprehensive and collaborative OFR; timely, actionable, community-responsive, and locally-specific overdose fatality data; enhanced collaboration across healthcare, public safety, justice-involved, and community partners; enhanced understanding of service gaps and identification of potential touchpoints for overdose interventions; and the identification of local, context-specific solutions to prevent overdose. While the San Francisco community at large is intended to benefit from the increased overdose surveillance and availability of timely data, this program will place a particular emphasis on addressing the profound racial disparities in fatal overdoses experienced by San Francisco's Black/African American community. Subrecipient activities include funding longtime SFPDH partners, the Center for Substance Use and Health (CSUH) and the University of California, San Francisco (UCSF), to hire staff to support the development and implementation of the proposed OFR.

Data Requested with Application



- > Financial Management and System of Internal Controls
- > Brief Entity Questionnaire

Proposal Narrative

	<b>Name</b> SFDPH_Grant Narrative.pdf	<b>Category</b> Proposal Narrative	<b>Created by</b> Harmony Bulloch	<b>Date Added</b> 07/08/2024	
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Goals, Objectives, Deliverables, and Timeline

Goal Statement

Through the proposed Overdose Fatality Program, SFDPH aims to enhance local overdose surveillance and meet the City's goal of reducing overdose fatalities and promoting the health equity for people at risk of overdose.

Objective	Fiscal Year	Quarter
Create a process for learning from overdose decedents to generate actionable, timely, community-responsive, and locally-specific opportunities for systems improvement to prevent overdose.	2025	Ongoing
Formalize mechanisms for governmental and community agencies (CBOs) to collaborate, share information, and exchange ideas for overdose prevention. Increase collaboration, learning, and trust across governmental and CBOs in overdose response.	2025	Ongoing
Enhance understanding of the nature and scale of systems gaps and missed opportunities for overdose prevention within our local context. Identify local, context-specific pathways for reducing racial disparities in overdose mortality.	2025	Ongoing
Generate context-specific overdose prevention strategies and identify systems change champions to lead implementation of overdose prevention recommendations.	2025	Ongoing
Empower local partners to implement novel interventions and policy change, and track the implementation of these efforts.	2025	Ongoing
Deliverable	Fiscal Year	Quarter
MOUs, Letters of Agreement or Other Interim Deliverables	2025	Q3
Programmatic Reports	2025	Ongoing
Planning and implementation Guides	2025	Q1
Data Sets	2025	Ongoing
Policies/Procedures/Protocols	2025	Q1
Survey or Other Data Collection Instrumentation	2025	Q3
Evaluation Reports	2026	Q1
Evaluation Reports	2027	Q1
Evaluation Reports	2027	Q4
Other Overdose Prevention Workgroup Meetings	2025	Ongoing
Other Hire OFR Coordination and Analytics Core Staff	2025	Q1
Other OFR Team Meetings	2025	Ongoing

7/8/24, 5:12 PM		Grant Package	
Other	2025	Q2	
Develop Work Plan and Evaluation Plan			
Other	2025	Q3	
Establish OFR Governing Committee			

**Budget and Associated Documentation**

**Budget Summary**

**Budget / Financial Attachments**

**Pre-Agreement Cost**

No documents have been uploaded for Pre-Agreement Cost

**Non-competitive Justification**

No documents have been uploaded for Non-Competitive Justification

**Indirect Cost Rate Agreement**

No documents have been uploaded for Indirect Cost Rate Agreement

**Consultant Rate Justification**

No documents have been uploaded for Consultant Rate Justification

**Employee Compensation Waiver**

No documents have been uploaded for Employee Compensation Waiver

**Financial Management Questionnaire (Including applicant disclosure of high-risk status)**

No documents have been uploaded for Financial Management Questionnaire

**Disclosure of Process Related to Executive Compensation**

No documents have been uploaded for Disclosure of Process Related to Executive Compensation

**Additional Attachments**

No documents have been uploaded for Additional Attachments

**Budget and Associated Documentation**

	Year 1	Year 2	Year 3	Total
Personnel	\$22,190	\$22,190	\$22,190	\$66,570
Fringe Benefits	\$7,988	\$7,988	\$7,988	\$23,964
Travel	\$7,080	\$7,080	\$7,080	\$21,240
Equipment	\$0	\$0	\$0	\$0

Supplies	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0
SubAwards	\$487,350	\$492,349	\$492,349	\$1,472,048
Procurement Contracts	\$0	\$0	\$0	\$0
Other Costs	\$0	\$0	\$0	\$0
Total Direct Costs	\$524,608	\$529,607	\$529,607	\$1,583,822
Indirect Costs	\$8,726	\$3,726	\$3,726	\$16,178
Total Project Costs	\$533,334	\$533,333	\$533,333	\$1,600,000
Federal	\$533,334	\$533,333	\$533,333	\$1,600,000
Non-Federal	\$0	\$0	\$0	\$0

Budget Totals

	Total	Percentage
Total Project Cost	\$1,600,000	
Federal Funds	\$1,600,000	100.00%
Non-Federal Amount	\$0	0.00%
Match Amount	\$0	0.00%
Program Income	\$0	0.00%

**Please note:** After completing this budget detail summary, please confirm that the following final values entered in this section are identical to those entered in the corresponding estimated cost section of the Standard Applicant Information. Specifically, the following must be equivalent. If they are not, you will not be able to submit this application until they are updated to be equivalent.

Standard Applicant Information	Equals	Budget Summary
Total Estimated Funding	=	Total Project Costs
Federal Estimated Funding (federal share)	=	Federal Funds
Applicant Estimated Funding (non-federal share)	=	Match Amount
Program Income Estimated Funding	=	Program Income Amount

DOES THIS BUDGET CONTAIN CONFERENCE COSTS WHICH IS DEFINED BROADLY TO INCLUDE MEETINGS, RETREATS, SEMINARS, SYMPOSIA, AND TRAINING ACTIVITIES? Yes

Personnel

Instructions

List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization. In the narrative section, please provide a specific description of the responsibilities and duties for each position, and explain how the responsibilities and duties support the project goals and objectives outlined in your application.

Year 1

Year 1

Personnel Detail

Name	Position	Salary	Rate	Time Worked	Percentage of Time (%)	Total Cost
Dr. Phillip Coffin	Co-Director	\$221,900.00	Y	1.00	10.00%	\$22,190.00

Personnel Total Cost

Total Non-Federal Amt  
(Match or Prog Inc)

Total Federal Amount

\$22,190

\$0

\$22,190

Additional Narrative

Dr. Phillip Coffin, current Director of Substance Use Research at SFDPH and Director of the Center on Substance Use and Health (CSUH), will serve as the Co-Director for the proposed project. In this role, he will Co-Direct the OFR management and staff, in collaboration with Dr. Bazazi. This includes recruiting, hiring, and managing the proposed OFR staff. **Funds will support 10% of his FTE towards this program.**

Emily Raganold, current Quality and Contracts Director for the San Francisco Department of Public Health, Office of Overdose Prevention, will serve as the Project Facilitator for this grant. In this role, she will facilitate collaboration between partner agencies, including managing data use agreements, and program meetings. She will provide 20% FTE, and salary will be provided **in-kind**.

Harmony Bulloch, current Grants Analyst in the San Francisco Department of Public Health, Office of Overdose Prevention, will serve as the administrative manager for this grant. She will provide 20% FTE, and salary will be provided **in-kind**.

Year 2

Year 2

Personnel Detail

Name	Position	Salary	Rate	Time Worked	Percentage of Time (%)	Total Cost
Dr. Phillip Coffin	Co-Director	\$221,900.00	Y	1.00	10.00%	\$22,190.00

Personnel Total Cost

Total Non-Federal Amt  
(Match or Prog Inc)

Total Federal Amount

\$22,190

\$0

\$22,190

Additional Narrative

Dr. Phillip Coffin, current Director of Substance Use Research at SFDPH and Director of the Center on Substance Use and Health (CSUH), will serve as the Co-Director for the proposed project. In this role, he will Co-Direct the OFR management and staff, in collaboration with Dr. Bazazi. This includes recruiting, hiring, and managing the proposed OFR staff. **Funds will support 10% of his FTE towards this program.**

Emily Raganold, current Quality and Contracts Director for the San Francisco Department of Public Health, Office of Overdose Prevention, will serve as the Project Facilitator for this grant. In this role, she will facilitate collaboration between partner agencies, including managing data use agreements, and program meetings. She will provide 20% FTE, and salary will be provided **in-kind**.

Harmony Bulloch, current Grants Analyst in the San Francisco Department of Public Health, Office of Overdose Prevention, will serve as the administrative manager for this grant. She will provide 20% FTE, and salary will be provided **in-kind**.

Year 3

Year 3

Personnel Detail

Name	Position	Salary	Rate	Time Worked	Percentage of Time (%)	Total Cost
Dr. Phillip Coffin	Co-Director	\$221,900.00	Y	1.00	10.00%	\$22,190.00

Personnel Total Cost	Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount
\$22,190	\$0	\$22,190

Additional Narrative

Dr. Phillip Coffin, current Director of Substance Use Research at SFDPH and Director of the Center on Substance Use and Health (CSUH), will serve as the Co-Director for the proposed project. In this role, he will Co-Direct the OFR management and staff, in collaboration with Dr. Bazazi. This includes recruiting, hiring, and managing the proposed OFR staff. **Funds will support 10% of his FTE towards this program.**

Emily Raganold, current Quality and Contracts Director for the San Francisco Department of Public Health, Office of Overdose Prevention, will serve as the Project Facilitator for this grant. In this role, she will facilitate collaboration between partner agencies, including managing data use agreements, and program meetings. She will provide 20% FTE, and salary will be provided **in-kind**.

Harmony Bulloch, current Grants Analyst in the San Francisco Department of Public Health, Office of Overdose Prevention, will serve as the administrative manager for this grant. She will provide 20% FTE, and salary will be provided **in-kind**.

Fringe Benefits

Instructions

Fringe benefits should be based on the actual known costs or an approved negotiated rate by a Federal Agency. If not based on an approved negotiated rate, list the composition of the fringe benefit package. Fringe benefits are for the personnel listed in Personnel budget category listed and only for the percentage of time devoted to the project. In the narrative section, please provide a specific description for each item

Year 1

Fringe Benefit Detail

Name	Base	Rate (%)	Total Cost
Dr. Phillip Coffin	\$79,880.00	10%	\$7,988.00

Fringe Benefits Total Cost	Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount
\$7,988	\$0	\$7,988

Additional Narrative

Dr. Phillip Coffin will serve as the Co-Director for this program, providing 10% FTE. **Fringe benefits represent 10% of his time.**

Fringe benefits will be provided **in-kind** for Emily Raganold and Harmony Bulloch.

Year 2

Fringe Benefit Detail

Name	Base	Rate (%)	Total Cost
Dr. Phillip Coffin	\$79,880.00	10%	\$7,988.00



<b>Fringe Benefits Total Cost</b>	<b>Total Non-Federal Amt (Match or Prog Inc)</b>	<b>Total Federal Amount</b>
\$7,988	\$0	\$7,988

**Additional Narrative**

Dr. Phillip Coffin will serve as the Co-Director for this program, providing 10% FTE. **Fringe benefits represent 10% of his time.**

Fringe benefits will be provided **in-kind** for Emily Raganold and Harmony Bulloch.

**Year 3**

**Fringe Benefit Detail**

Name	Base	Rate (%)	Total Cost
Dr. Phillip Coffin	\$79,880.00	10%	\$7,988.00

<b>Fringe Benefits Total Cost</b>	<b>Total Non-Federal Amt (Match or Prog Inc)</b>	<b>Total Federal Amount</b>
\$7,988	\$0	\$7,988

**Additional Narrative**

Dr. Phillip Coffin will serve as the Co-Director for this program, providing 10% FTE. **Fringe benefits represent 10% of his time.**

Fringe benefits will be provided **in-kind** for Emily Raganold and Harmony Bulloch.

**Travel**

**Instructions**

Itemize travel expenses of staff personnel (e.g. staff to training, field interviews, advisory group meeting, etc.). Describe the purpose of each travel expenditure in reference to the project objectives. Show the basis of computation (e.g., six people to 3-day training at \$X airfare, \$X lodging, \$X subsistence). In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and the unit costs involved. Identify the location of travel, if known; or if unknown, indicate "location to be determined." Indicate whether applicant's formal written travel policy or the Federal Travel Regulations are followed. Note: Travel expenses for consultants should be included in the "Consultant Travel" data fields under the "Subawards (Subgrants)/Procurement Contracts" category. For each Purpose Area applied for, the budget should include the estimated cost for travel and accommodations for two staff to attend two three-day long meetings, with one in Washington D.C. and one in their region, with the exception of Purpose Area 1, which should budget for one meeting in Washington D.C. and Purpose Areas 6 and 7, which should budget for 3 meetings within a 3 year period, with 2 in Washington D.C. and 1 within their region. All requested information must be included in the budget detail worksheet and budget narrative.

**Year 1**

**Travel Detail**

Purpose of Travel	Location	Type of Expense	Basis	Cost	Quantity	# Of Staff	# Of Trips	Total Cost	Non-Federal Contribution	Federal Request
COSSUP National Meeting	Washington D.C.	Local Travel	N/A	\$200.00	1.00	3.00	1.00	\$600.00	\$0.00	\$600.00
COSSUP National Meeting	Washington D.C.	Transportation	Round-Trip	\$800.00	1.00	3.00	1.00	\$2,400.00	\$0.00	\$2,400.00
COSSUP National Meeting	Washington D.C.	Meals	Day	\$79.00	4.00	3.00	1.00	\$948.00	\$0.00	\$948.00
COSSUP National Meeting	Washington D.C.	Lodging	Night	\$261.00	4.00	3.00	1.00	\$3,132.00	\$0.00	\$3,132.00

<b>Travel Total Cost</b>	<b>Total Non-Federal Amt (Match or Prog Inc)</b>	<b>Total Federal Amount</b>
\$7,080	\$0	\$7,080

**Additional Narrative**

Travel funds will support three SFDPH staff to attend the COSSUP National Meeting in Washington D.C., including transportation, per diem, and lodging.

**Year 2****Travel Detail**

Purpose of Travel	Location	Type of Expense	Basis	Cost	Quantity	# Of Staff	# Of Trips	Total Cost	Non-Federal Contribution	Federal Request
COSSUP National Meeting	Washington D.C.	Local Travel	N/A	\$200.00	1.00	3.00	1.00	\$600.00	\$0.00	\$600.00
COSSUP National Meeting	Washington D.C.	Transportation	Round-Trip	\$800.00	1.00	3.00	1.00	\$2,400.00	\$0.00	\$2,400.00
COSSUP National Meeting	Washington D.C.	Meals	Day	\$79.00	4.00	3.00	1.00	\$948.00	\$0.00	\$948.00
COSSUP National Meeting	Washington D.C.	Lodging	Night	\$261.00	4.00	3.00	1.00	\$3,132.00	\$0.00	\$3,132.00

<b>Travel Total Cost</b>	<b>Total Non-Federal Amt (Match or Prog Inc)</b>	<b>Total Federal Amount</b>
\$7,080	\$0	\$7,080

**Additional Narrative**

Travel funds will support three SFDPH staff to attend the COSSUP National Meeting in Washington D.C., including transportation, per diem, and lodging.

**Year 3****Travel Detail**

Purpose of Travel	Location	Type of Expense	Basis	Cost	Quantity	# Of Staff	# Of Trips	Total Cost	Non-Federal Contribution	Federal Request
COSSUP National Meeting	Washington D.C.	Local Travel	N/A	\$200.00	1.00	3.00	1.00	\$600.00	\$0.00	\$600.00
COSSUP National Meeting	Washington D.C.	Transportation	Round-Trip	\$800.00	1.00	3.00	1.00	\$2,400.00	\$0.00	\$2,400.00
COSSUP National Meeting	Washington D.C.	Meals	Day	\$79.00	4.00	3.00	1.00	\$948.00	\$0.00	\$948.00
COSSUP National Meeting	Washington D.C.	Lodging	Night	\$261.00	4.00	3.00	1.00	\$3,132.00	\$0.00	\$3,132.00

<b>Travel Total Cost</b>	<b>Total Non-Federal Amt (Match or Prog Inc)</b>	<b>Total Federal Amount</b>
\$7,080	\$0	\$7,080

Additional Narrative

Travel funds will support three SFDPH staff to attend the COSSUP National Meeting in Washington D.C., including transportation, per diem, and lodging.

Equipment

Instructions

List non-expendable items that are to be purchased (Note: Organization's own capitalization policy for classification of equipment should be used). Expendable items should be included in the "Supplies" category Applications should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technological advances. Rented or leased equipment costs should be listed in the "Contracts" data fields under the "Sub awards" (Sub grants)/Procurement Contracts" category. In the budget narrative, explain how the equipment is necessary for the success In the budget narrative, explain how the equipment is necessary for the success of the project, and describe the procurement method to be used. All requested information must be included in the budget detail worksheet and budget narrative.

Year 1

Equipment Detail

Equipment Item	# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request
No items					

Equipment Total Cost

\$0

Total Non-Federal Amt  
(Match or Prog Inc)

\$0

Total Federal Amount

\$0

Additional Narrative

No equipment costs are being requested.

Year 2

Equipment Detail

Equipment Item	# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request
No items					

Equipment Total Cost

\$0

Total Non-Federal Amt  
(Match or Prog Inc)

\$0

Total Federal Amount

\$0

Additional Narrative

No equipment costs are being requested.

Year 3

Equipment Detail

Equipment Item	# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request
No items					

<b>Equipment Total Cost</b>	<b>Total Non-Federal Amt (Match or Prog Inc)</b>	<b>Total Federal Amount</b>
\$0	\$0	\$0

**Additional Narrative**  
No equipment costs are being requested.

Supply Items

**Instructions**  
List items by type (office supplies, postage, training materials, copy paper, and expendable equipment items costing less than \$5,000, such as books, hand held tape recorders) and show the basis for computation. Generally, supplies include any materials that are expendable or consumed during the course of the project. All requested information must be included in the budget detail worksheet and budget narrative.

Year 1

Supply Item Detail

Purpose of Supply Items	# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
No items					

Supplies Total Cost

Total Non-Federal Amt  
(Match or Prog Inc)

Total Federal Amount

\$0

\$0

\$0

Additional Narrative

No supply costs are being requested.

Year 2

Supply Item Detail

Purpose of Supply Items	# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
No items					

Supplies Total Cost

Total Non-Federal Amt  
(Match or Prog Inc)

Total Federal Amount

\$0

\$0

\$0

Additional Narrative

No supply costs are being requested.

Year 3

Supply Item Detail

Purpose of Supply Items	# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
No items					

Supplies Total Cost

Total Non-Federal Amt  
(Match or Prog Inc)

Total Federal Amount

\$0

\$0

\$0

Additional Narrative

\$0

\$0

**Additional Narrative**  
No supply costs are being requested.

Construction

Instructions

As a rule, construction costs are not allowable. In some cases, minor repairs or renovations may be allowable. Consult with the DOJ grant-making component before budgeting funds in this category. In the narrative section, please provide a specific description for each item, and explain how the item supports the project goals and objectives outlined in your application.

**Year 1**

**Construction Detail**

Purpose of Construction	Description of Work	# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request
No items						

Construction Total Cost

\$0

Total Non-Federal Amt  
(Match or Prog Inc)

\$0

Total Federal Amount

\$0

**Additional Narrative**  
No construction costs are being requested.

**Year 2**

**Construction Detail**

Purpose of Construction	Description of Work	# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request
No items						

Construction Total Cost

\$0

Total Non-Federal Amt  
(Match or Prog Inc)

\$0

Total Federal Amount

\$0

**Additional Narrative**  
No construction costs are being requested.

**Year 3**

**Construction Detail**

Purpose of Construction	Description of Work	# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request
No items						

Construction Total Cost

Total Non-Federal Amt  
(Match or Prog Inc)

Total Federal Amount

\$0

\$0

\$0

Additional Narrative

No construction costs are being requested.

Subawards

**Instructions**

Subawards (see "Subaward" definition at 2 CFR 200.92) : Provide a description of the Federal Award activities proposed to be carried out by any subrecipient and an estimate of the cost (include the cost per subrecipient, to the extent known prior to the application submission). For each subrecipient, enter the subrecipient entity name, if known. Please indicate any subaward information included under budget category Subawards (Subgrants) Contracts by including the label "(subaward)" with each subaward category.

Year 1

Subaward (Subgrant) Detail								
Description	Purpose	Consultant	Country	State/U.S. Territory	City	Total Cost	Non-Federal Contribution	Federal Request
University of California, San Francisco (UCSF)	Through a subcontract with the University of California, San Francisco (UCSF), Dr. Alexander Bazazi will serve as the Co-Director for this grant program, including providing management in the hiring, development, implementation of the Overdose Fatality Review program. See full description below.		United States	California	San Francisco	\$33,860.00		\$33,860.00
Center for Substance Use and Health (CSUH) - Fiscal Sponsor Heluna Health	Through a subcontract with SFDPH's Center for Substance Use and Health, Dr. Phillip Coffin and his time will hire and manage staff to support SF's Overdose Fatality Review Program. See full description below.		United States	California	San Francisco	\$453,490.00		\$453,490.00
Subawards Total Cost	Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount						
\$487,350	\$0	\$487,350						
Add Consultant Travel								
— —								
Additional Narrative								
SFDPH intends to subcontract with two agencies to support the proposed Overdose Fatality Review Program. A full description of the proposed subcontracts and budgets are below.								

**Center for Substance Use and Health (CSUH) - Fiscal Sponsor Heluna Health:**

Through a subcontract with SFDPH's Center for Substance Use and Health, Dr. Phillip Coffin and his time will hire and manage staff to support SF's Overdose Fatality Review Program. This includes the following staff and expenditures:

- Project Coordinator/1FTE: \$175,461 per year
- Next of Kin Interviewer/1FTE: \$133,790 per year
- Data Analyst/.3FTE: \$41,690 per year
- Grants Administrator/Analyst/.25FTE: \$35,488 in year 1, and \$44,102 in years 2-3
- Supplies: \$5,689 in year 1, \$1,500 in years 2-3
- Workshop/training (2 staff): \$6,000 per year
- Telephone Networking/Phones: \$2,000 per year
- Local Recruitment/Participant Travel: \$1,200 per year
- Indirect Costs (13%): \$52,171 in year 1, and \$52,746 in years 2-3

\*Please note that this subcontract will be with CSUH's fiscal sponsor, Heluna Health.

**University of California, San Francisco (UCSF):**

Through a subcontract with the University of California, San Francisco (UCSF), Dr. Alexander Bazazi will serve as the Co-Director for this grant program, including providing management in the hiring, development, implementation of the Overdose Fatality Review program. This includes the following staff and expenditures:

- Personnel (Dr. Bazazi): \$30,771 per year
- IT supplies/services: \$89 per year
- Training/Conferences (1 staff): \$3,000 per year
- Indirect Costs (0%): As funds for this contract will be added to an existing affiliation agreement between SFDPH and UCSF, no indirect costs will be required.

**Year 2****Subaward (Subgrant) Detail**

Description	Purpose	Consultant	Country	State/U.S. Territory	City	Total Cost	Non-Federal Contribution	Federal Request
University of California, San Francisco (UCSF)	Through a subcontract with the University of California, San Francisco (UCSF), Dr. Alexander Bazazi will serve as the Co-Director for this grant program, including providing management in the hiring, development, implementation of the Overdose Fatality Review program. See full description below and in attached budget narrative.		United States	California	San Francisco	\$33,860.00		\$33,860.00
Center for Substance Use and Health (CSUH) - Fiscal Sponsor Heluna Health	Through a subcontract with SFDPH's Center for Substance Use and Health, Dr. Phillip Coffin and his time will hire and manage staff to support SF's Overdose Fatality Review Program. See full description		United States	California	San Francisco	\$458,489.00		\$458,489.00

below and in  
attached

budget  
narrative.

Subawards Total Cost	Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount
\$492,349	\$0	\$492,349

Add Consultant Travel  
--

Additional Narrative

SFDPH intends to subcontract with two agencies to support the proposed Overdose Fatality Review Program. A full description of the proposed subcontracts and budgets are below.

Center for Substance Use and Health (CSUH) - Fiscal Sponsor Heluna Health:

Through a subcontract with SFDPH's Center for Substance Use and Health, Dr. Phillip Coffin and his time will hire and manage staff to support SF's Overdose Fatality Review Program. This includes the following staff and expenditures:

- Project Coordinator/1FTE: \$175,461 per year
- Next of Kin Interviewer/1FTE: \$133,790 per year
- Data Analyst/.3FTE: \$41,690 per year
- Grants Administrator/Analyst/.2-.25FTE: \$35,488 in year 1, and \$44,102 in years 2-3
- Supplies: \$5,689 in year 1, \$1,500 in years 2-3
- Workshop/training (2 staff): \$6,000 per year
- Telephone Networking/Phones: \$2,000 per year
- Local Recruitment/Participant Travel: \$1,200 per year
- Indirect Costs (13%): \$52,171 in year 1, and \$52,746 in years 2-3

\*Please note that this subcontract will be with CSUH's fiscal sponsor, Heluna Health.

University of California, San Francisco (UCSF):

Through a subcontract with the University of California, San Francisco (UCSF), Dr. Alexander Bazazi will serve as the Co-Director for this grant program, including providing management in the hiring, development, implementation of the Overdose Fatality Review program. This includes the following staff and expenditures:

- Personnel (Dr. Bazazi): \$30,771 per year
- IT supplies/services: \$89 per year
- Training/Conferences (1 staff): \$3,000 per year
- Indirect Costs (0%): As funds for this contract will be added to an existing affiliation agreement between SFDPH and UCSF, no indirect costs will be required.

Year 3

Subaward (Subgrant) Detail

Description	Purpose	Consultant	Country	State/U.S. Territory	City	Total Cost	Non-Federal Contribution	Federal Request
University of California, San Francisco (UCSF)	Through a subcontract with the University of California, San Francisco (UCSF), Dr. Alexander Bazazi will serve as the Co-Director for this grant program, including providing management in the hiring, development, implementation of the Overdose Fatality Review program. See full description below and in attached budget		United States	California	San Francisco	\$33,860.00		\$33,860.00



budget narrative.

Center for Substance Use and Health (CSUH) - Fiscal Sponsor Heluna Health	Through a subcontract with SFDPH's Center for Substance Use and Health, Dr. Phillip Coffin and his time will hire and manage staff to support SF's Overdose Fatality Review Program. See full description below and in attached budget narrative.	United States	California	San Francisco	\$458,489.00	\$458,489.00
<b>Subawards Total Cost</b>	<b>Total Non-Federal Amt (Match or Prog Inc)</b>	<b>Total Federal Amount</b>				
\$492,349	\$0	\$492,349				
<b>Add Consultant Travel</b>						
— —						
<b>Additional Narrative</b>						
SFDPH intends to subcontract with two agencies to support the proposed Overdose Fatality Review Program. A full description of the proposed subcontracts and budgets are below.						
<b>Center for Substance Use and Health (CSUH) - Fiscal Sponsor Heluna Health:</b>						
Through a subcontract with SFDPH's Center for Substance Use and Health, Dr. Phillip Coffin and his time will hire and manage staff to support SF's Overdose Fatality Review Program. This includes the following staff and expenditures:						
<ul style="list-style-type: none"><li>• Project Coordinator/1FTE: \$175,461 per year</li><li>• Next of Kin Interviewer/1FTE: \$133,790 per year</li><li>• Data Analyst/.3FTE: \$41,690 per year</li><li>• Grants Administrator/Analyst/.2-.25FTE: \$35,488 in year 1, and \$44,102 in years 2-3</li><li>• Supplies: \$5,689 in year 1, \$1,500 in years 2-3</li><li>• Workshop/training (2 staff): \$6,000 per year</li><li>• Telephone Networking/Phones: \$2,000 per year</li><li>• Local Recruitment/Participant Travel: \$1,200 per year</li><li>• Indirect Costs (13%): \$52,171 in year 1, and \$52,746 in years 2-3</li></ul>						
*Please note that this subcontract will be with CSUH's fiscal sponsor, Heluna Health.						
<b>University of California, San Francisco (UCSF):</b>						
Through a subcontract with the University of California, San Francisco (UCSF), Dr. Alexander Bazazi will serve as the Co-Director for this grant program, including providing management in the hiring, development, implementation of the Overdose Fatality Review program. This includes the following staff and expenditures:						
<ul style="list-style-type: none"><li>• Personnel (Dr. Bazazi): \$30,771 per year</li><li>• IT supplies/services: \$89 per year</li><li>• Training/Conferences (1 staff): \$3,000 per year</li><li>• Indirect Costs (0%): As funds for this contract will be added to an existing affiliation agreement between SFDPH and UCSF, no indirect costs will be required.</li></ul>						

## Instructions

Consultant Fees: For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Written prior approval and additional justification is required for consultant fees in excess of the DOJ grant-making component's threshold for an 8-hour day.

In the narrative section, please provide a specific description for each item, and explain how the item supports the project goals and objectives outlined in your application.

### Year 1

**Procurement Contract Detail**

Description	Purpose	Consultant	Country	State/U.S. Territory	City	Total Cost	Non-Federal Contribution	Federal Request
No items								

**Do you need Consultant Travel?**  
No

<b>Procurement Cost</b>	<b>Total Non-Federal Amt (Match or Prog Inc)</b>	<b>Total Federal Amount</b>
\$0	\$0	\$0

**Additional Narrative**  
No procurement costs are being requested.

## Year 2

**Procurement Contract Detail**

Description	Purpose	Consultant	Country	State/U.S. Territory	City	Total Cost	Non-Federal Contribution	Federal Request
No items								

**Do you need Consultant Travel?**

No

<b>Procurement Cost</b>	<b>Total Non-Federal Amt (Match or Prog Inc)</b>	<b>Total Federal Amount</b>
\$0	\$0	\$0

**Additional Narrative**

No procurement costs are being requested.

Year 3

Procurement Contract Detail

Description	Purpose	Consultant	Country	State/U.S. Territory	City	Total Cost	Non-Federal Contribution	Federal Request
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No items

Do you need Consultant Travel?

No

Procurement Cost	Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount
\$0	\$0	\$0

Additional Narrative

No procurement costs are being requested.

Other Direct Costs

Instructions

List items (e.g., rent, reproduction, telephone, janitorial or security services, and investigative or confidential funds) by type and the basis of the computation. For example, provide the square footage and the cost per square foot for rent, or provide a monthly rental cost and how many months to rent. All requested information must be included in the budget detail worksheet and budget narrative.

Year 1

Other Cost Detail

Description	Quantity	Basis	Costs	Length of Time	Total Costs	Non-Federal Contribution	Federal Request
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No items

Other Costs Total Cost	Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount
\$0	\$0	\$0

Additional Narrative

No additional costs are being requested.

Year 2

Other Cost Detail

Description	Quantity	Basis	Costs	Length of Time	Total Costs	Non-Federal Contribution	Federal Request
No items							
Other Costs Total Cost		Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount				
\$0		\$0	\$0				

Additional Narrative

No additional costs are being requested.

Year 3

Other Cost Detail

Description	Quantity	Basis	Costs	Length of Time	Total Costs	Non-Federal Contribution	Federal Request
No items							
Other Costs Total Cost		Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount				
\$0		\$0	\$0				

Additional Narrative

No additional costs are being requested.

Indirect Costs

Instructions

Indirect costs are allowed only if: a) the applicant has a current, federally approved indirect cost rate; or b) the applicant is eligible to use and elects to use the “de minimis” indirect cost rate described in 2 C.F.R. 200.414(f). (See paragraph D.1.b. in Appendix VII to Part 200—States and Local Government and Indian Tribe Indirect Cost Proposals for a description of entities that may not elect to use the “de minimis” rate.) An applicant with a current, federally approved indirect cost rate must attach a copy of the rate approval, (a fully-executed, negotiated agreement). If the applicant does not have an approved rate, one can be requested by contacting the applicant’s cognizant Federal agency, which will review all documentation and approve a rate for the applicant organization, or if the applicant’s accounting system permits, costs may be allocated in the direct costs categories. (Applicant Indian tribal governments, in particular, should review Appendix VII to Part 200—States and Local Government and Indian Tribe Indirect Cost Proposals regarding submission and documentation of indirect cost proposals.) All requested information must be included in the budget detail worksheet and budget narrative. In order to use the “de minimis” indirect rate an applicant would need to attach written documentation to the application that advises DOJ of both the applicant’s eligibility (to use the “de minimis” rate) and its election. If the applicant elects the de minimis method, costs must be consistently charged as either indirect or direct costs, but may not be double charged or inconsistently charged as both. In addition, if this method is chosen then it must be used consistently for all federal awards until such time as the applicant entity chooses to negotiate a federally approved indirect cost rate.

Year 1

Indirect Cost Detail

Description	Base	Indirect Cost Rate	Total Cost	Non-Federal Contribution	Federal Request
Indirect Cost	\$87,260.00	10.00%	\$8,726.00		\$8,726.00
Indirect Costs Total Cost		Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount		
\$8,726		\$0	\$8,726		

Additional Narrative

As SFDPH does not have a federally negotiated indirect rate, we choose to elect the federal de minimis indirect rate, consisting of 10% of total program costs, excluding equipment, and the first \$25,000 of each subcontract.

\*Please note that indirect costs differ for our subcontracts and more detail is provided in the "SubAwards" budget subcategory.

Year 2

Indirect Cost Detail

Description	Base	Indirect Cost Rate	Total Cost	Non-Federal Contribution	Federal Request
San Francisco Department of Public Health Indirect Rate	\$37,260.00	10.00%	\$3,726.00	\$0.00	\$3,726.00
Indirect Costs Total Cost	Total Non-Federal Amt (Match or Prog Inc)		Total Federal Amount		
\$3,726	\$0		\$3,726		

Additional Narrative

As SFDPH does not have a federally negotiated indirect rate, we choose to elect the federal de minimis indirect rate, consisting of 10% of total program costs, excluding equipment, and the first \$25,000 of each subcontract.

\*Please note that indirect costs differ for our subcontracts and more detail is provided in the "SubAwards" budget subcategory.

Year 3

Indirect Cost Detail

Description	Base	Indirect Cost Rate	Total Cost	Non-Federal Contribution	Federal Request
San Francisco Department of Public Health Indirect Rate	\$37,260.00	10.00%	\$3,726.00	\$0.00	\$3,726.00
Indirect Costs Total Cost	Total Non-Federal Amt (Match or Prog Inc)		Total Federal Amount		
\$3,726	\$0		\$3,726		





Additional Narrative





As SFDPH does not have a federally negotiated indirect rate, we choose to elect the federal de minimis indirect rate, consisting of 10% of total program costs, excluding equipment, and the first \$25,000 of each subcontract.

\*Please note that indirect costs differ for our subcontracts and more detail is provided in the "SubAwards" budget subcategory.

Additional Application Components

Curriculum Vitae or Resumes







	<b>Name</b> <a href="#">SFDPH_Resumes_Emily_Raganold.pdf</a>	<b>Category</b> Curriculum Vitae or Resumes	<b>Created by</b> Harmony Bulloch	<b>Date Added</b> 07/08/2024	
	<b>Name</b> <a href="#">SFDPH_Resumes_Harmony_Bulloch.pdf</a>	<b>Category</b> Curriculum Vitae or Resumes	<b>Created by</b> Harmony Bulloch	<b>Date Added</b> 07/08/2024	

	<b>Name</b> <a href="#">SFDPH_Resumes_Dr.Bazazi</a>	<b>Category</b> Curriculum Vitae or Resumes	<b>Created by</b> Harmony Bulloch	<b>Date Added</b> 07/08/2024	
	<b>Name</b> <a href="#">SFDPH_Resumes_Dr.Coffin_pdf.pdf</a>	<b>Category</b> Curriculum Vitae or Resumes	<b>Created by</b> Harmony Bulloch	<b>Date Added</b> 07/08/2024	

Tribal Authorizing Resolution

No documents have been uploaded for Tribal Authorizing Resolution

Letters of Support

	<b>Name</b> <a href="#">SFDPH_Letter_of_Support_OCME.pdf</a>	<b>Category</b> Letters of Support	<b>Created by</b> Harmony Bulloch	<b>Date Added</b> 07/08/2024	
	<b>Name</b> <a href="#">SFDPH_Letter_of_Support_CSUH.pdf</a>	<b>Category</b> Letters of Support	<b>Created by</b> Harmony Bulloch	<b>Date Added</b> 07/08/2024	
	<b>Name</b> <a href="#">SFDPH_Letter_of_Support_UCSF.pdf</a>	<b>Category</b> Letters of Support	<b>Created by</b> Harmony Bulloch	<b>Date Added</b> 07/08/2024	

Documentation of Anticipated Benefit to Qualified Opportunity Zones (if applicable)

No documents have been uploaded for Documentation of Anticipated Benefit to Qualified Opportunity Zones (if applicable)

Research and Evaluation Independence and Integrity Statement

No documents have been uploaded for Research and Evaluation Independence and Integrity Statement

Human Subjects Protection

No documents have been uploaded for Human Subjects Protection

Additional Attachments

No documents have been uploaded for Additional Attachments

Disclosures and Assurances

Disclosure of Lobbying Activities

	<b>Name</b> <a href="#">Form SFLLL 2_0-V2.0.pdf</a>	<b>Category</b> LobbyingActivitiesDisclosure	<b>Created by</b> — —
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## Disclosure of Duplication in Cost Items

No. [Applicant Name on SF-424] does not have (and is not proposed as a subrecipient under) any pending applications submitted within the last 12 months for federally funded grants or cooperative agreements (or for subawards under federal grants or cooperative agreements) that request funding to support the same project being proposed in this application to OJP and that would cover any identical cost items outlined in the budget submitted as part of this application.

## DOJ Certified Standard Assurances



OMB APPROVAL NUMBER 1121-0140

EXPIRES 05/31/2019

### U.S. DEPARTMENT OF JUSTICE

#### CERTIFIED STANDARD ASSURANCES

On behalf of the Applicant, and in support of this application for a grant or cooperative agreement, I certify under penalty of perjury to the U.S. Department of Justice ("Department"), that all of the following are true and correct:

- (1) I have the authority to make the following representations on behalf of myself and the Applicant. I understand that these representations will be relied upon as material in any Department decision to make an award to the Applicant based on its application.
- (2) I certify that the Applicant has the legal authority to apply for the federal assistance sought by the application, and that it has the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project costs) to plan, manage, and complete the project described in the application properly.
- (3) I assure that, throughout the period of performance for the award (if any) made by the Department based on the application--
  - a. the Applicant will comply with all award requirements and all federal statutes and regulations applicable to the award;
  - b. the Applicant will require all subrecipients to comply with all applicable award requirements and all applicable federal statutes and regulations; and
  - c. the Applicant will maintain safeguards to address and prevent any organizational conflict of interest, and also to prohibit employees from using their positions in any manner that poses, or appears to pose, a personal or financial conflict of interest.
- (4) The Applicant understands that the federal statutes and regulations applicable to the award (if any) made by the Department based on the application specifically include statutes and regulations pertaining to civil rights and nondiscrimination, and, in addition--
  - a. the Applicant understands that the applicable statutes pertaining to civil rights will include section 601 of the Civil Rights Act of 1964 (42 U.S.C. § 2000d); section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794); section 901 of the Education Amendments of 1972 (20 U.S.C. § 1681); and section 303 of the Age Discrimination Act of 1975 (42 U.S.C. § 6102);
  - b. the Applicant understands that the applicable statutes pertaining to nondiscrimination may include section 809(c) of Title I of the Omnibus Crime Control and Safe Streets Act of 1968 (34 U.S.C. § 10228(c)); section 1407(e) of the Victims of Crime Act of 1984 (34 U.S.C. § 20110(e)); section 299A(b) of the Juvenile Justice and Delinquency Prevention Act of 2002 (34 U.S.C. § 11182(b)); and that the grant condition set out at section 40002(b)(13) of the Violence Against Women Act (34 U.S.C. § 12291(b)(13)), which will apply to all awards made by the Office on Violence Against Women, also may apply to an award made otherwise;
  - c. the Applicant understands that it must require any subrecipient to comply with all such applicable statutes (and associated regulations); and
  - d. on behalf of the Applicant, I make the specific assurances set out in 28 C.F.R. §§ 42.105 and 42.204.
- (5) The Applicant also understands that (in addition to any applicable program-specific regulations and to applicable federal regulations that pertain to civil rights and nondiscrimination) the federal regulations applicable to the award (if any) made by the Department based on the application may include, but are not limited to, 2 C.F.R. Part 2800 (the DOJ "Part 200 Uniform Requirements") and 28 C.F.R. Parts 22 (confidentiality - research and statistical information), 23 (criminal intelligence systems), 38 (regarding faith-based or religious organizations participating in federal financial assistance programs), and 46 (human subjects protection).
- (6) I assure that the Applicant will assist the Department as necessary (and will require subrecipients and contractors to assist as necessary) with the Department's compliance with section 106 of the National Historic Preservation Act of 1966 (54 U.S.C. § 306108), the Archeological and Historical Preservation Act of 1974 (54 U.S.C. §§ 312501-312508), and the National Environmental Policy Act of 1969 (42 U.S.C. §§ 4321-4335), and 28

C.F.R. Parts 61 (NEPA) and 63 (floodplains and wetlands).

(7) I assure that the Applicant will give the Department and the Government Accountability Office, through any authorized representative, access to, and opportunity to examine, all paper or electronic records related to the award (if any) made by the Department based on the application.

(8) If this application is for an award from the National Institute of Justice or the Bureau of Justice Statistics pursuant to which award funds may be made available (whether by the award directly or by any subaward at any tier) to an institution of higher education (as defined at 34 U.S.C. § 10251(a)(17)), I assure that, if any award funds actually are made available to such an institution, the Applicant will require that, throughout the period of performance--

- a. each such institution comply with any requirements that are imposed on it by the First Amendment to the Constitution of the United States; and
- b. subject to par. a, each such institution comply with its own representations, if any, concerning academic freedom, freedom of inquiry and debate, research independence, and research integrity, at the institution, that are included in promotional materials, in official statements, in formal policies, in applications for grants (including this award application), for accreditation, or for licensing, or in submissions relating to such grants, accreditation, or licensing, or that otherwise are made or disseminated to students, to faculty, or to the general public.

(9) I assure that, if the Applicant is a governmental entity, with respect to the award (if any) made by the Department based on the application--

- a. it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and
- b. it will comply with requirements of 5 U.S.C. §§ 1501-1508 and 7324-7328, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

(10) If the Applicant applies for and receives an award from the Office of Community Oriented Policing Services (COPS Office), I assure that as required by 34 U.S.C. § 10382(c)(11), it will, to the extent practicable and consistent with applicable law--including, but not limited to, the Indian Self-Determination and Education Assistance Act--seek, recruit, and hire qualified members of racial and ethnic minority groups and qualified women in order to further effective law enforcement by increasing their ranks within the sworn positions, as provided under 34 U.S.C. § 10382(c)(11).

(11) If the Applicant applies for and receives a DOJ award under the STOP School Violence Act program, I assure as required by 34 U.S.C. § 10552(a)(3), that it will maintain and report such data, records, and information (programmatic and financial) as DOJ may reasonably require.

I acknowledge that a materially false, fictitious, or fraudulent statement (or concealment or omission of a material fact) in this certification, or in the application that it supports, may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the Applicant to civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. §§ 3729-3730 and 3801-3812). I also acknowledge that the Department's awards, including certifications provided in connection with such awards, are subject to review by the Department, including by its Office of the Inspector General.

Please Acknowledge ★

Signed

#### SignerID

harmony.bulloch@sfdph.org

#### Signing Date / Time

7/3/24 5:03 PM

### DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; Drug-Free Workplace Requirements; Law Enforcement and Community Policing ★

#### U.S. DEPARTMENT OF JUSTICE

#### CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; DRUG-FREE WORKPLACE REQUIREMENTS; LAW ENFORCEMENT AND COMMUNITY POLICING

Applicants should refer to the regulations and other requirements cited below to determine the certification to which they are required to attest.



Applicants should also review the instructions for certification included in the regulations or other cited requirements before completing this

form. The certifications shall be treated as a material representation of fact upon which reliance will be placed when the U.S. Department of Justice ("Department") determines to award the covered transaction, grant, or cooperative agreement.

#### 1. LOBBYING

As required by 31 U.S.C. § 1352, as implemented by 28 C.F.R. Part 69, the Applicant certifies and assures (to the extent applicable) the following:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Applicant, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If the Applicant's request for Federal funds is in excess of \$100,000, and any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal grant or cooperative agreement, the Applicant shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities" in accordance with its (and any DOJ awarding agency's) instructions; and

(c) The Applicant shall require that the language of this certification be included in the award documents for all subgrants and procurement contracts (and their subcontracts) funded with Federal award funds and shall ensure that any certifications or lobbying disclosures required of recipients of such subgrants and procurement contracts (or their subcontractors) are made and filed in accordance with 31 U.S.C. § 1352.

#### 2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

A. Pursuant to Department regulations on nonprocurement debarment and suspension implemented at 2 C.F.R. Part 2867, and to other related requirements, the Applicant certifies, with respect to prospective participants in a primary tier "covered transaction," as defined at 2 C.F.R. § 2867.20(a), that neither it nor any of its principals--

(a) is presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) has within a three-year period preceding this application been convicted of a felony criminal violation under any Federal law, or been convicted or had a civil judgment rendered against it for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, tribal, or local) transaction or private agreement or transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion or receiving stolen property, making false claims, or obstruction of justice, or commission of any offense indicating a lack of business integrity or business honesty that seriously and directly affects its (or its principals') present responsibility;

(c) is presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, tribal, or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and/or

(d) has within a three-year period preceding this application had one or more public transactions (Federal, State, tribal, or local) terminated for cause or default.

B. Where the Applicant is unable to certify to any of the statements in this certification, it shall attach an explanation to this application. Where the Applicant or any of its principals was convicted, within a three-year period preceding this application, of a felony criminal violation under any Federal law, the Applicant also must disclose such felony criminal conviction in writing to the Department (for OJP Applicants, to OJP at [Ojpcompliancereporting@usdoj.gov](mailto:Ojpcompliancereporting@usdoj.gov); for OVW Applicants, to OVW at [OVW.GFMD@usdoj.gov](mailto:OVW.GFMD@usdoj.gov); or for COPS Applicants, to COPS at [AskCOPSRC@usdoj.gov](mailto:AskCOPSRC@usdoj.gov)), unless such disclosure has already been made.

#### 3. FEDERAL TAXES

A. If the Applicant is a corporation, it certifies either that (1) the corporation has no unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, or (2) the corporation has provided written notice of such an unpaid tax liability (or liabilities) to the Department (for OJP Applicants, to OJP at [Ojpcompliancereporting@usdoj.gov](mailto:Ojpcompliancereporting@usdoj.gov); for OVW Applicants, to OVW at [OVW.GFMD@usdoj.gov](mailto:OVW.GFMD@usdoj.gov); or for COPS Applicants, to COPS at [AskCOPSRC@usdoj.gov](mailto:AskCOPSRC@usdoj.gov)).

B. Where the Applicant is unable to certify to any of the statements in this certification, it shall attach an explanation to this application.

#### 4. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, as implemented at 28 C.F.R. Part 83, Subpart F, for grantees, as defined at 28 C.F.R. §§ 83.620 and 83.650:

A. The Applicant certifies and assures that it will, or will continue to, provide a drug-free workplace by--

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in its workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about--

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the award be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the award, the employee will--

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of the employee's conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the Department, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title of any such convicted employee to the Department, as follows:

For COPS award recipients - COPS Office, 145 N Street, NE, Washington, DC, 20530;

For OJP and OVW award recipients - U.S. Department of Justice, Office of Justice Programs, ATTN: Control Desk, 810 7th Street, N.W., Washington, D.C. 20531.

Notice shall include the identification number(s) of each affected award;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency; and

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

#### 5. LAW ENFORCEMENT AGENCY CERTIFICATION REQUIRED UNDER DEPARTMENT OF JUSTICE DISCRETIONARY GRANT PROGRAMS ("SAFE POLICING CERTIFICATION")

If this application is for a discretionary award pursuant to which award funds may be made available (whether by the award directly or by any subaward at any tier) to a State, local, college, or university law enforcement agency, the Applicant certifies that any such law enforcement agency to which funds will be made available has been certified by an approved independent credentialing body or has started the certification process. To become certified, a law enforcement agency must meet two mandatory conditions:

(a) the agency's use of force policies adhere to all applicable federal, State, and local laws; and

(b) the agency's use of force policies prohibit chokeholds except in situations where use of deadly force is allowed by law.

For detailed information on this certification requirement, see <https://cops.usdoj.gov/SafePolicingEO>.

The Applicant acknowledges that compliance with this safe policing certification requirement does not ensure compliance with federal, state, or local law, and that such certification shall not constitute a defense in any federal lawsuit. Nothing in the safe policing certification process or safe policing requirement is intended to be (or may be) used by third parties to create liability by or against the United States or any of its officials, officers, agents or employees under any federal law. Neither the safe policing certification process nor the safe policing certification requirement is intended to (or does) confer any right on any third-person or entity seeking relief against the United States or any officer or employee thereof. No person or entity is intended to be (or is) a third-party beneficiary of the safe policing certification process, or, with respect to the safe policing certification requirement, such a beneficiary for purposes of any civil, criminal, or administrative action.

#### 6. COORDINATION REQUIRED UNDER PUBLIC SAFETY AND COMMUNITY POLICING PROGRAMS

As required by the Public Safety Partnership and Community Policing Act of 1994, at 34 U.S.C. § 10382(c)(5), if this application is for a COPS award, the Applicant certifies that there has been appropriate coordination with all agencies that may be affected by its award. Affected agencies may include, among others, Offices of the United States Attorneys; State, local, or tribal prosecutors; or correctional agencies.

I acknowledge that a materially false, fictitious, or fraudulent statement (or concealment or omission of a material fact) in this certification, or in the application that it supports, may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the Applicant to civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. §§ 3729-3730 and 3801-3812). I also acknowledge that the Department's awards, including certifications provided in connection with such awards, are subject to review by the Department, including by its Office of the Inspector General.

Please Acknowledge ★

Certified

**SignerID**

harmony.bulloch@sfdph.org

**Signing Date / Time**

7/5/24 3:19 PM

**Other Disclosures and Assurances****Applicant Disclosure and Justification - DOJ High Risk Grantees**

No documents have been uploaded for Application Disclosure and Justification - DOJ High Risk Grantees

No documents have been uploaded for Other Disclosures and Assurances

**Declaration and Certification to the U.S. Department of Justice as to this Application Submission**

By [taking this action], I --

1. Declare the following to the U.S. Department of Justice (DOJ), under penalty of perjury: (1) I have authority to make this declaration and certification on behalf of the applicant; (2) I have conducted or there was conducted (including by the applicant's legal counsel as appropriate, and made available to me) a diligent review of all requirements pertinent to and all matters encompassed by this declaration and certification.
2. Certify to DOJ, under penalty of perjury, on behalf of myself and the applicant, to the best of my knowledge and belief, that the following are true as of the date of this application submission: (1) I have reviewed this application and all supporting materials submitted in connection therewith (including anything submitted in support of this application by any person on behalf of the applicant before or at the time of the application submission and any materials that accompany this declaration and certification); (2) The information in this application and in all supporting materials is accurate, true, and complete information as of the date of this request; and (3) I have the authority to submit this application on behalf of the applicant.
3. Declare the following to DOJ, under penalty of perjury, on behalf of myself and the applicant: (1) I understand that, in taking (or not taking) any action pursuant to this declaration and certification, DOJ will rely upon this declaration and certification as a material representation; and (2) I understand that any materially false, fictitious, or fraudulent information or statement in this declaration and certification (or concealment or omission of a material fact as to either) may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the applicant to civil penalties and administrative remedies under the federal False Claims Act (including under 31 U.S.C. §§ 3729-3730 and/or §§ 3801-3812) or otherwise.

Please Acknowledge \*

Signed

**SignerID**

harmony.bulloch@sfdph.org

**Signing Date / Time**

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**Other**

No documents have been uploaded for Other

Certified



## Department of Justice (DOJ)

### Office of Justice Programs

#### Bureau of Justice Assistance

Washington, D.C. 20531

<b>Name and Address of Recipient:</b>	CITY & COUNTY OF SAN FRANCISCO 101 GROVE ST		
<b>City, State and Zip:</b>	SAN FRANCISCO, CA 94102		
<b>Recipient UEI:</b>	DCTNHRGU1K75		
<b>Project Title:</b> BJA FY24 Comprehensive Opioid, Stimulant, and Substance Use Site-Based Program	<b>Award Number:</b> 15PBJA-24-GG-04488-COAP		
<b>Solicitation Title:</b> BJA FY24 Comprehensive Opioid, Stimulant, and Substance Use Site-Based Program			
<b>Federal Award Amount:</b> \$1,600,000.00	<b>Federal Award Date:</b> 11/15/24		
<b>Awarding Agency:</b>	Office of Justice Programs Bureau of Justice Assistance		
<b>Funding Instrument Type:</b>	Grant		
<b>Opportunity Category:</b> D			
<b>Assistance Listing:</b> 16.838 - Comprehensive Opioid, Stimulant, and other Substances Use Program			
<b>Project Period Start Date:</b> 10/1/24	<b>Project Period End Date:</b> 9/30/27		
<b>Budget Period Start Date:</b> 10/1/24	<b>Budget Period End Date:</b> 9/30/27		
<b>Project Description:</b> The San Francisco Department of Public Health (SFPDH) - through its Office of Overdose Prevention - will implement the program entitled Data-driven Health Systems Change for Prevention (DHSCP). The purpose of this program is to develop a comprehensive, collaborative, and innovative Overdose Fatality Review (OFR), incorporating key partners from across San Francisco. Expected outcomes include establishing a comprehensive and collaborative OFR; timely, actionable, community-responsive, and locally-specific overdose fatality data; enhanced collaboration across healthcare, public safety, justice-involved, and community partners; enhanced understanding of service gaps and identification of potential touchpoints for overdose interventions; and the identification of local, context-specific solutions to prevent overdose. While the San Francisco community at large is intended to benefit from the increased overdose surveillance and availability of timely data, this program will place a particular emphasis on addressing the profound racial disparities in fatal overdoses experienced by San Francisco's Black/African American community. SFPDH will partner with the Center for Substance Use and Health (CSUH) and the University of California, San Francisco (UCSF), to implement this project.			

## Award Letter

November 15, 2024

Dear KATHERINE GEE,

On behalf of Attorney General Merrick B. Garland, it is my pleasure to inform you the Office of Justice Programs (OJP) has approved the application submitted by CITY & COUNTY OF SAN FRANCISCO for an award under the funding opportunity entitled 2024 BJA FY24 Comprehensive Opioid, Stimulant, and Substance Use Site-Based Program. The approved award amount is \$1,600,000.

Review the Award Instrument below carefully and familiarize yourself with all conditions and requirements before accepting your award. The Award Instrument includes the Award Offer (Award Information, Project Information, Financial Information, and Award Conditions) and Award Acceptance. For COPS Office and OVW funding the Award Offer also includes any Other Award Documents.

Please note that award requirements include not only the conditions and limitations set forth in the Award Offer, but also compliance with assurances and certifications that relate to conduct during the period of performance for the award. These requirements encompass financial, administrative, and programmatic matters, as well as other important matters (e.g., specific restrictions on use of funds). Therefore, all key staff should receive the award conditions, the assurances and certifications, and the application as approved by OJP, so that they understand the award requirements. Information on all pertinent award requirements also must be provided to any subrecipient of the award.

Should you accept the award and then fail to comply with an award requirement, DOJ will pursue appropriate remedies for non-compliance, which may include termination of the award and/or a requirement to repay award funds.

Prior to accepting the award, your Entity Administrator must assign a Financial Manager, Grant Award Administrator, and Authorized Representative(s) in the Justice Grants System (JustGrants). The Entity Administrator will need to ensure the assigned Authorized Representative(s) is current and has the legal authority to accept awards and bind the entity to the award terms and conditions. To accept the award, the Authorized Representative(s) must accept all parts of the Award Offer in the Justice Grants System (JustGrants), including by executing the required declaration and certification, within 45 days from the award date.

To access your funds, you will need to enroll in the Automated Standard Application for Payments (ASAP) system, if you haven't already completed the enrollment process in ASAP. The Entity Administrator should have already received an email from ASAP to initiate this process.

Congratulations, and we look forward to working with you.

Brent J. Cohen

Acting Assistant Attorney General

### **Office for Civil Rights Notice for All Recipients**

The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ) enforces federal civil rights laws and other provisions that prohibit discrimination by recipients of federal financial assistance from OJP, the Office of Community Oriented Policing Services (COPS), and the Office on Violence Against Women (OVW).

Several civil rights laws, including Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973, require recipients of federal financial assistance (recipients) to give assurances that they will comply with those laws. Taken together, these and other civil rights laws prohibit recipients from discriminating in the provision of services and employment because of race, color, national origin, religion, disability, and sex or from discriminating in the provision of services on the bases of age.

Some recipients of DOJ financial assistance have additional obligations to comply with other applicable nondiscrimination provisions like the Omnibus Crime Control and Safe Streets Act of 1968, which prohibits discrimination on the basis of religion in addition to race, color, national origin, and sex. Recipients may also have related requirements regarding the development and implementation of equal employment opportunity programs.

OCR provides technical assistance, training, and other resources to help recipients comply with civil rights obligations. Further, OCR administratively enforces civil rights laws and nondiscrimination provisions by investigating DOJ recipients that are the subject of discrimination complaints. In addition, OCR conducts compliance reviews of DOJ recipients based on regulatory criteria. These investigations and compliance reviews permit OCR to evaluate whether DOJ recipients are providing services to the public and engaging in employment practices in a nondiscriminatory manner.

For more information about OCR, your civil rights and nondiscrimination responsibilities, how to notify your employees or beneficiaries of their civil rights protections and responsibilities and how to file a complaint, as well as technical assistance, training, and other resources, please visit [www.ojp.gov/program/civil-rights-office/outreach](http://www.ojp.gov/program/civil-rights-office/outreach). If you would like OCR to assist you in fulfilling your civil rights or nondiscrimination responsibilities, please contact us at [askOCR@ojp.usdoj.gov](mailto:askOCR@ojp.usdoj.gov) or [www.ojp.gov/program/civil-rights-office/about#ocr-contacts](http://www.ojp.gov/program/civil-rights-office/about#ocr-contacts).

## Memorandum Regarding NEPA

### NEPA Letter Type

OJP - Categorical Exclusion

### NEPA Letter

Awards under the Comprehensive Opioid, Stimulant, and Substance Use Site-based Program (COSSUP) will be used to develop, implement, or expand comprehensive programs in response to illicit opioids, stimulants, or other substances of abuse. None of the following activities will be conducted whether under the Office of Justice Programs federal action or a related third party action:

1. New construction.
2. Renovation or remodeling of a property located in an environmentally or historically sensitive area, including property (a) listed on or eligible for listing on the National Register of Historic Places, or (b) located within a 100-year flood plain, a wetland, or habitat for an endangered species.
3. A renovation that will change the basic prior use of a facility or significantly change its size.
4. Research and technology whose anticipated and future application could be expected to have an effect on the environment.
5. Implementation of a program involving the use of chemicals.

Additionally, the proposed action is neither a phase nor a segment of a project which when reviewed in its entirety would not meet the criteria for a categorical exclusion. Consequently, the subject federal action meets the Office of Justice Programs' criteria for a categorical exclusion as contained in paragraph 4(b) of Appendix D to Part 61 of Title 28 of the Code of Federal Regulations.

### NEPA Coordinator

First Name	Middle Name	Last Name
Orbin	no value	Terry

## Award Information

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.

## Recipient Information

### Recipient Name

CITY & COUNTY OF SAN FRANCISCO

<b>UEI</b> DCTNHRGU1K75		
<b>Street 1</b> 101 GROVE ST		<b>Street 2</b>
<b>City</b> SAN FRANCISCO		<b>State/U.S. Territory</b> California
<b>Zip/Postal Code</b> 94102		<b>Country</b> United States
<b>County/Parish</b> no value		<b>Province</b> no value
<b>Award Details</b>		
<b>Federal Award Date</b> 11/15/24		<b>Award Type</b> Initial
<b>Award Number</b> 15PBJA-24-GG-04488-COAP		<b>Supplement Number</b> 00
<b>Federal Award Amount</b> \$1,600,000.00		<b>Funding Instrument Type</b> Grant
<b>Assistance Listing Number</b>	<b>Assistance Listings Program Title</b>	
16.838	Comprehensive Opioid, Stimulant, and other Substances Use Program	
<b>Statutory Authority</b>		
Department of Justice Appropriations Act, 2024 (Pub. L. No. 118-42, 138 Stat. 25, 148-49)		
[ ] I have read and understand the information presented in this section of the Federal Award Instrument.		
<b>Project Information</b>		
This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.		
<b>Solicitation Title</b> 2024 BJA FY24 Comprehensive Opioid, Stimulant, and Substance Use Site-Based Program		<b>Awarding Agency</b> OJP
<b>Application Number</b> GRANT14198149		<b>Program Office</b> BJA
<b>Grant Manager</b>	<b>Phone Number</b>	<b>E-mail Address</b>



**Project Title**

BJA FY24 Comprehensive Opioid, Stimulant, and Substance Use Site-Based Program

**Performance Period Start****Date**

10/01/2024

**Performance Period End Date**

09/30/2027

**Budget Period Start Date**

10/01/2024

**Budget Period End Date**

09/30/2027

**Project Description**

The San Francisco Department of Public Health (SFDPH) - through its Office of Overdose Prevention - will implement the program entitled Data-driven Health Systems Change for Prevention (DHSCP). The purpose of this program is to develop a comprehensive, collaborative, and innovative Overdose Fatality Review (OFR), incorporating key partners from across San Francisco. Expected outcomes include establishing a comprehensive and collaborative OFR; timely, actionable, community-responsive, and locally-specific overdose fatality data; enhanced collaboration across healthcare, public safety, justice-involved, and community partners; enhanced understanding of service gaps and identification of potential touchpoints for overdose interventions; and the identification of local, context-specific solutions to prevent overdose. While the San Francisco community at large is intended to benefit from the increased overdose surveillance and availability of timely data, this program will place a particular emphasis on addressing the profound racial disparities in fatal overdoses experienced by San Francisco's Black/African American community. SFDPH will partner with the Center for Substance Use and Health (CSUH) and the University of California, San Francisco (UCSF), to implement this project.

[ ] *I have read and understand the information presented in this section of the Federal Award Instrument.*

**Financial Information**

**This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.**

The recipient budget is currently under review.

[ ] *I have read and understand the information presented in this section of the Federal Award Instrument.*

**Award Conditions**

**This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.**

**Condition 1**

Meaningful access requirement for individuals with limited English proficiency

The recipient, and any subrecipient at any tier, must take reasonable steps to ensure that individuals with limited English proficiency (LEP) have meaningful access to their programs and activities to comply with Title VI of the Civil Rights Act of 1964 (Title VI), which prohibits discrimination on the basis of national origin, including discrimination against individuals with LEP. Such steps may require providing language assistance services, such as interpretation or translation services. The Department of Justice guidance on compliance with this requirement may be found at "Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin

Discrimination Affecting Limited English Proficient Persons" (67 Fed. Reg. 41455-41472) (<https://www.federalregister.gov/d/02-15207>) and is incorporated by reference here.

## **Condition 2**

Compliance with general appropriations-law restrictions on the use of federal funds (FY 2024)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions that may be set out in applicable appropriations acts are indicated at <https://ojp.gov/funding/Explore/FY24AppropriationsRestrictions.htm>, and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

## **Condition 3**

Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38.

Among other things, 28 C.F.R. Part 38 states that recipients may not use direct Federal financial assistance from the Department to support or engage in any explicitly religious activities except when consistent with the Establishment Clause of the First Amendment and any other applicable requirements. An organization receiving Federal financial assistance also may not, in providing services funded by the Department of Justice, or in their outreach activities related to such services, discriminate against a program beneficiary or prospective program beneficiary on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38 also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations. In addition, Part 38 states that a faith-based organization that participates a Department of Justice funded program retains its independence from the Government and may continue to carry out its mission consistent with religious freedom and conscience protections in Federal law.

Recipients and subrecipients that provide social services under this award must give written notice to beneficiaries and prospective beneficiaries prior to the provision of services (if practicable) which shall include language substantially similar to the language in 28 CFR Part 38, Appendix C, sections (1) through (4). A sample written notice may be found at <https://www.ojp.gov/program/civil-rights-office/partnerships-faith-based-and-other-neighborhood-organizations>.

In certain instances, a faith-based or religious organization may be able to take religion into account when making hiring decisions, provided it satisfies certain requirements. For more information, please see <https://www.ojp.gov/funding/explore/legaloverview2024/civilrightsrequirements>.

## **Condition 4**

Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

Limited Exceptions. In certain special circumstances, the U.S. Department of Justice ("DOJ") may determine that it will not enforce, or enforce only in part, one or more requirements otherwise applicable to the award. Any such exceptions regarding enforcement, including any such exceptions made during the period of performance, are (or will be during the period of performance) set out through the Office of Justice Programs ("OJP") webpage entitled "Legal Notices: Special circumstances as to particular award conditions" ([ojp.gov/funding/Explore/LegalNotices-AwardReqs.htm](https://ojp.gov/funding/Explore/LegalNotices-AwardReqs.htm)), and incorporated by reference into the award.

By signing and accepting this award on behalf of the recipient, the authorized recipient official accepts all material requirements of the award, and specifically adopts, as if personally executed by the authorized recipient official, all assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of

performance.

Failure to comply with one or more award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or an assurance or certification related to conduct during the award period -- may result in OJP taking appropriate action with respect to the recipient and the award. Among other things, the OJP may withhold award funds, disallow costs, or suspend or terminate the award. DOJ, including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or -unenforceable, such provision shall be deemed severable from this award.

### **Condition 5**

Effect of failure to address audit issues

The recipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

### **Condition 6**

Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this award from OJP.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

Record retention and access: Records pertinent to the award that the recipient (and any subrecipient ("subgrantee") at any tier) must retain -- typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies -- and to which the recipient (and any subrecipient ("subgrantee") at any tier) must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.334.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.

### **Condition 7**

Reporting potential fraud, waste, and abuse, and similar misconduct

The recipient, and any subrecipients ("subgrantees") at any tier, must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award-- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by--(1) online submission accessible via the OIG webpage at <https://oig.justice.gov/hotline/contact-grants.htm>

(select "Submit Report Online"); (2) mail directed to: U.S. Department of Justice, Office of the Inspector General, Investigations Division, ATTN: Grantee Reporting, 950 Pennsylvania Ave., NW, Washington, DC 20530; and/or (3) by facsimile directed to the DOJ OIG Investigations Division (Attn: Grantee Reporting) at (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.

#### **Condition 8**

Requirements related to "de minimis" indirect cost rate

A recipient that is eligible under the Part 200 Uniform Requirements and other applicable law to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the "de minimis" indirect cost rate, must advise OJP in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be applied only to modified total direct costs (MTDC) as defined by the Part 200 Uniform Requirements.

#### **Condition 9**

Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

#### **Condition 10**

Requirement for data on performance and effectiveness under the award

The recipient must collect and maintain data that measure the performance and effectiveness of work under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.

#### **Condition 11**

Compliance with DOJ Grants Financial Guide

References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance. The recipient agrees to comply with the DOJ Grants Financial Guide.

#### **Condition 12**

Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

Among other items, 28 C.F.R. § 42.106(d), 28 C.F.R. § 42.405(c), and 28 C.F.R. § 42.505(f) contain notice requirements that covered recipients must follow regarding the dissemination of information regarding federal nondiscrimination requirements.

#### **Condition 13**

Determination of suitability to interact with participating minors

SCOPE. This condition applies to this award if it is indicated -- in the application for the award (as approved by DOJ)(or in the application for any subaward, at any tier), the DOJ funding announcement (solicitation), or an associated federal statute -- that a purpose of some or all of the activities to be carried out under the award (whether by the recipient, or a subrecipient at any tier) is to benefit a set of individuals under 18 years of age.

The recipient, and any subrecipient at any tier, must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

The details of this requirement are posted on the OJP web site at <https://ojp.gov/funding/Explore/Interact-Minors.htm> (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

#### **Condition 14**

Requirement to disclose whether recipient is designated "high risk" by a federal grant-making agency outside of DOJ

If the recipient is designated "high risk" by a federal grant-making agency outside of DOJ, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related information to OJP by email at [OJP.ComplianceReporting@ojp.usdoj.gov](mailto:OJP.ComplianceReporting@ojp.usdoj.gov). For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: 1. The federal awarding agency that currently designates the recipient high risk, 2. The date the recipient was designated high risk, 3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and 4. The reasons for the high-risk status, as set out by the federal awarding agency.

#### **Condition 15**

Employment eligibility verification for hiring under the award

1. The recipient (and any subrecipient at any tier) must--

A. Ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with award funds, the recipient (or any subrecipient) properly verifies the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. 1324a(a)(1).

B. Notify all persons associated with the recipient (or any subrecipient) who are or will be involved in activities under this award of both--

(1) this award requirement for verification of employment eligibility, and

(2) the associated provisions in 8 U.S.C. 1324a(a)(1) that, generally speaking, make it unlawful, in the United States, to hire (or recruit for employment) certain aliens.

C. Provide training (to the extent necessary) to those persons required by this condition to be notified of the award requirement for employment eligibility verification and of the associated provisions of 8 U.S.C. 1324a(a)(1).

D. As part of the recordkeeping for the award (including pursuant to the Part 200 Uniform Requirements), maintain records of all employment eligibility verifications pertinent to compliance with this award condition in accordance with Form I-9 record retention requirements, as well as records of all pertinent notifications and trainings.

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

#### 4. Rules of construction

##### A. Staff involved in the hiring process

For purposes of this condition, persons "who are or will be involved in activities under this award" specifically includes (without limitation) any and all recipient (or any subrecipient) officials or other staff who are or will be involved in the hiring process with respect to a position that is or will be funded (in whole or in part) with award funds.

##### B. Employment eligibility confirmation with E-Verify

For purposes of satisfying the requirement of this condition regarding verification of employment eligibility, the recipient (or any subrecipient) may choose to participate in, and use, E-Verify ([www.e-verify.gov](http://www.e-verify.gov)), provided an appropriate person authorized to act on behalf of the recipient (or subrecipient) uses E-Verify (and follows the proper E-Verify procedures, including in the event of a "Tentative Nonconfirmation" or a "Final Nonconfirmation") to confirm employment eligibility for each hiring for a position in the United States that is or will be funded (in whole or in part) with award funds.

C. "United States" specifically includes the District of Columbia, Puerto Rico, Guam, the Virgin Islands of the United States, and the Commonwealth of the Northern Mariana Islands.

D. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

E. Nothing in this condition, including in paragraph 4.B., shall be understood to relieve any recipient, any subrecipient at any tier, or any person or other entity, of any obligation otherwise imposed by law, including 8 U.S.C. 1324a(a)(1).

Questions about E-Verify should be directed to DHS. For more information about E-Verify visit the E-Verify website (<https://www.e-verify.gov/>) or email E-Verify at [E-Verify@dhs.gov](mailto:E-Verify@dhs.gov). E-Verify employer agents can email E-Verify at [E-VerifyEmployerAgent@dhs.gov](mailto:E-VerifyEmployerAgent@dhs.gov).

Questions about the meaning or scope of this condition should be directed to OJP, before award acceptance.

#### **Condition 16**

##### Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

#### **Condition 17**

##### Reclassification of various statutory provisions to a new Title 34 of the United States Code

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified (that is, moved and renumbered) to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP awards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

Effective as of September 1, 2017, any reference in this award document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in award conditions, references set out in material incorporated by reference through award conditions, and references set out in other award requirements.

#### **Condition 18**

##### Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement contract or



subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient--

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--

a. it represents that--

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

### **Condition 19**

#### **OJP Training Guiding Principles**

Any training or training materials that the recipient -- or any subrecipient ("subgrantee") at any tier -- develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://www.ojp.gov/funding/implement/training-guiding-principles-grantees-and-subgrantees>.

### **Condition 20**

Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$250,000

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$250,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$250,000)), and are incorporated by reference here.

#### **Condition 21**

Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by the DOJ awarding agency, must seek a budget-modification or change-of-project-scope Grant Award Modification (GAM) to eliminate any inappropriate duplication of funding.

#### **Condition 22**

Required training for Grant Award Administrator and Financial Manager

The Grant Award Administrator and all Financial Managers for this award must have successfully completed an "OJP financial management and grant administration training" by 120 days after the date of the recipient's acceptance of the award. Successful completion of such a training on or after January 1, 2021, will satisfy this condition.

In the event that either the Grant Award Administrator or a Financial Manager for this award changes during the period of performance, the new Grant Award Administrator or Financial Manager must have successfully completed an "OJP financial management and grant administration training" by 120 calendar days after the date the Entity Administrator enters updated Grant Award Administrator or Financial Manager information in JustGrants. Successful completion of such a training on or after January 1, 2021, will satisfy this condition.

A list of OJP trainings that OJP will consider "OJP financial management and grant administration training" for purposes of this condition is available at <https://onlinegfmt.training.ojp.gov/>. All trainings that satisfy this condition include a session on grant fraud prevention and detection.

The recipient should anticipate that OJP will immediately withhold ("freeze") award funds if the recipient fails to comply with this condition. The recipient's failure to comply also may lead OJP to impose additional appropriate conditions on this award.

#### **Condition 23**

Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

#### **Condition 24**

Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)



The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

#### **Condition 25**

Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

#### **Condition 26**

Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any "subrecipient" at any tier) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a subrecipient) -- (1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "Personally Identifiable Information (PII)" (2 CFR 200.1) within the scope of an OJP grant-funded program or activity, or (2) uses or operates a "Federal information system" (OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

#### **Condition 27**

Requirements related to System for Award Management and Universal Identifier Requirements

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm> (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

#### **Condition 28**

Compliance with restrictions on the use of federal funds--prohibited and controlled equipment under OJP awards

Consistent with Executive Order 14074, "Advancing Effective, Accountable Policing and Criminal Justice Practices To Enhance Public Trust and Public Safety," OJP has prohibited the use of federal funds under this award for purchases or transfers of specified equipment by law enforcement agencies. In addition, OJP requires the recipient, and any subrecipient ("subgrantee") at any tier, to put in place specified controls prior to using federal funds under this award to acquire or transfer any property identified on the "controlled equipment" list. The details of the requirement are posted on the OJP web site at <https://www.ojp.gov/funding/explore/prohibited-and-controlled-equipment> (Award condition: Compliance with restrictions on the use of federal funds--prohibited and controlled equipment under OJP awards), and are incorporated by reference here.

**Condition 29****Restrictions on "lobbying"**

In general, as a matter of federal law, federal funds awarded by OJP may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

**Condition 30****All subawards ("subgrants") must have specific federal authorization**

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements for authorization of any subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: All subawards ("subgrants") must have specific federal authorization), and are incorporated by reference here.

**Condition 31****Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54**

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

Among other items, 28 C.F.R. § 54.140 contains notice requirements that covered recipients must follow regarding the dissemination of information regarding federal nondiscrimination requirements.

**Condition 32**

The recipient understands that, in accepting this award, the Authorized Representative declares and certifies, among other things, that he or she possesses the requisite legal authority to accept the award on behalf of the recipient entity and, in so doing, accepts (or adopts) all material requirements that relate to conduct throughout the period of performance under this award. The recipient further understands, and agrees, that it will not assign anyone to the role of Authorized Representative during the period of performance under the award without first ensuring that the individual has the requisite legal authority.

**Condition 33****Verification and updating of recipient contact information**

The recipient must verify its Grant Award Administrator, Financial Manager, and Authorized Representative contact information in JustGrants, including telephone number and e-mail address. If any information is incorrect or has changed, the award recipient's Entity Administrator must make changes to contact information through DIAMD. Instructions on how to update contact information in JustGrants can be found at <https://justicegrants.usdoj.gov/training/>

training-entity-management.

#### **Condition 34**

##### Confidentiality of data

The recipient (and any subrecipient at any tier) must comply with all confidentiality requirements of 34 U.S.C. 10231 and 28 C.F.R. Part 22 that are applicable to collection, use, and revelation of data or information. The recipient further agrees, as a condition of award approval, to submit a Privacy Certificate that is in accord with requirements of 28 C.F.R. Part 22 and, in particular, 28 C.F.R. 22.23.

#### **Condition 35**

##### Justice Information Sharing

Information sharing projects funded under this award must comply with DOJ's Global Justice Information Sharing Initiative (Global) guidelines. The recipient (and any subrecipient at any tier) must conform to the Global Standards Package (GSP) and all constituent elements, where applicable, as described at: [https://it.ojp.gov/gsp\\_grantcondition](https://it.ojp.gov/gsp_grantcondition). The recipient (and any subrecipient at any tier) must document planned approaches to information sharing and describe compliance with the GSP and appropriate privacy policy that protects shared information, or provide detailed justification for why an alternative approach is recommended.

#### **Condition 36**

Any organization using Office of Justice Programs grant funds, in whole or in part, to collect, aggregate, and/or share data on behalf of a government agency, must guarantee that the agency that owns the data and its approved designee(s) will retain unrestricted access to the data, in accordance with all applicable law, regulations, and BJA policy: a) in an expeditious manner upon request by the agency; b) in a clearly defined format that is open, user-friendly, and unfettered by unreasonable proprietary restrictions; and c) at a minimal additional cost to the requestor (which cost may be borne by using grant funds).

#### **Condition 37**

The recipient agrees to cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this project.

#### **Condition 38**

##### Protection of human research subjects

The recipient (and any subrecipient at any tier) must comply with the requirements of 28 C.F.R. Part 46 and all OJP policies and procedures regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate, and subject informed consent.

#### **Condition 39**

##### FFATA reporting: Subawards and executive compensation

The recipient must comply with applicable requirements to report first-tier subawards ("subgrants") of \$30,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients (first-tier "subgrantees") of award funds. The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the OJP web site at <https://ojp.gov/funding/Explore/FFATA.htm> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here.

This condition, including its reporting requirement, does not apply to-- (1) an award of less than \$30,000, or (2) an award made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

#### **Condition 40**

The recipient agrees to comply with OJP grant monitoring guidelines, protocols, and procedures, and to cooperate with BJA and OCFO on all grant monitoring requests, including requests related to desk reviews, enhanced programmatic desk reviews, and/or site visits. The recipient agrees to provide to BJA and OCFO all documentation necessary to complete monitoring tasks, including documentation related to any subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set by BJA and OCFO for providing the requested documents. Failure to cooperate with BJA's/OCFO's grant monitoring activities may result in sanctions affecting the recipient's DOJ awards, including, but not limited to: withholdings and/or other restrictions on the recipient's access to grant funds; referral to the Office of the Inspector General for audit review; designation of the recipient as a DOJ High Risk grantee; or termination of an award(s).

#### **Condition 41**

Required monitoring of subawards

The recipient must monitor subawards under this award in accordance with all applicable statutes, regulations, award conditions, and the DOJ Grants Financial Guide, and must include the applicable conditions of this award in any subaward. Among other things, the recipient is responsible for oversight of subrecipient spending and monitoring of specific outcomes and benefits attributable to use of award funds by subrecipients. The recipient agrees to submit, upon request, documentation of its policies and procedures for monitoring of subawards under this award.

#### **Condition 42**

The recipient agrees to submit to BJA for review and approval any product (e.g., curricula, training materials, publications, reports, videos, or any other written, web-based, or audio-visual, or other materials) that will be developed and published under this award at least thirty (30) working days prior to the targeted dissemination date. The current edition of the DOJ Grants Financial Guide provides guidance on allowable printing and publication activities. Any products developed under this award, (with the exception of press releases, web sites, and mobile applications), shall contain the following statements: "This project was supported by Grant No. <Award\_Number> awarded by the Bureau of Justice Assistance, Office of Justice Programs, U.S. Department of Justice. Points of view or opinions in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice." (Note: A separate disclaimer has been developed and is required for web sites and mobile applications. No disclaimer is required for press releases.)

#### **Condition 43**

Any Web site that is funded in whole or in part under this award must include the following statement on the home page, on all major entry pages (i.e., pages (exclusive of documents) whose primary purpose is to navigate the user to interior content), and on any pages from which a visitor may access or use a Web-based service, including any pages that provide results or outputs from the service: "This Web site is funded in whole or in part through a grant from the Bureau of Justice Assistance, Office of Justice Programs, U.S. Department of Justice. Neither the U.S. Department of Justice nor any of its components operate, control, are responsible for, or necessarily endorse, this Web site (including, without limitation, its content, technical infrastructure, and policies, and any services or tools provided)." The full text of the foregoing statement must be clearly visible on the home page. On other pages, the statement may be included through a link, entitled "Notice of Federal Funding and Federal Disclaimer," to the full text of the statement.

#### **Condition 44**

Limit on use of grant funds for grantees' employees' salaries

With respect to this award, federal funds may not be used to pay cash compensation (salary plus bonuses) to any employee of the award recipient at a rate that exceeds 110% of the maximum annual salary payable to a member of the federal government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year. (An award recipient may compensate an employee at a higher rate, provided the amount in excess of this compensation limitation is paid with non-federal funds.)

This limitation on compensation rates allowable under this award may be waived on an individual basis at the discretion of the OJP official indicated in the program announcement under which this award is made.

#### **Condition 45**

Recipient integrity and performance matters: Requirement to report information on certain civil, criminal, and administrative proceedings to SAM and FAPIIS

The recipient must comply with any and all applicable requirements regarding reporting of information on civil, criminal, and administrative proceedings connected with (or connected to the performance of) either this OJP award or any other grant, cooperative agreement, or procurement contract from the federal government. Under certain circumstances, recipients of OJP awards are required to report information about such proceedings, through the federal System for Award Management (known as "SAM"), to the designated federal integrity and performance system (currently, "FAPIS").

The details of recipient obligations regarding the required reporting (and updating) of information on certain civil, criminal, and administrative proceedings to the federal designated integrity and performance system (currently, "FAPIS") within SAM are posted on the OJP web site at <https://ojp.gov/funding/FAPIS.htm> (Award condition: Recipient Integrity and Performance Matters, including Recipient Reporting to FAPIS), and are incorporated by reference here.

#### **Condition 46**

Regarding medication-assisted treatment (MAT), the award recipient understands and agrees that federal funds shall not be used to support activities that violate the Controlled Substances Act, 21 U.S.C. 801-904.

#### **Condition 47**

The recipient agrees to budget funds for two staff representatives to attend one three-day national meeting in Washington, D.C. each year for the life of the grant. (If a national meeting is not planned, funds must be used to attend a BJA approved training.) In addition, the recipient agrees to participate in BJA training events, technical assistance events, or conferences held by BJA or its designees, upon request.

#### **Condition 48**

The recipient agrees that no funds under this grant award (including via subcontract or subaward, at any tier) may be used for unmanned aircraft systems (UAS), which includes unmanned aircraft vehicles (UAV), or for any accompanying accessories to support UAS.

#### **Condition 49**

The recipient's budget (and budget narrative) is pending clearance by OJP.

Prior to budget clearance (and unless there is a more restrictive condition on this award, in which case the terms of that more restrictive condition apply): The recipient may not drawdown more than 10% of the award. Pre-clearance obligations, expenditures, and drawdowns may be disallowed if not in compliance with program requirements.

The recipient should be judicious in using award funds prior to budget clearance. Generally, OJP expects that recipients (depending on the specific project scope) may need to advertise for award-funded positions, pay personnel and fringe benefits for positions budgeted under the award, plan for project activities, attend training and pay training-related travel needed to begin the project, and engage in other limited activities conducted by recipient staff (i.e., generally not requiring a subaward or procurement contract under an award).

OJP will issue an Award Condition Modification upon budget clearance.

☐ I have read and understand the information presented in this section of the Federal Award Instrument.

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## **Award Acceptance**

### **Declaration and Certification to the U.S. Department of Justice as to Acceptance**

By checking the declaration and certification box below, I--

A. Declare to the U.S. Department of Justice (DOJ), under penalty of perjury, that I have authority to make this declaration and certification on behalf of the applicant.

B. Certify to DOJ, under penalty of perjury, on behalf of myself and the applicant, to the best of my knowledge and belief, that the following are true as of the date of this award acceptance: (1) I have conducted or there was conducted (including by applicant’s legal counsel as appropriate and made available to me) a diligent review of all terms and conditions of, and all supporting materials submitted in connection with, this award, including any assurances and certifications (including anything submitted in connection therewith by a person on behalf of the applicant before, after, or at the time of the application submission and any materials that accompany this acceptance and certification); and (2) I have the legal authority to accept this award on behalf of the applicant.

C. Accept this award on behalf of the applicant.

D. Declare the following to DOJ, under penalty of perjury, on behalf of myself and the applicant: (1) I understand that, in taking (or not taking) any action pursuant to this declaration and certification, DOJ will rely upon this declaration and certification as a material representation; and (2) I understand that any materially false, fictitious, or fraudulent information or statement in this declaration and certification (or concealment or omission of a material fact as to either) may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the applicant to civil penalties and administrative remedies under the federal False Claims Act (including under 31 U.S.C. §§ 3729-3730 and/or §§ 3801-3812) or otherwise.

**Agency Approval**

<b>Title of Approving Official</b>	<b>Name of Approving Official</b>	<b>Signed Date And Time</b>
Acting Assistant Attorney General	Brent J. Cohen	11/13/24 12:40 PM

**Authorized Representative**

[ ] no value

**Entity Acceptance**

**Title of Authorized Entity Official**  
no value

**Signed Date And Time**  
no value



Department of Justice, Buereu of Justice Assistance  
COMPREHENSIVE OPIOID, STIMULANT, AND SUBSTANCE USE PROGRAM  
O-BJA-2024-172128

SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH  
PROPOSED FIRST-YEAR PROJECT BUDGET - October 1, 2024 - September 31, 2025

**A & B. PERSONNEL & FRINGE BENEFITS**

Position	Annual Salary	Annual Fringe Benefits	Program FTE	# of Months	Total
Administrative Manager	IN KIND	IN KIND	20%	12	IN KIND
Project Facilitator	IN KIND	IN KIND	20%	12	IN KIND
Co-Director Phillip Coffin	\$221,900.00	\$79,880.00	10%	12	\$30,178
<b>TOTAL</b>					<b>\$30,178</b>

**F. CONTRACTUAL**

Purpose of Subcontract / Name of Entity	Total
University of California, San Francisco (UCSF)	\$33,860
Center for Substance Use and Health (CSUH)	\$453,490
<b>TOTAL</b>	<b>\$487,350</b>

**E. TRAVEL**

Item	Total
Travel Expenses for COSSUP National Meeting	\$7,080
<b>TOTAL</b>	<b>\$7,080</b>

**K. TOTAL DIRECT CHARGES**

**\$524,608**

**J. INDIRECT CHARGES @ 10.0% of Program Costs Excluding  
Equipment & First \$25,000 of Each Subcontract  
Indirect Contract**

**\$8,726**

Amount \$ 50,000.00

**K. TOTAL PROJECT BUDGET**

**\$533,334**



Department of Justice, Buereu of Justice Assistance  
COMPREHENSIVE OPIOID, STIMULANT, AND SUBSTANCE USE PROGRAM  
O-BJA-2024-172128

SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH  
PROPOSED FIRST-YEAR PROJECT BUDGET - October 1, 2025 - September 31, 2027

**A & B. PERSONNEL & FRINGE BENEFITS**

Position	Annual Salary	Annual Fringe Benefits	Program FTE	# of Months	Total
Administrative Manager	IN KIND	IN KIND	20%	12	IN KIND
Project Facilitator	IN KIND	IN KIND	20%	12	IN KIND
Co-Director Phillip Coffin	\$221,900.00	\$79,880.00	10%	12	\$30,178
<b>TOTAL</b>					<b>\$30,178</b>

**F. CONTRACTUAL**

Purpose of Subcontract / Name of Entity	Total
University of California, San Francisco (UCSF)	\$33,860
Center for Substance Use and Health (CSUH)	\$458,489
<b>TOTAL</b>	<b>\$492,349</b>

**E. TRAVEL**

Item	Total
Travel Expenses for COSSUP National Meeting	\$7,080
<b>TOTAL</b>	<b>\$7,080</b>

**K. TOTAL DIRECT CHARGES**

**\$529,607**

**J. INDIRECT CHARGES @ 10.0% of Program Costs Excluding Equipment & First \$25,000 of Each Subcontract**

**\$3,726**

**K. TOTAL PROJECT BUDGET**

**\$533,333**



City and County of San Francisco  
Daniel Lurie  
Mayor

## San Francisco Department of Public Health

Grant Colfax, MD  
Director of Health

### Memorandum

**To:** Honorable Members of the Board of Supervisors

**From:** San Francisco Department of Public Health

**Date:** Friday, January 10, 2025

**RE:** **Retroactivity re: File 241216:** Accept and Expend Grant - Retroactive - Department of Justice - Comprehensive Opioid, Stimulant, and Substance Use Site-Based Program - \$1,600,000

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This Resolution seeks authorization for the Department of Public Health (DPH) to retroactively accept and expend funds in the amount of \$1,600,000 from the Department of Justice.

This grant accept and expend is retroactive because DPH received the notice of the award after the project start date. DPH received notice of the award on November 15, 2024, for a pre-determined project start date of October 1, 2024. Upon receiving the notice of award, DPH put together the accept and expend packet and forwarded it to the Controller's Office for review on November 26, 2024. The Controller's Office approved the accept and expend packet and forwarded it to the Mayor's Office on December 13, 2024, for introduction on December 17, 2024. We respectfully request retroactive authorization for this item.

Please contact Christina Chiong, SFDPH Accept & Expend Unit Manager, at [christina.chiong@sfdph.org](mailto:christina.chiong@sfdph.org) for any questions about this request for retroactive authorization.

**City and County of San Francisco**

**Department of Public Health**



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

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

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

**DATE:** 12/5/2024

**SUBJECT:** Grant Accept and Expend

**GRANT TITLE:** Comprehensive Opioid, Stimulant, and Substance Use Site-Based Program - \$1,600,000

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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
- ☒ 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 ☒

**From:** [Trejo, Sara \(MYR\)](#)  
**To:** [BOS Legislation. \(BOS\)](#)  
**Cc:** [Paulino, Tom \(MYR\)](#); [Wong, Greg \(DPH\)](#); [Validzic, Ana \(DPH\)](#); [Chiong, Christina \(DPH\)](#)  
**Subject:** Mayor -- Resolution -- Comprehensive Opioid, Stimulant, and Substance Use Site-Based Program A&E  
**Date:** Tuesday, December 17, 2024 3:06:58 PM  
**Attachments:** [1329 Board Cover Memo.docx](#)  
[DPH A&E - Comprehensive Opioid, Stimulant, and Substance Use Site-Based Program - \\$1,600,000.pdf](#)  
[1329 Grant Resolution.doc](#)  
[1329 GRIF.docx](#)  
[1329 Award Package\\_FAW-186283.cleaned \(1\).pdf](#)  
[1329 DOJ Budget.pdf](#)  
[1329 DOJ Grant Package.pdf](#)  
[RE DPH AE for Comprehensive Opioid Stimulant and Substance Use Site-Based Program - \\$1600000.msg](#)

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Hello Clerks,

Attached is a Resolution retroactively authorizing the Department of Public Health to accept and expend a grant in the amount of \$1,600,000 from the Department of Justice for participation in a program entitled, "Comprehensive Opioid, Stimulant, and Substance Use Site-Based Program," for the period of October 1, 2024, through September 30, 2027.

Best regards,

**Sara Trejo**

Legislative Aide

Office of the Mayor

City and County of San Francisco