City and County of San Francisco
Daniel Lurie
Mayor

**San Francisco Department of Public Health**
Daniel Tsai
Director of Health

# Memorandum

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

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

**Date:** Thursday, December 4, 2025

**RE:** **Retroactivity re: File 251153**

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This Resolution seeks authorization for the Department of Public Health (DPH) to retroactively accept and expend a grant increase in the amount of $62,295, from the National Institutes of Health, through Florida State University for participation in the Adolescent Medicine Trials Network for HIV/AIDS Interventions (ATN) Scientific Leadership Center.

This grant increase accept and expend is retroactive because DPH received notice of the grant increase after the pre-determined project start date. DPH received notice of the grant increase on September 6, 2025, for a project period of May 21, 2025, through November 30, 2025. The project period was predetermined by the grantor. Upon receiving the notice of grant increase, DPH brought the item to the Controller's Office for review on October 29, 2025. The Controller's Office reviewed and forwarded the packet to the Mayor's Office on November 13, 2025, for introduction on November 18, 2025.

We respectfully request retroactive authorization for these items. Please contact Lily Conover, SFDPH Controller, at lily.conover@sfdph.org for any questions about this request for retroactive authorization.