

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Resolution Information Form
(Effective July 2011)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: **San Francisco Bay Clinical Trials Unit**
2. Department: **Department of Public Health
Population Health Division – HIV Bridge**
3. Contact Person: **Martin Soto** Telephone: **415-437-7029**
4. Grant Approval Status (check one):
 Approved by funding agency Not yet approved
5. Amount of Grant Funding Approved or Applied for: **\$211,225**
- 6a. Matching Funds Required: **\$0**
b. Source(s) of matching funds (if applicable):
- 7a. Grant Source Agency: **National Institutes of Health (NIH)**
b. Grant Pass-Through Agency (if applicable): **Public Health Foundation Enterprises (PHFE)**

8. Proposed Grant Project Summary:

This grant will pay for Dr. Buchbinder to be responsible for the overall scientific leadership of the Clinical Trial Unit (CTU) and Bridge HIV Congressional Research Service (CSR), and will prioritize research efforts. She will lead manuscript development at the site, assisting in research design and analysis, presentation and publication of data. This grant will pay Dr. Liu to be responsible for the overall scientific, operational and administrative aspects of the demonstration project. As the lead investigator of the San Francisco site, he will oversee overall study implementation at this site and will be responsible for study enrollment and retention, data collection, evaluation and reporting of AEs, clinical management of study participants, and quality management. This grant will pay Dr. McFarland to be responsible for providing technical expertise and training for the implementation of RDS among transwomen in Rio de Janeiro, Brazil. He will assist with the formative assessment phase to ensure that the theoretical underpinnings of RDS are met in the study population and context, standardize the procedures for implementation, monitor data quality, and assist with the specialized analyses RDS requires. Dr. McFarland will also coordinate measures and methods with the Brazilian National AIDS Program.

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

Start-Date: **12/01/2014**

End-Date: **11/30/2015**

- 10a. Amount budgeted for contractual services: **\$0**
b. Will contractual services be put out to bid? **No, existing services**
c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements? **N/A**
d. Is this likely to be a one-time or ongoing request for contracting out? **N/A**

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

b1. If yes, how much? **\$32,953**

b2. How was the amount calculated? **24.03% of Salaries**

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?

12. Any other significant grant requirements or comments:

We respectfully request for approval to accept and expend these funds retroactive to December 01, 2014. The Department received the letter of funding allocation on April 09, 2015.

Grant Code: HCD119/1500

****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):

Existing Site(s)

Existing Structure(s)

Existing Program(s) or Service(s)

Rehabilitated Site(s)

Rehabilitated Structure(s)

New Program(s) or Service(s)

New Site(s)

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:

Ron Weigelt

(Name)

Director of Human Resources and Interim Director, EEO, and Cultural Competency Programs

(Title)

Date Reviewed: _____

(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Barbara A. Garcia, MPA

(Name)

Director of Health

(Title)

Date Reviewed: _____

(Signature Required)