

File Number: 200092
(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: Leadership and Operations Center (LOC): Microbicide Trials Network
2. Department: San Francisco Department of Public Health
Center for Public Health Research
3. Contact Person: Albert Liu, MD Telephone: 415-437-7408
4. Grant Approval Status (check one):
 Approved by funding agency Not yet approved
5. Amount of Grant Funding Approved or Applied for: \$134,610
- 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): Magee-Womens Research Institute and Foundation
8. Proposed Grant Project Summary: As protocol chair of MTN-028, Dr. Liu will provide overall leadership and guidance to the protocol team throughout the development, implementation, and operation of the protocol. He will develop and manage the study by establishing and maintaining conference calls and meetings. He will coordinate the establishment of study-specific working groups as needed to achieve the aims of the study. He will also be responsible for monitoring participant safety through the Protocol Safety Review Team, maintaining high data quality, adhering to the proposed project schedule, and facilitating decision making within the Protocol Team. Dr. Liu will oversee analysis and manuscript preparation to ensure timely publication of results and dissemination of findings from the study. He will also act as a liaison regarding this protocol with key leadership and operational groups within the MTN and DAIDS.
9. Grant Project Schedule, as allowed in approval documents, or as proposed:
Start-Date: 12/01/2019 End-Date: 11/30/2020
- 10a. Amount budgeted for contractual services: \$0
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?
d. Is this likely to be a one-time or ongoing request for contracting out?

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

b1. If yes, how much? \$26,922

b2. How was the amount calculated? 25% of total salaries and fringes

c1. If no, why are indirect costs not included?

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:

The grant does not require an ASO amendment and partially reimburses the department for one existing position: one Senior Physician Specialist, (Job Class 2232) at 0.40 FTE for 12 months for the period from December 01, 2019 through November 30, 2020.

We respectfully request for approval to accept and expend these funds retroactive to December 01, 2019. The Department received the letter of funding allocation on November 28, 2019.

Existing grant but need an Accept and Expend Resolution as the award is more than 100K.

fund/dept/auth: 11580/162646/10001

project/activity: 10034011/0001

****Disability Access Checklist***(Department must forward a copy of all completed Grant Information Forms to the Mayor's Office of Disability)**

13. This Grant is intended for activities at (check all that apply):

- | | | |
|--|---|--|
| <input checked="" type="checkbox"/> Existing Site(s) | <input type="checkbox"/> Existing Structure(s) | <input type="checkbox"/> Existing Program(s) or Service(s) |
| <input type="checkbox"/> Rehabilitated Site(s) | <input type="checkbox"/> Rehabilitated Structure(s) | <input type="checkbox"/> New Program(s) or Service(s) |
| <input type="checkbox"/> New Site(s) | <input type="checkbox"/> New Structure(s) | |

14. The Departmental ADA Coordinator or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local disability rights laws and regulations and will allow the full inclusion of persons with disabilities. These requirements include, but are not limited to:

1. Having staff trained in how to provide reasonable modifications in policies, practices and procedures;
2. Having auxiliary aids and services available in a timely manner in order to ensure communication access;
3. Ensuring that any service areas and related facilities open to the public are architecturally accessible and have been inspected and approved by the DPW Access Compliance Officer or the Mayor's Office on Disability Compliance Officers.

If such access would be technically infeasible, this is described in the comments section below:


Comments:

Departmental ADA Coordinator or Mayor's Office of Disability Reviewer:

Toni Rucker, PhD
(Name)

DPH ADA Coordinator
(Title)

Date Reviewed: 12-12-19



(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Dr. Grant Colfax
(Name)

Director of Health
(Title)

Date Reviewed: 12/15/19


(Signature Required)