

**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: DPC Local Infrastructure Funds
2. Department: SFDPH – Disease Prevention and Control Branch
3. Contact Person: Susan Philip Telephone: 628.206.7638
4. Grant Approval Status (check one):  
 Approved by funding agency  Not yet approved
5. Amount of Grant Funding Approved or Applied for: \$660,557.24
- 6a. Matching Funds Required: \$0  
b. Source(s) of matching funds (if applicable): N/A
- 7a. Grant Source Agency: CDPH  
b. Grant Pass-Through Agency (if applicable): N/A
8. Proposed Grant Project Summary:  
This is a one-time funds for local public health infrastructure to address infectious disease prevention and control by the local health jurisdiction.
9. Grant Project Schedule, as allowed in approval documents, or as proposed:  
Start-Date: 2/1/2020 End-Date: 6/30/2023
- 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? No  
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? \$132,110  
b2. How was the amount calculated? 25% of total personnel & benefits  
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: We respectfully request for approval to accept and expend these funds retroactive to February 1, 2020. The Department received the award on February 6, 2020. This grant does not require an ASO amendment and partially reimburses the department for one existing position: one Public Health Nurse (Job Class #2830) at 1.00 FTE during the period of July 1, 2020 through December 31, 2022.

FSP chartfields for the grant.

- Fund: 11580
- Department: 251974
- Authority: 10001
- Project: 10036349
- Activity: 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 checked="" type="checkbox"/> Existing Structure(s) | <input checked="" 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: 5/8/2020 | 2:24 PM PDT

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: 5-19-20

[Signature]  
(Signature Required)