The Department of Health Services, on behalf of the Division of Public Health and Greenfield Health Department agree to amend their original agreement to include the program(s) titled Prevention (Profile 159220) and the attached Scope of Work as follows:

Adjustment will be made to the Community AIDS Reporting System (CARS) based on the information in the table below.

<table>
<thead>
<tr>
<th>Agency #</th>
<th>Agency Type</th>
<th>Profile #</th>
<th>Current Contract Level</th>
<th>Contract Change Amount</th>
<th>New Contract Level</th>
<th>Contract Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>472803</td>
<td>960</td>
<td>159220</td>
<td>--</td>
<td>$6,961</td>
<td>$6,961</td>
<td>10/1/17- 8/31/19</td>
</tr>
</tbody>
</table>

All other terms and conditions of the original agreement remain unchanged.

GRANTEES Authorized Representative
Name:
Title:

GRANTOR’s Authorized Representative
Chuck J. Warzecha
Administrator / Deputy Administrator, Division of Public Health
Department of Health Services
### AGENCY INFORMATION

<table>
<thead>
<tr>
<th>Program Year</th>
<th>10/2018 through 8/2019</th>
<th>✓</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agency Name and Number</td>
<td>Greenfield Health Department - 472803</td>
<td>✓</td>
</tr>
<tr>
<td>Region</td>
<td>Southeastern</td>
<td>✓</td>
</tr>
<tr>
<td>Total Funding Allocated for Program Year</td>
<td>$6,961</td>
<td></td>
</tr>
<tr>
<td>Agency has read the PHHS Block Grant Boundary Statement and Quality Criteria and agrees to select an evidence-based intervention for each objective selected.</td>
<td>Yes</td>
<td></td>
</tr>
</tbody>
</table>

#### Agency Contact Information

- **Agency Contact Name**: Darren Rausch
- **Agency Contact Email Address**: Darren.Rausch@greenfieldwi.us
- **Agency Contact Number**: 414-329-5275

### OBJECTIVE(S) SELECTION AND WORK PLAN CREATION

#### Health Objective Name and Number

**[REQUIRED: National Public Health Standards]** PHI-14 Public Health System Assessment

Conduct National Public Health Performance Standards activity/ies.

#### Objective 11 Performance Standard - Use only with Objective 11 National Public Health Standards

**Objective 11 Standards**

- Develop an agency performance management plan

**Click Here to Insert More Standards**

#### Objective Description

We are continuing our goal of accreditation, and this will be the next big plan that needs to be completed. The long-term goal is accreditation readiness with the intent to apply for accreditation within the next year to year and one-half.

#### Health Burden

The accreditation standards provide an overarching framework for the improvement of public health programs and services with an emphasis on quality improvement. We will continue efforts to align with these standards.

#### Health Burden Data References

New objective. Data to be collected during program year.

#### Baseline Data

New objective. Data to be collected during program year.

#### Amount of PHHS Funding Allocated to Objective

$4,961
### Role of PHHS Funding
- **No other existing federal, state or local funds**

### Percentage of PHHS Funding
- **100% - Total source of funding**

### Number of Evidence Based Interventions or Activities
- 1

<table>
<thead>
<tr>
<th>Intervention or Activity Name</th>
<th>Intervention Activity Description</th>
<th>Health Objective Evidence Source</th>
<th>Evidence Based Source(s)</th>
<th>Other Evidence Source</th>
<th>Outcome Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Performance Management Plan.</td>
<td>We've assessed our area of greatest need upon review of our agency self-assessment on PHAB standards, and this area will be our focus of this grant.</td>
<td>TO 11 NPHPS: Nat. Network PHI Accred. Assess.</td>
<td>Click Here to Insert More Evidence Base Sources</td>
<td>Internal agency documentation on accreditation progress</td>
<td>a completed performance management plan that will move us one step closer to accreditation.</td>
</tr>
</tbody>
</table>

### OBJECTIVE STATEMENT:
Between 10/2018 through 8/2019,

**Greenfield Health Department - 472803** will implement 1

**Evidence-Based Strategies to Conduct National Public Health Performance Standards Activity/ies.**

**OUTCOME STATEMENT:** This will result in

A completed performance management plan that will move us one step closer to accreditation.

### Health Objective Name and Number
- (Mental Health and Suicide) HO MHMD-1 Suicide

### Health Objective Statement
- Reduce adolescent suicide and support mental health

### Objective 11 Performance Standard - Use only with Objective 11 National Public Health Standards
- **Objective 11 Standards**

- Select...

- Click Here to Insert More Standards

### Objective Description
- The Greenfield Health Department will partner with local organizations to provide Question Persuade Refer (QPR) Suicide Prevention training to individuals over the age of 18 in the community.
<table>
<thead>
<tr>
<th>Health Burden Data References</th>
<th>The Community Health Assessment in Greenfield, 2017.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Baseline Data</td>
<td></td>
</tr>
<tr>
<td>Amount of PHHS Funding Allocated to Objective</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>Role of PHHS Funding</td>
<td>Start-up</td>
</tr>
<tr>
<td>Percentage of PHHS Funding</td>
<td>100% - Total source of funding</td>
</tr>
<tr>
<td>Number of Evidence Based Interventions or Activities</td>
<td>1</td>
</tr>
<tr>
<td>Intervention or Activity Name</td>
<td>Question Persuade Refer (QPR) Suicide Prevention, Evidenced-based intervention from QPR Institute.</td>
</tr>
<tr>
<td>Intervention Activity Description</td>
<td>This is a suicide prevention training designed to teach adults how to ask another individual if they are considering suicide. People will learn suicide warning signs and where to go refer individuals for help during a time of crisis.</td>
</tr>
<tr>
<td>Health Objective Evidence Source</td>
<td>Evidence Based Source(s)</td>
</tr>
<tr>
<td>Other Evidence Source</td>
<td>Reduce adolescent suicide and refer.</td>
</tr>
<tr>
<td>Outcome Description</td>
<td>The Greenfield Health Department will offer a total of four QPR Suicide Prevention trainings to the community to teach adults the warning signs of suicide and how to refer individuals to help during a time of crisis.</td>
</tr>
</tbody>
</table>

**OBJECTIVE STATEMENT:** Between 10/2018 through 8/2019, the Greenfield Health Department will partner with local organizations to provide Question Persuade Refer (QPR) Suicide Prevention training to individuals over the age of 18 in the community. Greenfield Health Department - 472803 will implement 1 evidence-based strategies to reduce adolescent suicide and support mental health.

**OUTCOME STATEMENT:** This will result in The Greenfield Health Department will offer a total of four QPR Suicide Prevention trainings to the community to teach adults the warning signs of suicide and how to refer individuals to help during a time of crisis.

☑️ I am finished entering data into this form, and it is ready to be reviewed by DPH OPPA Contract Monitors.

For each consolidated contract program, the Division of Public Health has identified a boundary statement. The boundary statement sets the parameters of the program within which the local and tribal public health agency will need to set its objectives. The boundaries are intentionally as broad as federal and state law permit to provide maximum flexibility, however if there are objectives or program directions that the program is not willing to consider or specific programmatic parameters, those are included in the boundary statement. Agencies are encouraged to leverage resources across categorical funding to achieve common program goals.

Boundary Statement
The Preventive Health and Health Services (PHHS) Block Grant is a federal program to allocate funds to states to improve the health of the general population.

Acceptable Uses of Funding
The PHHS Block Grant gives grantees the flexibility to prioritize the use of funds to:
- Address emerging health issues and gaps.
- Decrease premature death and disabilities by focusing on the leading preventable risk factors.
- Work to achieve health equity and eliminate health disparities by addressing the social determinants of health.
- Support local programs to achieve healthy communities.
- Establish data and surveillance systems to monitor the health status of targeted populations.
- Improve agency operations, build capacity, and achieve accreditation through implementation of effective programmatic and administrative areas central to the health department’s objectives.
- Support agency efforts to attain or maintain PHAB accreditation.
- Supplement or expand grantee services or efforts.
- Increase hours of part-time staff to increase capacity.

Success is achieved by:
- Using evidence-based methods and interventions.
- Reducing risk factors.
- Establishing policy, social, and environmental changes.
- Leveraging other funds.
- Continuing to monitor progress towards selected outcomes and re-evaluate funded activities.
- Reflecting Healthy People 2020, Healthiest Wisconsin 2020, and Healthy Wisconsin objectives in project objectives.

Unacceptable Uses of Funding
While the PHHS Block Grant allows for flexibility in usage in order to address local priorities, there are some activities and usage of funds that are not allowed. According to PHHS Block Grant guidance, non-allowable uses for these funds include:
- Providing financial assistance to any entity other than a public or non-profit private entity.
- Providing inpatient services. Offering cash payment to recipients of health services.
- Purchasing or improving land; purchasing, constructing, or permanently improving a building or facility; or purchasing major medical equipment.
- Using as a match requirement for Federal funds.
- Advocating for or promoting gun control.
- Distributing sterile needles or syringes for the hypodermic injection of any illegal drug.
- Paying the salary of an individual, through a grant or other extramural mechanism, at a rate in excess of Executive Level II.
- Paying indirect or administrative costs in excess of 10%.
- Preparing, distributing, or using any media or material designed to support or defeat the enactment of legislation at the federal, state, or local legislature or legislative body, or for the salary or expenses of any grant or contract recipient or agent related to any lobbying activity.
- Maintaining or establishing a computer network unless it blocks the viewing, downloading, and exchanging of pornography.
- Supplanting grantee funds by replacing or releasing available local grantee funds for alternative uses.

References
- Centers for Disease Control and Prevention, National Center for Chronic Disease Prevention and Health Promotion: http://www.cdc.gov/phhsblockgrant/index.htm and https://www.cdc.gov/chronicdisease/index.htm
- Healthy Wisconsin: https://healthy.wisconsin.gov/
- 10 Essential Public Health Services: http://www.cdc.gov/nphpsp/essentialServices.html
Generally high program quality criteria for the delivery of quality and cost-effective administration of health care programs have been, and will continue to be, required in each public health program to be operated under the terms of this contract. Contractors should indicate the manner in which they will assure each criterion is met for this program. Those criteria include:

**Public health assessment and surveillance** that identify community needs, and supports systematic, competent program planning and sound policy development with activities focused at both the individual and jurisdictional levels.

- a) Involvement of key policymakers and the general public in the development of comprehensive public health plans.
- b) Development and implementation of a plan to address issues related to access to high priority public health services for every member of the community.
- c) Identification of the scientific basis (evidence base) for the intervention.

**Delivery of public health services** to citizens by qualified health professionals in a manner that is family centered, culturally competent, where the scientific basis for the intervention can be documented (evidence-based practice), as well as delivery of public health programs for communities for the improvement of health status.

- a) There is no separate sub-criterion to this Quality Criteria Category.

**Record keeping** for individual-focused services that assures documentation and tracking of client health care needs, response to known health care problems on a timely basis, and confidentiality of client information.

- a) There is no separate sub-criterion to this Quality Criteria Category.

**Information, education, and outreach** programs intended to address known health risks in the general and certain target populations to encourage appropriate decision-making by those at risk and to affect policy and environmental changes at the community level.

- a) Provision of public information and education and/or outreach activities should utilize strategies that have a scientific basis (best-practices) for delivery methods to assure maximum impact on the selected population.
- b) All materials produced with PHHS Block Grant funds must include the following statement: "This publication (journal article, etc.) was supported by the Grant or Cooperative Agreement Number, B01 OT009198, funded by the Centers for Disease Control and Prevention. Its contents are solely the responsibility of the authors and do not necessarily represent the official views of the Centers for Disease Control and Prevention or the Department of Health and Human Services."
- c) If a conference/meeting/seminar is funded, materials, including promotional materials, agenda, and internet sites must include the following statement: “Funding for this conference was made possible (in part) by the Centers for Disease Control and Prevention. The views expressed in written conference materials or publications and by speakers and moderators do not necessarily reflect the official policies of the Department of Health and Human Services, nor does the mention of trade names, commercial practices, or organizations imply endorsement by the U.S. Government.”

**Coordination** with related programs to assure that identified public health needs are addressed in a comprehensive, cost-effective manner across programs and throughout the community.

- a) There is no separate sub-criterion to this Quality Criteria Category.

**A referral network** sufficient to assure the accessibility and timely provision of services to address identified public health care needs.

- a) There is no separate sub-criterion to this Quality Criteria Category.

**Provision of guidance to staff** through program and policy manuals and other means sufficient to assure quality health care and cost-effective program administration.

- a) Provision of written policy and program information about the current guidelines, standards, and recommendations for community and/or clinical preventive care.

**Financial management practices** sufficient to assure accurate eligibility determination, appropriate use of state and federal funds, prompt and accurate billing and payment for services provided and purchased, accurate expenditure reporting, and, when required, pursuit of third party insurance and Medical Assistance Program coverage of services provided.

- a) Program-specific data collection, analysis, and reporting to assure program outcome goals are met or to identify program management problems that need to be addressed.

**Data collection, analysis, and reporting** to assure program outcome goals are met or to identify program management problems that need to be addressed.

- a) There is no separate sub-criterion to this Quality Criteria Category.
Introduction: This document provides the template objective statement and information for items listed in the table below. Information specific to a health department, such as context for selecting an objective, description of the intervention, and evidence-based sources, are contained in the agency’s Preventive Health and Health Services (PHHS) Block Grant Data Collection Form, which is completed in SharePoint. That form serves as the Scope of Work Agreement for this program and is attached to the contract.

The following sections correlate to fields in the Grants and Contracts (GAC) system:

A. Objective Statement
B. Deliverable
C. Context
D. Input Activities
E. Baseline for Measurement
F. Data Source for Measurement
G. For Your Information

A. Template Objective: By August 31, 2019, the health department will implement an evidence-based intervention to address the selected Template Objective(s) described in the Scope of Work.

B. A report that briefly describes:
   1. The source of the evidence-based intervention and the intervention that was implemented from that source.
   2. Outcomes of the PHHS contract funded work including the number of individuals served and number of organizations reached when appropriate.
   3. How funds were used to implement the evidence-based intervention such as initiate a new effort; maintain an existing effort; enhance/expand an effort; or sustain/restore an effort.
   4. Any barriers or challenges to success.
   5. Strategies to overcome barriers or challenges.
   6. Any additional funding or resources received as a result of the PHHS contract funded activities.

C. Agencies selecting this objective will describe their efforts on meeting the National and State Health objectives. These are described in detail in the Template Objectives document on the Grants and Contracts website, and the PHHS Guidance document. Context for why this objective was chosen and the expected outcome measure(s) are found in the Scope of Work.

D. CDC requires Preventive Health and Health Services Block Grant funds to be used on evidence-based interventions, best practices or promising practices. A list of evidence-based and best practice interventions is included in the Boundary Statement. Information on the evidence-based intervention to be implemented is found in the Scope of Work.

E. Baseline data is described in the Scope of Work.

F. Agency report to the WI Division of Public Health.

G. N/A

Information Specific to Template Objective 10 – Community Health Improvement Processes and Plans

B. As a deliverable agencies must provide the priority areas identified in the assessment, a list of key partners involved, and provide a copy of the community health assessment to the regional contract administrator.

When utilizing this objective for a community health improvement plan, as a deliverable agencies must describe the objectives and interventions completed during the time period and provide a copy of the community health improvement plan to the regional contract administrator.

Information Specific to Template Objective 11 – National Public Health Standards (Required Objective)

B. A report that briefly describes:
   1. Outcomes of the PHHS contract funded work.
a. If developing or implementing a strategic plan include the strategic priorities identified, the involvement of staff and governing body/board, implementation plan and provide a copy of the strategic plan to your regional contract monitor.

b. If developing a performance management plan, include a description of the areas identified in the performance management plan and provide a copy of the performance management plan to your regional contract administrator.

c. If developing or implementing a quality improvement plan include a description of the quality improvement structure, implementation plan and provide a copy of the plan to your regional contract monitor.

d. If conducting a quality improvement project include the title of the operation, program or service addressed and the type of improvement

   i. **Efficiency improvement**: Time saved, reduced number of steps, costs saved, costs avoided, revenue generated due to billable service, or other (please specify).

   ii. **Effectiveness improvement**: Increased staff satisfaction, organizational design improvements, quality enhancements of operations, programs, or services, or other (please specify).

e. If developing or implementing a Workforce Development Plan include a description of the areas identified, implementation plan, and provide a copy of the workforce development plan to your regional office contract monitor.

f. If developing a database, and/or record-keeping systems to meet public health accreditation documentation standards, include a description of the database, and/or record-keeping systems.

g. If an agency accreditation self-analysis against the PHAB standards and measures was completed, include a brief description agency's strengths, opportunities for improvement, and plans for addressing gaps.

h. If developing or updating policies and procedures, include description of the processes of development or revision, of adopting agency’s policies and procedures and a list of the policies and procedures adopted by the agency.

i. If conducting other activities related to National Public Health Performance Standards and accreditation readiness or reaccreditation include a description of the activity(ies) and the impact in meeting or sustaining National Public Health Performance Standards, and other information as requested.

**Information Specific to Template Objective 13 - Tobacco Control:** By August 31, 2019, the health department will implement two interventions to develop public health policy on Other Tobacco Products (OTP) and E-Cigarettes.

B. A report that briefly describes:

1. The outreach and education conducted to local and state leaders and media advocacy conducted.
2. Outcomes of the PHHS contract funded work including the number of individuals and number of organizations reached when appropriate.
3. How funds were used to implement the evidence-based intervention such as initiate a new effort; maintain an existing effort; enhance/expand an effort; or sustain/restore an effort.
4. Any barriers or challenges to success.
5. Strategies to overcome barriers or challenges.
6. Any additional funding or resources received as a result of the PHHS contract funded activities.