

TIMELINE FOR THE CY 2016 LHD CONSOLIDATED CONTRACT PROCESS

<u>Activity:</u>	<u>Date:</u>
• LHD levels/mergers confirmed for 2016 contract year	June 30, 2015
• Estimated program funding amounts due to Bureau of Operations	July 13, 2015
• Letter to Local Health Departments from Charles Warzecha, DPH Deputy Administrator	July 17, 2015
• Program Template Objectives, Boundary Statements, Quality Criteria or Scope of Work Attachment due to Bureau of Operations	July 24, 2015
• Identify fiscal agent for other LHDs (related to funds transfers)	July 31, 2015
• LHD decisions on “Right of First Refusal” of funds (Note: Programs can consult with Regional Office Directors for historical information.)	July 31, 2015
• Begin posting contracting process information on the web	August 17, 2015
• All pre-packets to Bureau of Operations for CARS approval	August 28, 2015
• Most program allocations entered into GAC	September 11, 2015
• Local agencies enter 2016 Objectives into GAC (if GAC is used for negotiations). DPH negotiations completed with agencies	October 30 , 2015
• Bureau of Operations posts electronic contracts to website for LHD’s signature	No later than November 13
• Local agencies return 2 signed copies of signature page (to receive January prepayment)	No later than November 30
• CARS Prepayments Begin	January 4, 2016

Revised: July 17, 2015

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