



## TIMELINE FOR THE CY 2017 LHD CONSOLIDATED CONTRACT PROCESS

### Activity:

- LHD levels/mergers confirmed for 2017 contract year
- Estimated program funding amounts due to Bureau of Operations
- Program Template Objectives, Boundary Statements, Quality Criteria or Scope of Work Attachment due to Bureau of Operations
- Letter to Local Health Departments from Charles Warzecha, DPH Deputy Administrator
- Identify fiscal agent for other LHDs (related to funds transfers)
- LHD decisions on “Right of First Refusal” of funds  
(Note: Programs can consult with Regional Office Directors for historical information.)
- Begin posting contracting process information on the web
- All pre-packets to Bureau of Operations for CARS approval
- Most program allocations entered into GAC; LHDs begin entering 2017 objectives into GAC and negotiating objectives with contract monitors
- DPH and LHD negotiations should be completed
- Bureau of Operations posts electronic contracts to website for LHD’s signature
- Local agencies return 2 signed copies of signature page
- CARS Payments Begin (reimbursement report for January expenses due approx. 3/14/17)

### Date:

June 30, 2016  
July 8, 2016  
July 25, 2016  
August 17, 2016  
August 31, 2016  
September 26, 2016  
November 30, 2016  
December 12, 2016  
No later than March 3, 2017  
April 5, 2017