



TIMELINE FOR THE CY 2021 CONSOLIDATED CONTRACT PROCESS

Activity:	Date:
• Estimated program funding amounts due to Bureau of Operations	May 15, 2020
• Letter to Local Health Departments from Charles Warzecha, DPH Deputy Administrator	September 28, 2020
• Identify fiscal agent for other LHDs (related to funds transfers)	October 2, 2020
• LHD decisions on “Right of First Refusal” of funds (Note: Programs can consult with Regional Office Directors for historical information.)	October 2, 2020
• Program Template Objectives, Boundary Statements, and Quality Criteria due to Bureau of Operations	July 30, 2020
• LHD levels/mergers confirmed for 2021 contract year and Consolidated Grid responses due from programs	September 25, 2020
• Begin posting contracting process information on the web	October 12, 2020
• All pre-packets to Bureau of Operations for CARS approval	October 5, 2020
* All funding going out as a part of the DPH Consolidated Contract will require a Scope of Work (SOW), if program objectives are not negotiated in GAC	
• Most program allocations entered into GAC; LHDs begin entering 2019 objectives into GAC and negotiating objectives with contract monitors	October 12, 2020
• DPH and LHD negotiations should be completed	November 20, 2020
• Bureau of Operations sends electronic contract packages to BPC for DocuSign processing	December 18, 2020
• Local agencies complete DocuSign signature process	No later than March 5, 2021
• CARS Payments Begin (reimbursement report for January expenses due approx. 3/10/21)	April 5 2021

* Note: All Tribal funding will be distributed by the DHS Tribal Affairs Office according to their consolidated contracting procedures.