

From: [DHS DPHContracts](#)
To: [DHS DPHContracts](#)
Cc: [Moore, Donna J - DHS](#); [Nimsgern, Angela B - DHS](#); [De Weese, Sigrid R - DHS \(Ruth\)](#); [Siemers, Sheri L - DHS](#)
Subject: [NCI] 2014-2016 Preventive Health and Health Services Allocation
Date: Tuesday, September 29, 2015 10:48:38 AM

This message is being sent to all local health officers in the Southern Region.

Good day, Health Officers,

The Preventive Health Block Grant [Allocation Spreadsheet](#) for this year's contract period has been posted on the DHS Grants and Contracting (GAC) [2015 Consolidated Contract](#) website.

Time Period

- The contract time period is October 1, 2014 – August 31, 2016.
- **Expenditures may therefore be claimed retroactively to October 1, 2014.** This means that eligible expenses incurred within the contract time period are allowable for reimbursement.

National Public Health Performance Standards (NPHPS), Objective 10

As discussed at the September 2 WALHDAB meeting, each jurisdiction is again required to address the template objective, *National Public Health Performance Standards*.

New This Year

- The percentage of the total allocation dedicated to *National Public Health Performance Standards* is **at your discretion**, rather than a set, pre-determined percentage, as was done previously.
- **Each county/city health department may dedicate as much of its total Prevention allocation to *National Public Health Performance Standards* as it deems appropriate.**
- There is no minimum allocation required for this objective; however each health department is required to address this objective.

What this means to you as part of a consortia

For those counties working in consortia, **please complete the following steps:**

Authorizing Health Departments (those transferring funds to a fiscal agents in a consortia)

As soon as possible – by Monday, October 5, 2015:

- Review the [Allocation Spreadsheet](#) for your new Prevention Block Grant allocation;
- Decide on your desired *National Public Health Performance Standards* allocation.
- **Reply to this email** to let DHS staff know the dollar amount decided upon.
 - Cc your fiscal agent in the email.

Once we receive your email reply, DPH Staff will move forward with preparing documents to move the contracts forward.

Next Steps

- Division of Public Health staff will move the funding through the Department of Health processes to create contracts for signature.
- Further instruction will follow.

Memorandum of Understanding (MOU) – *Reminder*

The MOUs are due at the time of final signature on the contracts. The fiscal agent will attach the signed MOUs when returning the contract to the state.

Authorizing Health Departments

- Complete the MOU ([downloadable on the GAC website](#)), indicating *the Prevention funds your jurisdiction wants to transfer to the fiscal agent of your consortium. This amount would be your prevention allocation minus the amount your health department keeps for the NPHPS objective.*
 - Complete three (3) **ORIGINAL** copies of the MOU
 - Each with the authorizing agent's **ORIGINAL** signature
- Sign and **send all three duplicate originals** to the fiscal agent for signature.
 - The Receiving Health Department will return one countersigned original copy to you.

Receiving Health Departments (Fiscal Agent Health Departments)

- Countersign **all three, duplicate originals** of the MOU.
- At the time of final signature on the contract, one each of the original MOUs will go to:
 - Your files;
 - The authorizing health department's files; and
 - DHS/DPH

Sincerely,

Donna Moore
DPH Operations Director
Division of Public Health
Department of Health Services
608-261-9434

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