



State of California—Health and Human Services Agency
California Department of Public Health



KAREN L. SMITH, MD, MPH
Director and State Public Health Officer

EDMUND G. BROWN JR.
Governor

November 23, 2016

Ken Cutler, M.D., M.P.H.
Health Officer
Nevada County Public Health Department
500 Crown Point Cir, Ste 110
Grass Valley, CA 95945

Dear Dr. Cutler:

LETTER OF REAL-TIME ALLOTMENT
FUNDING PERIOD: July 1, 2016 through June 30, 2017

This letter is confirmation of your local assistance Real-time Allotment to support TB prevention and control activities in fiscal year (FY) 2016-2017.

ALLOTMENT

The California Department of Public Health (CDPH) Tuberculosis Control Branch (TBCB) is awarding to the Nevada County Public Health Department a Real-time Allotment of \$17,049, with the understanding that your staff will work with CDPH TBCB staff in carrying out your program’s TB control efforts. This allotment is comprised of \$6,577 state and \$10,472 federal funds.* The amount is based on the number of tuberculosis (TB) cases, case characteristics and completed B1-notification evaluations reported by your jurisdiction between June 1 and October 31, 2016. Funds are issued for up to five TB cases and/or case characteristics per calendar year.

This allotment is valid and enforceable only if the enacted State of California FY 2016-2017 budget and the 2016 and 2017 Federal budgets make sufficient funds available for the purposes of this program.

LETTER OF REAL-TIME ALLOTMENT SCHEDULE

TB Case Count	Award Letter	Date Issued
January 1 – May 31	Initial	June
June 1 – October 31	Revised	December
November 1 – December 31	Final	March

A final Letter of Real-time Allotment may be sent to your jurisdiction if additional TB cases, case characteristics and/or completed B1-notification evaluations are reported between November 1 and December 31, 2016 and previous 2016 cases for whom an RVCT was not completed by October 31.

* Federal funds fiscal information: grant number - 6 NU52PS004656 (formerly: 1 U52PS004656); CFDA number - 93.116



Real-time Allotment Summary for FY 2016-2017 Nevada County Public Health Department			
Real-time Allotment(s) Awarded	State Funds	Federal Funds	Total
Initial - June 24, 2016	\$1,708	\$1,942	\$3,650
Revised - November 22, 2016	\$6,577	\$10,472	\$17,049
Total Real-time Allotment	\$8,285	\$12,414	\$20,699

MANAGING YOUR ALLOTMENT

The allotment can be used for allowable expenditures contained in Table 2 (page 13) of the FY 2016-2017 Tuberculosis Control Local Assistance Funds Standards and Procedures Manual including food, shelter, incentives and enablers (FSIE) for TB patients, contacts to TB patients and patients who are suspected of having TB. The manual can be found on the CDPH TBCB internet site at:

<http://www.cdph.ca.gov/programs/tb/Pages/LocalAssistanceAward.aspx>. FSIE items should be used to enhance treatment adherence, prevent homelessness, and/or promote least restrictive alternatives that decrease or obviate the need for detention. To comply with federal restrictions on fund use, reimbursement of medication expenditures is limited to the amount of the state fund portion of the award. Reimbursement of your expenditures is contingent upon compliance with these standards and procedures.

Invoicing for your Real-Time Allotment

- A signed original invoice (in blue ink) must be submitted on your organization’s letterhead. Please see the updated FY 2016-2017 Tuberculosis Control Local Assistance Funds Standards and Procedures Manual for invoicing guidance at <http://www.cdph.ca.gov/programs/tb/Pages/LocalAssistanceAward.aspx>. Invoice templates are also available on this site.
 - Bill to: California Department of Public Health, Tuberculosis Control Branch
 - Mail invoices to:
California Department of Public Health
Tuberculosis Control Branch
850 Marina Bay Parkway, Building P, 2nd Floor
Richmond, CA 94804-6403
Attn: Fiscal Analyst
- The amount in the “Total” line of Column “A” (Allotment Amount) should reflect the total amount of state and federal funds awarded to date (“Total Real-time Allotment” in the above table)

- Real-time Allotment invoices are due on:

Quarter	Period Covered	Due Date
First	July 1 through September 30	November 15
Second	October 1 through December 31	February 15
Third	January 1 through March 31	May 15
Fourth	April 1 through June 30	August 15

If an invoice will not be emailed by the quarterly due date, please contact the CDPH TBCB Fiscal Analyst to request an extension.

- Invoices for FY 2016-2017 will not be processed until:
 - All outstanding invoices from the previous year have been submitted, and
 - The CDPH TBCB has received a signed "Acceptance of Allotment."

ACCEPTANCE OF YOUR ALLOTMENT

To acknowledge your acceptance of this Real-time Allotment and the conditions attached to it, please return the attached "Acceptance of Allotment" with an original authorized signature to the CDPH TBCB. No further documentation of this contract is necessary.

The following hard-copy forms require an original signature and should be sent by mail with the signed Acceptance of Allotment if not submitted previously for FY 2016-2017:

- Darfur Contracting Act
- Special Terms and Conditions
- Drug-Free Workplace Certification

These forms can be found on the CDPH TBCB internet site at:

<http://www.cdph.ca.gov/programs/tb/Pages/LocalAssistanceAward.aspx>

Mail your signed acceptance and completed forms to:

California Department of Public Health
Tuberculosis Control Branch
850 Marina Bay Parkway, Building P, 2nd Floor
Richmond, CA 94804-6403
Attn: Fiscal Analyst

REQUESTING FUNDS FOR ADDITIONAL FSIE EXPENDITURES

Should you need FSIE funds in excess of your Real-time Allotment, a written request (hard copy or via e-mail) for additional FSIE funds can be made at any time. Requests will be approved if unexpended funds are available. For complete information regarding requests for additional funds, please refer to Part 2, Section 3 of the Revised FY 2016-2017 Tuberculosis Control Local Assistance Funds Standards and Procedures Manual.

Fiscal questions should be directed to your TBCB Fiscal Analyst. Programmatic questions should be directed to your CDPH TBCB Program Liaison.

Sincerely,



Sue Spieldenner, RN, MPH, Chief
Resources Planning & Management Section

ACCEPTANCE OF ALLOTMENT

Nevada County Public Health Department

Funding Period: July 1, 2016 through June 30, 2017

Real-Time Allotment: \$17,049

I hereby accept this award. By accepting this Allotment, I agree to the requirements as described in the FY 2016-2017 Tuberculosis Control Local Assistance Funds Standards and Procedures Manual and any other conditions stipulated by the California Department of Public Health Tuberculosis Control Branch.

Authorized Signature

Date

Hank Weston
Chair, Board of Supervisors

Title

Print Name