



TEXAS DEPARTMENT OF STATE HEALTH SERVICES

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COMMISSIONER

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April 16, 2012

Dear LHD Contractors,

As part of the process to implement consolidated contracts for local health departments, the Texas Department of State Health Services (DSHS) is initiating extensions of Public Health Emergency Preparedness (PHEP) funded contracts, including PPCPS/HAZARDS, PPCPS/LRN-PHEP, PPCPS/CRI, and CPS/LRN-HPP, from the current end date to August 31, 2012 to align with the state Fiscal Year (FY).

DSHS wants to ensure access to sufficient operational funds through August 31, 2012 for your health department. To assist DSHS with ensuring operational continuity for the PHEP program at your health department during August 2012, please review the current PHEP contract budget(s).

If your department requires additional funding for operational continuity through August 31, 2012, please revise the appropriate contract budget and forward it to your assigned contract manager, Jason Adams, Jason.Adams@dshs.state.tx.us or Lucia Lundry, Lucia.Lundry@dshs.state.tx.us, by close of business (COB) April 20th, 2012. Please clearly identify the amount of additional funds requested and the required match for those funds in the revised budgets. Funding for this request will come from your department's allocation for FY13 (PHEP Budget Period 1).

If current funding is sufficient, please notify your contract manager as soon as possible via email indicating that no additional funding is necessary to amend your contracts to August 31, 2012. With this option, the full amount of the FY13 (PHEP Budget Period 1) allocation will be included in the renewal contract that begins September 1, 2012.

Please keep in mind the following:

- Budget Period (BP) 1 of the new PHEP project period now aligns with the HPP budget period. BP 1 begins July 1, 2012 and ends June 30, 2013, which means the current BP 11 funding will overlap the new budget period by one month (July).
- CPS/LRN-HPP contracts will require a two month extension through August 31, 2012. The grant budget period for HPP remains July 1 through June 30.
- The FY13 renewal contract period will run Sep. 1, 2012 through Aug. 31, 2013.

The Budget Periods (BPs) are as follows:

Fiscal Year 2012

PHEP BP1 ----- August 2011 thru July 2012

HAZARDS Contract Period-----August 1, 2011 thru August 31, 2012*

*The extension will bridge the gap between the current contract term and the consolidated contract term ensuring no lapse in contract periods (CPs).

Renewal contracts will have funding from **two budget periods** as follows:

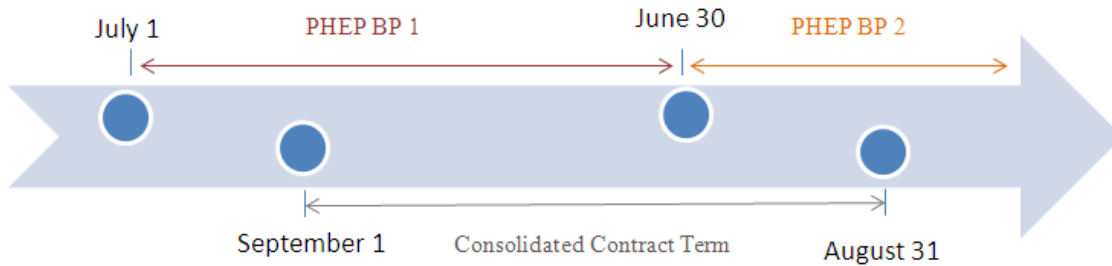
Fiscal Year 2013

PHEP BP1 ----- July 2012 thru June 2013

PHEP BP2 ----- July 2013 thru June 2014

HAZARDS Contract Period-----September 1, 2012 thru August 31, 2013**

** The HAZARDS contract will have 12 months of funds with 10 months from one budget period such as BP1 and 2 months from the following budget period such as BP2.



As a reminder, BP1 funds not requested for the 1 month extension of the FY12 contract will be included in the FY13 consolidated contract.

Please send questions regarding the alignment of the budget period or the contract period to your contract manager.