



TEXAS DEPARTMENT OF STATE HEALTH SERVICES

DAVID L. LAKEY, M.D.
COMMISSIONER

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May 25, 2012

Dear Local Health Department Director:

This letter is to notify you of your award for the **FY13 Regional and Local Services System/Local Public Health Services (RLSS/LPHS) contract** in the amount of **\$102,403.44**. This amount reflects the same level funding as in the beginning of FY12.

The renewal forms, instructions, sample forms and funding information are enclosed. For your convenience, the renewal forms are also posted on DSHS the Regional and Local Health Services website at <http://www.dshs.state.tx.us/rls/localservices>. For assistance in completing the renewal packet, please contact Elma Medina or Amy Pearson at 512-776-7770.

Please submit the FY13 LPHS Renewal Documents via email to LocalPHTeam@dshs.state.tx.us Friday, June 22, 2012, 5:00 p.m. (Scan and email Form A to localphteam@dshs.state.tx.us OR fax Form A to our new fax number at (512) 834-4519).

The renewal documents include:

- *Form A Face Page*
- *Contact Information*
- *Categorical Budget Forms*
- *Project Service Delivery Plan reflecting the Public Health Issue(s) needing to be addressed; Essential Public Health Service(s) to be provided; Measurable Objective(s); and, Performance measure(s), activities, evaluation/improvement plan, and deliverables. Note: A Service Delivery Plan must be completed for each public health issue or public health program addressed by LPHS funded staff.*

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RLSS/LPHS contracts are based on expected state appropriations and federal funding levels and are contingent on continued availability of funding. With the PHHSBG not funded in the President's federal fiscal year 2013 (FFY13) budget, we have yet to receive any information from the Centers for Disease Control and Prevention about the level of PHHSBG funding to expect in FFY 2013. Therefore, DSHS Regional and Local Health Services will process FY13 contracts under the assumption that the PHHSBG will potentially be zero-funded in FFY13. Adjustments to contracts may be necessary depending on the final budget appropriation of the PHHS block grant.

Please note that the General Provisions for FY2013 are being revised. The FY12 General Provisions are available on the DSHS Client Services Contracting Unit website at: <http://www.dshs.state.tx.us/grants/gen-prov.shtm>

Sincerely,

Elma Medina
Division for Regional & Local Health Services

Attachments