



## TEXAS DEPARTMENT OF STATE HEALTH SERVICES

DAVID L. LAKEY, M.D.  
COMMISSIONER

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June 28, 2013

Hidalgo County  
2810 S. Business Hwy. 281  
Edinburg, TX 78539  
Attn: Eduardo Olivarez

RE: Contract Inter-local Application Process for Fiscal Year 2014:

Dear Mr. Olivarez:

The Texas Department of State Health Services, Tuberculosis (TB) Services Branch, is initiating the contract application process for fiscal year (FY) 2014. This letter is a reminder that the TB Services Branch requires each TB Program to submit a detailed budget justification. This must be completed before any contract can be issued to your agency. This year's contract will contain twelve (12) performance measures that will be the same for all local health departments. Please review carefully the section of the application pertaining to performance measures.

The Inter-Local Application (ILA) is being distributed at this time, along with the FY2014 budget allocation of **279,480**. This represents 80% of the allocation until we know the final federal award amount at which time we will do amendments as needed. The ILA and Budgets are due back to me via email no later than **July 5, 2013**. The contract expenditures will be closely scrutinized and expenses not considered absolutely essential for delivery of direct client services may be eliminated or reduced.

In the event that the Texas Department of State Health Services (DSHS) is informed of state and/or federal increases or decreases to funding amounts, or other unforeseen internal budgetary shortfalls, DSHS may find it necessary to amend funding allocations to its contractors.

If you have any questions or need additional information, please contact Kathy Sharp, Contract Manager, Prevention and Preparedness, Contract Management Unit at (512) 776-2640 or by e-mail at [kathy.sharp@dshs.state.tx.us](mailto:kathy.sharp@dshs.state.tx.us)

Sincerely,

Kathy Sharp, Contract Manager  
Prevention and Preparedness  
Contract Management Unit

Attachment

cc: Sandra A. Morris, M.P.H., Manager, Communicable Disease Control Group  
Cynthia Lewis, Program Specialist, TB Services Branch