



Miguel Escaname <miguel.escaname@hchd.org>

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## FW: FY22 Hazard Budget Request - Hidalgo

1 message

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Ge,QuynhNhi (DSHS) <QuynhNhi.Ge@dshs.texas.gov>

Mon, Jan 25, 2021 at 11:27 AM

To: David Leal <david.leal@hchd.org>, "Eddie.Olivarez@hchd.org" <Eddie.Olivarez@hchd.org>, "Evangelina.Rubio@hchd.org" <Evangelina.Rubio@hchd.org>, "mike.escaname@hchd.org" <mike.escaname@hchd.org>  
Cc: "Kelley,Lucia (DSHS)" <Lucia.Kelley@dshs.texas.gov>, DSHS PHEP <PHEP@dshs.texas.gov>

Good morning,

I have revised the below email's due date to **Tuesday, February 9, 2021.**

Thank you,

Quynh-Nhi Ge, CTCM

Contract Specialist V

Contract Management Section (CMS)

Department of State Health Services (DSHS)

P.O. Box 149347

Austin, TX 78714-9347

Phone (office): 512-776-2304

Email: [QuynhNhi.Ge@dshs.texas.gov](mailto:QuynhNhi.Ge@dshs.texas.gov)

**In response to COVID-19, I am working offsite. I am available by email only at this time.**

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**From:** Ge,QuynhNhi (DSHS)

**Sent:** Monday, January 25, 2021 11:04 AM

**To:** [david.leal@hchd.org](mailto:david.leal@hchd.org); [Eddie.Olivarez@hchd.org](mailto:Eddie.Olivarez@hchd.org); [Evangelina.Rubio@hchd.org](mailto:Evangelina.Rubio@hchd.org); [mike.escaname@hchd.org](mailto:mike.escaname@hchd.org)

**Cc:** Kelley,Lucia (DSHS) <[Lucia.Kelley@dshs.texas.gov](mailto:Lucia.Kelley@dshs.texas.gov)>; DSHS PHEP <[PHEP@dshs.texas.gov](mailto:PHEP@dshs.texas.gov)>

**Subject:** FY22 Hazard Budget Request - Hidalgo

Dear Partner,

For Fiscal Year 2022 (FY22) contracts, the Department of State Health Services (DSHS), in collaboration with the Health and Human Services Commission (HHSC), requires all contracts and contract amendments to be **executed** before the contract start date. The PHEP contract will start July 1, 2021. **Please read the following carefully.**

Please find attached a blank FY22 Budget Template and an FY22 Contract Renewal Checklist for your completion. Both documents should be completed and returned to Assigned Contract Manager (ACM) by **Tuesday, February 9, 2021.**

To ensure the contract amendment is executed before July 1, 2021, please complete the FY22 Budget Template **using the provided funding allocation** for FY22.

Funding for this contract is dependent on federal appropriations. **No work may begin and no charges may be incurred until the System Agency issues a written Notice to Proceed to the Grantee.** The Notice to Proceed may include an amended or ratified budget which will be incorporated into this contract by a subsequent amendment, as necessary.

The FY22 allocation dollar amount is **\$592,548.00** for Program ID: CPS/HAZARDS.

- The FY22 PHEP contract is effective from July 1, 2021 through June 30, 2022.
- The submitted budget will be reviewed and processed in the order in which it is received. Please note FY22 contractors are required to provide matching funds of 10% of the allocation amount.
- As a reminder, the budget templates are locked to prevent the deletion of formulas. Budgets will only be accepted on the new budget templates labeled FY 2022 on the Face Page.
- Dollar amounts must be in whole numbers. Budgets using cents or with inadequate justifications will be returned for revision.
- Please limit full-time equivalent (FTE) effort to two decimal places.
- Please do not use formulas in the Excel cells.

Please complete the FY22 Budget Template and Contract Renewal Checklist and email and send to Quynh-Nhi Ge at [Quynhnhhi.Ge@dshs.texas.gov](mailto:Quynhnhhi.Ge@dshs.texas.gov) and CC the PHEP inbox

([PHEP@dshs.texas.gov](mailto:PHEP@dshs.texas.gov)) by **Tuesday, February 9, 2021.**

Please contact me with any questions.

Quynh-Nhi Ge, CTCM

Contract Specialist V

Contract Management Section (CMS)

Department of State Health Services (DSHS)

P.O. Box 149347

Austin, TX 78714-9347

Phone (office): 512-776-2304

Email: [Quynhnhige@dshs.texas.gov](mailto:Quynhnhige@dshs.texas.gov)

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**2 attachments**



**Blank FY22 Contract Renewal Checklist.xlsx**

16K



**Blank FY22 HAZARDS Budget Templates with Match.xls**

312K