



Grant Number: 5U90TP000531-04
FAIN: U90TP000531

Principal Investigator(s):
Melissa N Friel

Project Title: TP12-1201 HPP AND PHEP COOPERATIVE AGREEMENTS

BRET FISCHER
STATE OF MISSOURI
P.O. BOX 570
920 WILDWOOD DRIVE
JEFFERSON CITY, MO 65102

Budget Period: 07/01/2015 – 06/30/2016
Project Period: 07/01/2012 – 06/30/2017

Dear Business Official:

The Centers for Disease Control and Prevention hereby awards a grant in the amount of \$14,652,835 (see "Award Calculation" in Section I and "Terms and Conditions" in Section III) to MISSOURI STATE DEPARTMENT OF HEALTH & SENIOR SERVICES in support of the above referenced project. This award is pursuant to the authority of SEC391(A)317(K)OFPHS42U.S.C.SEC241A 247B and is subject to the requirements of this statute and regulation and of other referenced, incorporated or attached terms and conditions.

Acceptance of this award including the "Terms and Conditions" is acknowledged by the grantee when funds are drawn down or otherwise obtained from the grant payment system.

If you have any questions about this award, please contact the individual(s) referenced in Section IV.

Sincerely yours,

Shicann Phillips
Grants Management Officer
Centers for Disease Control and Prevention

Additional information follows

SECTION I – AWARD DATA – 5U90TP000531-04

Award Calculation (U.S. Dollars)

Salaries and Wages	\$2,836,731
Fringe Benefits	\$1,236,081
Personnel Costs (Subtotal)	\$4,072,812
Equipment	\$134,000
Supplies	\$264,885
Travel Costs	\$216,891
Consortium/Contractual Cost	\$9,624,398
Other	\$361,351

Federal Direct Costs	\$14,674,337
Federal F&A Costs	\$609,055
Approved Budget	\$16,811,720
Federal Share	\$15,283,392
Non-Federal Share	\$1,528,328
Less Unobligated Balance	\$630,557
TOTAL FEDERAL AWARD AMOUNT	\$14,652,835

AMOUNT OF THIS ACTION (FEDERAL SHARE) \$14,652,835

Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project.

05 \$16,804,245

Fiscal Information:

CFDA Number: 93.074

EIN: [REDACTED]

Document Number: 000531TP15

IC	CAN	2015	2016
TP	921027R	\$895,907	
TP	9213367	\$9,990,025	\$16,804,245
TP	939ZVNM	\$3,766,903	

SUMMARY TOTALS FOR ALL YEARS			
YR	THIS AWARD		CUMULATIVE TOTALS
4	\$14,652,835		\$14,652,835
5	\$16,804,245		\$16,804,245

Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project

CDC Administrative Data:

PCC: N / **OC:** 4151 / **Processed:** ERAAPPS 06/26/2015

SECTION II – PAYMENT/HOTLINE INFORMATION – 5U90TP000531-04

For payment information see Payment Information section in Additional Terms and Conditions.

INSPECTOR GENERAL: The HHS Office Inspector General (OIG) maintains a toll-free number (1-800-HHS-TIPS [1-800-447-8477]) for receiving information concerning fraud, waste or abuse under grants and cooperative agreements. Information also may be submitted by e-mail to hstips@oig.hhs.gov or by mail to Office of the Inspector General, Department of Health and Human Services, Attn: HOTLINE, 330 Independence Ave., SW, Washington DC 20201. Such reports are treated as sensitive material and submitters may decline to give their names if they

choose to remain anonymous. This note replaces the Inspector General contact information cited in previous notice of award.

SECTION III – TERMS AND CONDITIONS – 5U90TP000531-04

This award is based on the application submitted to, and as approved by, CDC on the above-titled project and is subject to the terms and conditions incorporated either directly or by reference in the following:

- a. The grant program legislation and program regulation cited in this Notice of Award.
- b. The restrictions on the expenditure of federal funds in appropriations acts to the extent those restrictions are pertinent to the award.
- c. 45 CFR Part 74 or 45 CFR Part 92 as applicable.
- d. The HS Grants Policy Statement, including addenda in effect as of the beginning date of the budget period.
- e. This award notice, INCLUDING THE TERMS AND CONDITIONS CITED BELOW.

This award has been assigned the Federal Award Identification Number (FAIN) U90TP000531. Recipients must document the assigned FAIN on each consortium/subaward issued under this award.

This award is funded by the following list of institutes. Any papers published under the auspices of this award must cite the funding support of all institutes.

Coordinating Office For Terrorism Preparedness And Emergency Response (CTPER)

Treatment of Program Income:
Additional Costs

SECTION IV – TP Special Terms and Conditions – 5U90TP000531-04

FUNDING OPPORTUNITY ANNOUNCEMENT (FOA) NUMBER: TP12-1201

AWARD NUMBER: 5 U90/TP000531-04

AWARD TYPE: Cooperative Agreement

APPLICABLE REGULATIONS: 45 Code of Federal Regulations (CFR) Part 75, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards

45 CFR 75 Supersedes regulations 45 CFR 92 and 74

AWARD INFORMATION

REMARKS

The Public Health Preparedness Program cooperative agreements are authorized by section 319C-1, and The Hospital Preparedness Program cooperative agreements are authorized by section 319C-2 of the Public Health Service (PHS) Act as amended.
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- Although aligned the two programs remain distinct and separate programs and are funded through two different appropriations.
- Dual agency established CFDA number **93.074**
- All audits, etc. should list these two CFDA numbers.
 - ☐ 93.889 – National Bioterrorism Hospital Preparedness Program
 - ☐ 93.069 – Public Health Emergency Preparedness

Incorporation: The Centers for Disease Control and Prevention (CDC) hereby incorporates Funding Opportunity Announcement number **TP12-1201**, entitled “**Hospital Preparedness Program (HPP) and Public Health Emergency Preparedness (PHEP) Cooperative Agreement**”, and application dated April 17, 2015 as may be amended, which are hereby made

a part of this Non-Research award hereinafter referred to as the Notice of Award (NoA). The Department of Health and Human Services (HHS) grant recipients must comply with all terms and conditions outlined in their NoA, including grants policy terms and conditions contained in applicable HHS Grants Policy Statements, and requirements imposed by program statutes and regulations and HHS grant administration regulations, as applicable; as well as any requirements or limitations in any applicable appropriations acts. The term grant is used throughout this notice and includes cooperative agreements.

Total Approved Funding: Funds in the amount of \$15,283,392 is approved for the Year 04 budget period, which is July 1, 2015 through June 30, 2016. All future year funding will be based on satisfactory programmatic progress and the availability of funds.

Note: Refer to the Payment Information section for draw down and Payment Management System (PMS) subaccount information.

TYPE OF FUNDS	HPP	PHEP	TOTAL
FY 2015 Appropriations	\$3,766,903	\$10,885,932	\$14,652,835
Year 3 Unobligated	\$187,500	\$443,057	\$630,557
Total Approved Funding*	\$3,954,403	\$11,328,989	\$15,283,392

*Note: Further explanation is delineated below

APPROVED FUNDING HPP: Funds in the amount of \$3,954,403 is approved for the Year 04 budget period, which is July 1, 2015 through June 30, 2016. All funding for future years will be based on satisfactory programmatic progress and the availability of funds. **Please see the attached spreadsheet for the approved budget (by cost category) for both the PHEP and HPP programs.**

APPROVED FUNDING PHEP: Funds in the amount of \$11,328,989 is approved for the Year 04 budget period, which is July 1, 2015 through June 30, 2016 for the following program components:

Base \$10,433,082 and Cities Readiness Initiative (CRI) \$895,907. All funding for future years will be based on satisfactory programmatic progress and the availability of funds.

(1): Cities Readiness Initiative (CRI): This award includes \$895,907 to support Medical Countermeasure Dispensing and the Medical Materiel Management and Distribution (MCMDD) capabilities. These funds provide for medical countermeasure distribution and dispensing (MCMDD) for all-hazards events, which includes the ability of jurisdictions to develop capabilities for U.S. cities to respond to a large-scale biologic attack, with anthrax as the primary threat consideration. For state awardees, 75% of their allocated CRI funds must be provided to CRI jurisdictions in support of all-hazards MCMDD planning and preparedness. CRI jurisdictions are defined to include independent planning jurisdictions (as defined by the state and locality) that include those counties and municipalities within the defined metropolitan statistical area (MSA) or the New England County Metropolitan Areas (NECMAs).

Direct Assistance (DA): Not Applicable

Use of Unobligated Funds: This NoA includes budget period 03 unobligated funds in the amount of \$630,557. These funds have been authorized for expenditure in budget period 4. The use of unobligated funds is approved based on Year 3 Interim Federal Financial Report (FFR) dated June 17, 2015, and must be expended on or before June 30, 2016. The amount of this NoA will be subject to reduction if the final amount of unobligated funds is less than the amount of unobligated funds reported on the referenced FFR.

NOTE: All BP3 Carryover funds **MUST** be expended by **June 30, 2016** these funds are approved for the current fiscal year budget period only. Please be advised that grantees must exercise proper stewardship over Federal funds by ensuring that all costs charged to their cooperative agreement are allowable, allocable, and reasonable.

Approved Carryover Funding HPP: \$187,500 is approved and must be drawdown from 000531TP14, subaccount title TP121201HPPHEPOTHR14

Approved Carryover Funding PHEP: \$443,057 is approved and must be drawn down from 000531TP14, subaccount title TP121201HPPHEPBASE14

Technical Review Statement Response Requirement: The review comments on the strengths and weaknesses of the proposal are provided as part of this award. A response to the weaknesses in these statements must be submitted to and approved, in writing, by the Grants Management Specialist and approved by the Grants Management Officer (GMS/GMO) noted in the Staff Contacts section of this NoA, no later than 30 days from the budget period start date. Failure to submit the required information by the due date, August 1, 2015, will cause delay in programmatic progress and will adversely affect the future funding of this project.

Budget Revision Requirement: By August 1, 2015, the grantee must submit a revised budget with a narrative justification and work plan. The revised budget justification must be in the amount of FY 2015 Appropriation and budget period 3 authorized carryover. Failure to submit the required information in a timely manner may adversely affect the future funding of this project. If the information cannot be provided by the due date, you are required to contact the GMS/GMO identified in the Staff Contacts section of this notice before the due date

Award Funding: Not funded by the Prevention and Public Health Fund

Program Income: Any program income generated under this grant or cooperative agreement will be used in accordance with the Addition alternative.

Addition alternative: Under this alternative, program income is added to the funds committed to the project/program and is used to further eligible project/program objectives.

Note: The disposition of program income must have written prior approval from the GMO.

FUNDING RESTRICTIONS AND LIMITATIONS

Programmatic Restriction: HPP Funds in the amount of \$235 is hereby restricted in the Other cost category for Membership Renewal Fees for MaBION and ABSA.

NOTE: Restricted funds cannot be drawn down from the Payment Management System (PMS), until a revised Notice of Award is received to lift those funds.

Indirect Costs: Indirect costs are approved based on the Indirect Cost Rate Agreement dated January 23, 2014, which calculates indirect costs as follows, a Provisional Rate is approved at a rate of 20.80 % of the base, which includes, direct salaries and wages including all fringe benefits. The effective dates of this indirect cost rate are from 07/01/2015 to 06/30/2017.

Matching Funds Requirement: The required level of non-federal participation for PHEP is \$1,132,898 and HPP is \$395,440

Matching is calculated on the basis of the federal award amount and is comprised of grantee contributions proposed to support anticipated costs of the project during a specific budget period (confirmation of the existence of funding is supplied by the grantee via their Federal Financial Report). The grantee must be able to account separately for stewardship of the federal funding and for any required matching; it is subject to monitoring, oversight, and audit.

When a grantee requests a carryover of unobligated funds from prior year(s), matching funds equal to the new requirement must be on record in the CDC grant file, or the grantee must provide evidence with the carryover request.

Match/cost sharing should be contributed in proportion to your federal cash disbursements.

The match requirement does not apply to the political subdivisions of New York City, Los Angeles County, or Chicago. In line with 48 U.S.C. 1469a(d), any required matching (including in-kind contributions) of less than \$200,000 is waived with respect to

cooperative agreements to the governments of American Samoa, Guam, the Virgin Islands, Federated States of Micronesia, Republic of Marshall Islands or the Northern Mariana Islands (other than those consolidated under other provisions of 48 U.S.C. 1469). For instance, if 10% (the match requirement) of the award is less than \$200,000, then the entire match requirement is waived. If 10% of the award is greater than \$200,000, then the first \$200,000 is waived, and the rest must be paid as match.

MATCHING REQUIREMENTS for HPP – 10%. Federal Register Notice of May 16, 2008 (Vol. 73, No 96) requires cost sharing (non-federal share) of not less than 10% of federal funds awarded (\$1.00 for every \$10 of Federal funds provided in the award). Match/cost sharing, the non-federal share, can be provided directly by the state, in cash, or third party in-kind contributions. Match/cost sharing must be reported on the SF-425 (Federal Financial Report), if applicable.

MATCHING FUNDS REQUIREMENT for PHEP – 10%. Statutory formula for PHEP in Section 319C-1 of the Public Health Service (PHS) Act, as amended. For the year 04 budget period, matching funds are from non-Federal sources in an amount not less than 10 percent of such costs (\$1 for each \$10 of Federal funds provided in the award). Match can be provided directly by the state, in cash, or third party in-kind contributions. Match must be reported on the SF-425 (Federal Financial Report, if applicable).

Maintenance of Effort (MOE) Requirement: MOE represents an applicant/grantee historical level of contributions related to Federal programmatic activities which have been made prior to the receipt of Federal funds “expenditures (money spent).” MOE is used as an indicator of non-federal support for public health security before the infusion of Federal funds. These expenditures are calculated by the grantee without reference to any Federal funding that also may have contributed to such programmatic activities in the past. Awardees must stipulate the total dollar amount in their grant applications. Grantees must be able to account for MOE separately from accounting for Federal funds and separately from accounting for any matching funds requirement; this accounting is subject to ongoing monitoring, oversight, and audit. MOE may not include any Sub awardee matching funds requirement.

Sections 319C-1 and 319C-2 of the Public Health Service Act, as amended require that the awardee maintain expenditures at a level that is not less than the average level of the preceding two years.

Cost Limitations as Stated in the Consolidated Appropriations Act, 2014, (Items A through G)

A. Cap on Salaries (Div. H, Title II, Sec. 203): None of the funds appropriated in this title shall be used to pay the salary of an individual, through a grant or other extramural mechanism, at a rate in excess of Executive Level II.

Note: The salary rate limitation does not restrict the salary that an organization may pay an individual working under an HHS contract or order; it merely limits the portion of that salary that may be paid with Federal funds.

B. Gun Control Prohibition (Div. H, Title II, Sec. 217): None of the funds made available in this title may be used, in whole or in part, to advocate or promote gun control.

C. Proper Use of Appropriations - Publicity and Propaganda (LOBBYING) FY2012 (Div. H, Title V, Sec. 503):

- 503(a): No part of any appropriation contained in this Act or transferred pursuant to section 4002 of Public Law 111-148 shall be used, other than for normal and recognized executive-legislative relationships, for publicity or propaganda purposes, for the preparation, distribution, or use of any kit, pamphlet, booklet, publication, electronic communication, radio, television, or video presentation designed to support or defeat the enactment of legislation before the Congress or any State or local legislature or legislative body, except in presentation of the Congress or any State or local legislature itself, or designed to support or defeat any proposed or pending regulation, administrative action, or order issued by the executive branch of any State or local government itself.

- 503 (b): No part of any appropriation contained in this Act or transferred pursuant to section 4002 of Public Law 111-148 shall be used to pay the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before the Congress or any State government, State legislature or local legislature or legislative body, other than normal and recognized executive legislative relationships or participation by an agency or officer of an State, local or tribal government in policymaking and administrative processes within the executive branch of that government.

- 503(c): The prohibitions in subsections (a) and (b) shall include any activity to advocate or promote any proposed, pending or future Federal, State or local tax increase, or any proposed, pending, or future requirement or restriction on any legal consumer product, including its sale or marketing, including but not limited to the advocacy or promotion of gun control.

For additional information, see Additional Requirement 12 at

<http://www.cdc.gov/grants/additionalrequirements/index.html> and Anti Lobbying Restrictions for CDC Grantees at http://www.cdc.gov/grants/documents/Anti-Lobbying_Restrictions_for_CDC_Grantees_July_2012.pdf

D. Needle Exchange (Div. H, Title V, Sec. 522): Notwithstanding any other provision of this Act, no funds appropriated in this Act shall be used to carry out any program of distributing sterile needles or syringes for the hypodermic injection of any illegal drug.

E. Restricts dealings with corporations with recent felonies (Div. E, Title VI, Sec. 623): None of the funds made available by this Act may be used to enter into a contract, memorandum of understanding, or cooperative agreement with, make a grant to, or provide a loan or loan guarantee to any corporation that was convicted (or had an officer or agent of such corporation acting on behalf of the corporation convicted) of a felony criminal violation under any Federal or State law within the preceding 24 months, where the awarding agency is aware of the conviction, unless the agency has considered suspension or debarment of the corporation, or such officer or agent, and made a determination that this further action is not necessary to protect the interests of the Government.

F. Restricts dealings with corporations with unpaid federal tax liability (Div. E, Title VI, Sec. 622, Div. H, Title V, Sec. 518): None of the funds made available by this Act may be used to enter into a contract, memorandum of understanding, or cooperative agreement with, make a grant to, or provide a loan or loan guarantee to, any corporation that any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, where the awarding agency is aware of the unpaid tax liability, unless the agency has considered suspension or debarment of the corporation and made a determination that this further action is not necessary to protect the interests of the Government.

G. Blocking access to pornography (Div. H, Title V, Sec. 528): (a) None of the funds made available in this Act may be used to maintain or establish a computer network unless such network blocks the viewing, downloading, and exchanging of pornography; (b) Nothing in subsection (a) shall limit the use of funds necessary for any Federal, State, tribal, or local law enforcement agency or any other entity carrying out criminal investigations, prosecution, or adjudication activities.

Rent or Space Costs: Grantees are responsible for ensuring that all costs included in this proposal to establish billing or final indirect cost rates are allowable in accordance with the requirements of the Federal award(s) to which they apply, including 45 CFR Part 75, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards. The grantee also has a responsibility to ensure sub-recipients expend funds in compliance with applicable federal laws and regulations. Furthermore, it is the responsibility of the grantee to ensure rent is a legitimate direct cost line item, which the grantee has supported in current and/or prior projects and these same costs have been treated as indirect costs that have not been claimed as direct costs. If rent is claimed as direct cost, the grantee must provide a narrative justification, which describes their prescribed policy to include the effective date to the assigned Grants Management Specialist (GMS) identified in the CDC Contacts for this award.

Cancel Year: 31 U.S.C. Part 1552(a) Procedure for Appropriation Accounts Available for Definite Periods states the following, On September 30th of the 5th fiscal year after the period of availability for obligation of a fixed appropriation account ends, the account shall be closed and any remaining balances (whether obligated or unobligated) in the account shall be canceled and thereafter shall not be available for obligation or expenditure for any purpose. An example is provided below:

Fiscal Year (FY) 2012 funds will expire September 30, 2017. All FY 2012 funds should be drawn down and reported to Payment Management Services (PMS) prior to September 30, 2017. After this date, corrections or cash requests will not be permitted.

REPORTING REQUIREMENTS

Annual Federal Financial Report (FFR, SF-425): The Annual Federal Financial Report (FFR) SF-425 is required and must be submitted through eRA Commons no later than 90 days after the end of the calendar quarter in which the budget period ends. The FFR for this budget period is due to the GMS/GMO by **September 30, 2016**. Reporting timeframe is July 1, 2015 through June 30, 2016.

The FFR should only include those funds authorized and disbursed during the timeframe covered by the report. The final FFR must indicate the exact balance of unobligated funds and may not reflect any unliquidated obligations. There must be no discrepancies between the final FFR expenditure data and the Payment Management System's (PMS) cash transaction data. All Federal reporting in PMS is unchanged.

Failure to submit the required information in a timely manner may adversely affect the future funding of this project. If the information cannot be provided by the due date, the grantee is required to contact the Grants Officer listed in the contacts section of this notice before the due date.

FFR (SF-425) instructions for CDC Grantees are available at <http://grants.nih.gov/grants/forms.htm>. For further information, contact GrantsInfo@nih.gov. Additional resources concerning the eFSR/FFR system, including a User Guide and an on-line demonstration, can be found on the eRA Commons Support Page: <http://grants.nih.gov/support/>.

Performance Reporting: The Annual Performance Report is due no later than 120 days prior to the end of the budget period, **March 2, 2016**, and serves as the continuing application.

PROGRESS REPORTS: In addition to the annual progress report, awardees must submit a Performance Measures Report as specified in the FOA.

An annual progress report due 90 days after the end of the budget period and is submitted electronically into PERFORMS. This report should cover budget period July 1, 2014 – June 30, 2015 to include updates on work plan activities including contracts, progress on implementation of technical assistance plans; budget expenditure reports; updates on required benchmarks and performance measurement activities; NIMS implementation, gap-based training, ESAR-VHP (HPP only), exercise reporting requirements, and preparedness accomplishments, success stories, and program impact statements as well as other items deemed necessary for full disclosure of progress.

Benchmarks: In accordance to Sections 319C-1 and 319C-2 respectively of the Public Health Service Act, awardees must document and demonstrate that they have substantially met a benchmark by providing a complete and accurate description on how the benchmark was achieved. The following is an overview of benchmarks, please refer to Appendix 4 and 5 of the continuation guidance for a full comprehensive list of benchmarks for both HPP and PHEP programs.

1. One full scale exercise within the five year budget period
 2. PAHPA
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1. Awardees submit timely and complete data for the end-of-year report and the Final Annual Federal Financial Report (FFR)
 2. The State EOC can electronically report available and staffed beds according to HAVBED definitions by sub-state regions to the HHS SOC within 4 hours or less of a request, during an incident or exercise at least once during the current grant year.

3. Develop and submit exercise plans that include a proposed exercise schedule and a discussion of the plans for healthcare entity exercise development, conduct evaluation and improvement planning
4. Submit a comprehensive equipment list that lists each of its participating hospitals by name and by National Provider Identifier (NPI) (formally known as HIPPA ID); identifies each activity still in progress

As mandated by PAHPA, awardees that fail to “substantially meet” the benchmarks are subject to withholding of funds penalties to be applied the following fiscal year. Awardees that demonstrate achievement of these requirements are not subject to withholding of funds.

Audit Requirement:

Domestic Organizations: An organization that expends \$750,000 or more in a fiscal year in Federal awards shall have a single or program-specific audit conducted for that year in accordance with the provisions of 45 CFR Part 75. The audit period is an organization’s fiscal year. The audit must be completed along with a data collection form (SF-SAC), and the reporting package shall be submitted within the earlier of 30 days after receipt of the auditor’s report(s), or nine (9) months after the end of the audit period. The audit report must be sent to:

Federal Audit Clearing House Internet Data Entry System

Electronic Submission:

[https://harvester.census.gov/facides/\(S\(0vkw1zaelyzjibnahocga5i0\)\)/account/login.aspx](https://harvester.census.gov/facides/(S(0vkw1zaelyzjibnahocga5i0))/account/login.aspx)

AND

Procurement & Grants Office, Risk Management & Compliance Activity

Electronic Copy to: PGO.Audit.Resolution@cdc.gov

Audit requirements for Subrecipients: The grantee must ensure that the subrecipients receiving CDC funds also meet these requirements. The grantee must also ensure to take appropriate corrective action within six months after receipt of the subrecipient audit report in instances of non-compliance with applicable Federal law and regulations (45 CFR 75 Subpart F and HHS Grants Policy Statement). The grantee may consider whether subrecipient audits necessitate adjustment of the grantee’s own accounting records. If a subrecipient is not required to have a program-specific audit, the grantee is still required to perform adequate monitoring of subrecipient activities. The grantee shall require each subrecipient to permit the independent auditor access to the subrecipient’s records and financial statements. The grantee must include this requirement in all subrecipient contracts.

Note: The standards set forth in 45 CFR Part 75 Subpart F will apply to audits of fiscal years beginning on or after December 26, 2014.

HPP/PHEP Recipients:

The audit requirement at section 319C-1(i)(2) does not:

- 1) Conflict with the Single Audit Act requirement.
- 2) Require an audit of the applicable CFDA’s in addition to the audit required by the Single Audit Act.
- 3) Require submission of the audit required by the Single Audit Act to CDC.
- 4) Mandate treatment of the applicable CFDA’s as Major Programs under the Single Audit Act.

Federal Funding Accountability and Transparency Act (FFATA):

In accordance with 2 CFR Chapter 1, Part 170 Reporting Sub-Award And Executive Compensation Information, Prime Awardees awarded a federal grant are required to file a FFATA sub-award report by the end of the month following the month in which the prime awardee awards any sub-grant equal to or greater than \$25,000.

Pursuant to A-133 (see Section_.205(h) and Section_.205(i)), a grant sub-award includes the provision of any commodities (food and non-food) to the sub-recipient where the sub-recipient is

required to abide by terms and conditions regarding the use or future administration of those goods. If the sub-awardee merely consumes or utilizes the goods, the commodities are not in and of themselves considered sub-awards.

2 CFR Part 170: http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr170_main_02.tpl
FFATA: www.fsrs.gov.

Reporting of First-Tier Sub-awards

Applicability: Unless you are exempt (gross income from all sources reported in last tax return is under \$300,000), you must report each action that obligates \$25,000 or more in Federal funds that does not include Recovery funds (as defined in section 1512(a)(2) of the American Recovery and Reinvestment Act of 2009, Pub. L. 111-5) for a sub-award to an entity.

Reporting: Report each obligating action of this award term to www.fsrs.gov. For sub-award information, report no later than the end of the month following the month in which the obligation was made. (For example, if the obligation was made on November 7, 2010, the obligation must be reported by no later than December 31, 2010). You must report the information about each obligating action that the submission instructions posted at www.fsrs.gov specify.

Total Compensation of Recipient Executives: You must report total compensation for each of your five most highly compensated executives for the preceding completed fiscal year, if:

- The total Federal funding authorized to date under this award is \$25,000 or more;
- In the preceding fiscal year, you received—
 - 80 percent or more of your annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR Part 170.320 (and sub-awards); and
 - \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR Part 170.320 (and sub-awards); and
 - The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. Part 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm?explorer.event=true>).

Report executive total compensation as part of your registration profile at <http://www.sam.gov>. Reports should be made at the end of the month following the month in which this award is made and annually thereafter.

Total Compensation of Sub-recipient Executives: Unless you are exempt (gross income from all sources reported in last tax return is under \$300,000), for each first-tier sub-recipient under this award, you must report the names and total compensation of each of the sub-recipient's five most highly compensated executives for the sub-recipient's preceding completed fiscal year, if:

- In the sub-recipient's preceding fiscal year, the sub-recipient received—
 - 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR Part 170.320 (and sub-awards); and
 - \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and sub-awards); and
 - The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. Part 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>).

You must report sub-recipient executive total compensation to the grantee by the end of the month following the month during which you make the sub-award. For example, if a sub-award is obligated on any date during the month of October of a given year (i.e., between October 1st and 31st), you must report any required compensation information of the sub-recipient by November 30th of that year.

Definitions:

- Entity means all of the following, as defined in 2 CFR Part 25 (Appendix A, Paragraph(C)(3)):
 - Governmental organization, which is a State, local government, or Indian tribe;
 - Foreign public entity;
 - Domestic or foreign non-profit organization;
 - Domestic or foreign for-profit organization;
 - Federal agency, but only as a sub-recipient under an award or sub-award to a non-Federal entity.

- Executive means officers, managing partners, or any other employees in management positions.
- Sub-award: a legal instrument to provide support to an eligible sub-recipient for the performance of any portion of the substantive project or program for which the grantee received this award. The term does not include the grantees procurement of property and services needed to carry out the project or program (for further explanation, see 45 CFR Part 75). A sub-award may be provided through any legal agreement, including an agreement that the grantee or a sub-recipient considers a contract.
- Sub-recipient means an entity that receives a sub-award from you (the grantee) under this award; and is accountable to the grantee for the use of the Federal funds provided by the sub-award.
- Total compensation means the cash and non-cash dollar value earned by the executive during the grantee's or sub-recipient's preceding fiscal year and includes the following (for more information see 17 CFR Part 229.402(c)(2)):
 - Salary and bonus
 - Awards of stock, stock options, and stock appreciation rights. Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.
 - Earnings for services under non-equity incentive plans. This does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.
 - Change in pension value. This is the change in present value of defined benefit and actuarial pension plans.
 - Above-market earnings on deferred compensation which is not tax-qualified.
 - Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds \$10,000.

GENERAL REQUIREMENTS

Travel Cost: In accordance with HHS Grants Policy Statement, travel costs are only allowable where such travel will provide direct benefit to the project or program. There must be a direct benefit imparted on behalf of the traveler as it applies to the approved activities of the NoA. To prevent disallowance of cost, the grantee is responsible for ensuring that only allowable travel reimbursements are applied in accordance with their organization's established travel policies and procedures. Grantees approved policies must meet the requirements of 45 CFR Part 75, as applicable.

Food and Meals: Costs associated with food or meals are allowable when consistent with federal regulations, HHS Federal regulations, Program Regulations, HHS policies and guidance. In addition, costs must be proposed in accordance with grantee approved policies and a determination of reasonableness has been performed by the grantees. Grantee approved policies must meet the requirements of 45 CFR Part 75, as applicable.

Prior Approval: All requests, which require prior approval, must bear the signature of an authorized official of the business office of the grantee organization as well as the principal investigator or program or project director named on this NoA. The grantee **MUST** submit these requests by **March 2, 2016** or no later than 120 days prior to this budget period's end date. Any requests received that reflect only one signature will be returned to the grantee unprocessed. Additionally, any requests involving funding issues must include an itemized budget and a narrative justification of the request.

The following types of requests require prior approval.

- Use of unobligated funds from prior budget period (Carryover)*
- Lift funding restriction, withholding, or disallowance
- Redirection of funds
- Change in scope
- Implement a new activity or enter into a sub-award that is not specified in the most recently approved budget
- Apply for supplemental funds
- Change in key personnel
- Extensions
- Conferences or meetings that exceed cost threshold
- **OVERTIME/COMPENSATORY TIME:** Must be submitted to your GMS prior to applying the proposed cost. Requests should clearly state the following: Name of staff; percentage of effort on current award; number of hours working; and what will be accomplished during overtime.
- **Request to Use Budget Period 3 Unobligated Funds: Final (Annual) FFR must be submitted by September 30, 2015 to authorize use of budget period 3 unobligated funds for expenditure in budget period 4. (REMINDER: Request are due by March 2, 2016 for timely review and approval)**

Templates for prior approval requests can be found at:

<http://www.cdc.gov/grants/alreadyhavegrant/priorapprovalrequests.html>

Key Personnel: In accordance with 45 CFR Part 75.308, CDC grantees must obtain prior approval from CDC for (1) change in the project director/principal investigator, business official, authorized organizational representative or other key persons specified in the FOA, application or award document; and (2) the disengagement from the project for more than three months, or a 25 percent reduction in time devoted to the project, by the approved project director or principal investigator.

Inventions: Acceptance of grant funds obligates grantees to comply with the standard patent rights clause in 37 CFR Part 401.14.

Publications: Publications, journal articles, etc. produced under a CDC grant support project must bear an acknowledgment and disclaimer, as appropriate, for example:
This publication (journal article, etc.) was supported by the Grant or Cooperative Agreement Number, CDC-RFA TP12-1201, funded by the Centers for Disease Control and Prevention. Its contents are solely the responsibility of the authors and do not necessarily represent the official views of the Centers for Disease Control and Prevention or the Department of Health and Human Services.

Acknowledgment Of Federal Support: When issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal money, all awardees receiving Federal funds, including and not limited to State and local governments and grantees of Federal research grants, shall clearly state:

- percentage of the total costs of the program or project which will be financed with Federal money
- dollar amount of Federal funds for the project or program, and
- percentage and dollar amount of the total costs of the project or program that will be financed by non-governmental sources.

Copyright Interests Provision: This provision is intended to ensure that the public has access to the results and accomplishments of public health activities funded by CDC. Pursuant to applicable grant regulations and CDC's Public Access Policy, Recipient agrees to submit into the National Institutes of Health (NIH) Manuscript Submission (NIHMS) system an electronic version of the final, peer-reviewed manuscript of any such work developed under this award upon acceptance for publication, to be made publicly available no later than 12 months after the official date of publication. Also at the time of submission, Recipient and/or the Recipient's submitting author must specify the date the final manuscript will be publicly accessible through PubMed Central (PMC). Recipient and/or Recipient's submitting author must also post the manuscript through PMC within twelve (12) months of the publisher's official date of final publication; however the author is strongly encouraged to make the subject manuscript available as soon as

possible. The recipient must obtain prior approval from the CDC for any exception to this provision.

The author's final, peer-reviewed manuscript is defined as the final version accepted for journal publication, and includes all modifications from the publishing peer review process, and all graphics and supplemental material associated with the article. Recipient and its submitting authors working under this award are responsible for ensuring that any publishing or copyright agreements concerning submitted articles reserve adequate right to fully comply with this provision and the license reserved by CDC. The manuscript will be hosted in both PMC and the CDC Stacks institutional repository system. In progress reports for this award, recipient must identify publications subject to the CDC Public Access Policy by using the applicable NIHMS identification number for up to three (3) months after the publication date and the PubMed Central identification number (PMCID) thereafter.

Disclaimer for Conference/Meeting/Seminar Materials: Disclaimers for conferences/meetings, etc. and/or publications: If a conference/meeting/seminar is funded by a grant, cooperative agreement, sub-grant and/or a contract the grantee must include the following statement on conference materials, including promotional materials, agenda, and internet sites: Funding for this conference was made possible (in part) by the Centers for Disease Control and Prevention. The views expressed in written conference materials or publications and by speakers and moderators do not necessarily reflect the official policies of the Department of Health and Human Services, nor does the mention of trade names, commercial practices, or organizations imply endorsement by the U.S. Government.

Logo Use for Conference and Other Materials: Neither the Department of Health and Human Services (HHS) nor the CDC logo may be displayed if such display would cause confusion as to the funding source or give false appearance of Government endorsement. Use of the HHS name or logo is governed by U.S.C. Part 1320b-10, which prohibits misuse of the HHS name and emblem in written communication. A non-federal entity is unauthorized to use the HHS name or logo governed by U.S.C. Part 1320b-10. The appropriate use of the HHS logo is subject to review and approval of the HHS Office of the Assistant Secretary for Public Affairs (OASPA). Moreover, the HHS Office of the Inspector General has authority to impose civil monetary penalties for violations (42 CFR Part 1003). Accordingly, neither the HHS nor the CDC logo can be used by the grantee without the express, written consent of either the CDC Project Officer or the CDC Grants Management Officer. It is the responsibility of the grantee to request consent for use of the logo in sufficient detail to ensure a complete depiction and disclosure of all uses of the Government logos. In all cases for utilization of Government logos, the grantee must ensure written consent is received from the Project Officer and/or the Grants Management Officer.

Equipment and Products: To the greatest extent practicable, all equipment and products purchased with CDC funds should be American-made. CDC defines equipment as tangible non-expendable personal property (including exempt property) charged directly to an award having a useful life of more than one year AND an acquisition cost of \$5,000 or more per unit. However, consistent with grantee policy, a lower threshold may be established. Please provide the information to the Grants Management Officer to establish a lower equipment threshold to reflect your organization's policy.

The grantee may use its own property management standards and procedures, provided it observes provisions of in applicable grant regulations and 45 CFR Part 75.

Federal Information Security Management Act (FISMA): All information systems, electronic or hard copy, that contain federal data must be protected from unauthorized access. This standard also applies to information associated with CDC grants. Congress and the OMB have instituted laws, policies and directives that govern the creation and implementation of federal information security practices that pertain specifically to grants and contracts. The current regulations are pursuant to the Federal Information Security Management Act (FISMA), Title III of the E-Government Act of 2002, PL 107-347.

FISMA applies to CDC grantees only when grantees collect, store, process, transmit or use information on behalf of HHS or any of its component organizations. In all other cases, FISMA is not applicable to recipients of grants, including cooperative agreements. Under FISMA, the grantee retains the original data and intellectual property, and is responsible for the security of these data, subject to all applicable laws protecting security, privacy, and research. If/When

information collected by a grantee is provided to HHS, responsibility for the protection of the HHS copy of the information is transferred to HHS and it becomes the agency's responsibility to protect that information and any derivative copies as required by FISMA. For the full text of the requirements under Federal Information Security Management Act (FISMA), Title III of the E-Government Act of 2002 Pub. L. No. 107-347, please review the following website:
http://frwebgate.access.gpo.gov/cgi-bin/getdoc.cgi?dbname=107_cong_public_laws&docid=f:publ347.107.pdf

Pilot Program for Enhancement of Contractor Employee Whistleblower Protections:

Grantees are hereby given notice that the 48 CFR section 3.908, implementing section 828, entitled "Pilot Program for Enhancement of Contractor Employee Whistleblower Protections," of the National Defense Authorization Act (NDAA) for Fiscal Year (FY) 2013 (Pub. L. 112-239, enacted January 2, 2013), applies to this award.

Federal Acquisition Regulations

As promulgated in the Federal Register, the relevant portions of 48 CFR section 3.908 read as follows (note that use of the term "contract," "contractor," "subcontract," or "subcontractor" for the purpose of this term and condition, should be read as "grant," "grantee," "subgrant," or "subgrantee"):

3.908 Pilot program for enhancement of contractor employee whistleblower protections.

3.908-1 Scope of section.

(a) This section implements 41 U.S.C. 4712.

(b) This section does not apply to-

1. DoD, NASA, and the Coast Guard; or
2. Any element of the intelligence community, as defined in section 3(4) of the National Security Act of 1947 (50 U.S.C. 3003(4)). This section does not apply to any disclosure made by an employee of a contractor or subcontractor of an element of the intelligence community if such disclosure-

(i) Relates to an activity of an element of the intelligence community; or

(ii) Was discovered during contract or subcontract services provided to an element of the intelligence community.

3.908-2 Definitions.

As used in this section-

"Abuse of authority" means an arbitrary and capricious exercise of authority that is inconsistent with the mission of the executive agency concerned or the successful performance of a contract of such agency.

"Inspector General" means an Inspector General appointed under the Inspector General Act of 1978 and any Inspector General that receives funding from, or has oversight over contracts awarded for, or on behalf of, the executive agency concerned.

3.908-3 Policy.

(a) Contractors and subcontractors are prohibited from discharging, demoting, or otherwise discriminating against an employee as a reprisal for disclosing, to any of the entities listed at paragraph (b) of this subsection, information that the employee reasonably believes is evidence of gross mismanagement of a Federal contract, a gross waste of Federal funds, an abuse of authority relating to a Federal contract, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a Federal contract (including the competition for or negotiation of a contract). A reprisal is prohibited even if it is undertaken at the request of an executive branch official, unless the request takes the form of a non-discretionary directive and is within the authority of the executive branch official making the request.

(b) Entities to whom disclosure may be made.

(1) A Member of Congress or a representative of a committee of Congress.

(2) An Inspector General.

(3) The Government Accountability Office.

(4) A Federal employee responsible for contract oversight or management at the relevant agency.

(5) An authorized official of the Department of Justice or other law enforcement agency.

(6) A court or grand jury.

(7) A management official or other employee of the contractor or subcontractor who has the responsibility to investigate, discover, or address misconduct.

(c) An employee who initiates or provides evidence of contractor or subcontractor misconduct in any judicial or administrative proceeding relating to waste, fraud, or abuse on a Federal contract shall be deemed to have made a disclosure.

3.908-9 Contract clause.

Contractor Employee Whistleblower Rights and Requirement to Inform Employees of Whistleblower Rights (Sept. 2013)

(a) This contract and employees working on this contract will be subject to the whistleblower rights and remedies in the pilot program on Contractor employee whistleblower protections established at 41 U.S.C. 4712 by section 828 of the National Defense Authorization Act for Fiscal Year 2013 (Pub. L. 112-239) and FAR 3.908.

(b) The Contractor shall inform its employees in writing, in the predominant language of the workforce, of employee whistleblower rights and protections under 41 U.S.C. 4712, as described in section 3.908 of the Federal Acquisition Regulation.

(c) The Contractor shall insert the substance of this clause, including this paragraph (c), in all subcontracts over the simplified acquisition threshold.

PAYMENT INFORMATION

Automatic Drawdown (Direct/Advance Payments): Payment under this award will be made available through the Department of Health and Human Services (HHS) Payment Management System (PMS). PMS will forward instructions for obtaining payments.

PMS correspondence, mailed through the U.S. Postal Service, should be addressed as follows:

Director, Payment Management Services

P.O. Box 6021

Rockville, MD 20852

Phone Number: (877) 614-5533

Email: PMSSupport@psc.gov

Website: <http://www.dpm.psc.gov/help/help.aspx?explorer.event=true>

Note: To obtain the contact information of PMS staff within respective Payment Branches refer to the links listed below:

- University and Non-Profit Payment Branch:
http://www.dpm.psc.gov/contacts/dpm_contact_list/univ_nonprofit.aspx?explorer.event=true
- Governmental and Tribal Payment Branch:
http://www.dpm.psc.gov/contacts/governmental_and_tribal.aspx?explorer.event=true
- Cross Servicing Payment Branch:
http://www.dpm.psc.gov/contacts/cross_servicing.aspx?explorer.event=true
- International Payment Branch:
Bhavin Patel (301) 492-4918
Email: Bhavin.patel@psc.hhs.gov

If a carrier other than the U.S. Postal Service is used, such as United Parcel Service, Federal Express, or other commercial service, the correspondence should be addressed as follows:

U.S. Department of Health and Human Services

Division of Payment Management

7700 Wisconsin Avenue, Suite 920

Bethesda, MD 20814

To expedite your first payment from this award, attach a copy of the Notice of Grant/Cooperative Agreement to your payment request form.

Payment Management System Subaccount: Effective October 1, 2013, a new HHS policy on subaccounts requires the CDC setup payment subaccounts within the Payment Management System (PMS) for all grant awards. Funds awarded in support of approved activities have been obligated in a newly established subaccount in the PMS, herein identified as the "P". A P Account is a subaccount created specifically for the purpose of tracking designated types of funding in the PMS.

All award funds must be tracked and reported separately. Funds must be used in support of approved activities in the FOA and the approved application.

The grant document number and subaccount title (below) must be known in order to draw down funds from this P Account.

Grant Document Number: 000531TP15

Component: PHEP
Subaccount Title: TP121201HPPHEPBASE15

Component: HPP
Subaccount Title: TP121201HPPHEPOTHR15

Acceptance of the Terms of an Award: By drawing or otherwise obtaining funds from the grant Payment Management Services, the grantee acknowledges acceptance of the terms and conditions of the award and is obligated to perform in accordance with the requirements of the award. If the recipient cannot accept the terms, the recipient should notify the Grants Management Officer within thirty (30) days of receipt of this award notice.

Certification Statement: By drawing down funds, the grantee certifies that proper financial management controls and accounting systems, to include personnel policies and procedures, have been established to adequately administer Federal awards and funds drawn down. Recipients must comply with all terms and conditions outlined in their NoA, including grant policy terms and conditions contained in applicable HHS Grant Policy Statements, and requirements imposed by program statutes and regulations and HHS grants administration regulations, as applicable; as well as any regulations or limitations in any applicable appropriations acts.

CDC ROLES AND RESPONSIBILITIES

Roles and Responsibilities: Grants Management Specialists/Officers (GMO/GMS) and Program/Project Officers (PO) work together to award and manage CDC grants and cooperative agreements. From the pre-planning stage to closeout of an award, grants management and program staff have specific roles and responsibilities for each phase of the grant cycle. The GMS/GMO is responsible for the business management and administrative functions. The PO is responsible for the programmatic, scientific, and/or technical aspects. The purpose of this factsheet is to distinguish between the roles and responsibilities of the GMO/GMS and the PO to provide a description of their respective duties.

Grants Management Officer: The GMO is the federal official responsible for the business and other non-programmatic aspects of grant awards including:

- Determining the appropriate award instrument, i.e.; grant or cooperative agreement
- Determining if an application meets the requirements of the FOA
- Ensuring objective reviews are conducted in an above-the-board manner and according to guidelines set forth in grants policy
- Ensuring grantee compliance with applicable laws, regulations, and policies
- Negotiating awards, including budgets
- Responding to grantee inquiries regarding the business and administrative aspects of an award
- Providing grantees with guidance on the closeout process and administering the closeout of grants
- Receiving and processing reports and prior approval requests such as changes in funding, carryover, budget redirection, or changes to the terms and conditions of an award
- Maintaining the official grant file and program book

The GMO is the only official authorized to obligate federal funds and is responsible for signing the NoA, including revisions to the NoA that change the terms and conditions. The GMO serves as the counterpart to the business officer of the recipient organization.

GMO Contact: See Staff Contacts below for the assigned GMO

Grants Management Specialist: The GMS is the federal staff member responsible for the day-to-day management of grants and cooperative agreements. The GMS is the primary contact of recipients for business and administrative matters pertinent to grant awards. Many of the functions described above are performed by the GMS on behalf of the GMO.

GMS Contact: See Staff Contacts below for the assigned GMS

Project Officer: The PO is the federal official responsible for the programmatic, scientific, and/or technical aspects of grants and cooperative agreements including:

- The development of programs and FOAs to meet the CDC's mission
- Providing technical assistance to applicants in developing their applications e.g. explanation of programmatic requirements, regulations, evaluation criteria, and guidance to applicants on possible linkages with other resources
- Providing technical assistance to grantees in the performance of their project
- Post-award monitoring of grantee performance such as review of progress reports, review of prior approval requests, conducting site visits, and other activities complementary to those of the GMO/GMS

Programmatic Contact:

Brandi Jordan MPH, CPH
Public Health Advisor
OPHPR/DSL/PSB
1600 Clifton Rd. NE, MS D-29
Atlanta, GA 30333
Office: 404-639-7856
Email: HYN4@cdc.gov

Programmatic Contact:

Angela Krutsinger
Field Project Officer
Hospital Preparedness Program
Office of the Assistant Secretary for Preparedness and Response
Office: (816) 426-3290
Email: Angela.Krutsinger@hhs.gov

STAFF CONTACTS

Grants Management Specialist: Keisha Russellthompson
Center for Disease Control and Prevention
PGO
2920 Brandywine Road, MS K-75
Atlanta, GA 30341
Email: dwt6@cdc.gov Phone: 770-488-2681 Fax: 770-488-2688

Grants Management Officer: Shicann Phillips
Center for Disease Control and Prevention
ONDIEH
1825 Century Center Blvd MS E-85
Atlanta, GA 30345
Email: IBQ7@CDC.GOV Phone: 404.498.3013

SPREADSHEET SUMMARY

GRANT NUMBER: 5U90TP000531-04

INSTITUTION: MISSOURI STATE DEPT/ HEALTH & SENIOR SRV

Budget	Year 4	Year 5
Salaries and Wages	\$2,836,731	
Fringe Benefits	\$1,236,081	
Personnel Costs (Subtotal)	\$4,072,812	
Equipment	\$134,000	
Supplies	\$264,885	
Travel Costs	\$216,891	

Consortium/Contractual Cost	\$9,624,398	
Other	\$361,351	\$16,804,245
TOTAL FEDERAL DC	\$14,674,337	\$16,804,245
TOTAL FEDERAL F&A	\$609,055	
TOTAL COST	\$14,652,835	\$16,804,245



[Home](#) > [Policy & Regulations](#) > [Travel and Relocation Policy](#) > [Per Diem](#) > [Per Diem Rates](#) >

FY 2015 Per Diem Rates for New Mexico

(October 2014 - September 2015)

SEARCH BY CITY, STATE OR ZIP CODE

Enter your City OR Enter your ZIP Code

ADDITIONAL PER DIEM TOPICS

- [Meals & Incidental Expenses Breakdown \(M&IE\)](#)
- [FAQs](#)
- [State Tax Exemption Forms](#)
- [Factors Influencing Lodging Rates](#)
- [FY 2014 Per Diem Highlights](#)
- [Fire Safe Hotels](#)
- [Have a Per diem Question?](#)
- [Downloadable Per Diem Files](#)

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the [National Association of Counties \(NACo\) website \(a non-federal website\)](#).

You searched for: **New Mexico**

Primary Destination* (1)	County (2, 3)	Max lodging by Month (excluding taxes)												Meals & Inc. Exp.**		
		2014			2015											
		Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep			
Standard Rate	Applies for all locations without specified rates	83	83	83	83	83	83	83	83	83	83	83	83	83	83	46
Carlsbad	Eddy	127	127	127	127	127	127	120	120	120	127	127	127	127	51	
Las Cruces	Dona Ana	91	91	91	91	91	91	91	91	91	91	91	91	91	56	
Los Alamos	Los Alamos	86	86	86	86	86	86	86	86	86	86	86	86	86	51	
Santa Fe	Santa Fe	94	94	94	94	94	94	94	94	94	94	94	94	94	71	
Taos	Taos	92	92	92	92	92	92	92	92	92	92	92	92	92	66	

* NOTE: Traveler reimbursement is based on the location of the work activities and not the accommodations, unless lodging is not available at the work activity, then the agency may authorize the rate where lodging is obtained.

** Meals and Incidental Expenses, see [Breakdown of M&IE Expenses](#) for important information on first and last days of travel.

CONTACTS

- [Additional Contacts for](#)
- [Travel Management Policy](#)

NEED MORE INFORMATION?

- [Rates for Alaska, Hawaii, U.S. Territories and Possessions \(set by DoD\)](#)
- [Rates in Foreign Countries \(Set by State Dept.\)](#)
- [Federal Travel Regulations \(FTR\)](#)

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- [E-Gov Travel](#)
- [FedRooms](#)
- [POV Mileage Reimbursement Rates](#)

Last Reviewed 2015-06-25

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Missouri

Public Health Emergency Preparedness (PHEP) -- Program Announcement TP12-1201 -- Budget Period 04									
	Base	CRI	Level 1 Lab	Total Funded	Match	Total Budget			
Financial Assistance									
Personnel	\$ 2,452,787	\$ 37,379	-	\$ 2,490,166	\$ 421,787	\$ 2,911,953			
Fringe	\$ 1,067,480	\$ 16,447	-	\$ 1,083,927	\$ 185,590	\$ 1,269,517			
Travel	\$ 144,212	\$ 10,157	-	\$ 154,369	-	\$ 154,369			
Equipment	\$ 134,000	-	-	\$ 134,000	-	\$ 134,000			
Supplies	\$ 244,602	\$ 3,212	-	\$ 247,814	-	\$ 247,814			
Contracts	\$ 5,527,676	\$ 827,167	-	\$ 6,354,843	\$ 503,212	\$ 6,858,055			
Consultant	\$ -	\$ -	-	\$ -	-	\$ -			
Other	\$ 335,497	\$ -	-	\$ 335,497	\$ 22,309	\$ 357,806			
Total Direct Cost	\$ 9,906,254	\$ 894,362	-	\$ 10,800,616	\$ 1,132,898	\$ 11,933,514			
Total Indirect Cost	\$ 526,828	\$ 1,545	-	\$ 528,373	-	\$ 528,373			
TOTAL--FA	\$ 10,433,082	\$ 895,907	-	\$ 11,328,989	\$ 1,132,898	\$ 12,461,887			
Direct Assistance									
Personnel	\$ -	\$ -	-	\$ -	-	\$ -			
Federal Contract	\$ -	\$ -	-	\$ -	-	\$ -			
Other	\$ -	\$ -	-	\$ -	-	\$ -			
TOTAL--DA	\$ -	\$ -	-	\$ -	-	\$ -			
TOTAL AWARD	\$ 10,433,082	\$ 895,907	-	\$ 11,328,989	\$ 1,132,898	\$ 12,461,887			\$ 12,950,614
<i>Note: The amounts shown in FA-Other include funds that are in suspense and restricted pending prior approval. Restricted amounts are shown below.</i>									
Restricted Funds									
Restrict during Review	\$ -	\$ -	-	\$ -	-	\$ -			
Unallocated Funds	\$ -	\$ -	-	\$ -	-	\$ -			
				Total Restricted		\$ -			
Estimated Unobligated Funds	\$ 443,057	\$ -	-	\$ 443,057	\$ 45,670	\$ 488,727			

Missouri

Hospital Preparedness Program (HPP) and Public Health Emergency Preparedness (PHEP) -- Program Announcement TP12-1201 -- Budget Period 04									
	PHEP Total	HPP Total	Total Funding	PHEP Match	HPP Match	Total Match	Total Budget		
Financial Assistance									
Personnel	\$ 2,490,166	\$ 346,565	\$ 2,836,731	\$ 421,787	\$ -	\$ 421,787	\$ 3,258,518		
Fringe	\$ 1,083,927	\$ 152,154	\$ 1,236,081	\$ 185,590	\$ -	\$ 185,590	\$ 1,421,671		
Travel	\$ 154,369	\$ 62,522	\$ 216,891	\$ -	\$ -	\$ -	\$ 216,891		
Equipment	\$ 134,000	\$ -	\$ 134,000	\$ -	\$ -	\$ -	\$ 134,000		
Supplies	\$ 247,814	\$ 17,071	\$ 264,885	\$ -	\$ -	\$ -	\$ 264,885		
Contracts	\$ 6,354,843	\$ 3,269,555	\$ 9,624,398	\$ 503,212	\$ 395,440.30	\$ 898,652	\$ 10,523,050		
Consultant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Other	\$ 335,497	\$ 25,854	\$ 361,351	\$ 22,309	\$ -	\$ 22,309	\$ 383,660		
Total Direct Cost	\$ 10,800,616	\$ 3,873,721	\$ 14,674,337	\$ 1,132,898	\$ 395,440	\$ 1,528,338	\$ 16,202,675		
Total Indirect Cost	\$ 528,373	\$ 80,882	\$ 609,055	\$ -	\$ -	\$ -	\$ 609,055		
TOTAL--FA	\$ 11,328,989	\$ 3,954,403	\$ 15,283,392	\$ 1,132,898	\$ 395,440	\$ 1,528,338	\$ 16,811,730		
Direct Assistance									
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Federal Contract	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
TOTAL--DA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
TOTAL AWARD	\$ 11,328,989	\$ 3,954,403	\$ 15,283,392	\$ 1,132,898	\$ 395,440	\$ 1,528,338	\$ 16,811,730		
<i>Note: The amounts shown in FA-Other include funds that are in suspense and restricted pending prior approval. Restricted amounts are shown below.</i>									
Restricted Funds									
Restrict during Review	\$ -	\$ 235	\$ 235	\$ -	\$ -	\$ -	\$ 235		
Unallocated Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
		Total Restricted	\$ 235						
Estimated Unobligated Funds	\$ 443,057	\$ 187,500	\$ 630,557	\$ 45,670	\$ 18,750	\$ 64,420	\$ 694,977		

Missouri

Hospital Preparedness Program (HPP) -- Program Announcement TP12-1201 -- Budget Period 04

	Base	Total Funded	Match	Total Budget
Financial Assistance				
Personnel	\$ 346,565	\$ 346,565	\$ -	\$ 346,565
Fringe	\$ 152,154	\$ 152,154	\$ -	\$ 152,154
Travel	\$ 62,522	\$ 62,522	\$ -	\$ 62,522
Equipment	\$ -	\$ -	\$ -	\$ -
Supplies	\$ 17,071	\$ 17,071	\$ -	\$ 17,071
Contracts	\$ 3,269,555	\$ 3,269,555	\$ 376,690	\$ 3,646,245
Consultant	\$ -	\$ -	\$ -	\$ -
Other	\$ 25,854	\$ 25,854	\$ -	\$ 25,854
Total Direct Cost	\$ 3,873,721	\$ 3,873,721	\$ 376,690	\$ 4,250,411
Total Indirect Cost	\$ 80,682	\$ 80,682	\$ -	\$ 80,682
TOTAL--FA	\$ 3,954,403	\$ 3,954,403	\$ 376,690	\$ 4,331,093
Direct Assistance				
Personnel	\$ -	\$ -	\$ -	\$ -
Federal Contract	\$ -	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -	\$ -
TOTAL--DA	\$ -	\$ -	\$ -	\$ -
TOTAL AWARD	\$ 3,954,403	\$ 3,954,403	\$ 376,690	\$ 4,331,093
Note: The amounts shown in FA-Other include funds that are in suspense and restricted pending prior approval. Restricted amounts are shown below.				
Restricted Funds				
Restrict during Review	\$ 235	\$ 235		
Unallocated Funds	\$ -	\$ -		
	Total Restricted	\$ 235		
Estimated Unobligated Funds	\$ 187,500	\$ 187,500	\$ 18,750	\$ 206,250

BP4 WCOA & BCOA Report for Missouri

Budget Period: 07/01/2015 to 06/30/2016

Date Application Submitted:

Privileged Communication

Grant Number: 000531

Program Announcement #: CDC-RFA-TP12-1201

Work Plan Exception

Review Notes Related to Overall Application

LowTR (ID#: 33916) - Improvement Area

Awardee has listed a number of capabilities as being off schedule and the work will be completed in BP 4. However, the work plans submitted do not include the remaining work from BP 3. Also, the funding assigned to build capabilities does not appear to be sufficient in order to complete BP 3 tasks while also starting and completing BP 4 tasks within the budget period.

Recommendation: In order to achieve success in completing work plan activities, awardee should re-examine budget line items and determine where and by how much funds can be re-directed towards build capabilities.

Budget Exception

Budget Exception for PHEP-Base Funding Source

Type	Category	Description	Requested \$	Approved \$
Needs More Info	Personnel	EMS Inspector (Cap BP4 1) (Personnel: \$17,197/ Fringe: \$7,567) Work Plan Association: PHEP Capabilities Plan: Community Preparedness, Exception Text: Provide name of person and how much of an FTE will be selected to fill this position when position is filled,	\$24,764	\$24,764
Needs More Info	Personnel	Health and Senior Services Manager I (Prog Admin BP4) (Personnel: \$47,156/ Fringe: \$20,749) Work Plan Association: PHEP Capabilities Plan: Program Administration, Exception Text: Provide name of person and how much of an FTE will be selected to fill this position when position is filled, Other: This position has been vacant since the beginning of BP 3. The awardee should detail the timeline for hiring for this position, if this position has not been filled.	\$67,905	\$67,905
Needs More Info	Personnel	Health Program Representative III (Prog Admin BP4) (Personnel: \$42,476/ Fringe: \$18,689) Work Plan Association: PHEP Capabilities Plan: Program Administration, Exception Text: Provide name of person and how much of an FTE will be selected to fill this position when position is filled,	\$61,165	\$61,165
Needs More Info	Personnel	Senior Public Health Laboratory Scientist (Cap 12, BP4) (Personnel: \$19,180/ Fringe: \$8,439) Work Plan Association: PHEP Capabilities Plan: Public Health Laboratory Testing, Exception Text: Provide name of person and how much of an FTE will be selected to fill this position when position is filled,	\$27,619	\$27,619
Needs More Info	Personnel	Emergency Management Coordinator (Cap 1 & 2 BP4) (Personnel: \$8,418/ Fringe: \$3,704) Work Plan Association: PHEP Capabilities Plan: Community Preparedness,PHEP Capabilities Plan: Community Recovery, Exception Text: Provide name of person and how much of an FTE will be selected to fill this position when position is filled,	\$12,122	\$12,122
Needs More Info	Personnel	Planner III (Cap 1 BP4) (Personnel: \$4,376/ Fringe: \$1,925) Work Plan Association: PHEP Capabilities Plan: Community Preparedness, Exception Text: Provide name of person and how much of an FTE will be selected to fill this position when position is filled,	\$6,301	\$6,301
Needs More Info	Personnel	Broad Band Manager II (Prog Admin BP4) (Personnel: \$5,635/ Fringe: \$2,479) Work Plan Association: PHEP Capabilities Plan: Program Administration, Exception Text: Other: Review position title to ensure it is accurate. Position title in BP 3 was Broad Band Manager III, this line item is a reduction in position at increased costs. Also, awardee should review the program administration assignment to this position. The justification described might be able to be classified under PHEP capabilities, vs. program administration.	\$8,114	\$8,114

BP4 WCOA & BCOA Report for Missouri
Budget Period: 07/01/2015 to 06/30/2016

Needs More Info	Personnel	Administrative Office Support Assistant (Prog Admin BP4) (Personnel: \$24,573/ Fringe: \$10,812)	\$35,385	\$35,385
<p>Work Plan Association: PHEP Capabilities Plan: Program Administration,</p> <p>Exception Text: Other: Based on the description this is admin support specifically for Capability 8 and 9, I would associate this position to these capabilities versus Program Administration.</p>				
Needs More Info	Personnel	Medical Consultant (Prog Admin BP4) (Personnel: \$59,865/ Fringe: \$26,341)	\$86,206	\$86,206
<p>Work Plan Association: PHEP Capabilities Plan: Program Administration,</p> <p>Exception Text: Other: This position should be broken out by capabilities. Program administration is typically related to grant oversight, personnel, and other administrative tasks.</p>				
Needs More Info	Personnel	Public Safety Manager II (Prog Admin BP4) (Personnel: \$41,978/ Fringe: \$18,470)	\$60,448	\$60,448
<p>Work Plan Association: PHEP Capabilities Plan: Program Administration,</p> <p>Exception Text: Other: Based on the justification this position could be allocated among the PHEP capabilities in lieu of program administration. Program administration should be designated for positions that solely deal with grant administration (e.g. personnel, budgeting, etc.).</p>				
Needs More Info	Personnel	Planner III (Cap 15 BP4) (Personnel: \$11,668/ Fringe: \$5,134)	\$16,802	\$16,802
<p>Work Plan Association: PHEP Capabilities Plan: Volunteer Management,</p> <p>Exception Text: Provide name of person and how much of an FTE will be selected to fill this position when position is filled,</p>				
Needs More Info	Personnel	Planner III (Cap 8 & 9 BP4) (Personnel: \$20,966/ Fringe: \$9,225)	\$30,191	\$30,191
<p>Work Plan Association: PHEP Capabilities Plan: Medical Countermeasure Dispensing, PHEP Capabilities Plan: Medical Materiel Management & Distribution,</p> <p>Exception Text: Provide name of person and how much of an FTE will be selected to fill this position when position is filled,</p>				
Needs More Info	Personnel	Public Health Senior Nurse (CAP 11 & 13, BP4) (Personnel: \$52,367/ Fringe: \$23,041)	\$75,408	\$75,408
<p>Work Plan Association: PHEP Capabilities Plan: Public Health Surveillance & Epidemiologic Investigation, PHEP Capabilities Plan: Non-Pharmaceutical Interventions,</p> <p>Exception Text: Provide name of person and how much of an FTE will be selected to fill this position when position is filled,</p>				
Needs More Info	Personnel	Research Analyst II (Cap 13 BP4) (Personnel: \$3,439/ Fringe: \$1,513)	\$4,952	\$4,952
<p>Work Plan Association: PHEP Capabilities Plan: Public Health Surveillance & Epidemiologic Investigation,</p> <p>Exception Text: Provide name of person and how much of an FTE will be selected to fill this position when position is filled,</p>				
Needs More Info	Personnel	Public Safety Broad Band Manager I (Prog Admin BP4) (Personnel: \$8,115/ Fringe: \$3,571)	\$11,686	\$11,686

BP4 WCOA & BCOA Report for Missouri
Budget Period: 07/01/2015 to 06/30/2016

		Work Plan Association: PHEP Capabilities Plan: Program Administration,		
		Exception Text: Other: Personnel line item was not included in BP 3. Please provide further justification that personnel serves an integral role in performing Public Health Emergency Preparedness activities for 8 hours each week in BP 4.		
Needs More Info	Personnel	Special Assistant Professional (Prog Admin BP4) (Personnel: \$12,950/ Fringe: \$5,698)	\$18,648	\$18,648
		Work Plan Association: PHEP Capabilities Plan: Program Administration,		
		Exception Text: Other: Personnel line item was not included in BP 3. Please provide further justification that personnel serves an integral role in performing Public Health Emergency Preparedness activities for 8 hours each week in BP 4.		
Needs More Info	Personnel	Public Safety Manager II (Prog Admin BP4) (Personnel: \$41,978/ Fringe: \$18,470)	\$60,448	\$60,448
		Work Plan Association: PHEP Capabilities Plan: Program Administration,		
		Exception Text: Other: Based on the justification duties would be better split among capabilities versus program administration.		
Needs More Info	Personnel	Special Assistant Professional (Prog Admin BP4) (Personnel: \$18,712/ Fringe: \$8,233)	\$26,945	\$26,945
		Work Plan Association: PHEP Capabilities Plan: Program Administration,		
		Exception Text: Other: Personnel line item was not included in BP 3. Please provide further justification that personnel serves an integral role in performing Public Health Emergency Preparedness activities for 8 hours each week in BP 4.		
Needs More Info	Personnel	Designated Principle Assistant Division (Prog Admin BP4) (Personnel: \$16,473/ Fringe: \$7,248)	\$23,721	\$23,721
		Work Plan Association: PHEP Capabilities Plan: Program Administration,		
		Exception Text: Other: Personnel line item was not included in BP 3. Please provide further justification that personnel serves an integral role in performing Public Health Emergency Preparedness activities for 8 hours each week in BP 4.		
Needs More Info	Personnel	Designated Principle Assistant Division (Prog Admin BP4) (Personnel: \$13,528/ Fringe: \$5,952)	\$19,480	\$19,480
		Work Plan Association: PHEP Capabilities Plan: Program Administration,		
		Exception Text: Other: Personnel line item was not included in BP 3. Please provide further justification that personnel serves an integral role in performing Public Health Emergency Preparedness activities for 8 hours each week in BP 4.		
Needs More Info	Personnel	Personnel Officer (Prog Admin BP4) (Personnel: \$10,260/ Fringe: \$4,514)	\$14,774	\$14,774
		Work Plan Association: PHEP Capabilities Plan: Program Administration,		
		Exception Text: Other: Personnel line item was not included in BP 3. Please provide further justification that personnel serves an integral role in performing Public Health Emergency Preparedness activities for 8 hours each week in BP 4.		
Needs More Info	Travel	Trip to Various Locations (Cap 5) BP4	\$507	\$507

BP4 WCOA & BCOA Report for Missouri
Budget Period: 07/01/2015 to 06/30/2016

	Work Plan Association: PHEP Capabilities Plan: Fatality Management,			
	Exception Text: Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).			
Needs More Info	Travel	4 trips to Various Locations (Cap 5) BP4	\$2,434	\$2,434
	Work Plan Association: PHEP Capabilities Plan: Fatality Management,			
	Exception Text: Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).			
Needs More Info	Travel	4 trips to St. Louis Vicinity (Cap 5) BP4	\$3,266	\$3,266
	Work Plan Association: PHEP Capabilities Plan: Fatality Management,			
	Exception Text: Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).			
Needs More Info	Travel	2 trips to Kansas City (Cap 5) BP4	\$853	\$853
	Work Plan Association: PHEP Capabilities Plan: Fatality Management,			
	Exception Text: Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).			
Needs More Info	Travel	Trip to Kansas City (Cap 13) BP4	\$395	\$395
	Work Plan Association: PHEP Capabilities Plan: Public Health Surveillance & Epidemiologic Investigation,			
	Exception Text: Other: Trip does not correlate well with work plan activities. Work plan activities do not include activities related to agroterrorism or working with law enforcement.			
Needs More Info	Travel	6 trips to Jefferson City (Cap 13) BP4	\$1,050	\$1,050
	Work Plan Association: PHEP Capabilities Plan: Public Health Surveillance & Epidemiologic Investigation,			
	Exception Text: Other: Please provide further justification, is this line item requesting travel for Dr. Hamm?			
Needs More Info	Travel	8 trips to Various Locations (Prog Admin) BP4	\$1,400	\$1,400
	Work Plan Association: PHEP Capabilities Plan: Program Administration,			
	Exception Text: Other: Please indicate the personnel position from the personnel budget.			
Needs More Info	Travel	2 trips to Various Locations (Prog Admin) BP4	\$350	\$350
	Work Plan Association: PHEP Capabilities Plan: Program Administration,			
	Exception Text: Other: Please allocate these trips to specific capabilities vs. program administration since the trips are to assist with specific capabilities vs. general grant administration.			
Needs More Info	Travel	4 trips to Various Locations (Prog Admin) BP4	\$700	\$700
	Work Plan Association: PHEP Capabilities Plan: Program Administration,			
	Exception Text: Other: Please allocate these trips to specific capabilities vs. program administration since the trips are to assist with specific			

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		capabilities vs. grant administration.		
Needs More Info	Travel	2 trips to St. Louis (Prog Admin) BP4	\$494	\$494
		Work Plan Association: PHEP Capabilities Plan: Program Administration,		
		Exception Text: Other: Please allocate these trips to specific capabilities vs. program administration since the trips are to assist with specific capabilities vs. grant administration.		
Needs More Info	Travel	2 trips to Kansas City (Prog Admin) BP4	\$456	\$456
		Work Plan Association: PHEP Capabilities Plan: Program Administration,		
		Exception Text: Other: Please allocate these trips to specific capabilities vs. program administration since the trips are to assist with specific capabilities vs. grant administration.		
Needs More Info	Travel	Trip to TBD (Cap 12) BP4	\$2,611	\$2,611
		Work Plan Association: PHEP Capabilities Plan: Public Health Laboratory Testing,		
		Exception Text: Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).		
Needs More Info	Travel	15 trips to Various locations (Cap 1) BP4	\$690	\$690
		Work Plan Association: PHEP Capabilities Plan: Community Preparedness,		
		Exception Text: Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).		
Needs More Info	Travel	9 trips to Various Locations (Cap 3) BP4	\$1,575	\$1,575
		Work Plan Association: PHEP Capabilities Plan: Emergency Operations Coordination,		
		Exception Text: Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).		
Needs More Info	Travel	Trip to Kansas City (Cap 11) BP4	\$445	\$445
		Work Plan Association: PHEP Capabilities Plan: Non-Pharmaceutical Interventions,		
		Exception Text: Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).		
Needs More Info	Travel	2 trips to TBD (Cap 12) BP4	\$2,311	\$2,311
		Work Plan Association: PHEP Capabilities Plan: Public Health Laboratory Testing,		
		Exception Text: Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).		
Needs More Info	Travel	Trip to TBD (Cap 12) BP4	\$1,156	\$1,156
		Work Plan Association: PHEP Capabilities Plan: Public Health Laboratory Testing,		
		Exception Text: Verify this is not a duplication of another allocation. Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).		
Needs More Info	Travel	Trip to TBD (Cap 13) BP4	\$1,912	\$1,912

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Work Plan Association: PHEP Capabilities Plan: Public Health Surveillance & Epidemiologic Investigation,			
Exception Text: Other: Please verify if this is travel for the state epidemiologist or medical consultant.			
Needs More Info	Travel	Trip to Atlanta, GA (Cap 13) BP4	\$1,788
			\$1,788
Work Plan Association: PHEP Capabilities Plan: Public Health Surveillance & Epidemiologic Investigation,			
Exception Text: Verify this is not a duplication of another allocation.			
Needs More Info	Travel	Trip to TBD (Cap 14) BP4	\$1,346
			\$1,346
Work Plan Association: PHEP Capabilities Plan: Responder Safety and Health,			
Exception Text: Verify this is not a duplication of another allocation.			
Needs More Info	Travel	2 trips to Various Locations (Prog Admin) BP4	\$470
			\$470
Work Plan Association: PHEP Capabilities Plan: Program Administration,			
Exception Text: Verify the amount requested. (Amount requested does not match the cost formulation information in the justification.) Other: Please indicate travel for the annual HPP conference in the HPP travel budget.			
Needs More Info	Travel	Trip to Atlanta, GA (Prog Admin) BP4	\$1,722
			\$1,722
Work Plan Association: PHEP Capabilities Plan: Program Administration,			
Exception Text: Other: Please provide position title from personnel budget for this individual.			
Needs More Info	Travel	2 trips to TBD (Prog Admin) BP4	\$2,955
			\$2,955
Work Plan Association: PHEP Capabilities Plan: Program Administration,			
Exception Text: Other: Please provide position title from personnel budget for this traveler. Also, please indicate all HPP conference related travel on the HPP travel budget.			
Needs More Info	Travel	Trip to TBD (Prog Admin) BP4	\$454
			\$454
Work Plan Association: PHEP Capabilities Plan: Program Administration,			
Exception Text: Other: Please provide position title for traveler from personnel budget.			
Needs More Info	Travel	10 trips to Various Location (Cap 12) BP4	\$296
			\$296
Work Plan Association: PHEP Capabilities Plan: Public Health Laboratory Testing,			
Exception Text: Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).			
Needs More Info	Travel	Trip to TBD (Cap 12) BP4	\$3,906
			\$3,906
Work Plan Association: PHEP Capabilities Plan: Public Health Laboratory Testing,			
Exception Text: Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).			
Needs More Info	Travel	Trip to TBD (Cap 12) BP4	\$1,802
			\$1,802
Work Plan Association: PHEP Capabilities Plan: Public Health Laboratory Testing,			

BP4 WCOA & BCOA Report for Missouri
Budget Period: 07/01/2015 to 06/30/2016

	Exception Text: Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).		
Needs More Info	Travel	Trip to TBD (Cap 12) BP4	\$1,693 \$1,693
	Work Plan Association: PHEP Capabilities Plan: Public Health Laboratory Testing,		
	Exception Text: Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).		
Needs More Info	Travel	Trip to St. Louis (Cap 11) BP4	\$454 \$454
	Work Plan Association: PHEP Capabilities Plan: Non-Pharmaceutical Interventions,		
	Exception Text: Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).		
Needs More Info	Travel	Trip to Springfield (Cap 11) BP4	\$365 \$365
	Work Plan Association: PHEP Capabilities Plan: Non-Pharmaceutical Interventions,		
	Exception Text: Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).		
Needs More Info	Travel	Trip to Columbia (Cap 11) BP4	\$22 \$22
	Work Plan Association: PHEP Capabilities Plan: Non-Pharmaceutical Interventions,		
	Exception Text: Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).		
Needs More Info	Travel	2 trips to Various Locations (Prog Admin) BP4	\$350 \$350
	Work Plan Association: PHEP Capabilities Plan: Program Administration,		
	Exception Text: Other: Please provide position title from personnel budget.		
Needs More Info	Travel	4 trips to Various Locations (Prog Admin) BP4	\$700 \$700
	Work Plan Association: PHEP Capabilities Plan: Program Administration,		
	Exception Text: Other: Please verify that travel can not be allocated to capabilities vs. program administration.		
Needs More Info	Travel	2 trips to St. Louis (Prog Admin) BP4	\$494 \$494
	Work Plan Association: PHEP Capabilities Plan: Program Administration,		
	Exception Text: Other: Please verify that travel could not be allocated to PHEP capabilities vs. program administration.		
Needs More Info	Travel	2 trips to Kansas City (Prog Admin) BP4	\$456 \$456
	Work Plan Association: PHEP Capabilities Plan: Program Administration,		
	Exception Text: Other: Please verify that travel can not be allocated to a specific capability versus program administration		
Needs More Info	Travel	2 trips to Various Locations (Prog Admin) BP4	\$350 \$350
	Work Plan Association: PHEP Capabilities Plan: Program Administration,		
	Exception Text: Other: Please verify that funds can not be allocated to specific capabilities vs. program administration.		

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Needs More Info	Travel	Trip to St. Louis (Prog Admin) BP4	\$247	\$247
<p>Work Plan Association: PHEP Capabilities Plan: Program Administration, Exception Text: Other: Please verify that funds can not be allocated to specific capabilities vs. program administration.</p>				
Needs More Info	Travel	Trip to Kansas City (Prog Admin) BP4	\$228	\$228
<p>Work Plan Association: PHEP Capabilities Plan: Program Administration, Exception Text: Other: Please verify that funds can not be allocated to specific capabilities vs. program administration.</p>				
Needs More Info	Travel	Trip to Various (Prog Admin BP4)	\$1,475	\$1,475
<p>Work Plan Association: PHEP Capabilities Plan: Program Administration, Exception Text: Verify this is not a duplication of another allocation. Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).</p>				
Needs More Info	Travel	Trip to San Diego, CA (Cap 1 BP4)	\$1,710	\$1,710
<p>Work Plan Association: PHEP Capabilities Plan: Community Preparedness, Exception Text: Other: Activity is not linked to work plan activities in Cap 1.</p>				
Needs More Info	Supplies	Toxicall Software Renewal (Cap 13,BP4)	\$6,810	\$6,810
<p>Work Plan Association: PHEP Capabilities Plan: Public Health Surveillance & Epidemiologic Investigation, Exception Text: Other: There is not well correlated connection between this line item and the work plan.</p>				
Needs More Info	Supplies	Replacement desktop computers (Cap 13, BP4)	\$1,256	\$1,256
<p>Work Plan Association: PHEP Capabilities Plan: Public Health Surveillance & Epidemiologic Investigation, Exception Text: Other: Justification indicates 1 desktop computer but line item indicates 2. Please verify the number of desk top computers needed.</p>				
Needs More Info	Supplies	Maintenance for Lectora Authoring System (Cap 3, BP4)	\$1,750	\$1,750
<p>Work Plan Association: PHEP Capabilities Plan: Emergency Operations Coordination, Exception Text: Verify this is not a duplication of another allocation.</p>				
Needs More Info	Supplies	Plotter Supplies (Cap 1 BP4)	\$1,500	\$1,500
<p>Work Plan Association: PHEP Capabilities Plan: Community Preparedness, Exception Text: Other: There is no correlation between this item and the work plan activities described for Cap 1.</p>				
Needs More Info	Other	Renewal of ESRI ArcGIS (Cap 1 BP4)	\$17,500	\$17,500
<p>Work Plan Association: PHEP Capabilities Plan: Community Preparedness, Exception Text: Other: This is not correlated with the work plan activities for this capability.</p>				
Needs More Info	Other	Renewal of ESRI software (Cap 1, BP4)	\$21,800	\$21,800
<p>Work Plan Association: PHEP Capabilities Plan: Community Preparedness,</p>				

BP4 WCOA & BCOA Report for Missouri
Budget Period: 07/01/2015 to 06/30/2016

Exception Text: Other: No clear correlation with work plan activities.

Needs More Info Other Renewal of ESRI Community Analyst Subscription (Cap 1, BP4) \$1,500 \$1,500

Work Plan Association: PHEP Capabilities Plan: Community Preparedness,

Exception Text: Other: No clear correlation with work plan activities.

Budget Exception for PHEP-Base CarryOver Funding Source

Type	Category	Description	Requested \$	Approved \$
Needs More Info	Other	BP3 Carryover: Audio/Visual Rental (Cap 1)	\$3,300	\$3,300
		Work Plan Association: PHEP Capabilities Plan: Community Preparedness,		
		Exception Text: Other: Please verify the justification provided. Public Health Conference activities are not described in the Cap 1 work plan.		
Needs More Info	Other	BP3 Carryover Speaker Fees (Cap 1)	\$6,000	\$6,000
		Work Plan Association: PHEP Capabilities Plan: Community Preparedness,		
		Exception Text: Other: Please verify the justification provided. Public Health Conference activities are not described in the Cap 1 work plan.		

Budget Exception for PHEP-Match Funding Source

Type	Category	Description	Requested \$	Approved \$
Needs More Info	Personnel	Health and Senior Services Manager 1 (Personnel: \$16,388/ Fringe: \$7,211)	\$23,599	\$23,599
		Work Plan Association: PHEP Capabilities Plan: Program Administration,		
		Exception Text: Provide name of person and how much of an FTE will be selected to fill this position when position is filled, Other: If the position is not filled during the budget period the awardee will not be able to use this position for match.		
Needs More Info	Personnel	Health and Senior Services Broadband Manager 2 (Personnel: \$33,012/ Fringe: \$14,525)	\$47,537	\$47,537
		Work Plan Association: PHEP Capabilities Plan: Program Administration,		
		Exception Text: Provide name of person and how much of an FTE will be selected to fill this position when position is filled, Other: If the position is not filled during the budget period the awardee will not be able to use this position for match.		
Needs More Info	Personnel	Health and Senior Services Broadband Manager 1 (Personnel: \$5,776/ Fringe: \$2,541)	\$8,317	\$8,317
		Work Plan Association: PHEP Capabilities Plan: Program Administration,		
		Exception Text: Provide name of person and how much of an FTE will be selected to fill this position when position is filled, Other: If the position is not filled during the budget period the awardee will not be able to use this position for match.		
Needs More Info	Personnel	Environmental Public Health Specialist IV (Personnel: \$4,349/ Fringe: \$1,914)	\$6,263	\$6,263
		Work Plan Association: PHEP Capabilities Plan: Program Administration,		

Exception Text: Provide name of person and how much of an FTE will be selected to fill this position when position is filled, Other: If the position is not filled during the budget period the awardee will not be able to use this position for match.

3P4 WCOA & BCOA Report for Missouri

Budget Period: 07/01/2015 to 06/30/2016

Date Application Submitted:

Privileged Communication

Grant Number: 000531

Program Announcement #: CDC-RFA-TP12-1201

Work Plan Exception

Review Notes Related to Overall Application

LowTR (ID#: 34628) - Recommendation

NHPP program review determination: The recipient is successfully progressing in their proposed work plans and continued funding is recommended. The proposed work plan is NHPP evaluated as achievable and the dollar amount supports sustainment of their HPP work.

LowTR (ID#: 34450) - Improvement Area

The majority of Missouri HPP funds goes to subawardees in support of the HPP capabilities/initiatives but there were not any timelines/schedules included in the subawards or budget breakdowns for them beyond by capability/function. For example, no mention that the subaward to MHA is to support the 5 rural HCCs and no breakdown included of the amounts going to each rural HCC and their current status/projects which vary by location.

Also, concerns related to getting the objectives and outputs met when this award for the 5 of the 7 HCC reflects only 1% of its allocation is toward supporting each of the following: EOC; Fatality Mgmt; Responder Safety; and Volunteer Mgmt. Please confirm that 1% will be enough for these large capabilities.

Recommendation: Timelines/schedules for activities and outputs is needed with more detailed budget breakdowns, also descriptions of what will be accomplished by subawardees on capabilities that have funding allocations 5% and under for that capability.

Budget Exception

Budget Exception for HPP-Base Funding Source

Type	Category	Description	Requested \$	Approved \$
Restricted	Other	Membership Renewal Fee MaBION (Cap 1, BP4)	\$25	\$0
Work Plan Association: HPP Capabilities Plan: Healthcare System Preparedness, Exception Text: Justification does not clearly link this item to public health or healthcare emergency preparedness activities. Other: As CDC grant supports state laboratories rather than HPP, there doesnt appear to be an HPP justification for this membership line item. Also there is no Training Coordinator listed in the HPP personnel budget.				
Restricted	Other	Membership Renewal Fee ABSA (Cap 1, BP4)	\$210	\$0
Work Plan Association: HPP Capabilities Plan: Healthcare System Preparedness, Exception Text: Justification does not clearly link this item to public health or healthcare emergency preparedness activities. Other: As CDC grant supports state laboratories rather than HPP, there doesnt appear to be an HPP justification for this membership line item. Also there is no Training Coordinator listed in the HPP personnel budget.				
Needs More Info	Personnel	Health and Senior Services Manager I (BP4) (Personnel: \$5,240/ Fringe: \$2,306)	\$7,546	\$7,546
Work Plan Association: HPP Capabilities Plan: Program Administration, Exception Text: Provide name of person and how much of an FTE will be selected to fill this position when position is filled,				
Needs More Info	Personnel	Planner III (BP4) (Personnel: \$23,336/ Fringe: \$10,268)	\$33,604	\$33,604
Work Plan Association: Exception Text: Provide name of person and how much of an FTE will be selected to fill this position when position is filled,				
Needs More Info	Personnel	Designated Principal Assistant (BP4) (Personnel: \$7,614/ Fringe: \$3,350)	\$10,964	\$10,964
Work Plan Association: HPP Capabilities Plan: Program Administration, Exception Text: Provide brief description of job duties.				
Needs More Info	Personnel	Program Coordinator (BP4) (Personnel: \$57,114/ Fringe: \$25,130)	\$82,244	\$82,244
Work Plan Association: HPP Capabilities Plan: Program Administration, Exception Text: Provide brief description of job duties.				
Needs More Info	Personnel	Medical Consultant (BP4) (Personnel: \$59,865/ Fringe: \$26,341)	\$86,206	\$86,206
Work Plan Association: HPP Capabilities Plan: Program Administration, Exception Text: Provide brief description of job duties. Verify justification for this allocation. (Allocation label and justification do not match.)				
Needs More Info	Personnel	Planner III (BP4) (Personnel: \$2,427/ Fringe: \$1,068)	\$3,495	\$3,495
Work Plan Association: HPP Capabilities Plan: Program Administration,				

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	Exception Text: Provide brief description of job duties.			
Needs More Info	Personnel	Planner III (BP4) (Personnel: \$2,427/ Fringe: \$1,068)	\$3,495	\$3,495
	Work Plan Association: HPP Capabilities Plan: Program Administration,			
	Exception Text: Provide brief description of job duties.			
Needs More Info	Personnel	Planner III (BP4) (Personnel: \$2,287/ Fringe: \$1,006)	\$3,293	\$3,293
	Work Plan Association: HPP Capabilities Plan: Program Administration,			
	Exception Text: Provide brief description of job duties.			
Needs More Info	Personnel	Planner III (BP4) (Personnel: \$2,427/ Fringe: \$1,068)	\$3,495	\$3,495
	Work Plan Association: HPP Capabilities Plan: Program Administration,			
	Exception Text: Provide brief description of job duties.			
Needs More Info	Personnel	Planner III (BP4) (Personnel: \$2,427/ Fringe: \$1,068)	\$3,495	\$3,495
	Work Plan Association: HPP Capabilities Plan: Program Administration,			
	Exception Text: Provide brief description of job duties.			
Needs More Info	Personnel	Planner III (BP4) (Personnel: \$2,527/ Fringe: \$1,112)	\$3,639	\$3,639
	Work Plan Association: HPP Capabilities Plan: Program Administration,			
	Exception Text: Provide brief description of job duties.			
Needs More Info	Personnel	Planner III (BP4) (Personnel: \$2,275/ Fringe: \$1,001)	\$3,276	\$3,276
	Work Plan Association: HPP Capabilities Plan: Program Administration,			
	Exception Text: Provide brief description of job duties.			
Needs More Info	Personnel	Planner III (BP4) (Personnel: \$52,250/ Fringe: \$22,990)	\$75,240	\$75,240
	Work Plan Association: HPP Capabilities Plan: Program Administration,			
	Exception Text: Provide name of person and how much of an FTE will be selected to fill this position when position is filled, Provide brief description of job duties.			
Needs More Info	Personnel	Planner III (BP4) (Personnel: \$2,275/ Fringe: \$1,001)	\$3,276	\$3,276
	Work Plan Association: HPP Capabilities Plan: Healthcare System Recovery,			
	Exception Text: Provide brief description of job duties.			
Needs More Info	Personnel	Planner III (BP4) (Personnel: \$2,275/ Fringe: \$1,001)	\$3,276	\$3,276
	Work Plan Association: HPP Capabilities Plan: Healthcare System Recovery,			
	Exception Text: Provide brief description of job duties.			
Needs More Info	Personnel	ITSD Various Duties (BP4) (Personnel: \$11,180/ Fringe: \$4,584)	\$15,764	\$15,764
	Work Plan Association: HPP Capabilities Plan: Program Administration,			
	Exception Text: Provide verification how these costs were allocated between the CDC, ASPR and other Federal cooperative agreement programs.			
Needs More Info	Travel	Trip to San Diego, CA (Cap 15, BP4)	\$1,790	\$1,790
	Work Plan Association: HPP Capabilities Plan: Volunteer Management,			

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		Exception Text: Provide name of person and how much of an FTE will be selected to fill this position when position is filled,		
Needs More Info	Travel	3 trips to Kansas City (Cap 15, BP4)	\$684	\$684
		Work Plan Association: HPP Capabilities Plan: Volunteer Management,		
		Exception Text: Provide brief description of job duties. Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).		
Needs More Info	Travel	Trip to Edina (Cap 15, BP4)	\$175	\$175
		Work Plan Association: HPP Capabilities Plan: Volunteer Management,		
		Exception Text: Provide brief description of job duties. Verify the amount requested. (Amount requested does not match the cost formulation information in the justification.)		
Needs More Info	Travel	Trip to Cape Girardeau (Cap 15, BP4)	\$175	\$175
		Work Plan Association: HPP Capabilities Plan: Volunteer Management,		
		Exception Text: Provide brief description of job duties. Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).		
Needs More Info	Travel	Trip to West Plains (Cap 15, BP4)	\$175	\$175
		Work Plan Association: HPP Capabilities Plan: Volunteer Management,		
		Exception Text: Provide brief description of job duties. Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).		
Needs More Info	Travel	Trip to St. Joseph (Cap 15, BP4)	\$175	\$175
		Work Plan Association: HPP Capabilities Plan: Volunteer Management,		
		Exception Text: Provide brief description of job duties. Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).		
Needs More Info	Travel	Trip to Rolla (Cap 15, BP4)	\$46	\$46
		Work Plan Association: HPP Capabilities Plan: Volunteer Management,		
		Exception Text: Provide brief description of job duties. Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).		
Needs More Info	Travel	Trip to Springfield (Cap 16, DHSS, BP4)	\$175	\$175
		Work Plan Association: HPP Capabilities Plan: Program Administration,		
		Exception Text: Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.). Other: Please clarify what the travel is to accomplish in support of HPP & include travel dates.		
Needs More Info	Travel	Trip to Kansas City-SEMA Conf. (Cap 15, BP4)	\$609	\$609

Work Plan Association: HPP Capabilities Plan: Volunteer Management,				
Exception Text: Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.). Other: Include who is to attend and why, how their attendance to this conference furthers HPP initiatives.				
Needs More Info	Travel	3 trips to St. Louis (Cap 15, BP4)	\$741	\$741
Work Plan Association: HPP Capabilities Plan: Volunteer Management,				
Exception Text: Provide brief description of job duties. Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).				
Needs More Info	Travel	3 trips to Springfield (Cap 15, BP4)	\$525	\$525
Work Plan Association: HPP Capabilities Plan: Volunteer Management,				
Exception Text: Provide brief description of job duties. Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).				
Needs More Info	Travel	Trip to Cape Girardeau (Cap 16, DHSS, BP4)	\$175	\$175
Work Plan Association: HPP Capabilities Plan: Program Administration,				
Exception Text: Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).				
Needs More Info	Travel	Trip to Kansas City packaging & Shipping (Cap 1, BP4)	\$589	\$589
Work Plan Association: HPP Capabilities Plan: Healthcare System Preparedness,				
Exception Text: Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).				
Needs More Info	Travel	Trip to Cape Girardeau packaging & shipping (Cap 1, BP4)	\$350	\$350
Work Plan Association: HPP Capabilities Plan: Healthcare System Preparedness,				
Exception Text: Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).				
Needs More Info	Travel	Trip to Springfield packaging & shipping (Cap 1, BP4)	\$350	\$350
Work Plan Association: HPP Capabilities Plan: Healthcare System Preparedness,				
Exception Text: Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).				
Needs More Info	Travel	Trip to St. Louis packaging & shipping (Cap 1, BP4)	\$494	\$494
Work Plan Association: HPP Capabilities Plan: Healthcare System Preparedness,				
Exception Text: Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).				
Needs More Info	Travel	Trip to Kansas City Biosecurity Training (Cap 1, BP4)	\$456	\$456

Work Plan Association: HPP Capabilities Plan: Healthcare System Preparedness,			
Exception Text: Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).			
Needs More Info	Travel	24 trips to Various (Cap 15, BP4)	\$3,552 \$3,552
Work Plan Association: HPP Capabilities Plan: Volunteer Management,			
Exception Text: Verify the amount requested. (Amount requested does not match the cost formulation information in the justification.) Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.). Other: Please describe why 1 person would be traveling 24 times in the course of 12 months.			
Needs More Info	Travel	3 trips to Kansas City (Cap 15, BP4)	\$1,185 \$1,185
Work Plan Association: HPP Capabilities Plan: Volunteer Management,			
Exception Text: Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).			
Needs More Info	Travel	3 trips to St. Louis (Cap 15, BP4)	\$1,086 \$1,086
Work Plan Association: HPP Capabilities Plan: Volunteer Management,			
Exception Text: Verify the amount requested. (Amount requested does not match the cost formulation information in the justification.) Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).			
Needs More Info	Travel	3 trips to Springfield (Cap 15, BP4)	\$912 \$912
Work Plan Association: HPP Capabilities Plan: Volunteer Management,			
Exception Text: Verify the amount requested. (Amount requested does not match the cost formulation information in the justification.) Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).			
Needs More Info	Travel	18 trips to Various-SEMA (Cap 16, BP4)	\$28,350 \$28,350
Work Plan Association: HPP Capabilities Plan: Program Administration,			
Exception Text: Verify the amount requested. (Amount requested does not match the cost formulation information in the justification.) Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).			
Needs More Info	Travel	Trip to Scottsdale, AZ (Cap 16, DHSS, BP4)	\$1,616 \$1,616
Work Plan Association: HPP Capabilities Plan: Program Administration,			
Exception Text: Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).			
Needs More Info	Travel	Trip to San Diego, CA (Cap 16, DHSS, BP4)	\$3,581 \$3,581
Work Plan Association: HPP Capabilities Plan: Program Administration,			

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	Exception Text:	Verify the amount requested. (Amount requested does not match the cost formulation information in the justification.) Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).		
Needs More Info	Travel	24 trips to Various (Cap 16, DHSS, BP4)	\$7,992	\$7,992
	Work Plan Association:	HPP Capabilities Plan: Program Administration,		
	Exception Text:	Verify the amount requested. (Amount requested does not match the cost formulation information in the justification.) Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).		
Needs More Info	Travel	3 trips to Springfield (Cap 16, DHSS, BP4)	\$912	\$912
	Work Plan Association:	HPP Capabilities Plan: Program Administration,		
	Exception Text:	Verify the amount requested. (Amount requested does not match the cost formulation information in the justification.) Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).		
Needs More Info	Travel	Trip to TBD (Cap 16, DHSS, BP4)	\$1,735	\$1,735
	Work Plan Association:	HPP Capabilities Plan: Program Administration,		
	Exception Text:	Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).		
Needs More Info	Travel	3 trips to Kansas City (Cap 16, DHSS, BP4)	\$1,185	\$1,185
	Work Plan Association:	HPP Capabilities Plan: Program Administration,		
	Exception Text:	Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).		
Needs More Info	Travel	3 trips to St. Louis (Cap 16, DHSS, BP4)	\$1,086	\$1,086
	Work Plan Association:	HPP Capabilities Plan: Program Administration,		
	Exception Text:	Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).		
Needs More Info	Supplies	Materials and/or trainings to maintain Training Coordinator certification and continuing education (Cap 1, BP4)	\$550	\$550
	Work Plan Association:	HPP Capabilities Plan: Healthcare System Preparedness,		
	Exception Text:	Other: As these training certifications are related to the LRN program, there does not appear to be support in the justification for this to be an HPP expenditure.		
Needs More Info	Supplies	Clicker Remote Package (Prog Admin, BP4)	\$2,000	\$2,000
	Work Plan Association:	HPP Capabilities Plan: Program Administration,		
	Exception Text:	Other: Please provide more information on what will the \$5,108 (total) clicker system provide that justifies that amount.		
Needs More Info	Supplies	Supplies for Training (Cap 1, BP4)	\$4,993	\$4,993

		Work Plan Association: HPP Capabilities Plan: Healthcare System Preparedness,		
		Exception Text: Other: State public health lab trainings and LRN initiatives are supported by CDC PHEP please clarify how you'd like to apply HPP dollars for these training materials and how it supports HPP capabilities.		
Needs More Info	Supplies	Production/Distribution of Educational Materials (Cap 1, BP4)	\$4,500	\$4,500
		Work Plan Association: HPP Capabilities Plan: Healthcare System Preparedness,		
		Exception Text: Other: State public health lab trainings and LRN initiatives are supported by CDC PHEP please clarify how you'd like to apply HPP dollars for these training materials and how it supports HPP capabilities.		
Needs More Info	Contractual	Missouri Department of Mental Health (DMH) (BP4)	\$109,403	\$109,403
		Work Plan Association: HPP Capabilities Plan: Medical Surge,HPP Capabilities Plan: Healthcare System Preparedness,HPP Capabilities Plan: Volunteer Management,HPP Capabilities Plan: Emergency Operations Coordination,HPP Capabilities Plan: Healthcare System Recovery,HPP Capabilities Plan: Information Sharing,		
		Exception Text: Other: There's no Fatality Management allocation included for DMH however Missouri is planning to address Mental/behavioral support at the HCO level (function 3) this BP. Please verify if DMH will be engaged in those efforts.		
Needs More Info	Contractual	Taney County Ambulance District (TCAD) (BP4)	\$39,903	\$39,903
		Work Plan Association: HPP Capabilities Plan: Medical Surge,		
		Exception Text: Other: The work justifications for this subaward seem to be more tasks for an individual than a list measurable targets for a subaward.		
Needs More Info	Contractual	Missouri Primary Care Association (MPCA) (BP4)	\$48,411	\$48,411
		Work Plan Association: HPP Capabilities Plan: Medical Surge,HPP Capabilities Plan: Responder Safety and Health,HPP Capabilities Plan: Healthcare System Preparedness,HPP Capabilities Plan: Volunteer Management,HPP Capabilities Plan: Emergency Operations Coordination,HPP Capabilities Plan: Healthcare System Recovery,HPP Capabilities Plan: Information Sharing,		
		Exception Text: Provide verification how these costs were allocated between the CDC, ASPR and other Federal cooperative agreement programs.		
Needs More Info	Contractual	East-West Gateway Council of Government (STARRS) (BP4)	\$421,797	\$421,797
		Work Plan Association: HPP Capabilities Plan: Medical Surge,HPP Capabilities Plan: Responder Safety and Health,HPP Capabilities Plan: Healthcare System Preparedness,HPP Capabilities Plan: Emergency Operations Coordination,HPP Capabilities Plan: Healthcare System Recovery,HPP Capabilities Plan: Information Sharing,HPP Capabilities Plan: Fatality Management,		
		Exception Text: Provide verification how these costs were allocated between the CDC, ASPR and other Federal cooperative agreement programs.		

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Needs More Info	Contractual	Missouri Hospital Association (MHA) (BP4)	\$1,433,822	\$1,433,822
<p>Work Plan Association: HPP Capabilities Plan: Medical Surge,HPP Capabilities Plan: Responder Safety and Health,HPP Capabilities Plan: Healthcare System Preparedness,HPP Capabilities Plan: Volunteer Management,HPP Capabilities Plan: Emergency Operations Coordination,HPP Capabilities Plan: Healthcare System Recovery,HPP Capabilities Plan: Information Sharing,HPP Capabilities Plan: Fatality Management,</p> <p>Exception Text: Provide verification how these costs were allocated between the CDC, ASPR and other Federal cooperative agreement programs.</p>				
Needs More Info	Other	Exhibit/Registration Fees (Cap 15, BP4)	\$1,600	\$1,600
<p>Work Plan Association: HPP Capabilities Plan: Volunteer Management,</p> <p>Exception Text: Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.).</p>				
Needs More Info	Other	Membership Renewal Fee ASCLS (Cap 1, BP4)	\$650	\$650
<p>Work Plan Association: HPP Capabilities Plan: Healthcare System Preparedness,</p> <p>Exception Text: Provide verification how these costs were allocated between the CDC, ASPR and other Federal cooperative agreement programs.</p>				
Needs More Info	Other	MHA Preparedness Conference Registration SEMA B4)	\$150	\$150
<p>Work Plan Association: HPP Capabilities Plan: Program Administration,</p> <p>Exception Text: Verify this is not a duplication of another allocation. Provide all required travel information (e.g., a brief description of the travel, destination, types of persons who will travel, approximate dates of travel, etc.). Provide verification the allocation is in the correct budget category.</p>				
Needs More Info	Other	Lunches for Quarterly Contractor Meeting (Cap 16, DHSS, BP4)	\$1,800	\$1,800
<p>Work Plan Association: HPP Capabilities Plan: Program Administration,</p> <p>Exception Text: Verify this is not a duplication of another allocation. Other: \$1,800 for 4 meetings for lunch for the list of HPP contractors is more than the GSA lunch per diem rate. Please review amounts and provide breakdown and/or provide justification for the higher amounts.</p>				
Needs More Info	Other	Disasters Fall Conference (Cap 16, DHSS, BP4)	\$10,000	\$10,000
<p>Work Plan Association: HPP Capabilities Plan: Program Administration,</p> <p>Exception Text: Verify the amount requested. (Amount requested does not match the cost formulation information in the justification.) Other: There's no description of how this \$10,000 supports HPP goals, objectives, activities or outputs - please specify this and link to work plan activities.</p>				
Needs More Info	Other	Network 6.15 FTE (Cap 16, BP4)	\$9,090	\$9,090
<p>Work Plan Association: HPP Capabilities Plan: Program Administration,</p> <p>Exception Text: Verify justification for this allocation. (Allocation label and justification do not match.) Provide verification how these costs</p>				

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were allocated between the CDC, ASPR and other Federal cooperative agreement programs.

Needs More Info	Indirect	Indirect cost is calculated by the total of Personnel Services and Fringe multiplied by 20.90%. (BP4)	\$80,682	\$80,682
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Work Plan Association: HPP Capabilities Plan: Program Administration,

Exception Text: Provide verification how these costs were allocated between the CDC, ASPR and other Federal cooperative agreement programs.

Budget Exception for HPP-Match Funding Source

Type	Category	Description	Requested \$	Approved \$
Needs More Info	Contractual	Core Public Health Funding	\$376,690	\$376,690
<p>Work Plan Association: HPP Capabilities Plan: Program Administration,</p> <p>Exception Text: Provide verification how these costs were allocated between the CDC, ASPR and other Federal cooperative agreement programs.</p>				

Budget Exception for HPP BP3 Carryover Match Funding Source

Type	Category	Description	Requested \$	Approved \$
Needs More Info	Contractual	BP3 Carryover: Core Public Health Funding Match	\$18,750	\$18,750
<p>Work Plan Association: HPP Capabilities Plan: Program Administration,</p> <p>Exception Text: Provide verification how these costs were allocated between the CDC, ASPR and other Federal cooperative agreement programs.</p>				