

Wed 3/1/2017 5:33 PM



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WA Dept of Health: FY17 PHEP Funding - reply by May 30, 2017

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- Message
- SUBMIT -FY17 Domain Planning Worksheet.docx (68 KB)
- FY17 DOH PHEP Planning Tool.pdf (228 KB)
- BP1 allocations to tribes.pdf (45 KB)
- FOA Summary - BP1Base FY17-18.pdf (25 KB)
- FOA 2017-2022 HPP-PHEP Cooperative Agreement.pdf (2 MB)

Suggested Meetings

Dear Tribal Partners,

The Department of Health (DOH), Office of Emergency Preparedness and Response is now **accepting submissions DUE: May 30, 2017 for the Open Tribal Contracting Period for Fiscal Year 2017 (FY17) Public Health Emergency Preparedness (PHEP) funds** to strengthen jurisdictions' ability to respond to public health incidents and build more resilient communities.

**As we move into the new 2017-2022 HPP-PHEP cooperative agreement, the FY17 period of performance will be July 1, 2017 to June 30, 2018.**

**FY17 PHEP Contracting Materials**

The following resources attached to this email will help you develop and submit contract activities for FY17:

- **SUBMIT - FY17 PHEP Domain Planning Worksheet – DUE: May 30, 2017** <attached file>  
Worksheet to submit by email to [Kristen.baird@doh.wa.gov](mailto:Kristen.baird@doh.wa.gov) of preparedness activities in alignment with new 2017-2022 HPP-PHEP cooperative agreement and the six PHEP Preparedness Domains.
- **FY17 DOH PHEP Planning Tool** <attached file>  
Planning document of example preparedness activities grouped by the six PHEP Preparedness Domains to help plan intended preparedness activities. Please note, activities are not limited to this list, but instead are provided to share past examples of contract activities by tribal partners and grant guidance.
- **BP1 Tribal Allocations** <attached file>  
Excel spreadsheet of BP5 and BP1 tribal PHEP allocations.
- **BP1 Tribal Allocations** <attached file>  
Excel spreadsheet of BP5 and BP1 tribal PHEP allocations.
- **FOA Summary BP1 Base FY17-18 Budget Period 1** <attached file>  
One-page summary of including the total amount of federal funding expected, period length, and the federal approach of the 2017–2022 HPP-PHEP cooperative agreement.
- **FOA 2017-2022 HPP – PHEP Cooperative Agreement** <attached file>  
Page 13, begins expectations to develop and strengthen the six Preparedness Domains through specific strategies and examples of activities. With this document you will be able to understand CDC's approach to the new cooperative agreement.

**Updates for FY17 PHEP Tribal Contracting**

The goal remains for the Office of Emergency Preparedness and Response to have non-consolidated contracts (which includes tribal contracts) executed before July 1, 2017. While this is not a requirement, staff are committed to working with each tribe to meet this goal.

In alignment with agency efforts for continuous performance improvement, two additional staff members Trevor Covington and Mahlet Zeru will manage contracts for tribal governments and tribal associations this year. This exciting addition has been established in order to efficiently support tribal partners throughout the contract year and better meet the business needs for the growing number of tribal contracts each fiscal year.

A final highlight for FY17 will be the ongoing implementation of the Tribal Reinvestment Period.

During FY16 over \$300K of tribal PHEP funds were successfully reinvested back into tribally-specific public health preparedness

projects. The Office of Emergency Preparedness and Response will continue to support this opportunity to enhance preparedness capability for tribes through the Tribal Reinvestment Period by identifying unobligated tribal funds after the close of the Open Tribal Contracting Period.

**Please find Instructions below to begin the contracting process:**

- 1) Review PHEP contracting materials and determine if contracting for FY17 is appropriate.
- 2) Reply by email **DUE: May 30, 2017** with one of the following actions:
  - ✓ **If selecting YES, to contract for FY17 PHEP funds-**  
Submit a completed FY17 PHEP Domain Planning Worksheet by email to [Kristen.Baird@doh.wa.gov](mailto:Kristen.Baird@doh.wa.gov) .
  - ☒ **If selecting NO, to not contract for FY17 PHEP funds –**  
Please send an email with the following statement by email to [concondeliverables@doh.wa.gov](mailto:concondeliverables@doh.wa.gov):  
*"(insert tribal affiliation) does not intend to contract for FY17 PHEP funds."*  
If choosing to not contract for FY17 no further action is required. Next fiscal year the option will be presented again to contract for PHEP funds.
- 3) After submitting the FY17 PHEP Domain Planning Worksheet or statement to not contract in FY17 you will receive notification confirming your submission.
- 4) **Next Steps for FY17 Contracting:**  
Your submission of the FY17 PHEP Domain Planning Worksheet will be reviewed and developed into a draft Statement of Work working with EPR tribal Contract Managers and negotiating deliverables for each planned activity.  
Once a final Statement of Work has been reached with an email of approval from the primary tribal contact, the contract will be sent to processing (**this process can take up to 6 weeks!**).  
After processing, a final contract will be sent from the DOH Contracts Office to the designated primary and secondary contract contact by email for signatures and return by mail to the DOH Contracts Office in order to fully execute the contract.

[END]

If you have any questions, please feel free to contact Kristen Baird Romero at 360.236.4057 or email [Kristen.baird@doh.wa.gov](mailto:Kristen.baird@doh.wa.gov)

Look forward to working with each of you throughout the next fiscal year.

Respectively,  
Kristen

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