

GRC Review Form

Grant Title PHEP-Hazards FY 2025
Department Auditor's Office
Dept Contact Janna Caponera **Extension** 4638

**GRC Form Updated 2/17/2022

The County Auditor's Office, in conjunction with the Grant Review Committee (GRC), has reviewed the application and/or award as detailed above, and the application and/or award is

- Recommended** This grant application and/or award is recommended for approval to Commissioners Court.
- Not Recommended** This grant application and/or award is not recommended for approval to Commissioners Court.
- No Response Received** No responses given by the GRC.
- NA Response Received** Not applicable responses for the grant given by the GRC.

Totals 0 Recommended 0 Not Recommended 0 No Response Received 0 Not Applicable

Completed by:

Janna Caponera
GRC Chair/Designee

22 February 2024
Date

County Auditor Comments

Federal funds for \$562,786 with a required county match of \$56,278.60. Grant only funds personnel portion at 10%, 95% and 100% depending on position so the balance of each position is to be covered by general healthcare funds. Grant period is July 1, 2024 through June 3, 2025.

New Personnel/Addition to Head count: Existing Position:

- Recommended
- Not Recommended
- No Response Received

Budget and Finance (BFO) Comments

FY 2025 DSHS Hazards/Public Health Emergency Preparedness (PHEP) Grant Award in the amount of \$562,786 with a required 10% in-kind match in the amount of \$56,278.60 to be covered by existing personnel. The total budget, including projected in-kind match, is \$619,064.60. Grant funding to cover three (3) existing grant positions (no increase to headcount) estimated to be funded at 100%, one (1) existing grant position (no increase to headcount) estimated to be funded at 95% (5% funded by CRI Grant) and three (3) existing grant positions (no increase to headcount) estimated to be funded at 10% as well as training, travel, supplies and other programming costs. The grant period is July 1, 2024 - June 30, 2025.

Bioterrorism Grant Personnel are solely budgeted in the (2102)-PHEP Grants Fund and (2104)-CRI Grants Fund. Based on the allocated percentages and current salaries, the estimated total salary and benefits for seven (7) grant personnel is \$906,580. The amount estimated to budget for the seven (7) positions is \$532,646. A County cash match will be required to supplement grant funding shortfall for the full cost of the seven (7) positions in the estimated amount of \$373,934. No County funds have been budgeted in Health Care Services for grant personnel salaries including training, travel, and maintenance & operations items such as cell phone service plans, internet hotspot service plans, training, travel, office supplies, uniforms, software, equipment replacements, and other items necessary to perform job duties by grant personnel.

- Recommended
- Not Recommended
- No Response Received

Purchasing Comments

Purchasing policies and procedures apply.

- Recommended
- Not Recommended
- No Response Received
- NA – No Purchasing Involved

Information Technology (IT) Comments

SG: Spoke with Taylor and this is a continuation of an existing grant. All personnel under this grant already have all the necessary IT equipment needed to perform their job functions. There are no new IT items to address.

- Recommended
- Not Recommended
- No Response Received
- NA – No IT Involved

Human Resources (HR) Comments New Personnel/Addition to Headcount

Per the attached budget, the PHEP Hazards FY25 Renewal will fund 7 existing positions (200795, 201287, 00300288, 200796, 00300177, 200052, and 200093) and personnel at the percentage of FTE indicated on the budget. Based on this percentage and current salaries, the estimated total for salary and fringe for these 7 personnel is \$548,375.20. The amount estimated to budget for these 7 positions is \$532,646. A county match to supplement grant funding for the full cost of these positions may be required.

- Recommended
- Not Recommended
- No Response Received

- NA – No HR Involved