

# GRC Review Form

**Grant Title** PHEP-Hazards FY 2026

**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

7 April 2025  
Date

**County Auditor Comments**

Federal funds for \$562,786 with a required county match of \$56,278.60. Grant only funds personnel portion at 5%, 70% and 100% depending on position so the balance of each position is to be covered by general healthcare funds. Grant period is July 1, 2025 through June 30, 2026.

New Personnel/Addition to Head count:  Existing Position:

- Recommended
- Not Recommended
- No Response Received

**Budget and Finance (BFO) Comments**

FY 2026 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 \$56,279 to be covered by existing personnel. The total budget, including projected in-kind match, is \$619,065. Grant funding to cover three (3) existing grant positions (300288, 200093, 300177 - no increase to headcount) estimated to be funded at 100%, one (1) existing grant position (200796 - no increase to headcount) estimated to be funded at 70% and three (3) existing grant positions (201287, 200052, 200795 - no increase to headcount) estimated to be funded at 5% as well as training, travel, supplies and other programming costs. Per Auditor's Office, this grant does not qualify for indirect costs. The grant period is July 1, 2025 - June 30, 2026.

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 \$970,172. The grant award budget for personnel is \$ 546,406. 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 \$433,094. Health Care Department plans to cover a portion of the estimated county match from existing FY25 vacancy savings. 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. (2102)-PHEP Grants Fund

- 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

[Click here to enter text.](#)

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

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

FY 2026 DSHS Hazards/Public Health Emergency Preparedness (PHEP) Grant Application in the amount of \$562,786 with a required 10% in-kind match in the amount of \$56,278 to be covered by existing personnel. Grant funding for salary and fringe is to cover three (3) existing grant positions (00300288, 200093, 00300177 - no increase to headcount) at 100%, one (1) existing grant position (200796 - no increase to headcount) at 70% and three (3) existing grant positions (201287, 200052, 200795 - no increase to headcount) at 5%. Per the Auditor's Office, this grant does not qualify for indirect costs. The grant period is July 1, 2025 - June 30, 2026. The estimated total salary and benefits for seven (7) grant personnel is \$970,177. The grant award budget for personnel and fringe is \$546,406. The In-Kind Match is \$56,278. The County cash match will be required to supplement grant funding shortfall for the full cost of salary and fringe for the seven (7) positions.

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