

## Real-time Allotment Funding Fact Sheet

### Background

Real-time Allotments (RTAs) are local assistance contracts awarded by the California Department of Public Health (CDPH) Tuberculosis Control Branch (TBCB) to local health jurisdictions that report less than 6 tuberculosis (TB) cases annually. The purpose of the funds is to augment local support for TB prevention, control and elimination activities. RTAs are comprised of both state funds and federal funds.

### How is the amount of an RTA determined?

RTA awards for eligible jurisdictions are calculated using the California local assistance funding formula and the most recent TB case reporting information. The formula includes eight weighted variables that reflect the complexity of TB case management, contact investigation and TB B-1 notification evaluations. TB cases are reported electronically by local health departments on the Report of Verified Tuberculosis (RVCT) form within the California Reportable Disease Information Exchange (CalREDIE). TB B1-notification evaluations are submitted either through the Electronic Disease Notification (EDN) system or by fax to the CDPH TBCB.

Example of RTA Calculation			
Funding Formula Variable	Number Reported	Amount per Variable	Total per Variable
Incident Case	3	\$2,000	\$6,000
Homeless	1	\$3,000	\$3,000
<b>Total RTA Amount</b>			<b>\$9,000</b>

Funds are issued for up to five TB cases and/or case characteristics reported each calendar year. There is no award limit for the number of TB B1-notification evaluations completed.

While the amount per case and/or case characteristic is based on calendar year reporting (January 1 through December 31), the timeframe for RTA fund expenditures is the fiscal year (July 1 through June 30).

### What can RTA funds be used for?

RTA funds can be used for: salaries and benefits for staff conducting TB prevention control and elimination activities; food, shelter, incentives and enablers (FSIE) for TB patients and their contacts; TB-related travel, and TB-related supplies or equipment. RTA funds are not TB patient specific and can be used to support any allowable expenditure.

### When are local health jurisdictions informed that they will receive an RTA?

RTAs are issued up to three times during the fiscal year. An award letter is sent by email to the Health Officer, and copied to other jurisdiction designated staff members (e.g., program manager, fiscal contact). Subsequent RTA award letters in the same fiscal year will list the cumulative award total (amount awarded to date).

Real-time Allotment Award Schedule		
TB Cases Reported	Type of Award Letter	Date Issued
January 1 – May 31	Initial	June
June 1 – October 31	Revised	December
November 1 – December 3	Final	March

### **How do local health jurisdictions receive RTA funds?**

Funds are provided after the fact as reimbursement for approved expenditures.

Jurisdictions may invoice the CDPH TBCB following the end of each quarter during the fiscal year. Payment is issued for most approved invoices within 45 days of receipt.

### **Does a signed Acceptance of Allotment have to be returned if more than one RTA is received during the fiscal year?**

Yes. Each time a jurisdiction receives a Letter of Allotment, a signed Acceptance of Allotment must be returned to the CDPH TBCB before any invoice payment can be made.

### **Who (authorized representative) should sign the Acceptance of Award?**

The authorized representative is designated by the local health jurisdiction and should be someone with the authority to agree to accept the funds. For invoices, the authorized representative should be someone with the authority to verify that the expenditures are correct.

### **Do the Certification and Disclosure forms need to be completed with each RTA?**

No, certifications and disclosure forms (Darfur Contracting Act, Special Terms and Conditions and Drug-free Workplace Certification) need to be signed and submitted only once during a fiscal year.

### **Are other funds available?**

Yes, two other types of funds are available. Additional FSIE funds may be requested by jurisdictions that exhaust their Real-time Allotment. The requests for additional FSIE funds should be primarily for providing housing for individuals with suspected or confirmed TB.

Jurisdictions that are experiencing acute and non-enduring TB control events such as extended contact investigations, more cases of multidrug-resistant (MDR) TB than usual and/or outbreaks may request Special Needs Funds. Contact your CDPH TBCB fiscal analyst for more information.

### **Additional Information**

Additional information about TB local assistance funding and RTA awards can be found in the current “Tuberculosis Control Local Assistance Funds Standards and Procedures Manual” on the CDPH TBCB website at:

<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/TB-Resources-for-LHDs.aspx>