

Frequently Asked Questions (FAQs)

October 2, 2013
Local Health Department
(LHD) Conference Call

Q: Should we (LHD) have our board of supervisors approve our CDPH/LHD grant agreement?

A: Yes, please continue to pursue Broad approval of your grant and subcontract agreements. Once we have received approval from Western Regional Office (WRO) you will be able to proceed with the pending subcontract agreements.

Q: Where will the carry-in funding come from?

A: The carry-in funding for the LHDs for the next 4-6 weeks is available through the State FFY 2013 Carry-In Funds.

Q: Once we (LHD) receive board approval of our CDPH/LHD grant documents, should we submit the documents?

A: Yes, submit your approved and signed grant agreement to your Contract Manager.

Q: One of our subcontracts is pending WRO approval and the others are approved. Can we begin work with the approved subcontracts?

A: Yes.

Q: What if my LHD subcontractor agreements were approved last year and are now listed as pending?

A: Subcontractor agreements must be approved annually by WRO. The current status is 'pending' until you receive an approval.

Q: Can we add another subcontract to our LHD grant agreement?

A: Yes, work with your Contract Manager to provide the updated information, ASAP. We need to provide WRO with the most accurate information.

Q: We have a personal services subcontract in place through FY14 that was previously approved by WRO. Can this work continue?

A: Yes, if the subcontract was approved (in the FY14 submission) by WRO then you can continue to work.

Q: Does the state have sub grant agreement templates available.

A: We have a sub grant budget template available; however, we do not have an actual agreement template available. Please contact your CM to utilize the templates we have available.

Q: Can our LHD internal staff continue working?

A: Yes, if your overall LHD budget for FFY 14 was approved by WRO and you have a CDPH/LHD grant agreement that is executed.

Q: Do you have further status for Amador, Calaveras, Kings, and Trinity Counties?

A: We do not have further status, however we will work with WRO to address the issues and notify the impacted counties. Until WRO's approval is secured, you are unable to proceed.

Q: Regarding the use of state carry-in funding, can you clarify?

A: The Carry-In funds we are referring to are CDPH's Carry-In funds. The LHDs are not required at this time track Carry-In funds, they only need to track FFY 2014 funds. For example, an LHD will submit an invoice for services between the period of October 1st and October 15th. The Contract Manager will pay the invoice against the LHDs FFY 2014 award, but will code the invoice to CDPH Carry-In funds. This is not considered extra money for the LHD.

Q: Our CPDH/LHD subcontractor agreement is executed but not approved by WRO. Can we submit retroactive invoices?

A: No. WRO will not approve retroactive invoicing.

Q: Will the enhancement funding be effected?

A: No, this delay will not affect the enhancement funding.

Note: Even if a county has a multi-year agreement with the State, annual approval from USDA WRO is required and based on the availability of federal SNAP-Ed funding.