-

# STATE OF CONNECTICUT
## DEPARTMENT OF PUBLIC HEALTH

Manisha Juthani, MD
Commissioner

Ned Lamont
Governor

Susan Bysiewicz
Lt. Governor

**Office of Public Health Preparedness and Response**

Circular Letter #: OPHPR-2024-04

TO: Regional Cities Readiness Initiative (CRI) Contractors
Regional CRI Leads

FROM: Francesca Provenzano, MPH, RS
Office of Public Health Preparedness and Response

DATE: May 2, 2024

RE: CRI Draft Contract & Subcontract Language and Budget Guidance

---

The Connecticut Department of Public Health (CT DPH) Office of Public Health Preparedness and Response (OPHPR) is looking forward to the upcoming contract period and working with you to build and enhance public health response readiness in each of the five (5) CRI planning regions.

The CT DPH Contracts & Grants Management Section (CGMS) is currently preparing to execute the CRI regional contracts. You may already have been contacted by a CGMS representative to establish working budgets within CORE CT. As part of the DPH CGMS contracting process, final contract language will be shared with contractors after budgets are established in CORE CT, and then sent to the Attorneys General Office for final review.

As discussed during a CRI meeting in March, the subcontractor language is no longer included in the contract. To support the preparation of the regional budgets, please see the attached draft contract language and templated subcontract language. We have cross-referenced all deliverables within the contract to ensure the subcontractor language aligns with the contractor's work and reporting requirements.

The *Budget Period 5 Budget Guidance* reflects longstanding policy and can be used for Budget Period 1 preparations. Timely submission of your budgets will ensure timely contract execution. If you have any contractual or programmatic questions, please direct them to David.Boyer@ct.gov who can assist you.

Thank you, in advance, for your cooperation.

c: David Boyer, Supervisor
Virginia Rzesutock, HPA2

att

Phone: (860) 509-8282 • Fax: (860) 509-7160
Telecommunications Relay Service 7-1-1
410 Capitol Avenue, P.O. Box 340308 MS#13PHP
Hartford, Connecticut 06134-0308
www.ct.gov/dph
*Affirmative Action/Equal Opportunity Employer*