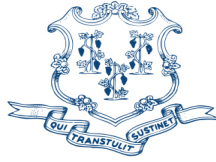


STATE OF CONNECTICUT

DEPARTMENT OF PUBLIC HEALTH

Manisha Juthani, MD
Commissioner



Ned Lamont
Governor
Susan Bysiewicz
Lt. Governor

Public Health Preparedness and Local Health Section

DATE: July 7, 2022 OPHPR-2022-008
TO: CRI Regional Leads
FROM: Francesca Provenzano, Section Chief
Public Health Preparedness and Local Health Section
RE: CRI Budget Review and Guidance

All submitted annual budgets for Public Health Emergency Preparedness (PHEP) funding are currently being reviewed. Do not begin work with consultant(s) until the Department provides official budget approval. The Department has asked that the CRI leads engage in agreements with consultants directly, to support the regional planning work, as outlined in the contractual terms. Subcontractor budgets that reflect a consultant(s) working at the local level, not the regional level, will likely be rejected. Please revisit regional PHEP BP4 budgets and convene meetings, as needed, to ensure that the budgets reflect the regional work outlined in the contract.

Justifications for all expenses are required. Salary and Wage justifications shall reflect specific activities and outputs that will be completed with the funding and should directly align with the contract deliverables.

Upon receipt of departmental budget approval and execution of contracts or amendments, copies of all subcontractor agreements, or updated annexes, shall be submitted to DPH.PHEP@ct.gov for inclusion in regional fiduciary files.

For questions, please submit to DPH.PHEP@ct.gov and copy your DPH regional MCM coordinator.

Cc: Erin McDermott, Health Program Supervisor
Regional MCM Coordinators
Renée Thomson DiNardi, Health Program Assistant 2



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