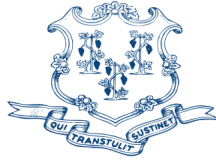


STATE OF CONNECTICUT

DEPARTMENT OF PUBLIC HEALTH



Manisha Juthani, MD
Commissioner

Ned Lamont
Governor
Susan Bysiewicz
Lt. Governor

Circular Letter #: OPHPR-2024-03

TO: CRI Regional Leads

FROM: Francesca Provenzano, Section Chief
Office of Public Health Preparedness and Response

DATE: March 19, 2024

RE: Request for Letters of Concurrence

The Connecticut Department of Public Health (CT DPH) Office of Public Health Preparedness Response (OPHPR) is seeking your continued support to acquire Centers for Disease Control and Prevention (CDC) Public Health Emergency Preparedness (PHEP) grant funding. The funding is utilized to support local health departments/districts and their preparedness capabilities. The CT DPH would like to receive one letter of concurrence from each of the five Cities Readiness Initiative (CRI) Regional Leads.

The letters of concurrence serve to demonstrate statewide commitment to the cooperative agreement funding and are also a required element of the state application for the project period of July 1, 2024 through June 30, 2029. The language that follows is an excerpt from the grant award notice describing the purpose and intent of letters of concurrence:

Local Health Department Concurrence Letter

Each decentralized state recipient must provide a written, signed letter to provide evidence that the state has consulted with at least a majority, if not all, of local health departments within the jurisdiction to reach consensus, approval, or concurrence on the relative distribution of amounts, approaches, and priorities described in the application. This letter should be signed by the local health departments or representative entities within the jurisdiction.

Letters of concurrence are not binding agreements. They serve to support the CT DPH's application and process for securing public health preparedness funds that are distributed within the state to our local public health partners.



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Request for Letters of Concurrence
March 19, 2024
Page 2

The CT DPH is receiving level funding for PHEP Budget Period 1 (July 1, 2023 – June 30, 2024) and will maintain the present level of funding for the continued PHEP CRI activities. Funding allocations to individual local health departments/districts will be determined by you, and members in your CRI Regions to support the regional work activities.

Your support through the submission of a letter of concurrence will assist the CT DPH in receiving the maximum potential funding available to Connecticut.

Please email your CRI Region's letter of concurrence to Elen.Steelman@ct.gov no later than Friday, April 12, 2024, for inclusion in Connecticut's PHEP cooperative agreement application.

Thank you, in advance, for your cooperation.

c: David Boyer, MBA, Health Program Supervisor
Virginia Rzesutock, HPA2
Elen Steelman, Administrative Assistant