

Barbie Robinson, MPP, JD, CHC
Executive Director
2223 West Loop South | Houston, Texas 77027
Tel: (832) 927-7500 | Fax: (832) 927-0237



William Hudson, MPH, MSMOB, CPHQ, CSSBB
Director, Office of Financial & Support Services
2223 West Loop South | Houston, Texas 77027
Tel: (713) 439-6000 | Fax: (713) 439-6327

COVID-19

August 18, 2021

The Honorable Judge Lina Hidalgo
and Commissioners Court
Harris County Administration Building
1001 Preston, Room 938
Houston, Texas 77002

Dear Court Members:

We respectfully request for Public Health Services (PHS) for six months of operational funding from September 1, 2021 to February 28, 2022, in the amount of \$17,797,937 to be funded by the Public Improvement Contingency Fund. PHS also requests authorization to create a new COVID-19 Division including the approval of 69 new positions, effective August 28, 2021, to be funded by the U.S Department of Health and Human Services Grant on Health Equity and COVID-19. The Grant on Health Equity and COVID-19 was awarded on May 27, 2021 and accepted by Commissioners Court on July 20, 2021.

If you have any questions or concerns regarding this matter, please contact William Hudson, HCPH Director of Operations at (713) 274-8506 or William.Hudson@phs.hctx.net.


Sincerely,

A handwritten signature in black ink, appearing to read "Barbie Robinson", with a long horizontal flourish extending to the right.

on behalf of
Barbie Robinson

Barbie L. Robinson, MPP, JD, CHC
Executive Director

HCPH is the local public health agency for the Harris County, Texas jurisdiction. It provides a wide variety of public health activities and services aimed at improving the health and well-being of the Harris County community.

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THE STATE OF TEXAS §

COUNTY OF HARRIS §

The Commissioners Court of Harris County, Texas, Met in a regular session at its regular term at the Harris County Administration Building in the City of Houston, Texas, on _____, with the following members present:

Judge Hidalgo	County Judge
Rodney Ellis	Commissioner, Precinct No. 1
Adrian Garcia	Commissioner, Precinct No. 2
Tom S. Ramsey, P.E.	Commissioner, Precinct No. 3
R. Jack Cagle	Commissioner, Precinct No. 4

and the following members absent: _____,
constituting a quorum, when among other business, the following was transacted:

ORDER AUTHORIZING PUBLIC HEALTH SERVICES to request six months of operational funding from September 1, 2021 to February 28, 2022.

Commissioner _____ introduced an order and moved that Commissioners Court adopt the order. Commissioner _____ seconded the motion for adoption of the order. The motion, carrying with it the adoption of the order, prevailed by the following vote:

	Yes	No	Abstain
Judge Hidalgo	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Ellis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Garcia	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Ramsey	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Cagle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The meeting chair announced that the motion had duly and lawfully carried and that the order had been duly and lawfully adopted. The order adopted follows:

IT IS ORDERED that the County Judge is authorized to approve Public Health Services (PHS) for six months of operational funding from September 1, 2021 to February 28, 2022, in the amount of \$17,797,937 to be funded by the Public Improvement Contingency Fund. PHS also requests authorization to create a new COVID-19 Division including the approval of 69 new positions, effective August 28, 2021, to be funded by the U.S Department of Health and Human Services Grant on Health Equity and COVID-19. The Grant on Health Equity and COVID-19 was awarded on May 27, 2021 and accepted by Commissioners Court on July 20, 2021.

The documents are attached hereto and incorporated herein and incorporated as if set out in full word for word. Harris County is authorized to do any and all things necessary or convenient to accomplish the purpose of this Order.

POSITION MANAGEMENT REQUEST FORM

Business Unit Name: Public Health Services Business Unit Number: 27500

SECTION I – TYPE OF REQUEST

Function	Check Applicable	Comments
Position Update	<input type="checkbox"/>	May require Commissioners Court approval
Position Reclassification	<input type="checkbox"/>	May require Commissioners Court approval
New Position Request	<input checked="" type="checkbox"/>	Requires Commissioners Court approval
Is additional office space required?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

SECTION II – REASON FOR REQUEST

New Grant Funded Position Requests to create a COVID Division within Public Health.

SECTION III – PROPOSED EFFECTIVE DATE

Proposed Effective Date	8/28/2021	Date must be the beginning of a pay period. For requests requiring Commissioners Court approval, the earliest effective date will be the first pay period after approval.
Grant Effective Date	From: 06/01/2021 To: 05/31/2023	

SECTION IV – POSITION DATA

Current <i>Use "Pos_List_File" (PCN Download) to complete all fields</i>	Proposed <i>Complete all fields for a new position or change appropriate field(s) for existing position.</i>
TBD	Number of Positions: 69
Position Description (Title)	Position Description (Title-30 Spaces Max): See Attached Position List
Job Code Description	Job Code Description
Position Number	Position Number (HRRM Use Only)
Company (CS, FC, HC, JV or PA)	Company (CS, FC, HC, JV or PA): HC
Business Unit	Business Unit: 27500
Home Department ID Number	Home Department ID Number: 27565020
Location	Location: Default
Full Time, Part Time or Temporary	Full Time, Part Time or Temporary: Full Time
Budgeted Hours	Budgeted Hours: 40
Salary Range Maximum	Salary Range Maximum
FLSA Code	FLSA Code
Reports To Position Number	Reports To Position Number
Fund Code	Fund Code: 2601
Funding Department ID Number	Funding Department ID Number: 27565020
Account (Same for all Business Units): 510010	Account (Same for all Business Units): 510010
Business Unit PC (Projects or Grants only)	Business Unit PC (Projects or Grants only): PH001
Project/Grant (Projects or Grants only)	Project/Grant (Projects or Grants only): 1000010000001060
Activity ID (Projects or Grants only)	Activity ID (Projects or Grants only): 10001
Resource Type (Not currently used)	Resource Type (Not currently used)

	8/18/2021
Business Unit Approval (Business Unit Head or Designee)	Date

Public Health Services COVID Division - Position List for 8/24/2021 Court

Effective Date	# of Positions	Position Description	Job Code #	Company	Business Unit	Home Dept ID	Location	Status	Budget Hours	Salary Max	FLSA Code	Reports To	Fund Code	Fund Dept ID	Account	Business Unit PC	Project/Grant	Activity ID
8/28/2021	2	Admin Assistant III	000042	HC	27500	27565020	Default	Full Time	40	\$27.44	N	TBD	2601	27565020	510010	PH001	1000010000001060	10001
8/28/2021	5	Administrator IV	000500	HC	27500	27565020	Default	Full Time	40	\$67.34	1	TBD	2601	27565020	510010	PH001	1000010000001060	10001
8/28/2021	3	Analyst V	000054	HC	27500	27565020	Default	Full Time	40	\$53.19	1	TBD	2601	27565020	510010	PH001	1000010000001060	10001
8/28/2021	5	Coordinator IV	000139	HC	27500	27565020	Default	Full Time	40	\$48.58	N	TBD	2601	27565020	510010	PH001	1000010000001060	10001
8/28/2021	4	Epidemiologist I	000183	HC	27500	27565020	Default	Full Time	40	\$35.42	1	TBD	2601	27565020	510010	PH001	1000010000001060	10001
8/28/2021	4	Manager IV	000533	HC	27500	27565020	Default	Full Time	40	\$46.59	1	TBD	2601	27565020	510010	PH001	1000010000001060	10001
8/28/2021	2	Manager V	000534	HC	27500	27565020	Default	Full Time	40	\$60.12	1	TBD	2601	27565020	510010	PH001	1000010000001060	10001
8/28/2021	8	Specialist II	000333	HC	27500	27565020	Default	Full Time	40	\$27.44	N	TBD	2601	27565020	510010	PH001	1000010000001060	10001
8/28/2021	8	Specialist III	000334	HC	27500	27565020	Default	Full Time	40	\$39.32	N	TBD	2601	27565020	510010	PH001	1000010000001060	10001
8/28/2021	8	Specialist IV	000335	HC	27500	27565020	Default	Full Time	40	\$47.49	1	TBD	2601	27565020	510010	PH001	1000010000001060	10001
8/28/2021	20	Supervisor IV	000546	HC	27500	27565020	Default	Full Time	40	\$46.40	1	TBD	2601	27565020	510010	PH001	1000010000001060	10001



Harris County, Texas

1001 Preston St., Suite 934
Houston, Texas 77002

Staff Report

File #: 21-3716

Agenda Date: 7/20/2021

Agenda #: 432.

		YES	NO	ABSTAIN
	Judge Lina Hidalgo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Comm. Rodney Ellis	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Comm. Adrian Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Comm. Tom S. Ramsey	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
To:	Harris County Commissioners Court	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Comm. R. Jack Cagle	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Through: Barbie L. Robinson, Executive Director, Public Health Services
Prepared By: Dr. Dana Beckham, Director, Office of Science, Surveillance, & Technology

Subject: Supplemental COVID-19 CDC Grant on Health Equity (CDC-RFA-OT21-2103)
Project ID (If applicable):

Purpose and Request:

Request by Public Health Services for approval to accept the Centers for Disease Control and Prevention (CDC) Grant on Health Equity and COVID-19.

Background and Discussion:

The CDC released a non-competitive COVID-19 grant to address health inequities. CDC allocated 27.6M of funding for HCPH.

Fiscal Impact:

This grant will reduce Public Health's reliance on PIC funding for FEMA reimbursement.

Fiscal Summary			
Expenditures	FY 20-21	FY 21-22 Projected	Future Years Projected [3 additional years]
Service Impacted: <i>HCPH Activities</i>			
Existing Budget	<u>0.00</u>	<u>15,356,197.00</u>	<u>12,281,309.00</u>
Additional Appropriation Request	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Expenditures	<u>0.00</u>	<u>15,356,197.00</u>	<u>12,281,309.00</u>
Funding Sources			
Existing Department Budget	<u>0.00</u>	<u>15,356,197.00</u>	<u>12,281,309.00</u>
Please Identify Funding Sources: Special Revenue, Grant, etc.			
	<u>Grant</u>	<u>Grant</u>	<u>Grant</u>
Total Sources	<u>0.00</u>	<u>15,356,197.00</u>	<u>12,281,309.00</u>

Alternatives:

None

Alignment with Strategic Objective:

HCPH's COVID-19 Response

Attachments:

Court Letter

Court Order

Contract Award

Presented to Commissioners Court

July 20, 2021

Approve: **E/G**

Barbie L. Robinson, MPP, JD, CHC
Executive Director
2223 West Loop South 1 Houston, Texas 77027
Tel: (832) 927-7500 | Fax: (832) 927-0237



Harris County
Public Health
Building a Healthy Community

Dana Wiltz-Beckham, DVM, MPH, MBA
Director, Office of Science, Surveillance, and Technology
2223 West Loop South 1 Houston, Texas 77027
Tel: (713) 439-6000 | Fax: (713) 439-6327

SUPPLEMENTAL COVID-19 ITEM

July 16, 2021

The Honorable Judge Lina Hidalgo
and Commissioners Court
Harris County Administration Building
1001 Preston, Room 938
Houston, Texas 77002

Dear Court Members:

We respectfully request permission for Harris County Public Health (HCPH) to accept the award from Centers for Disease Control and Prevention / Harris Cares Embrace HOPE (Healing, Opportunity, Prosperity, Equity) in the amount of \$27,627,507.00. The funding period begins June 01, 2021 and ends May 31, 2023.

If you have any questions or concerns regarding this matter, please contact Dr. Dana Wiltz-Beckham, HCPH Director of Office of Science, Surveillance, and Technology Division at (832) 927-7651 or Dana.Beckham@phs.hctx.net.

Sincerely,

Barbie L. Robinson, MPP, JD, CHC
Executive Director

HCPH is the local public health agency for the Harris County, Texas jurisdiction. It provides a wide variety of public health activities and services aimed at improving the health and well-being of the Harris County community.

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www.hcph.org

THE STATE OF TEXAS §

COUNTY OF HARRIS §

The Commissioners Court of Harris County, Texas, Met in a regular session at its regular term at the Harris County Administration Building in the City of Houston, Texas, on July 20, 2021,

with the following members present:

Judge Hidalgo	County Judge
Rodney Ellis	Commissioner, Precinct No. 1
Adrian Garcia	Commissioner, Precinct No. 2
Tom S. Ramsey, P.E.	Commissioner, Precinct No. 3
R. Jack Cagle	Commissioner, Precinct No. 4

and the following members absent: none,

constituting a quorum, when among other business, the following was transacted:

ORDER AUTHORIZING HARRIS COUNTY PUBLIC HEALTH to accept an award from Centers for Disease Control and Prevention for the Harris Cares Embrace HOPE (Healing, Opportunity, Prosperity, Equity).

Commissioner Ellis introduced an order and moved that Commissioners Court adopt the order. Commissioner A. Garcia seconded the motion for adoption of the order. The motion, carrying with it the adoption of the order, prevailed by the following vote:

	Yes	No	Abstain
Judge Hidalgo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Ellis	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Ramsey	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Cagle	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The meeting chair announced that the motion had duly and lawfully carried and that the order had been duly and lawfully adopted. The order adopted follows:

IT IS ORDERED that the County Judge is authorized to approve Harris County Public Health to accept an award from Centers for Disease Control and Prevention for the Harris Cares Embrace HOPE (Healing, Opportunity, Prosperity, Equity) in the amount of \$27,627,507.00. The funding period begins June 01, 2021 and ends May 31, 2023.

The documents are attached hereto and incorporated herein and incorporated as if set out in full word for word. Harris County is authorized to do any and all things necessary or convenient to accomplish the purpose of this Order.

Presented to Commissioners Court

July 20, 2021

Approve: E/G



Recipient Information

1. Recipient Name

HARRIS COUNTY, TEXAS
201 Caroline St Ste 460
Environmental Public Health
Houston, TX 77002-1901
[NoPhoneRecord]

2. Congressional District of Recipient

18

3. Payment System Identifier (ID)

1760454514A5

4. Employer Identification Number (EIN)

760454514

5. Data Universal Numbering System (DUNS)

072206378

6. Recipient's Unique Entity Identifier

7. Project Director or Principal Investigator

Dr. Dana Beckham
dana.beckham@phs.hctx.net
832-524-5627

8. Authorized Official

Judge Lina Hidalgo
County Judge
cjgrantsnotification@hctx.net
713-274-8506

Federal Agency Information

CDC Office of Financial Resources

9. Awarding Agency Contact Information

Mr. John McGee
Grants Management Specialist
qsj4@cdc.gov
404-498-4348

10. Program Official Contact Information

Ms. Christine Graaf
khx2@cdc.gov
404-498-0442

Federal Award Information

11. Award Number

1 NH75OT000026-01-00

12. Unique Federal Award Identification Number (FAIN)

NH75OT000026

13. Statutory Authority

317(K)(2) OF PHSA 42USC 247B(K)(2)

14. Federal Award Project Title

Harris Cares: Embrace HOPE (Healing, Opportunity, Prosperity, Equity)

15. Assistance Listing Number

93.391

16. Assistance Listing Program Title

Activities to Support State, Tribal, Local and Territorial (STLT) Health Department Response to Public Health or Healthcare Crises

17. Award Action Type

New

18. Is the Award R&D?

No

Summary Federal Award Financial Information

19. Budget Period Start Date	06/01/2021	- End Date	05/31/2023
20. Total Amount of Federal Funds Obligated by this Action			\$27,627,507.00
20a. Direct Cost Amount			\$25,830,835.00
20b. Indirect Cost Amount			\$1,796,672.00
21. Authorized Carryover			\$0.00
22. Offset			\$0.00
23. Total Amount of Federal Funds Obligated this budget period			\$0.00
24. Total Approved Cost Sharing or Matching, where applicable			\$0.00
25. Total Federal and Non-Federal Approved this Budget Period			\$27,627,507.00
26. Project Period Start Date	06/01/2021	- End Date	05/31/2023
27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Project Period			Not Available

28. Authorized Treatment of Program Income

ADDITIONAL COSTS

29. Grants Management Officer - Signature

Ms. Shirley K Byrd
Grants Management Officer

30. Remarks



DEPARTMENT OF HEALTH AND HUMAN SERVICES
Centers for Disease Control and Prevention

Notice of Award

Award# 1 NH75OT000026-01-00
FAIN# NH75OT000026
Federal Award Date: 05/27/2021

Recipient Information	
Recipient Name	
HARRIS COUNTY, TEXAS 201 Caroline St Ste 460 Environmental Public Health Houston, TX 77002-1901 [NoPhoneRecord]	
Congressional District of Recipient	
18	
Payment Account Number and Type	
1760454514A5	
Employer Identification Number (EIN) Data	
760454514	
Universal Numbering System (DUNS)	
072206378	
Recipient's Unique Entity Identifier	
Not Available	
31. Assistance Type	
Project Grant	
32. Type of Award	
Other	

33. Approved Budget (Excludes Direct Assistance)	
I. Financial Assistance from the Federal Awarding Agency Only	
II. Total project costs including grant funds and all other financial participation	
a. Salaries and Wages	\$2,548,333.00
b. Fringe Benefits	\$1,070,300.00
c. Total Personnel Costs	\$3,618,633.00
d. Equipment	\$0.00
e. Supplies	\$96,092.00
f. Travel	\$7,840.00
g. Construction	\$0.00
h. Other	\$0.00
i. Contractual	\$22,108,270.00
j. TOTAL DIRECT COSTS	\$25,830,835.00
k. INDIRECT COSTS	\$1,796,672.00
l. TOTAL APPROVED BUDGET	\$27,627,507.00
m. Federal Share	\$27,627,507.00
n. Non-Federal Share	\$0.00

34. Accounting Classification Codes					
FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	OBJECT CLASS	AMT ACTION FINANCIAL ASSISTANCE	APPROPRIATION
I-9390H06	21NH75OT000026C5	OT	41.51	\$27,627,507.00	75-2122-0140



DEPARTMENT OF HEALTH AND HUMAN SERVICES Notice of Award

Centers for Disease Control and Prevention

Award# 1 NH75OT000026-01-00

FAIN# NH75OT000026

Federal Award Date: 05/27/2021

Direct Assistance

BUDGET CATEGORIES	PREVIOUS AMOUNT (A)	AMOUNT THIS ACTION (B)	TOTAL (A + B)
Personnel	\$0.00	\$0.00	\$0.00
Fringe Benefits	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$0.00	\$0.00
Contractual	\$0.00	\$0.00	\$0.00
Construction	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00

AWARD ATTACHMENTS

HARRIS COUNTY, TEXAS

1 NH75OT000026-01-00

1. Terms and Conditions

Recipient: Harris County Public Health (HCPH)

AWARD INFORMATION

Incorporation: In addition to the federal laws, regulations, policies, and CDC General Terms and Conditions for Non-research awards at <https://www.cdc.gov/grants/federalregulationspolicies/index.html>, the Centers for Disease Control and Prevention (CDC) hereby incorporates Notice of Funding Opportunity (NOFO) number CDC-RFA-OT21-2103, entitled National Initiative to Address COVID-19 Health Disparities Among Populations at High-Risk and Underserved, Including Racial and Ethnic Minority Populations and Rural Communities, and application dated May 3, 2021, as may be amended, which are hereby made a part of this Non-research award, hereinafter referred to as the Notice of Award (NoA).

Approved Funding: Funding in the amount of \$27,627,507 is approved for a two year performance and budget period, which is June 1, 2021 through May 31, 2023. All future funding will be based on satisfactory programmatic progress and the availability of funds.

The federal award amount is subject to adjustment based on total allowable costs incurred and/or the value of any third party in-kind contribution when applicable.

Note: Refer to the Payment Information section for Payment Management System (PMS) subaccount information.

Coronavirus Disease 2019 (COVID-19) Funds: A recipient of a grant or cooperative agreement awarded by the Department of Health and Human Services (HHS) with funds made available under the Coronavirus Preparedness and Response Supplemental Appropriations Act, 2020 (P.L. 116-123); the Coronavirus Aid, Relief, and Economic Security Act, 2020 (the "CARES Act") (P.L. 116-136); the Paycheck Protection Program and Health Care Enhancement Act (P.L. 116-139); the Consolidated Appropriations Act and the Coronavirus Response and Relief Supplement Appropriations Act, 2021 (P.L. 116-260) and/or the American Rescue Plan of 2021 [P.L. 117-2] agrees, as applicable to the award, to: 1) comply with existing and/or future directives and guidance from the Secretary regarding control of the spread of COVID-19; 2) in consultation and coordination with HHS, provide, commensurate with the condition of the individual, COVID-19 patient care regardless of the individual's home jurisdiction and/or appropriate public health measures (e.g., social distancing, home isolation); and 3) assist the United States Government in the implementation and enforcement of federal orders related to quarantine and isolation.

In addition, to the extent applicable, Recipient will comply with Section 18115 of the CARES Act, with respect to the reporting to the HHS Secretary of results of tests intended to detect SARS-CoV-2 or to diagnose a possible case of COVID-19. Such reporting shall be in accordance with guidance and direction from HHS and/or CDC. HHS laboratory reporting guidance is posted at: <https://www.hhs.gov/sites/default/files/covid-19-laboratory-data-reporting-guidance.pdf>. Further, consistent with the full scope of applicable grant regulations (45 C.F.R. 75.322), the purpose of this award, and the underlying funding, the recipient is expected to provide to CDC copies of and/or access to COVID-19 data collected with these funds, including but not limited to data related to COVID-19 testing. CDC will specify in further guidance and directives what is encompassed by this requirement.

This award is contingent upon agreement by the recipient to comply with existing and future guidance from the HHS Secretary regarding control of the spread of COVID-19. In addition, recipient is expected to flow down these terms to any subaward, to the extent applicable to activities set out in such subaward.

Financial Assistance Mechanism: Grant

Pre-Award Costs: Pre-award costs dating back to March 15, 2021– and directly related to the COVID-19 outbreak response are allowable.

FUNDING RESTRICTIONS AND LIMITATIONS

Indirect Costs:

Although the recipient's indirect costs are approved based on a de minimis rate of ten (10) percent of modified total direct costs (MTDC) as defined in 45 CFR Part 75.2, effective May 21, 2021, a lower rate of 7.01249730964486 percent is requested. The reduced indirect cost rate is approved.

REPORTING REQUIREMENTS

Required Disclosures for Federal Awardee Performance and Integrity Information System (FAPIIS): Consistent with 45 CFR 75.113, applicants and recipients must disclose in a timely manner, in writing to the CDC, with a copy to the HHS Office of Inspector General (OIG), all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Subrecipients must disclose, in a timely manner in writing to the prime recipient (pass through entity) and the HHS OIG, all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Disclosures must be sent in writing to the CDC and to the HHS OIG at the following addresses:

CDC, Office of Grants Services
John McGee, Grants Management Specialist
Centers for Disease Control and Prevention
Global Health Services Branch
2939 Flowers Road
Atlanta, GA 30341
Email: qsj4@cdc.gov (Include "Mandatory Grant Disclosures" in subject line)

AND

U.S. Department of Health and Human Services
Office of the Inspector General
ATTN: Mandatory Grant Disclosures, Intake Coordinator
330 Independence Avenue, SW
Cohen Building, Room 5527
Washington, DC 20201

Fax: (202)-205-0604 (Include "Mandatory Grant Disclosures" in subject line) or
Email: MandatoryGranteeDisclosures@oig.hhs.gov

Recipients must include this mandatory disclosure requirement in all subawards and contracts under this award.

Failure to make required disclosures can result in any of the remedies described in 45 CFR 75.371. Remedies for noncompliance, including suspension or debarment (See 2 CFR parts 180 and 376, and 31 U.S.C. 3321).

CDC is required to report any termination of a federal award prior to the end of the period of performance due to material failure to comply with the terms and conditions of this award in the OMB-designated integrity and performance system accessible through SAM (currently FAPIIS). (45 CFR 75.372(b)) CDC must also notify the recipient if the federal award is terminated for failure to comply with the federal statutes, regulations, or terms and conditions of the federal award. (45 CFR 75.373(b))

PAYMENT INFORMATION

The HHS Office of the Inspector General (OIG) maintains a toll-free number (1-800-HHS-TIPS [1-800-447-8477]) for receiving information concerning fraud, waste, or abuse under grants and cooperative agreements. Information also may be submitted by e-mail to hhtips@oig.hhs.gov or by mail to Office of the Inspector General, Department of Health and Human Services, Attn: HOTLINE, 330 Independence Ave., SW, Washington DC 20201. Such reports are treated as sensitive material and submitters may decline to give their names if they choose to remain anonymous.

Payment Management System Subaccount: Funds awarded in support of approved activities have been obligated in a subaccount in the PMS, herein identified as the "P Account". Funds must be used in support of approved activities in the NOFO and the approved application.

The grant document number identified on the bottom of Page 1 of the Notice of Award must be known in order to draw down funds.

PROGRAM OR FUNDING SPECIFIC CLOSEOUT REQUIREMENTS

The final programmatic report format required is the following.

Final Performance Progress and Evaluation Report: This report should include the information specified in the NOFO and is submitted 90 days following the end of the period of performance via www.grantsolutions.gov. At a minimum, the report will include the following:

- Statement of progress made toward the achievement of originally stated aims.
- Description of results (positive or negative) considered significant.
- List of publications resulting from the project, with plans, if any, for further publication.

Additional guidance may be provided by the GMS and found at:
<https://www.cdc.gov/grants/alreadyhavegrant/Reporting.html>

CDC Staff Contacts

Grants Management Specialist: The GMS is the federal staff member responsible for the day-to-day management of grants and cooperative agreements. The GMS is the primary contact of recipients for business and administrative matters pertinent to grant awards.

Program/Project Officer: The PO is the federal official responsible for monitoring the programmatic, scientific, and/or technical aspects of grants and cooperative agreements, as well as contributing to the effort of the award under cooperative agreements.

Grants Management Officer: The GMO is the federal official responsible for the business and other non-programmatic aspects of grant awards. The GMO is the only official authorized to obligate federal funds and is responsible for signing the NoA, including revisions to the NoA that change the terms and conditions. The GMO serves as the counterpart to the business officer of the recipient organization.

Harris Cares- Embrace HOPE (Healing, Opportunity, Prosperity, Equity)

Position	PERSONNEL										Grant Strategy Alignment
	Name	Annual Salary/Rate	Time	# of months	# of Persons	Amount Requested					
<u>CI/CT Manager</u>	TBD	\$105,000	100%	22.00	1	\$ 192,500	1				
<u>Finance Manager</u>	TBD	\$105,000	100%	22.00	1	\$ 192,500	1				
<u>Program Manager</u>	TBD	\$90,000	100%	22.00	1	\$ 165,000	1				
<u>HR Manager</u>	TBD	\$90,000	100%	22.00	1	\$ 165,000	1				
<u>Data Analytics Supervisor</u>	TBD	\$110,004	100%	22.00	1	\$ 201,667	2				
<u>Senior Data Scientist</u>	TBD	\$155,004	100%	22.00	1	\$ 284,167	2				
<u>Senior Data Analyst</u>	TBD	\$95,004	100%	22.00	1	\$ 174,167	2				
		\$90,000	100%								
<u>Data Privacy & Security Specialist</u>	TBD			22.00	1	\$ 165,000	2				
<u>Public Information Officer</u>	TBD	\$75,000	100%	22.00	1	\$ 137,500	1				
<u>Business Analyst</u>	TBD	\$75,000	100%	22.00	1	\$ 137,500	2				
<u>Senior Policy Planner, COVID-19 Health Equity</u>	TBD	\$90,000	100%	22.00	1	\$ 165,000	3				
<u>Public Health Analyst, Coalition and Strategic Partnership Coordinator</u>	TBD	\$80,004	100%	22.00	1	\$ 146,667	3				
<u>Public Health Analyst, Policy Development & Equity Analyst</u>	TBD	\$80,004	100%	22.00	1	\$ 146,667	3				
<u>Community Engagement Specialist</u>	TBD	\$75,000	100%	22.00	2	\$ 275,000	3				
TOTAL						\$ 2,548,333					

FRINGE						
Position	Name	Fringe Rates	Salary/Benefit	% to Grant	Total	
<u>CI/CT Manager</u>	TBD	42%	\$ 192,500	100%	\$ 80,850	
<u>Finance Manager</u>	TBD	42%	\$ 192,500	100%	\$ 80,850	
<u>Program Manager</u>	TBD	42%	\$ 165,000	100%	\$ 69,300	
<u>HR Manager</u>	TBD	42%	\$ 165,000	100%	\$ 69,300	
<u>Data Analytics Supervisor</u>	TBD	42%	\$ 201,667	100%	\$ 84,700	
<u>Senior Data Scientist</u>	TBD	42%	\$ 284,167	100%	\$ 119,350	
<u>Senior Data Analyst</u>	TBD	42%	\$ 174,167	100%	\$ 73,150	
<u>Data Privacy & Security Specialist</u>	TBD	42%	\$ 165,000	100%	\$ 69,300	
<u>Public Information Officer</u>	TBD	42%	\$ 137,500	100%	\$ 57,750	
<u>Business Analyst</u>	TBD	42%	\$ 137,500	100%	\$ 57,750	
<u>Senior Policy Planner, COVID-19 Health Equity</u>	TBD	42%	\$ 165,000	100%	\$ 69,300	
<u>Public Health Analyst, Coalition and Strategic Partnership Coordinator</u>	TBD	42%	\$ 146,667	100%	\$ 61,600	
<u>Public Health Analyst, Policy Development & Equity Analyst</u>	TBD	42%	\$ 146,667	100%	\$ 61,600	
<u>Community Engagement Specialist</u>	TBD	42%	\$ 275,000	100%	\$ 115,500	
TOTAL					\$ 1,070,300	

CI/CT Manager

The Case Investigation/Contact Tracing Manager will oversee the entire operations of case investigation and contact tracing. The position will ensure documented standard operating procedures and business processes align with current epidemiological guidance. They will provide leadership with regular updates and situational reports of CI/CT productivity. And, in instances where caseload exceeds CI/CT capacity, will ensure that case investigation and contact tracing efforts are focused on priority groups. Additionally, this position will ensure that documentation of lessons learned and best practices from the height of COVID-19 response related to contact tracing and case investigations are documented and shared across the agency to prepare for future pandemics.

Finance Manager

The Finance Manager will oversee all financial aspects of this grant. This FTE will be responsible for finance reporting, budget tracking, and purchasing. Additionally, this position will provide leadership with budget forecasting, cost analyses, and ROI or impact analysis of the grant's expenditures and in alignment with the agency's overall spending related to COVID-19. The Finance Manager will also provide guidance on how to ensure funds are distributed in an equitable manner. The Finance Manager will lead the fiscal components of the Embrace HOPE subaward process in coordination with the Senior Policy Planner and Program Manager. Additionally, the Finance Manager will assist the Office of Science, Surveillance and Technology, Office of Policy and Planning, and Office of Communications, Education, and Engagement with purchasing and financial forecasting in a timely and consistent manner. These offices will be responsible for positioning the agency as HCPH shifts from emergency response to mitigating the long-term health impacts of COVID-19.

Program Manager

The Program Manager will be accountable for ensuring that all grant objectives and deliverables are met in coordination with the contracted TSU performance evaluation plan. They will update leadership with a high-level awareness of HCPH's progress for each of the grant's activities and financial progress. Additionally, the program manager will ensure all activities supported by this grant have documented SOPs and appropriate business processes. This Program Manager will coordinate with the Senior Policy Planner on overall strategic planning of grant activities and with the Finance Manager for fiscal standing of the initiative.

HR Manager

To support the large grant, a dedicated HR manager is essential to ensuring that the public health workforce dedicated to COVID-19 is diverse and representative of disproportionately impacted communities in Harris County. The HR Manager will be accountable for timely recruitment and onboarding of the workforce as well as supporting proper payroll and business practices for new employees. The HR manager will also be responsible for facilitating and sharing resources and training for the public health workforce related to equity and equity-based strategies. The HR manager will advise front line managers and leadership on strategies to retain and maintain a fatigued public health workforce.

Data Analytics Supervisor

The Data Analysis Manager will oversee the COVID-19 Data Team. This position will be responsible for managing analysts who explore and report out on case data, vaccination data, testing data, and demographic data. The Manager will be responsible for maintaining the HCPH Vaccination Prioritization Zips and providing leadership with HCPH Testing Prioritization Zips as directed by the HCPH Equitable Testing Strategy. The manager will develop and maintain SOPs and business processes for analyzing data, reviewing code (SQL, R, Python), and disseminating charts, reports, graphs, etc. The Data Analysis Manager will be supported by the Senior Data Scientist role described below.

Senior Data Scientist

The Senior Data Scientist will be the HCPH subject matter expert on all things related to data analysis for the HCPH COVID-19 response. This position will be responsible for developing and updating the methodology used behind the HCPH Vaccination Prioritization Zips and HCPH Testing Prioritization Zips. The Senior Data Scientist will be responsible for producing and overseeing the production of any COVID-19 related forecasts, modeling, complex statistical analyses, etc and with supporting the team of analysts in the COVID19 Data Team.

Senior Data Analyst

The Senior Data Analyst will be responsible for organizing and coordinating the COVID19 data analysis used in official reports and to fulfill FOIA requests. Additionally, this position will require in-depth knowledge of report-automation using SQL, R, Python, etc to oversee and manage the automated reports developed by the COVID-19 Data Team

Data Privacy & Security Specialist

The Data Privacy & Security Specialist will be responsible for ensuring best practices are utilized to ensure case, testing, and vaccine data are secure, kept confidential, and are not used in an unauthorized or inappropriate manner. The Specialist will conduct audits of access logs, review credential access lists to sensitive databases and servers, and provide trainings on cyber security and best practices for HIPAA compliance.

Public Information Officer

The bilingual (Spanish-speaking) Public Information Officer will ensure that accurate and timely health education, updates, and information is shared with the public in languages and settings that meet people where they are. The PIO will develop COVID-19 materials with Spanish-speaking media and outlets that have deeper penetration with disproportionately impacted Hispanic populations.

Business Analyst

The business analyst will be responsible for supporting the development of CRP, the bespoke software HCPH developed to track and report on COVID-19 case investigations and Vacstrac, the in-house software to register and report out for vaccinations. This position will lead the QA/QC

team, which will address any software issues as they arise. The Business Analyst will also provide documentation on CRP for users and for developers and maintain and track the backlog of system requests.

Senior Policy and Planner, COVID-19 Equity

The Senior Policy Planner, COVID-19 Equity will oversee and plan COVID-19 equity-based strategies in coordination with the Program Manager. Their responsibility is to align community partner priorities and needs with internal strategies to deploy COVID-19 resources (vaccine engagement, testing resources, leveraged partner opportunities, direct outreach, etc.). They will work in tandem with agency leadership, HCPH's Equity and Resilience Officers, and HCPH's COVID-19 Response command staff.

Public Health Analysts

Two public health analysts, led by the Senior Policy Planner for COVID-19, will be responsible with facilitating workshops and meetings to engage community stakeholders in disproportionately impacted communities and safety net coalitions such as the Health Equity Collective in Harris County. They will be the main writers for updating and revising community health assessments, community action plans, agency strategic documents, and other milestone documents also associated with PHAB re-accreditation activities. These public health analysts will support data analysts from Strategy 2 in equity-based data analysis that can be translated into action for underserved communities and will be well versed in community health outcome measures and frameworks. In addition, they will support and offer ongoing technical assistance to Embrace HOPE sub-awardees and identify strategies for collective impact and cross-coordination among partners and cohorts. These analysts will be responsible for linking subject matter experts across HCPH with community partners to bidirectionally plan and collaborate.

Community Engagement Specialists

Two community engagement specialists will support cross training of direct outreach teams across HCPH on resource navigation and evidence-based outreach strategies. They will leverage partnerships with safety net coalition stakeholders, traditionally non-health partners, local government partners, and others to guide direct outreach events and initiatives housed under HCPH. They will also lead the logistics of hosting focus groups and large joint planning sessions with community residents in disproportionately impacted communities. These specialists will be responsible for ensuring that data findings on vaccine hesitancy and other emerging health trends directly impact the agency's health educational messaging and materials. These specialists will ensure that policy and planning for equity and resilience are directly coordinated with on the ground engagement and education.

TRAVEL							Grant Strategy Alignment
Purpose	Item	Per Unit Cost	#Days/Units	# Persons	Total		
Partner Events, Conferences, Workshops	Registration Fees, Airline tickets, etc	\$ 245.00	6	4	\$ 5,880.00		1-4
Travel to partner events	Mileage for HCPH staff	\$ 0.56	500	7	\$ 1,960.00		1, 3
TOTAL					\$ 7,840		

Partner Events, Conferences, Workshops

As the population emerges from the worst of the pandemic, there will be numerous opportunities to travel and engage with various public health leaders, agencies, and researchers to share best practices, insights, and lessons learned. The specific locations and timings will depend on exogenous factors that allow for safe travel and in-person conferences.

Travel to Partner Events

HCPH staff will travel to meet with partners, attend partner's events, and oversee the work of agencies receiving grant funds. This is estimated for 8 staff at 500 miles per person at a cost of \$0.56 per mile.

SUPPLIES							Grant Strategy Alignment
Purpose	Item	Per Unit Cost	# Units	Total			
Computers	Laptop	\$ 3,333.00	11	\$ 36,663		1-3	
High Capacity Workstations	Workstations	\$ 4,333.00	13	\$ 56,329		1, 2	
Office supplies	General supplies	\$ 50.00	62	\$ 3,100		1-4	
TOTAL				\$ 96,092			

Computers

FTEs and contractors (excluding Epi Support Coordinators and Case Investigators/Contact Tracers) will require laptops for their day-to-day functions. HCPH will provide Epi Support Coordinators and Case Investigators/Contact Tracers with computers as in-kind.

High Capacity Workstations

Analytical FTEs and contractors will require high capacity workstations for their day-to-day functions.

Office Supplies

Office supplies for each staff member calculated on an annual basis at \$50 per person per year for FTEs, Admin Assistants, Epi Support Coordinators, Epi Analysts, and technical writers. Basic office supplies include items like notebooks, pens, etc.

CONTRACT							Grant Strategy Alignment
Name	Item	Monthly Cost	# months	# Units	Total		
Temporary Staff Agency	<u>Administrative Assistants</u>	\$5,416.67	22.00	2	\$ 238,333		1
Temporary Staff Agency	<u>Epidemiology Support Coordinators</u>	\$5,416.67	24.00	20	\$ 1,950,000		1
Temporary Staff Agency	<u>Case Investigators/Contact Tracers</u>	\$6,250.00	24.00	80	\$ 9,000,000		1
Temporary Staff Agency	<u>Epidemiologist Analysts</u>	\$5,416.67	22.00	2	\$ 238,333		1
Temporary Staff Agency	<u>Technical Writer</u>	\$5,416.67	22.00	1	\$ 119,167		1
Temporary Staff Agency	<u>Data Analysts</u>	\$9,166.67	22.00	7	\$ 1,411,667		2
Temporary Staff Agency	<u>Database Analyst</u>	\$10,000.00	22.00	1	\$ 220,000		2
Temporary Staff Agency	<u>Quality Assurance and Control Specialists</u>	\$7,583.33	22.00	4	\$ 667,333		2
Temporary Staff Agency	<u>Rhapsody Integration Engineer</u>	\$3,229.17	22.00	1	\$ 71,042		2
Temporary Staff Agency	<u>Public Health Analyst (Liaison)</u>	\$5,416.67	22.00	1	\$ 174,174		3
Software License	<u>MAVEN</u>	\$150,000.00	1.00	2	\$ 300,000		2
Software License	<u>Tableau</u>	\$900.00	1.00	4	\$ 3,600		2

Software License	<u>Alteryx</u>	\$5,195.00	1.00	4	\$	20,780	2
Software License	<u>STATA</u>	\$765.00	1.00	4	\$	3,060	2
Subawards for partner mobilization activities	<u>HOPE Subawards</u>	\$1,877,270.00	1.00	1	\$	1,877,270	4
Evaluation support for all activities	<u>TSU Program Evaluation</u>	\$300,000.00	1.00	1	\$	300,000	2
Data analytics support	<u>UTSPH</u>	\$1,872,562.00	1.00	1	\$	1,872,562	2
Outreach, workforce development, health care resources, vaccination support	<u>TSU Partnership</u>						
Health Equity Projects: SDOH & CIE	<u>Health Equity Collective</u>	\$1,754,008.00	1.00	1	\$	1,754,008	4
TOTAL		\$1,880,000.00	1.00	1	\$	1,880,000	4
					\$	22,101,329	

Admin Assistants

Administrative assistants are needed to provide continual and dedicated administrative support to 100 CI/CTs plus the CI/CT manager as well as the other activities and personnel supported by this grant. These contract positions will provide administrative support such as processing onboarding/offboarding paperwork; coordinate IT needs; and other duties necessary to ensure a functional office environment that allows CI/CTs plus the CI/CT manager (and other personnel supported by this grant) to focus on the core response activities.

Epidemiology Support Coordinators

Epidemiology Support Coordinators (ESCs) will provide support in epidemiology surveillance activities including but not limited to registering case reports, obtaining laboratory and medical records, documentation and archiving records, making referrals, and follow up specimens. ESCs are responsible for the assignment of cases to be investigated based on priority levels while compiling, analyzing, and presenting data to the Case Investigators. ESC process and perform simple to moderate data analysis, and interpretation of results, to describe or solve problematic issues using data-driven information related to the Case Investigation process.

Case Investigators/Contact Tracers

Case Investigators and Contract Tracers are a core component of HCPH's strategy for this grant. CI/CTs are the backbone of the pandemic response, as they collect, critical data and information related to the spread of COVID19 in the community, as well as make recommendations

regarding to isolation, quarantine, and other preventive measures. Often time, they are the first representative from public health to interact with the case-patients and make the connection and referrals to care or social services, particularly to those from under-resourced communities. While all CI/CTs will have similar roles of collecting details of cases and their contacts, they will generally be placed in specialized teams such as the School Investigation Team, Workplace Investigation Team, Congregate Setting Team, and Priority Investigation Team for variants, vaccine breakthrough cases, reinfections, severe and complicated cases. These teams are formed and directed based on leadership priorities, requirements from CDC and DSHS, and developing information.

Epidemiologist Analysts

Epidemiologist Analysts (Epi Analysts) will analyze the data following investigations and contact tracing. They will provide direct insight into epidemiological links and trends to inform case investigators and contact tracer operations. They will also support transition of data with CRP to MAVEN.

Technical Writer

Technical Writer will review epidemiological literatures and guidance to meet the demands from communities and assist with development and dissemination of Epi guidance and literatures to community stakeholders, especially populations with access barriers. The technical writer and other epidemiological staff will assist community partners and health education and outreach staff with guidance on safety protocols and evidence-based prevention measures.

HCPH Data Analysts

The HCPH Data Team analysts will be responsible for providing operational insights, insights on disparities related to COVID-19 prevalence, vaccine uptake, hospitalizations, etc and provide data analysis and interpretation of long-term impacts of COVID-19 on health. While the vast majority of data analysis will be focused on the direct COVID-19 operations or impact, these data analysts will also support the analysis and visualization of trends on the long-term impacts of the COVID-19 pandemic. This analysis may also include insight into Healthy People 2030 health outcomes, social determinants of health, delays in access to care, economic growth, mental health, health, substance use, homelessness, etc.

Database Analyst

The Database Analyst will oversee the HCPH 'Masterlab' database. This database houses all HCPH COVID-19 associated laboratory records. The analyst will ensure proper ingestion, transformation, and utilization of COVID-19 labs for automation processes to create new cases. Database analyst will also ensure that SQL queries across the various databases are efficient and do not impact operations.

Data QA/QC Team

The QA/QC Team in the Informatics Unit of the HCPH COVID-19 Data Team is responsible for remediating data quality issues identified in the QA/QC processes and for testing the CRP Software that CI/CTs use to conduct epidemiological investigations.

Rhapsody Integration Engineer

The Rhapsody Integration Engineer will build and maintain HCPH's ELR connection with the Department of State Health Services (DSHS). Currently, HCPH uses Mirth as its ELR integration tool, however this tool has several limitations. By utilizing the Rhapsody integration engine, HCPH will be able to process 10s of thousands of ELRs a day in a timely fashion, and route those ELRs to various locations (local databases, other health departments, etc).

Public Health Analyst (Liaison)

The Public Health Analyst (Liaison) will be responsible for managing governmental and public relations during COVID-19 operational planning for deployment of physical resources (testing and vaccination sites, etc.). They will also be responsible for providing public relations updates to local elected officials and community partners on operational insights and changes related to COVID-19.

MAVEN License Fee

HCPH will transition CRP Case Investigation and Contact Tracing data from CRP to MAVEN, the general purpose software application for general purpose case investigation. By moving the data from CRP to MAVEN, HCPH analysts and epidemiologists will be better able to link cases across various diseases and compile comprehensive reports exploring long-term impacts of COVID-19.

Tableau

Tableau will be used by the Epi Analysts in data analysis and visualization. Stata will be used in more in-depth epidemiological analysis particularly for identification of associations between adverse health/social outcomes and risk factors.

Alteryx

Alteryx will be used by the Epi Analysts in report automation to assist timely monitoring of COVID-19 metrics, it will also be used in analysis with location intelligence to incorporate geographic information, connect to various data sources, thus enhance spatial and demographic analysis.

STATA

STATA will be used by the Epi Analysts to prepare the data collected in case investigations and contact tracing, analyze temporal and spatial trends and patterns, visualize, and communicate findings with leadership and community to guide decision making and preventive measures.

Embrace HOPE Re-Grant Initiative

HCPH will provide sub-grants, between \$50,000 and \$250,000, open to community organizations, faith-based organizations, academic institutions partnering with communities, and other trusted partners with expertise in serving populations who have experienced disproportionate impacts from the pandemic. Populations and issue areas of interest include organizations focused on supporting low-income households; racial and ethnic minority groups; older adults; people with disabilities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) individuals; residents in more rural areas of the county; refugee and immigrant communities; and other communities adversely affected by persistent inequality.

Efforts in 2021 and 2023 need to begin the pathway for recovery from COVID-19. The impacts on mental health, delays in access to preventive care, family violence, substance use, child obesity and child health are still coming to light. Expanding access to health supportive resources and holistic approaches to health across the lifespan is necessary to address the inequities exacerbated by the pandemic.

HCPH will release an RFP for proposals to provide services and activities that advance the scope and goal of this grant. Once ideal candidates are identified, HCPH will sub-award funding to these organizations based on the strength of proposal and potential impact, with priority given to projects reaching historically underserved communities.

Projects receiving sub-grants will address COVID-19 health disparities and enhance community capacity for future responses. HCPH is seeking innovative proposals to address the following components:

- Data sharing and data innovation
- Access to COVID-19 resources (vaccines, testing, etc.)
- Access to health supportive resources (grief counseling, mental health, violence prevention, food insecurity, etc.)
- Training for health and social service providers (promotors, healthcare staff, resource navigators, etc.)

Staff in Strategy 1 and 3 will oversee sub-grants and contracts awarded to community partners and will offer ongoing technical assistance through cohorts and workgroups.

Name of Contractor: Multiple TBD

Method of Selection: HCPH will release an RFP

Period of Performance: Jan 2022 – June 2023

Scope of Work:

- Data sharing and data innovation
- Access to COVID-19 resources (vaccines, testing, etc.)
- Access to health supportive resources (grief counseling, mental health, violence prevention, food insecurity, etc.)
- Training for health and social service providers (promotors, healthcare staff, resource navigators, etc.)

Method of Accountability: TBD. Supervised by Senior Policy Planner (TBD) and Finance Manager (TBD)

Itemized Budget and Justification: TBD

TSU Program Evaluation

HCPH has identified Texas Southern University as an ideal partner to conduct the evaluation portion of the grant. TSU has the capacity and skillset to provide evaluation services for all 4 strategies. They will be responsible for creating an Evaluation Plan and helping HCPH prepare and submit those records to CDC in a timely fashion.

Name of Contractor: Texas Southern University

Method of Selection: Interlocal-government agreement (Sole-source)

Period of Performance: Entire project period

Scope of Work: Developing and fulfilling the Evaluation portion of the CDC Grant

Method of Accountability: Contractual deliverables will be TBD. Supervised by Program Manager (TBD)

Itemized Budget and Justification: TBD

UTSPH Analytics Contract

The goal of the COVID-19 UTSPH Analytics contract is to continue our extant and highly successful partnership with UTSPH whereby they provide HCPH leadership with science-based public health action recommendations and insights to address COVID-19-related health disparities and advance health equity in Harris County. The surveillance core will work in collaboration with HCPH experts to advance COVID-19 analytics and strengthen infrastructure to address future outbreaks in Harris County. Procedures and metrics developed will be used to monitor disease indicators in real or near real time, allowing continuous identification of population subgroups with disproportionate burden of COVID-19

infection, severe illness and death, as well as inequalities in vaccine distribution and access.

Name of Contractor: University of Texas School of Public Health

Method of Selection: Interlocal-government agreement (Sole-source)

Period of Performance: Entire grant period

Scope of Work: See attached document "UTSPH Analytics Scope of Work" (subject to change)

Method of Accountability: Contractual obligations TBD. Supervised by Eric Bakota (Manager, Data Warehouse Analytics)

Itemized Budget and Justification: See attached document "UTSPH Analytics Itemized Budget" (subject to change)

TSU Outreach Contract

As one of the largest and oldest historically black colleges/universities (HBCU) in the nation and largest in Texas, TSU has established an extensive network of partnering organizations that prioritize support for black communities/neighborhoods in Harris County. TSU will provide services to accomplish the following 4 objectives in communities that have a population with >60% black residents:

- 1) Increased health education and outreach
- 2) Increased capacity for workforce development and economic prosperity
- 3) Reduced barriers to healthcare access
- 4) Increased vaccination rates and reduced vaccine hesitancy

Name of Contractor: Texas Southern University

Method of Selection: Interlocal-government agreement (Sole-source)

Period of Performance: Entire grant period

Scope of Work: See attachment "TSU Outreach Scope of Work"

Method of Accountability: Contractual obligations TBD. Supervised by Program Manager (TBD)

Itemized Budget and Justification: See attachment "TSU Outreach Budget"

Health Equity Collective Contract

The proposed project will operationalize Strategy 4 to mobilize partners to advance health equity and address social determinants of health among Greater Houston area residents via the Health Equity Collective (the Collective), a Greater Houston area-wide coalition. The Collective consists of more than 350 members representing 130+ organizations across multiple sectors, including healthcare, social services, public health, government, for-profit, health insurance companies, and academia. With Harris County Public Health, American Heart Association, and UTHealth co-leading this multi-sector effort, the Collective has cultivated a shared vision and established coalition structure to build a data-driven systemic approach to address social determinants of health (SDOH) via multi-sectorial care coordination, tracking, and data-sharing as envisioned within the Harris Cares 2020 report (T-Rec 1.2). This project will support Strategy 4 by building long-lasting infrastructure for the Greater Houston area residents with collaborations envisioned in Harris Cares (T-Recs 1.1 & 4.2). Costs for developing a Community Information Exchange (CIE) will be shared with Houston Health Department.

UTHealth is one of the backbone leads for the Collective and will assume fiscal responsibility for the proposed initiative. The Collective uses a collective impact approach, and as such, the oversight will be collectively provided by all backbone organizations, including HCPH, and the Collective's Steering Committee.

Name of Contractor: University of Texas

Method of Selection: Interlocal-government agreement (Sole-source)

Period of Performance: Entire grant period

Scope of Work: TBD

Method of Accountability: TBD. Supervised by Tanweer Kaleemullah (Public Health Analyst – Health System Transformation)

Itemized Budget and Justification: TBD

INDIRECT COSTS			
Cost Category	Total Cost	Rate %	Total
Personnel	\$2,548,333	7.01%	\$178,702
Fringe	\$1,070,300	7.01%	\$75,055

Travel				\$-
Supplies				\$-
Contractual		\$22,101,329	7.01%	\$1,549,855
Other			0%	\$ -
TOTAL				\$ 1,803,612

Applicant Name:	Harris County Public Health
City/State	Houston, TX
Application #:	
Budget Year:	1
Fiscal Fund Year:	FY22
Budget Title	Annual Budget

SUMMARY	
Category	
Personnel	\$ 2,548,333
Fringe	\$ 1,070,300
Travel	\$ 7,840
Supplies	\$ 96,092
Consultant/Contract	\$ 22,101,330
Other	\$ -
Total Direct	\$ 25,823,895
Total Indirect	\$ 1,803,612
TOTAL	\$ 27,627,507

PERSONNEL						
Position	Name	Monthly Salary/Rate	# of months	# of Persons	Total	Grant Strategy Alignment
CI/CT Manager	TBD	\$ 8,750	22.00	1	\$ 192,500	1
Grant Finance Manager	TBD	\$ 8,750	22.00	1	\$ 192,500	1
Grant Program Manager	TBD	\$ 7,500	22.00	1	\$ 165,000	1
Grant HR Manager	TBD	\$ 7,500	22.00	1	\$ 165,000	1
Data Analytics Supervisor	TBD	\$ 9,167	22.00	1	\$ 201,667	2
Senior Data Scientist	TBD	\$ 12,917	22.00	1	\$ 284,167	2
Senior Data Analyst	TBD	\$ 7,917	22.00	1	\$ 174,167	2
Data Privacy & Security Specialist	TBD	\$ 7,500	22.00	1	\$ 165,000	2
Public Information Officer	TBD	\$ 6,250	22.00	1	\$ 137,500	1
Business Analyst	TBD	\$ 6,250	22.00	1	\$ 137,500	2
Senior Policy Planner, COVID-19 Health Equity	TBD	\$ 7,500	22.00	1	\$ 165,000	3
Public Health Analyst	TBD	\$ 6,667	22.00	1	\$ 146,667	3
Public Health Analyst	TBD	\$ 6,667	22.00	1	\$ 146,667	3
Community Engagement Specialist	TBD	\$ 6,250	22.00	2	\$ 275,000	3
TOTAL					\$ 2,548,333	

FRINGE						
Position	Name	Fringe Rates	Salary/Benefit	% to Grant	Total	Grant Strategy Alignment
CI/CT Manager	TBD	42%	\$ 192,500	100%	\$ 80,850	1
Grant Finance Manager	TBD	42%	\$ 192,500	100%	\$ 80,850	1
Grant Program Manager	TBD	42%	\$ 165,000	100%	\$ 69,300	1
Grant HR Manager	TBD	42%	\$ 165,000	100%	\$ 69,300	1
Data Analytics Supervisor	TBD	42%	\$ 201,667	100%	\$ 84,700	2
Senior Data Scientist	TBD	42%	\$ 284,167	100%	\$ 119,350	2
Senior Data Analyst	TBD	42%	\$ 174,167	100%	\$ 73,150	2
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Public Information Officer	TBD	42%	\$ 137,500	100%	\$ 57,750	1
Business Analyst	TBD	42%	\$ 137,500	100%	\$ 57,750	2
Senior Policy Planner, COVID-19 Health Equity	TBD	42%	\$ 165,000	100%	\$ 69,300	3
Public Health Analyst	TBD	42%	\$ 146,667	100%	\$ 61,600	3
Public Health Analyst	TBD	42%	\$ 146,667	100%	\$ 61,600	3
Community Engagement Specialist	TBD	42%	\$ 275,000	100%	\$ 115,500	3
TOTAL					\$ 1,070,300	

