

NPHII Year 4 Continuation Guidance

CDC Performance Improvement Managers Network Call

July 25, 2013

- Today's Speakers:**
- Bobbie Erlwein, OSTLTS HDSDB NPHII Team Lead
 - Cassandra Martin Frazier, OSTLTS ASREB NPHII Evaluator

Moderator: Melody Parker, CDC/OSTLTS

Elon (Operator): Good afternoon and thank you all for holding. Your lines have been placed in a listen-only mode until the question and answer portion of today's conference. I would like to remind all parties the call is now being recorded. If you have any objections, please disconnect at this time. And I would now like to turn the call over to Melody Parker. Thank you. You may begin.

Melody Parker: Thank you, Elon, and thanks, everyone. Thank you for attending today's call. This is the July Performance Improvement Managers Network webinar. I'm Melody Parker with the Office for State, Tribal, Local and Territorial Support, and I am joined here today by myriad colleagues from OSTLTS. I'll be moderating this call for you today. So thanks for joining us for our sixth call of 2013. The PIM Network is a community that supports all NPHII performance improvement managers in learning from each other as well as from partners and other experts. These calls are a way for the members of the Network to learn about each other and share information about resources and training opportunities related to our work in quality improvement and performance management. So today we're going to talk about the recently posted continuation announcement, but let us first review some of the technological features of today's call.

We didn't distribute slides for the call today as we'll be solely discussion driven, but if you are accessing the LiveMeeting site, you can still see other sites participating in today's call by looking at the attendees under the link at the top left. You can also download the documents that we did send via the icon at the top right of your screen that looks like three little tiny pieces of paper up there. So we'll have two ways to facilitate your discussion today. First, you can type in your questions and comments at any time using the Q and A box, which you can find by clicking Q and A in the toolbar at the top of your screen. Second, we will open the lines for discussion after our presenters have finished, so please mute your phones now, either by using your phone's mute button or pressing star-6 on your phone's keypad. Please note that we will announce the identity of those with any questions via LiveMeeting on the web, and if you prefer to remain anonymous to the group in posing your questions, please type Anon either before or



after your question. Today's call will last approximately an hour. The call is being recorded and will be archived on the OSTLTS PIM Network web page.

So we'll be conducting a couple of polls on today's call. I'll introduce each poll question, and when I tell you that it's open, by all means go ahead, cast your votes by selecting your response with a mouse click. Our first poll question will give us some idea of who is participating on the call today. Please indicate your affiliation: state health department, tribal health department, local health department, territorial or US-affiliated Pacific Island health department, national public health organization, or other. The poll is open. By all means, please cast your vote. The results are coming in. About 62% of you are with states, 8% with tribal health departments, 18% with local health departments, 5% with national public health organizations, and five percent other. So thanks for participating, we'll also, of course, want to hear your feedback about today's event at the end, so look for that final call in the final end of the hour where you can tell us what you thought about the call today. So I am going to cease my ramble, and Bobbie Erlwein, you are on.

Bobbie Erlwein: Thank you very much, Melody. I really appreciate it. And thank you to everyone on the line. The huge news, of course, is I'm just so excited that the continuation is finally reposted. I bet that you are too. So as Melody said, we want to spend the bulk of the time today on your questions. I did want to just walk you through the FOA to get us all oriented and on the same page. I probably have maybe five minutes of comments. And after that, Cassandra Martin Frazier's going to talk to us a little bit about performance measures, so that we'll be all set up to take questions on all of that. So with that, let me just jump in.

The first thing to remind you of is what you already know, and that is that the applications are due on August 16th, no later than 11:59 pm and that's Eastern Standard Time. You have the funding chart, and so you've seen that unfortunately we did have to make some cuts. That was really regrettable. I was sorry we had to do that. We tried to minimize the impact on grantees as much as possible by taking some reductions internally. And we did what we strived to do, what we said we were going to do at the grantee meeting, and that is preserve funding for the core activities. All those topics are fair game. We can talk about that once your lines are open to feedback.

I wanted to review with you just briefly the things that you need to submit. Those are all detailed in the announcement. A couple of things are slightly different from past years. We are asking you to submit an interim FFR showing your unobligated balances by year, so that would mean unobligated balance for year 1, for year 2 and for the current year. We're going to use that to help us have good, accurate information so that we can make sound decisions about how to offset awards and make sure we have our accounting all correct. So please do get that interim FFR in as part of your award.

The other reminder I would have for you, is that you need to resubmit the IPR that you have already completed as an attachment to your application, so you'll need to put it into a PDF format and resubmit it. You don't need to update that report, it just has to come in as part of the package to meet our



administrative requirements. So definitely dust that IPR off and send it back to us again. And I'm sorry that you have to do it. It's a bureaucratic requirement.

The key work of the FOA remains blissfully unchanged this year. We have no real surprises in there for you, so you'll still be working on accreditation readiness. I would mention to you that there's work in there for everyone, even those of you who have already achieved accreditation, there's still plenty you can do to either set yourselves up to maintain your accreditation, to implement one of the key documents that you have already generated, or to refresh those documents. So there's work for everyone under that first objective.

Similarly, there's work for everyone under the second objective, which is to improve your performance against the national standards. So whether or not you think you're right on the cusp of achieving accreditation—and if you think you're there, I hope you are—or whether you're just starting or you're still completing your self-assessment, there's something for everyone to do under that initiative.

The third objective, again, is to look at quality improvement activities. We're looking for you to do at least two. I know that many of you are doing significantly more than that. The reporting forms we give you only allow you to report two, but we will take those stories in any format you would care to give them to us, so let us hear how you're doing. And as I said, Cassandra's with us, so you will be hearing a bit more about performance measures in a few minutes.

Finally, that fourth objective is for you to continue your performance management activities. And there's a laundry list of things you can do under that topic, so I'm not going to recap them all here. But I will tell you that we expect to see activities from everyone under all four of those objectives.

The core requirements that everyone has to complete still remain in effect, so of course you have to have a PIM in place, and participate in the PIM Network. We encourage you and expect that you're working cross-jurisdictionally and collaborating. I would mention, under cross-jurisdictional collaboration, that we've added an example under that list of what it might mean to do cross-jurisdictional collaboration. And we're encouraging you to look for opportunities to partner with the healthcare community. That's very consistent with work under health care reform, and simply a good idea. That's not a requirement. It's just a recommendation that you take a look for opportunities to partner with those on the health provision side of life so that we can get more efficient and effective delivery of public health programs.

I would give you one final note from me, and then I'll pass it on to Cassandra, and that is many of you have probably had your applications ready to go since we posted this the first time. That's awesome. It gives us a tremendous opportunity to do some work before you submit those applications. So please, reach out to your POs and evaluation colleagues to talk about what you have on your work plan or in your performance measures. The more things that we can reach agreement on now, the more details we can iron out now, the fewer technical comments you're going to get. That will save all of us a load of work and ultimately put us on the road to a successful year even more quickly than we might otherwise



get on that road. So if you have questions, comments, or need TA, reach out to your performance officer and let's get that set up. And that's it for me. I'm going to pass it on to Cassandra for some remarks.

Cassandra Martin Frazier: Thank you, Bobbie. The implementation of the PI/QI initiative continues as a priority objective for year 4 and the development of performance measures to measure intended outcomes according to initiatives also remains a primary focus. So these are similar to expectations for year 3. We are interested in understanding how PI/QI initiatives can lead to measurable improvement in the areas of increased efficiency and/or improved effectiveness. So as you may know, we have developed a standardized approach to measuring outcomes of the PI/QI initiative.

This standardized approach better defines a range of outcomes associated with efficiency and effectiveness and those measures and outcomes are defined. The measures are generic and are intended to be tailored to specific initiatives identified by the grantee. The goals of this standardized approach are to assist grantees with linking QI efforts to key outcomes of efficiency and effectiveness and to ensure greater consistency of measurement of similar outcomes to assist with aggregating data, to speak to impact of NPHII more broadly.

In year 3 you received guidance on the performance measures framework, and that was our first attempt at defining the standardized framework for capturing these outcomes. We found that the measures submitted in year 3 were substantially improved upon than those submitted in year 2. We also discovered the need to update the framework and expand upon some of the outcomes to account for all of the QI activities conducted by the grantee. In March, we released an updated version of the framework that was more reflective of the QI initiative and observed outcomes. You also should have received a copy of the framework in an email sent by Melody yesterday.

I want to highlight a few key changes made to the framework. First, we expanded the categories of efficiency to include revenue generated, costs saved, and costs avoided. The categories of effectiveness were expanded to include organizational design improvements, quality enhancement of programs and services, quality enhancement of data systems, and dissemination of information and products. We also provided an at-a-glance that highlights the specific changes made to the framework so you can refer to that to get a better idea of the changes from year 3 to year 4. As you are identifying and planning your PI/QI initiatives, please refer to the guidance documents for instruction on the steps to identify and select the PI/QI outcomes and to developing your performance measures.

As Bobbie mentioned, the evaluation staff is available to provide technical assistance on the development of the performance measures for year 4. Please contact your performance officer if you seek technical assistance in developing the performance measures or you would like for an evaluation staff member to review and provide feedback on the measures that you've already developed. We're available to provide assistance before you submit the project plans for the August 16 submission date, and we encourage you to reach out early to allow us to review and provide feedback on your performance measures, so that way they can be strong and ready to go. We've also prepared a technical assistance document with examples of performance measures submitted during year 3. This document



illustrates what a good measure looks like and may even help frame measures for grantees who are working in similar QI areas. The document includes information on the QI name, related outcome, the performance measure, baseline target, actual values, and the data chart. This document was also attached to the e-mail sent by Melody yesterday. Thank you.

Bobbie Erlwein: Thanks, Cassandra. Melody, I think we're ready to open up for questions.

Melody Parker: Elon, if you're still out there helping us out, go ahead and open the line.

Elon: All lines are open at this time.

Melody Parker: All right, everyone, the floor is yours. We did have a question come in earlier from John Durbin, I believe. And his question was does the info from questions 24 through 26 in the IPR cover the requirements for an interim FFR or do we need to submit an actual FFR form?

Bobbie Erlwein: Great question and we need the actual FFR form, so those questions on the IPR are not the same thing. We're looking to that FFR to capture the unobligated amounts from each of the years of funding you've received thus far. The IPR only captures one bit of information. We need the whole kit and caboodle, please.

Melody Parker: Just a reminder to everyone that the lines are open and live at this point, so please, if you're not actually asking a question or asking us something else, please remember to star-6 or mute your phone.

Claudia Siegel: Hi. This is Claudia Siegel from Philly. Can you hear me?

Bobbie Erlwein: How're you doing?

Claudia Siegel: I'm okay, how are you all?

Bobbie Erlwein: I'm good.

Claudia Siegel: I have a question, as usual. I just want to make sure that I understand something. Under objective 3, the quality improvement objective, I know the instructions tell us to do at least two. Did I understand you correctly to say that we are only allowed two?

Bobbie Erlwein: Oh, no.

Claudia Siegel: Okay.

Bobbie Erlwein: That was probably a mistake on my part.

Claudia Siegel: Okay, I just wanted to check.

Bobbie Erlwein: Oh that's a great question, Claudia, so thank you for asking. No, you may absolutely do more than two. We love them. Keep them coming. But you have to do at least two.



Claudia Siegel: I think we can fill that bill.

Bobbie Erlwein: All right. I know that you can.

Claudia Siegel: Thank you so much.

Joan Aschiam: This is Joan Aschiam. I am from Connecticut. I have a question.

Bobbie Erlwein: Sure. Go ahead.

Joan Aschiam: So, in the application packet, it talks about the narrative and not exceeding 15 pages. I'm a little confused by that, since we're using templates.

Bobbie Erlwein: Yeah, me too, actually. So that's a great question. The narrative that you can submit will really supplement the information you give us in the template narrative. You have to submit something, and so I would encourage you to make it brief, and really focus on any information that you weren't able to highlight. Don't feel like you need to spend 15 pages telling us what you've already put into the template. It's a legacy in the system, so the format requires that we ask for a narrative, but you're correct. You will have provided us with the bulk of the information by using the template.

Joan Aschiam: So the narrative is optional, is it not?

Bobbie Erlwein: It's optional, but only in terms of content, but it would be good if you submitted some document that was titled, program narrative. Otherwise, bureaucratically, it looks you missed something off the checklist.

Joan Aschiam: Okay.

Bobbie Erlwein: I know it's kind of ridiculous, and I apologize for that, but it's the system not catching up with the fact that we're using a template.

Joan Aschiam: Thank you.

Bobbie Erlwein: Thanks, Joan.

Joyce Marshall: This is Joyce Marshall from Oklahoma. Building on that, could we just say, "See project plan"?

Bobbie Erlwein: That would be perfectly fine.

Joyce Marshall: Okay. And just put it on a page?

Bobbie Erlwein: Yes. Ridiculous as that sounds, Joyce, that would be perfect.

Joyce Marshall: All right. Thank you.

Bobbie Erlwein: Thank you.



Beverly: Hi, this is Beverly in Anchorage, and I had a question.

Bobbie Erlwein: Hi, Beverly.

Beverly: Yeah. I'm sorry to be a little slow on this, but I'm just trying to make sure on this interim FFR. So basically, are you looking for an accumulative FFR, or do you need us actually to break out every single year and show what was spent on each year and what was left over, and carryover? Is there a form we're supposed to use or a format? Or how would you like us to do that?

Melody Parker: I have another question that follows up that goes along with your question, Beverly, from Sabrina Moriano, she says she thought she heard Bobbie say that we should submit interim FFRs by year. This isn't specified in the instructions, can we confirm?

Bobbie Erlwein: Right. So let me try to be more clear.

Ebony: Hey, Bobbie, this is Ebony. I'm on the line.

Bobbie Erlwein: Oh, Ebony, I didn't know you were joining us.

Ebony: Yeah.

Bobbie Erlwein: Do you want to talk about that one?

Ebony: Yes. I can.

Melody Parker: That's Ebony from PGO everyone.

Bobbie Erlwein: Thanks, Ebony. Sorry, I didn't realize you were able to get free.

Ebony: No problem. On your FFR that you're going to submit, it is going to be an interim FFR from year 3. Say if you received \$100,000 in year 3, and you carried over, say \$10,000 from year 1 to year 3, and \$10,000 from year 2 to year 3. This would total \$120,000, which is typical.

What we're asking is in the remarks section on the FFR, if you'll tell us, of that money, let's say you have \$50,000 that's remaining. Where is it? So, of the \$50,000 as of right now that's unobligated, I have \$10,000 that still remains unobligated from year 1, and it's located in document number whatever. The other, let's say \$10,000 may be from year 2, and it's in document number whatever. So we're just trying to see where the money is, the unobligated balances. Where is it? Does that make sense?

Beverly: Maybe it just doesn't. When you're saying that's in document number, I'm not sure what you mean.

Ebony: Okay, okay. So for every notice of award with PPHF funds starting last year, there's a different sub-account number. So if you were to look on your notice of award for every year, and it'll tell you a document number. Basically, if you can just tell us what budget period they are remaining from (if they're year 1 funds or year 2 funds) we'll know what document number. Every year with PPHF, they



have to go into different sub-account numbers. So this year your funds will actually be in another sub-account.

Bobbie Erlwein: The parking time is per minute, Ebony. Let me check my thinking on this and see if I'm right. So really we're trying to get two bits of information from this FFR. First, we want to understand how much unobligated you have, like you would get from any FFR. We're also looking to get a little bit of a sense of what year we gave the money to you so that we can better understand the draw down issue.

Ebony: Right.

Bobbie Erlwein: You might have to talk to your financial folks to understand what folder it's in and all that sort of thing. That's not generally something program deals with. So you might have to go back and talk to the folks in your financial office to get some help on that. That would be my opinion. Ebony, am I thinking about it right?

Ebony: Yes, that's correct.

Bobbie Erlwein: Does that help at all?

Beverly: Yes. We will do our best to follow instructions. This might be one we run by the project officer.

Ebony: Okay. And if you have any questions about this, just send an e-mail, or if I need to try to explain it to your financial people, then I can help you there, just let me know.

Bobbie Erlwein: Okay. That should go to Ebony.

Ebony: Yes.

Bobbie Erlwein: Actually, I'm sure all your GMSes would be willing to help.

Ebony: Right. We'll be willing to help you.

Tracy: Thank you, Ebony. This is Tracy. We went through that, so I do understand what you're saying.

Ebony: Okay, good.

Bobbie Erlwein: Okay, that's the hard one. More questions for us?

Beverly: This is Beverly again in Anchorage, and I believe Laurie sent something up this morning, but there were some of the required attachments (the certification, the assurance, and I'm trying to remember the other one) that weren't attached this year. Last year, they were sent out separately. Can we use those ones from last year, or has that been determined?

Bobbie Erlwein: Ebony, did you want to speak to that one?

Ebony: Yes. They are the same forms, and they should have been sent out with the announcement, but they were not. We're aware of that, so either we can do an email blast and get them out or if you still



have them from last year, they are the same form. We'll just ask that you complete those and upload them as attachments when you send your applications in through Grants.gov.

Bobbie Erlwein: This is Bobbie. We'll be happy to send them back out so that everybody has them.

Beverly: Can you please repeat which forms those were?

Laverne Dallas: Hello. This is Laverne Dallas from Gila River.

Melody Parker: Hold on, Laverne. Hold on, Laverne.

Bobbie Erlwein: Laverne, there's one thing we want to be clear on, what forms you're missing. I believe it's the checklist, and . . .

Ebony: The assurances, the certification.

Bobbie Erlwein: And what was the third one? The certification.

Ebony: The certification.

Bobbie Erlwein: The certification, assurances and the checklist. Those are the three documents we'll be sending out. And we're sorry we missed them the first time around. Okay?

Beverly: Thank you.

Bobbie Erlwein: Sure. Laverne?

Laverne Dallas: I was going to reiterate to please send out the three documents so that we can have them instead of having to look for them.

Bobbie Erlwein: I'm with you, I'm completely with you.

Laverne Dallas: Thank you.

Bobbie Erlwein: It's tricky to find them from last year, so we'll absolutely get them back out to everyone. More questions for us?

Camie: Hi. I have one. Camie from Nevada and I am brand new to this program. I'm looking through the FOA. Under five, it talks about program guidance and an optional implementation plan template. Where do I find that?

Bobbie Erlwein: We will be happy to send it to you, and welcome to the program.

Camie: Thank you, thank you. This FOA's a little skinny based on other CDC program tools. Do I go back to an original FOA to get all the details and this is just continuation information?



Bobbie Erlwein: I mean, you certainly may go back to the original FOA, but I will tell you that it has changed significantly.

Cammie: Oh, okay.

Bobbie Erlwein: My honest advice to you is to stick with the current continuation announcement and reach out to your performance officer to help with questions.

Cammie: All right, okay, great. Thank you.

Bobbie Erlwein: The implementation plan template, we'll send that out to everybody, it is actually optional. It's just a planning tool that might be helpful for you to use.

Cammie: All right, thank you.

Bobbie Erlwein: Oh, no, thank you, and welcome.

Cammie: Thank you.

John Durbin: This is John Durbin from Iowa. I have a question.

Bobbie Erlwein: Yes, go ahead.

John Durbin: We recently got a notification from the Grant Assurances' website the CDC launched, that grant applicants only need to submit their assurances and certifications once each year.

Bobbie Erlwein: Ebony, did you want to comment on that?

Ebony: Yes. We are aware of that, but because we have the PPHF funding, we have been having the awardees to send those in every year, because these files are audited just about every year. What happens is they will have to go to the file room to pull the year 1 file to find all the necessary documents. So we have been asking awardees if they could, even if it's the same forms, send them so therefore when the auditors do come, they have everything right there together.

John Durbin: Okay. So when we can send the forms that were signed? In our case, our forms were signed in June.

Ebony: That's fine.

John Durbin: Okay.

Ebony: Okay.

John Durbin: Thank you.

Ebony: Yes.



Melody Parker: We have another question in from LiveMeeting, an anonymous question. On the grant application, they ask, do we cut and paste the “purpose” from the instructions on page 4 into 6(b)? If not, what should be written here? Do we understand that question?

Bobbie Erlwein: I’m pretty sure I don’t. So, if we cut and paste the purpose from the instructions on page 4, or do we cut and paste?

Melody Parker: Do we? In other words, can you replicate from, say from page 4 to item field 6(b)? I don’t think we have an app in front of us to be able to answer that question?

Bobbie Erlwein: Right. We don’t. So we’re going to have to crosswalk the FOA with the form itself, and we don’t have the form in the room here to understand that answer.

Melody Parker: So we’ve got that. We’ll follow up on that.

Bobbie Erlwein: We absolutely will. We’re going to put some FAQs out after the call. So let us take a look at that. Thank you, because I couldn’t figure out what 6(b) was. All right, that explains it. Thanks.

Melody Parker: They’re ahead of us again.

Bobbie Erlwein: You’re always ahead of us. All right. We’ll figure that one out and get back with you.

Melody Parker: Okay. More questions from the floor?

Laverne Dallas: This is Laverne Dallas from Gila River. You mentioned earlier about some documents or e-mails that were sent out yesterday?

Melody Parker: Yes. Those documents were sent. We had discovered that there are some difficulties with the listserv delivering those messages, so right at this point we’re trying to get them to everyone in the best ways that we can. Keep looking for them. We’ll keep blanketing everyone as much as we can.

Laverne Dallas: Okay.

Bobbie Erlwein: No questions?

Melody Parker: You’ve got all the experts in the room. Take advantage.

Bobbie Erlwein: No performance measure questions. I’m astounded. You don’t walk to talk about carryover? You don’t want to talk about funding level? I mean, now is your chance.

Melody Parker: It really is.

Laverne Dallas: This is Laverne Dallas from Gila River again. So for a carryover, as soon as we have an FFR from our finance department, we can go ahead and move forward with our carryover request, correct?

Bobbie Erlwein: Ebony, did you want that one or do you want me to try it?



Laverne Dallas: Is there a specific format?

Bobbie Erlwein: I'm sorry, but two people were talking at once. The first question I heard was once we have an FFR, can we submit our carryover request at that point? And then a second question, is there a format for carryover requests? I think I heard both of those.

Ebony: Okay. Bobbie, I'll answer them.

Bobbie Erlwein: Okay, Ebony.

Ebony: We're asking that the FFR is final, so if you wait until December to submit your carryover request, we can award 100 percent of that unobligated balance. However, just like last year and a couple of years back, if you find that you do not have enough funds or you need that money before there's a final FFR, you can come in with an interim FFR. With the interim FFR, it's up to the GMO's approval, but you can request up to 75% of whatever the unobligated balance is.

Bobbie Erlwein: So, Ebony, if I could just ask a clarifying question. Final FFRs aren't due until December, but if a grantee had their FFR done in, say, October, could they make a request right then for the entire carryover amount?

Ebony: Yes, as long as it's final.

Bobbie Erlwein: So, as soon as you have that final FFR, that would be a perfect time to ask.

Ebony: As for the second question for the template or format for carryover requests, we do have a basic template that will tell you what should go where and how you should write it up. It's basically a narrative, and we can send the template out. Right, Bobbie?

Bobbie Erlwein: Yeah, absolutely.

Laverne Dallas: I have a follow-up question to confirm this carryover issue. Are we to understand that we will be allowed to request carryovers from year 3 to year 4?

Bobbie Erlwein: Sure.

Laverne Dallas: Oh, I thought there were some limitations for this year?

Ebony: The limitations would be based on the FFR you submit.

Bobbie Erlwein: We definitely talked about offsetting awards for past unobligated balances that haven't been carried forward into the current year, and that is going to occur. But for next year, we're not going to try and offset your award with this year's funds. We wouldn't be able to because we won't have a final FFR when you make your application and we certainly want you to have access to those monies if you have work that fits the bill and needs to get done. So, business will be as usual carrying over from 3 to 4.



Laverne Dallas: Okay, thank you.

Bobbie Erlwein: Sure. Good question, great question.

Melody Parker: Another question from LiveMeeting from Eileen Eisen-Cohen. She wants to know does it seem like there's going to be funds available for technical assistance from the national organizations, as this could impact what they're putting in for consultants, for strategic planning, et cetera, in their budget?

Bobbie Erlwein: That's a great question. The CBA partners (the capacity building assistance partners) are in the middle of a competitive process for awards. We do expect that we'll award some money for some TA support for NPHII using those CBA partners. I really can't tell you quite how much right off the top of my head, but they cut some from last year because we tried to preserve the money for the state, locals, tribes and territories. But we do expect to have to have some funds for that, so I would say factor it in to your planning. Like always, we can't promise you anything, but we expect to have some of that support available to you.

Melody Parker: And another question from LiveMeeting. Carol Heier asks if we can provide an update on the carryover requests that were submitted by July 1, 2013. Any idea when they're going to be able to see it?

Bobbie Erlwein: Great question. Ebony, did you want to speak to the current status of carryover requests?

Ebony: Yes, I am working on some right now. They're being processed. If you submitted your request by the deadline, which was July 1, and you haven't received anything or heard from your GMS by August 1 (after 30 days), reach out to them. But as of right now, the requests are being processed if they were received on time, and you haven't heard, like I said, within 30 days then follow up with your GMS to see what's going on.

Melody Parker: Claudia Siegel, it says you have another question about objective three. Do you want to ask it?

Claudia Siegel: I have another question in regards to carryover.

Bobbie Erlwein: Sure, go ahead.

Claudia Siegel: If my carryover request is not approved, do I lose those funds, or can I request for it again at a later date?

Bobbie Erlwein: That's a great question. The money doesn't go away, but there's certainly a chance that we would offset your new award with those dollars. So, there's a good chance you would lose your ability to spend that money. Am I making any sense?



Claudia Siegel: Okay. So there's a possibility that a carryover from previous years would offset year 4 request?

Bobbie Erlwein: Absolutely. I'm so glad you asked the question because we've been talking about this, for a while now. And there's a very good chance that we will offset awards with any funds not already spent. If you didn't carry it over successfully into the current year, most likely, we'll offset your award with those funds. We really don't have a choice. We're at the mid-point of the NPHII grant five-year cycle. We have to be fiscally responsible to clean up some of these unobligated balances. We took a pretty liberal approach to carryover in past years but now it's time to get back into a more reasonable strategy for dealing with carryovers. So anything that you haven't already carried forward, we likely will offset from year 3 to 4, as we've already discussed. Those funds will be available to request carryover, and the request will be assessed based on the strength of your proposal, just like always. So it should be the money from years 1 and 2 that we're talking about offsetting, but it is very, very likely that we're going to sweep that money, yes.

Claudia Siegel: Okay. So this year's award is still at the same level at 250?

Bobbie Erlwein: That's a good question. There's a funding chart that was put out. We kept awards consistent, so your core award remains at the level that it was last year. For grantees receiving those funds for what was originally called Component II, there's been a reduction in those funds. To understand your individual award amount, take a look at that funding table that we sent out and you will see exactly the number we'd like you to shoot for. And just while I'm at it, you really should ask for all the money we give you. I'm probably not supposed to tell you that, but if you're authorized to get \$250,000 and you can make good use of that, by all means ask for all of it. We absolutely would like to give you that much money. Hope that makes some sense.

Claudia Siegel: Yeah.

Bobbie Erlwein: Okay. So check the funding table and that will tell you the number to shoot for.

Claudia Siegel: Okay.

Bobbie Erlwein: Good question.

Melody Parker: Another question from LiveMeeting from Claudia. Must the quality improvement activities listed be tied to accreditation? I know the answer to that, but I'll let you have it, Bobbie.

Bobbie Erlwein: Okay, thanks. No, they don't have to be tied to accreditation at all. You can take whatever issue you'd like to work on.

Claudia Siegel: Okay, thank you.

Bobbie Erlwein: Thank you. I love these calls. Do you have more questions?

Melody Parker: Bobbie loves to be grilled. Have at it, y'all.



Bobbie Erlwein: I love these calls. I think we should do them more often. More questions for us? I'm not hearing any. How about the people on the phone? Are there any things we wish we had said in our remarks that we failed to mention? Ebony, anything from your point of view?

Ebony: No, I think the majority of the things were covered.

Bobbie Erlwein: Okay. Cassandra, anything?

Cassandra Martin Frazier: No.

Bobbie Erlwein: No questions on performance measures. I'm so very disappointed. Cassandra keeps making faces at me when I say that. Anything from your point of view?

Cassandra Martin Frazier: Oh, no. Just to re-emphasize that we are available for technical assistance.

Bobbie Erlwein: Perfect. Several POs are in the room with me. Anything that we missed from a program point of view? Did you think of any more questions for us?

Ojig: I have one. This is Ojig from Los Angeles County. So my understanding was that we were going to scramble to put together a redirect request in this next month to make sure we obligated any unspent funds. What I heard earlier was that the carryover process is still acceptable from year 3 to year 4 if needed, assuming it's justifiable and there's good rationale behind. Now, is that all correct so far?

Bobbie Erlwein: That is correct, though I would chime in and say that the difference between those two is, redirecting funds in this year is a much easier approval process. When you ask for a second try at the money next year (to carry the money over) we look at that more closely. Can you really get the work done in the time specified? Is this must-do work? So the criteria for our review changes a little bit. I really would encourage you, if you know what you want to spend the money on now and can redirect it, to do that. But, Ebony, let me ask you, am I thinking about that right?

Ebony: Bobbie, can you repeat that? I'm sorry.

Bobbie Erlwein: Yeah. In my opinion, redirecting funds within the current year is easier. It's an easier case to make than it is to ask to carry money over. When we look at carryover requests from a program point of view, we look to see that that work is pretty critical to advance your mission, whereas redirecting funds in the current year is just an easier review process.

Ebony: Right, that is correct. Because your budget is a guesstimation of what you think you're going to do, or how much you think you're going to spend. Most of the time when you're redirecting, it's because you didn't need as much as you thought you would need in a certain category, or you need to move stuff around. That's much easier to do than carryover a fund.

Bobbie Erlwein: But you are absolutely correct in that we certainly will be entertaining carryover from year 3 to 4.



Ojig: Okay, thank you.

Bobbie Erlwein: Did I answer you?

Ojig: Yes, thank you.

Bobbie Erlwein: Good.

Melody Parker: Speaking of carryover, Carol Heier asks do those carryover funds that were requested in July have to actually be spent by September 27, 2013, or do they have to be obligated?

Bobbie Erlwein: Miss Ebony, that sounds like you.

Ebony: Okay. That's a good question. When you carry over funds, you're carrying over with the intent to have those funds spent. Now, if you have a carryover request that's pending, and you don't think that you can have those funds spent by the end of this budget period, then I think you should reach out to your GMS and just wait. Since you can carry over into year 4, just carry over those funds into year 4 so you'll have that full, 12 months or 11 months, however, to spend those funds versus trying to spend them within the next 60 or 90 days.

Beverly: Hi, this is Beverly, and I have another question. I realize we're looking at the FY14 grant, but I'm already starting to think out the next few years as we're making commitments based work that we're doing today. Is there any thoughts or words that you might be able to share with us regarding the end of this five-year period and whether we think that there's any hope that we will see another three- to five-year period for NPHII activities?

Bobbie Erlwein: Yeah, of course. I have no idea what will happen. I'm really pleased to hear you thinking past year 5, and that's great. I would hope that many of you are as we certainly are. While I certainly have no idea what will happen within the next five-year period for NPHII, I can tell you that we are actively working on a strategy and an FOA in the hopes that we will have the money that we can put out through an FOA. We're absolutely looking for what comes next, "NPHII Two" if you will. I don't know what it will be called, but we're working on it now. So I am hopeful and we talked a little bit at the grantee meeting. You all are doing some tremendous work with this program and we're able to tell a pretty solid story about the need and benefit of it. So I'm pretty hopeful that we'll have a second five-year period, but no guarantees. Did I answer you?

Beverly: Yes, that's great. Thanks, Bobbie.

Tracy: Hey, Bobbie. This is Tracy from North Carolina.

Bobbie Erlwein: Hey, how are you?

Tracy: I'm doing well. One of the problems that we're having in North Carolina is because our state has many limitations on state funds. We have so many programs, not this one, where our federal funding is tied to matching state funding, like 75% federal funds-25% state funds.



Bobbie Erlwein: Matching state dollars to federal dollars, you mean?

Tracy: Yes, but North Carolina's in such bad shape, it's creeping over into everything. I mean, we submit stuff four or five times trying to get it approved. Things that are actually in our grant and we can't get it approved. They're saying that what we're trying to spend it on, even though it's in our grant for North Carolina, they don't think that at this time it is something they want to do even though that's what we have in our grant funding.

Bobbie Erlwein: Yeah, that's a really tough spot you're in. And probably we should take the conversation offline and work together to see if we can come up with some strategies where maybe we can help communicate the grant needs to your leadership. I know you all have probably been doing that. But let us take that conversation offline with your performance manager. Let's start there and see if together we can't come up with some strategies to try and help move the needle on that for you. That's a hard problem. I certainly understand it.

Tracy: North Carolina is going through this transparency process. This is the first time we had a Republican governor in donkey years, so it's all about how people see us visibly and they don't want those activities to be out there in the public. We're spending money on stuff that's not of the general public's concern.

Bobbie Erlwein: Right. When we talk offline, maybe the way to think is how we can make the work that you're doing relevant to the public. It's probably about how we tell those stories. So let's talk about that. I think we're going to need to really put our heads together and try and come up with a way to move the needle on that problem. And it's a very real problem.

Tracy: Okay, thanks.

Bobbie Erlwein: Okay. So let us get with you on that.

Tracy: Thank you.

Bobbie Erlwein: Sure, sure. More questions for us?

Lisa: Hi, this is Lisa from Alaska, and I wanted to ask a question that was already sort of asked, but I need it to be restated. We have a relatively recently approved carryover request that we're busy trying to spend down. I'm hearing that because it would have been a carryover request from 2 to 3, there's an important urgency to spend that down because those unspent funds will be counted against us. But I'm trying to understand, they can't just be allocated, they must be spent. Is that what I heard, Ebony?

Bobbie Erlwein: Ebony? You want me to try that one, Ebony?

Ebony: Yes, go ahead.

Bobbie Erlwein: That's okay, because I think I might have confounded this issue a little. So what I hear the question being is, we carried money over into this current year and we are working diligently as we



said we would to spend those funds, but we're a little bit worried we're not going to get them all spent. So are those funds going to be offset in the next award? No, those funds really wouldn't be offset in the next award. We do, as Ebony had said, expect you to be able to complete the work in the time available when you make a carryover request. But the fact is, sometimes things happen and you don't get that done. That money would not be part of the money that we would use to offset award. We probably would not even ask them to redirect it. I think it would just become unobligated money that would get carried over again next year from 3 to 4, is that correct?

Ebony: That's correct.

Bobbie Erlwein: Let me try one more time to give that to you, because it's complicated. So your money from year 1 or year 2 that you have in to carry forward and aren't currently trying to use, those are the funds that we will offset. We will decrease the amount of new dollars we give you by those amounts of dollars that were left from year 1 and 2. Money that you've already carried forward into this year becomes like this year's money. So we expect that you are trying to spend that to finish the work in the time available, but if something were to happen and you didn't get it all quite obligated or quite done, that looks to us now like year 3 money and it would be available for you to ask for carryover. Am I answering your question?

Tracy: Yes, that was perfect. Thank you so much, I appreciate it.

Bobbie Erlwein: Sure, sure. Good question. More for us? Any more questions for us?

Maile: This is Maile from Hawaii.

Bobbie Erlwein: Hi, how are you?

Maile: Good. I have a question. Last year, I came in midway through this year, so I, didn't do all the write ups for the past years. I know that there was 307K for component one and 300K for component two. This year, there was 250 for component one and 324 for component two.

Bobbie Erlwein: You're getting that off the funding chart?

Maile: Yeah.

Bobbie Erlwein: Okay, that sounds like a mistake on my part.

Maile: I asked my project officer about that, and she said that her understanding was that it goes into one pot.

Bobbie Erlwein: It does.

Maile: So then it's up to Department of Health to decide how to allocate?



Bobbie Erlwein: Right. So it does go into one pot in the sense of we don't award component two money separate from component one money, but if I've made an error on that funding chart and you're supposed to get \$300,000 in component one money and I've only penciled you in for \$250,000, that's a problem and that would be a mistake on my part. Let me take another look at the funding chart.

Vicky: Hi, this is Vicky. I'm the project officer.

Bobbie Erlwein: Hey, Vicky.

Vicky: Hey. Hi, Maile and Bobbie. We can handle this one offline, but that question came up immediately from Hawaii, and I checked into it. I think the base funding for component one for Hawaii was 250. I think that internally they gave more money from the component two pot for one year for the core activities. But it reflects 250 on the funding chart for this year. My point was it shouldn't go below that but it's an internal decision on Hawaii's part to decide how much gets moved over to the core.

Bobbie Erlwein: I've got you, Vicky. That makes perfect sense, and you're right. It's an internal decision how to divvy up the funds.

Vicky: I checked from the original award, going back to see what the base was for Hawaii, and it was 250.

Bobbie Erlwein: All right.

Maile: I guess my question was, because I need to make sure that we have all of our Is dotted and Ts crossed, do we have to do anything with CDC to let you know what we decided on the divvying up, or do we just have the budget in our submitted proposals reach that total amount. Does that make sense?

Bobbie Erlwein: It does make sense and you don't need to tell us how you split between component one and component two. We'll just look at your budget when you submit it.

Maile: Okay, thank you.

Bobbie Erlwein: Let me just say, I thought that was a bad mistake on my part, so good! Thanks for the clarification, Vicky.

Maile: I know that Vicky had checked, but I just want to make sure that we've got everything covered so that we're not missing anything.

Melody Parker: We've got a couple of more minutes, you guys.

Bobbie Erlwein: I really do enjoy these. No performance measure questions? More questions for us?

Teresa Daub: How about a "stump Bobbie" question?

Bobbie Erlwein: All joking aside, more questions for us? A couple of action items, we absolutely will get those missing forms out to you. We're also going to send the implementation plan form, we will send



that. Several people have been taking notes on questions and answers, so we will regroup on those and get those formalized and out to you. If you have more questions, if you're working on your plan or your performance measures and want some input from us, please, please, please give a call to your performance officer and we'll get you hooked up. If you have grant questions, I know your GMSes are standing in the wings ready to help. Again, I'll ask, more questions for us right now?

Beverly: This isn't really a question, Bobbie. This is Beverly from Alaska. But as you write that up, I guess the one thing that I think's going to be the hardest to convey to some of our finance people is the need regarding this interim FFR. The more detailed anything you send out to us regarding exactly what's needed would be greatly appreciated. Trust me, I'll be cutting and pasting and sending it to our finance folks.

Bobbie Erlwein: Yeah, that's good advice. We will do our very best. You're exactly right. That's a tricky one for sure.

Beverly: Thank you.

Bobbie Erlwein: Thank you.

Melody Parker: Okay, thanks. Well, then, if we're done there, of course you guys, thank you. Thanks to everybody. Thanks to everyone today, thanks to everyone in the room, everyone on the phone, everyone who asked questions, everyone who still has questions to ask later. By all means, please, please, you know, contact your performance officer, Bobbie, PGO. We're all available to get you what you need. So if you'd like to give us any additional feedback on the call or suggest topics for future calls, as usual e-mail us at PIMNetwork@CDC.gov. Join us for our next call, which is scheduled for Friday, August 23, not the usual fourth Thursday of the month. It will be Friday, August 23. We'll be hearing from a few of your fellow PIMs, who will take us on a tour of how they use SharePoint to manage their accreditation documentation. If you remember, that flurry of communication that happened on the listserv last week and the week before. It had generated a webinar to answer all your questions and see all the fabulous things that your colleagues and your peers are doing with SharePoint to help their accreditation documentation. Any time remember that you can view and download these calls and any other materials from the PIM Network webinar series on the OSTLTS PIM Network web site. And with that, thank you and good night, good afternoon, good morning, whatever time zone you're in, we will talk to you next time. Thanks, everybody.

Elon: That concludes today's conference. You may disconnect at this time.

