



MEMORANDUM

Date: April 11, 2024
To: Subrecipient agencies
From: Kelly Friar, MHA Kelly Friar 4/11/24
Interim Chief, Bureau of HIV, STIs, and Viral Hepatitis
Ohio Department of Health

Subject: HIV Prevention (HP23)
REALLOCATION ADDENDUM
(Current Budget Period January 1, 2023 – May 31, 2024)
(Revised Budget Period January 1, 2023 – July 31, 2024)

The Ohio Department of Health (ODH), Bureau of HIV, STIs and Viral Hepatitis announces a change in the budget period for the HP23 grant funds. The current Continuation Solicitation lists the budget period from January 1, 2023, through May 31, 2023. The updated budget period is now January 1, 2023, through July 31, 2024.

The HIV Prevention Program obtained funds to cover a 2-month extension period. Each region will receive an increase of funds calculated to sustain the base award minus the HIV DIS funds until July 31, 2024. Please submit a budget revision by April 29, 2024. When submitting your budget revisions, please adjust your HIV Prevention budget and justification to reflect this extension period and total budget amount.

Any award made through this program is contingent upon the availability of funds for this purpose. The subrecipient agency must be prepared to support the costs of operating the program until receipt of grant payments. Qualified applicants and updated allocations located in the table below:

Table with 5 columns: Region, Agency, Current Award, 2-month extension, Total. It lists 10 rows of data for various Ohio regions and their health agencies, including Toledo Lucas County, Galion City Health Department, Cuyahoga County Board of Health, Summit County General Health District, Canton City Health Department, Portsmouth City Health Department, Hamilton County Public Health, Public Health-Dayton & Montgomery County, and Allen County Health.

	Department			
11	Columbus City Health Department	\$2,148,860	\$115,955	\$2,264,815
Statewide	Equitas Health	\$994,500	\$117,000	\$1,111,500

- a. **Program Reports: Subrecipient Program Reports must be completed and submitted via GMIS** by the following dates. **Program reports that do not include required attachments (non-Internet submitted) will not be approved.** All program report attachments must clearly identify the authorized program name and grant number.

Program Reports Required No Program Reports Required

<i>Report</i>	<i>Report Due Date</i>
Annual Progress Report (August 1, 2023 – July 31, 2024)	August 31, 2024

- a. **Subrecipient Reimbursement Expenditure Reports:** Subrecipient Monthly Expenditure Reports **must** be completed and submitted **via GMIS** by the following dates:

Period	Report Due Date
April 1 – 30, 2024	May 10, 2024
May 1 – 31, 2024	June 10, 2024
June 1 – 30, 2024	July 10, 2024
July 1 – 31, 2024	August 10, 2024

Subrecipient Quarterly Reimbursement Expenditure Reports **must** be completed and submitted **via GMIS** by the following dates:

Period	Report Due Date
April 1 – July 31, 2024	August 10, 2024

Note: Obligations not reported on the final monthly or fourth quarter expenditure report will not be considered for payment with the final expenditure report.

- b. **Final Expenditure Reports:** A Subrecipient Final Expenditure Report reflecting total expenditures for the fiscal year must be completed and submitted **via GMIS** by 4 p.m. on or before **September 5, 2024**. The information contained in this report must reflect the program’s accounting records and supportive documentation. Any cash balances must be returned with the Subrecipient Final Expense Report. The Subrecipient Final Expense Report serves as an invoice to return unused funds.

If you have questions, please contact Angela Street at 614-644-1852 or via e-mail at Angela.Street@odh.ohio.gov.