

# California Department of Public Health Office of Oral Health



## Proposition 56 Local Oral Health Programs Funding

**August 9, 2018  
11:00 am to 12:00 pm**



# Presenters

**Rosanna Jackson**

*Chief, Community and Statewide Interventions Section*

**Kimberly Steele**

*Chief, Administration Unit*



# Agenda

- Welcome
- Continuous Budget Appropriation
- Invoicing
- Budget and Work Plan Revisions
- Progress Reports
- Grant Amendments
- Questions



# General Meeting Information

- **Is this meeting being recorded?** No. However, the slideshow presentation will be posted on the OHP webpage, along with other relevant information.
- **Mute:** All participants will be on mute during the meeting.



# Questions

- **During Meeting:** Use the Chat Box. Questions will be answered at the end of the meeting as time permits.
- **After Meeting:** Submit questions to [DentalDirector@cdph.ca.gov](mailto:DentalDirector@cdph.ca.gov)
- **Summary of Q&A:** Posted on OHP webpage



# Continuous Appropriation for FY 2018-19

According to the letters dated and sent on July 18, 2018, beginning State Fiscal Year 2018-19 (18/19), funded Local Oral Health Programs grantees (Local Programs) may carry their annual Proposition 56 budget allocation forward from one fiscal year to the next through the term of the grant.

This will allow Local Programs to continue to spend budgeted funds to pay for activities identified in the work plan and or needs assessment. Change requests cannot exceed annual budgeted amounts.



# Grant Amendments

Grants are being amended based on direction from our Contract Management Unit (CMU) to adjust for the continuous appropriation of funds. Once CMU approves the boilerplate, grant amendment packages will be sent to Local Programs for board approval and signature.

## Exhibit B SAMPLE

### Exhibit B, A1

#### Budget Detail and Payment Provisions

#### 4. Amounts Payable

A. The amounts payable under this Grant shall not exceed: **\$732,310.**

- 1) ~~\$146,462 for the budget period of 01/01/2018 through 06/30/2018.~~
- 2) ~~\$146,462 for the budget period of 07/01/2018 through 06/30/2019.~~
- 3) ~~\$146,462 for the budget period of 07/01/2019 through 06/30/2020.~~
- 4) ~~\$146,462 for the budget period of 07/01/2020 through 06/30/2021.~~
- 5) ~~\$146,462 for the budget period of 07/01/2021 through 06/30/2022.~~

# Invoicing

We request invoices be sent electronically to [DentalDirector@cdph.ca.gov](mailto:DentalDirector@cdph.ca.gov). Hard copies are not required and can delay processing. Due to workload, we prefer invoices are submitted quarterly.

Local Programs may continue invoicing for budget year 2017/2018 until funds are exhausted or no later than December 31, 2019.

Because 2017/2018 funds will expire, we ask that our Local Programs spend down Year 1 funds prior to invoicing for Year 2. To accomplish this you can shift budget funds until spent down.





# Budget Revisions

Local Programs can request to adjust their 2017/2018 budget between September 1<sup>st</sup> - October 31<sup>st</sup>, 2018. to align actual costs associated with grant activities.

Budget revision requests must include 3 columns: approved budget, proposed changes and the revised budget. A sample has been provide as guidance.

Requests must include justification and all proposed changes require State approval.

If board approval is required for budget changes, please send an email with that info and we will make it a priority.



# Work Plan Revision

Review the work plan to see if any corresponding changes need to be made prior to submitting your budget revision.

Work plan revision requests will also be accepted during this revision period and should be based on the counties needs assessment findings.

We will also allow proposed changes to 2018/2019 during this time but our first priority will be for 2017/2018. Please notify us if there are special circumstances.



# Progress Reports

The first progress report is due September 28, 2018.

Using the Progress Report Templates, new or established as applicable, Local Programs will provide status for all Year 1 activities within the reporting period.

All activity numbers on the template should align with your approved work plan. If it does not, please contact us so that we can provide technical assistance.



# Progress Report Cont.

In addition, provide a brief summary that includes successes, challenges, and lessons learned during the reporting period. Include a description of any technical assistance needs.

**Progress Report and Summary are due no later than  
September 28, 2018.**

# Progress Reporting Cont.

Included with your Progress Report and Summary submission, please include the following, if applicable:

- Completed needs assessment
- Completed community health improvement plan
- List of advisory committee (AC) members
- Schedule of AC meetings
- Any materials developed
- List or picture of promotional items purchased

# Questions?

Questions can be submitted to [DentalDirector@cdph.ca.gov](mailto:DentalDirector@cdph.ca.gov). A summary of the questions and responses will be posted on the OHP webpage.



Thank You

