

COVID ELPHS Information Guide

The COVID ELPHS project was created so that Health Departments could record COVID-19 related expenses and utilize any of the ELPHS funding sources to offset those expenses within FY20. There is not a separate allocation for this project.

Budgeting for the COVID ELPHS project can either be done by entering the expenses in the budget by line item or cost distributing the expenses from other projects. Whichever the agency chooses to use is acceptable.

In the source of funds section, the following funding sources will be available for grantees to enter data in, along with the standard funding source options:

ELPHS – MDHHS Hearing

ELPHS – MDHHS Vision

ELPHS – MDHHS Other

ELPHS – Food

ELPHS – Private Type III Water

ELPHS – On-Site Wastewater treatment

Any of the ELPHS funding source options can be used **without requesting funding shifts**, however, each agency must stay within the allocated amount across the projects.

- For example, if an allocation of \$20,000 for food was given and the funding is split between COVID- ELPHS and FOOD- ELPHS, the total ELPHS- Food funding source will need to total \$20,000 between the two projects.

The system will not allow the submission of projects if the total funding source is over the allocated amount, however, the system does not prevent the grantee to submit under the allocated amount. There is not an error message related to under budgeting for the ELPHS funding. Because of this, MDHHS is asking that special attention is given to make sure that the funding sources used total the allocated amount. This will allow the agreement to be executed without error.