

Public Health Finance

Derek Burton

Director of Finance and Administrative Services
Shiawassee County Health Department





Objectives

- Primary Revenue Sources
- Types of Expenditures
- Comprehensive Agreement
 - Initial Allocation
 - Amendments
- Emerging Threats
 - Initial Allocation
 - Amendments
- Grants and Grant Requirements
- Budgeting
- Importance of internal partnerships

Primary Revenue Sources

- Federal Awards (usually passed through the state)
- State Funds
- Local Appropriations/Millages
- Private Funds (Foundations/Charities)
- First Party Payments (fees that are paid directly by the service recipient)
- Third Party Payments (Medicaid, Medicare, Private Insurance)
- Federal Cost-based Reimbursement
- Federally Provided Vaccine- Value of VFC Vaccine
- Donations

Medicaid Cost Base Reimbursement

- MCBR provides federal revenue (passed through from the state) to cover services provided by the health department that is not fully funded through billing revenue. MCBR may only be used for the following programs:
 - Family Planning
 - Hearing/Vision
 - Sexually Transmitted Disease Control/ HIV
 - Infectious Disease Control- General Communicable Disease/TB
 - Maternal Infant Health Program
 - Immunization
 - Lead

Expenditures

- Salaries & Wages
- Fringe Benefits
- Capital Expenditures (any items costing \$5,000 or more)
- Contractual
- Supplies and Materials (includes printing and postage)
- Travel (mileage, lodging, registration, food)
- Communication (phone, internet, website)
- County/City Central Service Costs (central support activities)
- Space Costs
- All Others (training, insurance, advertising, etc.)
- Indirect Cost/Cost Allocation

MDHHS Comprehensive Agreement

- CPBC (Comprehensive Planning, Budgeting and Contracting)
 - Mandated Services
 - Categorical Services
 - Other Basic Services
 - Funding is based on Annual State Allocation
 - Case Load Requirements
 - Work Plan

MDHHS Comprehensive Agreement

- A budget amendment is necessary if moving excess of \$10,000 or 15% whichever is greater from one category to another
 - Exception for PHEP which limits the request to a 15% variance before the amendment is required
 - All budget amendments must be requested by the final request date
- A budget amendment request is made to the project contract manager
 - The list of these individuals can be found in Attachment III of the Agreement
 - Attachment III also provides a project synopsis, reporting requirements, grantee specific requirements as well as technical assistance

Initial Allocation & Amendments

Amendment Schedule for FY23 will be provided in Amendment 1

Amendment Schedule

	Amendment Request Due Date	Anticipated Consolidation Date	New Project Start / Effective Date
FY 2022			
Original Agreement	Completed by Program office	August 31, 2021	October 1, 2021
Amendment #1 - New Projects Only	Completed by program office	October 19, 2021	November 1, 2021
Amendment #2	February 1, 2022	April 21, 2022	May 1, 2022
Amendment #3	May 13, 2022	July 15, 2022	August 1, 2022

Documents Tab

- Attachment 1- Instructions for the annual budget
- Attachment III- Program Specific Assurances and Requirements
- Footnotes
 - CSHCS Rates
 - HIV Rate
 - Body Art
 - Immunizations (AFIX, Nurse Education, VFC/AFIX) Rates
 - MOE- Maintenance of Effort
 - Forms
 - Immunizations Fixed Fees Spreadsheet
 - Body Art Spreadsheet
 - CSHCS Medicaid Outreach rates

Finding Documents Tab

Current Grants   Date : Aug-08-22

Search Grants

Current Grants

- Health and Aging Services Administration
- Bureau of Community Services
- Bureau of Community Services MA
- Behavioral Hlth and Dev Disabilities Adm
- Behavioral Hlth and Dev Dis Adm Standard
- Community Action & Economic Opportunity
- Comprehensive Agreement**
- Childrens Services Agency
- Childrens Svc - Continuous Quality Impr
- Childrens Services - Direct Services
- Children's Services Agency MA
- Children Trust Michigan Direct Service

Category: Comprehensive Agreement

Option: ☒ Open ☐ All Find

Program	Description	Effective From Date	Effective To Date	Submission Date	Available Grant Amount
CO-2023	Local Health Department - 2023	10/1/2022	9/30/2023	8/7/2022	144,160,181.00
ETLHD-2023	Emerging Threats- Local Health Department- 2023	10/1/2022	9/30/2023	7/29/2022	91,232,368.00
ETLHD-2022	Emerging Threats- Local Health Department- 2022	10/1/2021	9/30/2022	8/13/2021	91,232,368.00
CO-2022	Local Health Department - 2022	10/1/2021	9/30/2022	8/7/2021	145,779,237.00
CO-2021	Local Health Department - 2021	10/1/2020	9/30/2021	8/7/2020	145,779,237.00
CO-2020	Local Health Department - 2020	10/1/2019	9/30/2020	7/19/2019	145,578,539.00
CO-2019	Local Health Department - 2019	10/1/2018	9/30/2019	6/16/2018	127,273,305.00
CO-2018	Local Health Department - 2018	10/1/2017	9/30/2018	6/16/2017	127,273,305.00
CO-2017	Local Health Department - 2017	10/1/2016	9/30/2017	7/19/2016	125,869,943.00
CO-2016	Comprehensive Agreement - 2016	10/1/2015	9/30/2016	9/8/2015	120,309,214.00
CO-2015	Comprehensive Agreement - 2015	10/1/2014	9/30/2015	9/17/2014	120,309,214.00



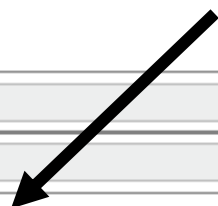
➤ View Synopsis

 Print  Close

Grant Category: Comprehensive Agreement

Grant Program: Local Health Department - 2023

Project : ... 



General

Additional Information

Documents

Synopsis

The Local Health Department agreement is a grant agreement between the Michigan Department of Health and Human Services (MDHHS) and each of Michigan's 45 Local Health Departments (LHDs). This agreement contains the majority of the MDHHS funded programs provided through LHDs.

The legal basis for the LHD agreement can be found in 333.2484 of Michigan's Public Health Code (P.A. 368 of 1978, as amended). This section grants authority to the

Timeline

RFP Publication Date: 05/24/22

Submission Date / Time: 08/07/2022 05:00:00 PM

Approval Date: 09/29/22

Available Funding Amount: 144,160,181.00

Min. Requested Amount: N/A

Max. Requested Amount: N/A

Technical Assistance Session (Not Applicable)

Contacts

Name	Email	Title	Telephone	Type
Jason Hamblen	hamblenj@michigan.gov	Section Manager	(517) 335-3359	Primary



View Synopsis



Print



Close

Grant Category: Comprehensive Agreement

Grant Program: Local Health Department - 2023

Project :





General

Additional Information

Documents

Document Name	Updated	Last Update
Comprehensive Agreement Boilerplate Language	☐	
Attachment I - Instructions for the Annual Budget	☐	
Attachment III - Program Specific Assurances and Requirements	☐	
Attachment IV Notes	☐	
Oakland County FY Agreement Addendum A	☐	
Comprehensive Applicable Laws Rules Regulations Policies Procedures and Manuals	☐	
Medicaid Outreach CSHCS Rates	☐	
CO-Body Art Supplemental FSR	☐	
Essential Local Public Health Services Maintenance of Effort (MOE) Report	☐	
FASD Community Based Uniform Data Collection	☐	
FASD Data Evaluation Tool	☐	
Immunization Fixed Fees Supplemental Report	☐	
CSHCS Case Management and Care Coordination Report	☐	
Attachment B4 - Indirect Cost 10% De Minimis Rate Calculation Form	☐	
WIC Communicate to Motivate Licensing Agreement	☐	
WIC Mother's in Motion Licensing Agreement	☐	

Emerging Threats

- Same rules apply as Comprehensive Agreement
- Used as a tool to allow more fluidity

*Status:	☒ Open ☐ All		
Program:	ETLHD-2023	...	Emerging Threats- Local Health Department- 2023
Agency :		...	
Project :		...	
Stages :		...	
Status :		...	

go

Customer #	Agency Name	Org. Unit	Projects			
CV0048119	Shiawassee County Health Department		—			
Project	Title	Stage	Status	Errors	Validate	Submit
	Emerging Threats- Local Health Department- 2023					
	COVID Immunization	Contracts Approval	Admin Svcs Review		☐	☐
	COVID Workforce Development	Contracts Approval	Admin Svcs Review		☐	☐
	ELC Contract Tracing, Investigation, Testing Coord., and Infection Prevention	Contracts Approval	Admin Svcs Review		☐	☐
	Reopening Schools HRA	Contracts Approval	Admin Svcs Review		☐	☐

Grants

- Grants are generally under three main categories
 - Federal- USDA, HHS, CDC
 - State- MDHHS, EGLE, LARA, MDARD
 - Foundations
 - Large National Foundations
 - State Foundations- BCBSM, Michigan Health Endowment Fund
 - Local- Local Community Foundations

Is this the Right Grant?

- Grant opportunities should be evaluated prior to submitting the application
 - Does the work align with your strategic priorities?
 - Do you have enough capacity or capability to increase capacity in the timeframe of the grant?
 - Is there a match requirement?
 - Is the grant sustainable for long term viability?
 - Is there a potential for local partnerships?
 - Is there a solid commitment from the partners?
 - There will need to be a sub-recipient agreement along with regular monitoring
 - Does the grant involve federal dollars?
 - Grant programs involving federal dollars are subject to additional compliance and potentially Single Audit (Greater than \$750K Federal funds in one year)

Grant Closeout

- Make sure goods and services have been received prior to the end of the grant and that payment is completed
- Do not make unusual expenditures at the end of the project such as large supply purchases

Budgets

- A budget is a financial plan that lists expected expenses and income during a particular period.
- All programs will have a budget
- Essential components of a program budget
 - Program Requirements/Work Plan and Contract
 - Expected Program Revenue
 - Required Resources (staff, supplies, etc.)
 - Historical program data and trends if available
 - Consideration of external factors
 - Inconsistent state funding allocations
 - Competition
 - The economy
 - Pandemics

Budgets Continued

Facesheet Certifications Budget Miscellaneous Index Close

Save Save Validate Errors PDF Copy Show Tree

5. Budget Detail

Show Instructions

Category :

Program Expenses - Salary & Wages

Type :

Expenditure

Classification Seq. :

1

Sub Type :

Direct

Attachment :

Browse

Narrative :

		Description	Qty	Rate	UoM	Total	Amount	Notes	File
☐	X								
☐	X								
☐	X								
☐	X								
☐	X								
☐	X								
☐	X								
Totals :						0.00	0.00		

Comment Line:

Internal Partnership

- Program budget management is critical for success
- It is critical that program staff work closely with the finance staff
- Program Director/Manager responsibilities
 - Assist in creation of program budget
 - Ensure that proposed workplan is being completed
 - Review budget variances monthly
 - Identify and explain significant budget variances
 - Make recommendations and manage the staff to address anticipated budget variances

Questions?

Derek Burton- Director of
Finance & Administrative Svcs.

dburton@shiawasseechd.net

989-743-2336

