



COVID-19 Preparedness and Response Budget Instructions

GRANT INFORMATION

California Hospitals COVID-19 Preparedness and Response Program
Grant No. 1 U3REP200652-01-00
For the grant budget period 4/10/2020 - 4/9/2025

CHFT shall provide assistance in the form of advance reimbursement to Subrecipient for the purchase of PPE in accordance with Centers for Disease Control and Prevention (CDC) guidelines and with attention to supply chain shortages, and awardee will collaborate, in real time, situational awareness regarding PPE models/types and supply levels with their health care coalitions (HCCs) and state or local public health department. CHFT reserves the right to reallocate, increase or reduce unexpended funds at any time during the term of this Subaward Agreement in response to a reallocation or reduction of funds by ASPR.

It is understood by the Subrecipient that the availability of funds under this Agreement is contingent on appropriations made by ASPR to CHFT. In addition, if ASPR fails at any time to continue funding CHFT for the payments due hereunder, this Agreement will be terminated as of the date funding expires without further obligation of CHFT.

Subrecipient shall follow competitive procurement practices, when possible.

SUBAWARD DOCUMENTATION

Submit Attachment D, "COVID-19 Preparedness and Response Budget Report" including detailed receipts to CHFT for the completed purchases **quarterly** as funds are expended. **Note: the required schedule for submission of attachment D has been modified from monthly to quarterly to simplify and streamline your reporting burden.** The funds must be used to pay for approved PPE purchases incurred retroactive to January 20, 2020 through April 9, 2025.

Quarterly budget report and detailed receipts (Attachment D) may be emailed to COVID-19Grant@calhospital.org.

Reporting periods			Due Date
1/20/2020	to	5/31/2020	6/20/2020
6/1/2020	to	8/31/2020	9/20/2020
9/1/2020	to	11/30/2020	12/20/2020
12/1/2020	to	2/28/2021	3/20/2021
3/1/2021	to	5/31/2021	6/20/2021

