

FY 2017 DIRECTIVES TO THE RYAN WHITE OFFICE

I. GRANT ADMINISTRATION

DIRECTIVE 1.1 - TO FACILITATE GEOGRAPHIC FUNDING DISTRIBUTION

For **FY2017**, the allocation formula will be based on a geographic distribution of HIV cases in each region and other funding sources available in each region: 33% for New Haven (Region 1); 19.5% for Waterbury/Meriden/Valley (Region 2); 24.5% for Bridgeport (Region 3); 17% for Stamford/Norwalk (Region 4); and 6% for Danbury (Region 5).

Minority AIDS Initiative Funding received by the EMA shall be divided equally among the five regions for Early Intervention Services.

The Ryan White Office will monitor geographic distribution of funding, produce a regular report, and submit the expenditure report to the Membership/Finance Committee.

DIRECTIVE 1.2 - TO FACILITATE COST EFFECTIVENESS AND FULL EXPENDITURE OF FUNDING ACROSS ALL SERVICE CATEGORIES

The Ryan White Office must ensure that prioritized and funded services are available to all people living with HIV/AIDS in all regions of the EMA. The Ryan White Office will utilize service categories and percentages as approved by the Planning Council. The Ryan White Office shall produce a report to the Council. The report will show the final allocations. The Grantee shall provide 4 financial updates to the Planning Council within the grant year.

The Grantee shall produce a report detailing the timeline from when grant award(s) are received in the EMA, when the lead agencies receive their first payment and when the subcontractors receive their first payment by region to examine any disruption in services to PLWHA in the EMA.

The Ryan White Office shall use service category definitions approved by the Planning Council.

DIRECTIVE 1.3 – TO PREVENT THE POTENTIAL CONFLICT OF INTEREST IN RYAN WHITE AWARDS

Only organizations that provide direct services may apply for Ryan White Part A Funds. State and city entities cannot apply for Ryan White Part A (including Minority AIDS Funding) Funds.

II. SUBRECIPIENT RESPONSIBILITIES

DIRECTIVE 2.1 – TO PROMOTE COLLABORATIVE PLANNING AND POLICY-MAKING WITHIN EACH OF THE PLANNING COUNCIL'S FIVE REGIONS

The Ryan White Office will ensure that in each region of the EMA, Part A funded service providers will convene a regional planning group. The regional planning group must be comprised of consumers and a representative from each Part A funded service provider operating in the respective region. The planning group should include other representatives from Ryan White Part B, Part C, Part D, state and federal HIV prevention and care recipients, planning council members and other parties relevant to building the region's HIV/AIDS system of care. The regional group must meet monthly at least 10 times per year for the purpose of discussing issues including but not limited to: integration of prevention/care services; co-location of services barriers to care; funding opportunities; consumer participation; continuous quality improvement; review of Part A expenditures and service utilization among others.

Regional representation present at PC meetings.

DIRECTIVE 2.2 – TO FACILITATE DEVELOPMENT OF AND ADHERENCE TO THE EMA'S SERVICE STANDARDS

All Ryan White Part A funded s subrecipients shall adhere to the Service Standards approved by the Planning Council and developed in partnership with the Ryan White Office and Quality Improvement Committee.

The Ryan White Office shall monitor data collection and quality of care, produce an annual report in conjunction with the Planning Council's Quality Improvement Committee.

DIRECTIVE 2.3 – TO FACILITATE SERVICE UTILIZATION DATA

Ryan White Planning Council
New Haven & Fairfield Counties

The Ryan White Office shall monitor data collection and utilization data and produce a report for the Strategic Planning and Assessment Committee for the purpose of the Priority Setting and Resource Allocation process.