



TOMÁS J. ARAGÓN, M.D., Dr.P.H.
Director and State Public Health Officer

State of California—Health and Human Services Agency
California Department of Public Health



GAVIN NEWSOM
Governor

June 28, 2022

Susan Philip
MD, MPH
San Francisco
25 Van Ness, Suite 500
San Francisco, CA 94102

Authority:

Section 311(c)(1) of the Public Health Service Act
(42 USC 243(c)(1))

American Rescue Plan Act of 2021, ([P.L. 117-2](#))

**CDC Crisis Response: Covid 19 Public Workforce
San Francisco**

Dear Dr. Susan Philip:

This letter covers the reimbursement for the Cooperative Agreement for Emergency Response: Public Health Crisis Response funding through the American Rescue Plan Act of 2021, P.L. 117-2. This funding is intended to establish, expand, train, and sustain a response-ready public health workforce at STLT levels. Funding for activities is covered for the period July 1, 2022, through June 30, 2023.

Please review the IZ Champion Program Supplement (Attachment 1) which highlights IZ Champion Program allowable activities to support the hiring, recruiting, and training of a public health workforce.

Submission Requirements:

Complete a Staffing Plan (Attachment 2) and Expenditure Report (Attachment 3) by **July 22, 2022** and submit to CDPH at: CDPHSchoolsWFD@cdph.ca.gov. Your Agency should consider the following when developing your Staffing Plan and Expenditure Report:

CDPH Center for Infectious Disease, MS 0500 • P.O. Box 997377 • Sacramento, CA
95899-7377

(916) 650-6416 • (916) 650-6420 FAX
Internet Address: www.cdph.ca.gov



Reporting Requirements:

Submit Semi-Annual Staffing Plans and Expenditure reports to CDPH following the schedule below.

Year/Semi-Annual	Reporting Period	Due Date
Year 2/Q2 Year 2/Q3	April 1, 2022 – September 30, 2022	October 14, 2022
Year 2/Q4 Year 3/Q1	October 1, 2022 –March 31, 2023	April 14, 2023
Year 3/Q2 (Final)	April 1, 2023 – June 30, 2023	September 22, 2023

Reimbursement/Invoicing:

A detailed memo outlining invoicing instructions will be sent separate from the direct allocation letter.

If you have any questions or need further clarification, please reach out to CDPHSchoolsWFD@cdph.ca.gov.

Sincerely,

Amy Kile-Puente
Acting Division Chief
Division of Communicable Disease Control
CA Department of Public Health
California Department of Public Health

Attachments

- Attachment 1: IZ Champions Program Supplement
- Attachment 2: Staffing Plan
- Attachment 3: Expenditure Report
- Attachment 4: Funding Allocations