



**COMMISSIONERS COURT
COMMUNICATION**

COURT ORDER NUMBER _____
PAGE 1 OF 3
DATE: 12/17/2024

SUBJECT: CONSIDERATION TO SUBMIT THE FISCAL YEAR 2024-2025 HEALTH RESOURCES AND SERVICES ADMINISTRATION RYAN WHITE TREATMENT EXTENSION ACT PART A ESTIMATED UNOBLIGATED BALANCE AND ESTIMATED CARRYOVER REQUEST

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court consider the submission of the FY 2024-2025 Health Resources and Services Administration (HRSA) Ryan White Treatment Extension Act Part A (Part A) Estimated Unobligated Balance (UOB) and Estimated Carryover Request.

BACKGROUND

Since 1996, Tarrant County has been awarded funding under the Ryan White HIV/AIDS Program (RWHAP) Part A HIV Emergency Relief Grant Program. The purpose of this program is to provide direct financial assistance to the Fort Worth/Arlington Transitional Grant Area (TGA), which includes the counties of Tarrant, Hood, Johnson, and Parker, to develop and enhance access to a comprehensive continuum of high-quality, community-based care and treatment for low-income individuals living with HIV. This is accomplished through the provision of Formula, Supplemental, and Minority AIDS Initiative (MAI) funds. Tarrant County HIV Administrative Agency administers the grant funding through subcontracts with community organizations to deliver high-quality HIV care and treatment services.

Per Ryan White RWHAP authorizing statute, awarded Ryan White Part A funds are subject to UOB provisions. The provisions include the requirement that, before the end of each budget period year, recipients submit a Part A Estimated UOB and Estimated Carryover Request.

The estimated UOB for Part A is \$165,165.00 and the estimate for Part A Minority AIDS Initiative (MAI) is \$210,080.00.

The Part A project period is March 1, 2022 through February 28, 2025. The term of the contract period is March 1, 2024 through February 28, 2025.

FISCAL IMPACT

There is no fiscal impact with this request.

SUBMITTED BY	HIV Administrative Agency	PREPARED BY:	Dulce Lozano
		APPROVED BY:	Lisa McKamie-Muttiah

HRSA Ryan White HIV/AIDS Program (RWHAP) Part A Estimated Unobligated Balance (UOB) and Estimated Carryover Request

Per the Ryan White HIV/AIDS Program (RWHAP) authorizing statute, awarded RWHAP Part A funds are subject to unobligated balances (UOB) provisions, as outlined in the [Ryan White HIV/AIDS Program Part A Manual](#). The provisions include the requirement that, before the end of each budget period year, recipients submit a request for estimated carryover of any estimated RWHAP Part A formula UOB to the Health Resources and Services Administration (HRSA).

Failure to submit an estimated UOB and estimated carryover request to HRSA will result in a recipient being ineligible to receive RWHAP Part A formula UOB identified in the annual federal financial report (FFR) as RWHAP Part A formula carryover funds. All recipients are required to submit the request. For all RWHAP Part A grant recipients, the deadline for submitting an estimated FY 2024 UOB and carryover request is December 31, 2024.

Note:

1. RWHAP Part A formula funds awarded continue to be subject to UOB provisions in section 2603 of the Public Health Service Act. [Policy Notice 12-02](#) explains the UOB requirements and potential penalties imposed on recipients that do not comply with the requirements in the RWHAP statute.
2. Minority AIDS Initiative (MAI) funds are awarded on a formula basis but are **not** subject to RWHAP Part A UOB restrictions and penalties.
3. RWHAP Part A supplemental funds may not be carried over.
4. Carryover funds may not be used for administrative or clinical quality management costs.

To comply with the legislative and RWHAP requirements, each of the following components must be provided in table format and must be certified by the recipient's Authorizing Official:

- Jurisdiction Name
- EMA/TGA designation
- Grant Number
- Fiscal Year
- Determination of projected UOB (i.e., is there projected UOB?)
- Identification of RWHAP Part A subprograms (Formula Part A, Supplemental, and MAI) with projected UOB
- Determination of projected Part A UOB Penalty (i.e., is more than 5 percent Formula UOB projected?)
- Indication of intended use of projected carryover funds (i.e., as previously prioritized by Planning Council/Planning Body; and/or for a new, expanded, or continuing core medical or support service(s))

A suggested template for reporting is included in the Appendix.

Appendix:

Suggested Template:

Please initial in the box next to the answer for each question below and submit in HRSA Electronic Handbooks (EHB) by the deadline indicated in your Notice of Award (NoA).

Jurisdiction: TARRANT COUNTY

EMA: ☐

TGA: ☒

Grant number: H89HA00047-29-02

Fiscal Year (*current budget period*): FY 2024-2025

Estimated Unobligated Balance	Are you projecting UOB at the end of the budget period?	If yes, what subprogram(s) is projected to have UOB at the end of the budget period (select all that apply)?
	YES ☒ OR NO ☐	Formula Part A ☒ Supplemental ☐ MAI ☒
Unobligated Balance Penalty	Is your projected Part A formula UOB amount greater than 5 percent of your current year Part A formula award (do not include approved carryover funds)? YES ☐ OR NO ☒	
Intended Use of Carryover Funds	Please indicate how you intend to expend any projected or unanticipated Part A formula UOB to be reported in the Federal Financial Report (FFR), if approved for carryover (check all that apply)? ☐ The formula carryover funds will be expended on service categories prioritized by the Planning Council/Planning Body. ☒ The formula carryover funds will be utilized for new, expanded, or continuing core medical or support services.	

SIGNATURE OF AUTHORIZING OFFICIAL: _____

PRINT NAME: Tim O'Hare

TITLE: County Judge

DATE: _____