



## ENDING THE HIV EPIDEMIC GRANT

### Metropolitan Area FY22 Agreement

### FY 2025 Partial Award and

### Additional Two-Month Contract Extension

**THIS AGREEMENT**, entered this 1st day of June 2025 through the 31st day of July 2025 by and between FULTON COUNTY (hereinafter referred to as "County") a political subdivision of the State of Georgia, acting by and through its duly elected Board of Commissioners ("BOC"), and Dekalb County Board of Health (hereinafter referred to as "Subrecipient").

**WHEREAS**, as the recipient for Ryan White Part A funds for Metropolitan Atlanta, Fulton County received notification from the Health Resources and Services Administration (HRSA) of an "Ending the HIV Epidemic" award (UT8HA33933) with a project period from March 1, 2020 through February 28, 2025 with an award of \$3,975,746 per year subject to the availability of federal funding; and

**WHEREAS**, Subrecipients, including Dekalb County Board of Health, were recommended by a Review Committee pursuant to 21RFPRW0708B-EC; and

**WHEREAS**, these subrecipient agencies provide core medical services and essential support services for medically indigent Persons Living with HIV in Fulton, Cobb, DeKalb, and Gwinnett Counties; and

**WHEREAS**, on September 19, 2024, pursuant to Agenda Item #24-0586, the BOC approved the acceptance of new "Ending the HIV Epidemic" grant funding through the Health Resources and Services Administration award UT8HA3393; and

**WHEREAS**, the Department for HIV Elimination was concerned about ensuring the uninterrupted provision of services while completing the vendor selection process for the remainder of FY2025 through February 28, 2030, pursuant to RFP 24RFP1343702B-PS, and requested that the BOC extend the subrecipient contracts and increase the spending authority of the "Ending the HIV Epidemic" agencies; and

**WHEREAS**, on January 8, 2025, pursuant to Agenda Item #25-0021, the BOC approved this requested extension of Subrecipient's contract for a three-month period from March 1, 2025 through May 31, 2025, and, subject to federal funding, approved the amendment of Subrecipient's existing contract to increase the spending authority in the amount of **\$44,978** pursuant to HRSA's "Ending the HIV Epidemic" award UT8HA3393; and

**WHEREAS**, the County and Subrecipient have entered into an amended agreement to facilitate the approved funding for a three-month extension into FY2025 through May 31, 2025 in an amount not to exceed **\$44,978**, subject to federal funding availability and disbursement; and

**WHEREAS**, the Department for HIV Elimination desires to avoid an interruption of client services through the provision of partial FY2025 funding for services provided in FY2025 by extending the existing Department for HIV Elimination agreements with subrecipients for an additional two months; and

**WHEREAS**, on May 21, 2025, pursuant to Agenda Item 25-0386, the BOC approved the requested additional two-month extension from June 1, 2025 through July 31, 2025, and, subject to federal funding, approved the amendment of Subrecipient's contract to increase the spending authority of Subrecipient in the amount of **\$30,585**; and

**WHEREAS**, by extending these contracts for an additional two months and increasing the spending authority of "Ending the HIV Epidemic" agencies, the Department for HIV Elimination will be able to ensure the uninterrupted provision of services while completing the vendor selection process for the remainder of FY2025 through February 28, 2030, pursuant to RFP 24RFP1343702B-PS; and

**WHEREAS**, the County now desires to amend Subrecipient's agreement pursuant to Agenda Item #25-0386, approved by the BOC on May 21, 2025.

**NOW, THEREFORE**, in consideration of the mutual covenants contained herein and for other good and valuable consideration, the parties hereunto agree as follows:

#### **ARTICLE 1. CONTRACT DOCUMENTS**

**Revise Paragraph 1.0 by adding:**

- EXHIBIT A-25-2 Work Plan Goals and Objectives tied to Approved Budget
- EXHIBIT B-25-2 Approved Five-Month Budget

#### **ARTICLE 7. COMPENSATION FOR SERVICES**

**Revise Paragraph 7.0 by adding:**

**Paragraph 7.0** Subject to the availability and disbursement of federal funds, the legislatively approved services described in EXHIBIT A-25-2 Workplan and EXHIBIT B-25-2 Budget herein shall be performed by Subrecipient for a FY2025 partial allocation of RWHAP, Part A funds, in an amount not to exceed three-month funding amount of **\$44,978** + two-month funding amount of **\$30,585**, for a total of five-month funding amount of **\$75,563**.

**Revise Paragraph 7.2 by adding:**

**Paragraph 7.2a.** The budget attached to Contract in EXHIBIT B-25-2 Approved five-month Budget is a complete, approved FY2025 budget for expenditures of all RWHAP Part A funds awarded pursuant to this Agreement and may hereafter be amended or extended in writing by mutual agreement of parties prior to expenditure of funds.

**Paragraph 7.2.b.** For FY2025 five-month budget, subrecipient must submit a draft partial FY2025 Work Plan and FY2025 budget to the designated DHE Project Officer no later than **May 12, 2025**. After the subrecipient and the designated DHE Project Officer agree on a negotiated budget and work plan and the negotiated budget and work plan are approved by the DHE Director, these items will become a part of this agreement as EXHIBIT A-25-2 partial FY2025 Work Plan Goals and Objectives tied to Approved Budget and EXHIBIT B-25-2 partial Approved Annual Budget respectively.

EXHIBIT B-25-2 partial Budget shall then be a complete, approved partial FY2025 budget for expenditures of all “Ending the HIV Epidemic” funds awarded pursuant to this Agreement and may hereafter be amended or extended in writing by mutual agreement of parties prior to expenditure of funds.

#### ARTICLE 9. INVOICING AND PAYMENT

**Paragraph 9.9. Closeout and Final Reimbursement Submission.** The final submission must include a certification signed by the official authorized to legally bind Subrecipient as follows: *“By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of this contract. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812, 45 CFR 75.415(a)).”*

#### ARTICLE 10. FUNDING EXCLUSIONS AND RESTRICTIONS

**Revise Paragraph 10.1:**

**Paragraph 10.1.** Subrecipient agrees that “Ending the HIV Epidemic” funds will not be used to supplant or replace state and local HIV-related funding or in-kind resources expended by Subrecipient for HIV-related services during the contract period beginning March 1, 2022 and ending July 31, 2025

#### ARTICLE 15. TERMINATION

**Revise Paragraph 15.0:**

**Paragraph 15.0.** This contract shall terminate no later than 11:59 p.m. on July 31, 2025.

**IN WITNESS HEREOF**, the parties hereto have set their hands and affixed their seals.

FULTON COUNTY, GEORGIA

By: Robert L. Pitts  
BA715B1A26544E7  
Robert L. Pitts, Chairman  
Board of Commissioners

06/02/2025 | 12:47 PM EDT

Date

Attest:

Signed by:  
  
EEC4/6C4837/648D...  
Tonya Grier  
Fulton County Clerk to the Commission

ITEM#: 25-0386 DATE: 05/21/2025

APPROVED AS TO FORM:

Signed by:  
  
0E692EDADEFB4B6  
Office of the County Attorney  
For Fulton County Government

**APPROVED AS TO CONTENT:**

DocuSigned by:  
  
Jeff Cheek, Director  
Department for HIV Elimination

**SUBRECIPIENT:**

By: DeKalb County Board of Health

05/29/2025 | 8:49 AM PDT

Date

Agency Name Signed by:   Sandra Valenciano 23F79E02DBBC475...	Date  Sandra Valenciano
Signature	Typed Name
District Health Director	
Title	

**EXHIBIT A-25-2**

**PARTIAL FY2025 WORK PLAN GOALS AND OBJECTIVES TIED TO APPROVED BUDGET**

**(SEE END OF DOCUMENT)**

**EXHIBIT B-25-2**

**PARTIAL FY2025 APPROVED BUDGET AND BUDGET JUSTIFICATION TIED TO GOALS AND OBJECTIVES**  
**(SEE END OF DOCUMENT)**

## FY2025 EHE WORK PLAN – DeKalb Public Health

## WORK PLAN – DeKalb Public Health

Priority Category	EtHE MH		Total funding requested in this category (total five months)		\$ 14,055					
Target Number of Clients (June-July 2025): 8			Target Number of Units (June-July 2025): 23							
<b>HIV Care Continuum Impact</b>										
Clients Achieving Outcome	7	6	7	7	7					
Total Clients	8	8	8	8	8					
% Achieving Outcome	93%	80%	95%	95%	95%					
Does this goal focus on people in care, but not virally suppressed?	Yes	If yes, please describe: Getting clients into care is the priority before attaining viral suppression.								
Part A Goal # and Goal	Goal 2. Improve health outcomes to reach sustained viral suppression.									
Objective # & Objective	<b>Objective 1.2 Enhance and improve capacity of services and infrastructure for quality care.</b>									
Key Action Steps	Timeline	Person(s) Responsible		Progress Measure(s)						
1. Increase client access to mental health services by adding more non-traditional hours' appointment slots.	June 1, 2025 – July 31, 2025	<ul style="list-style-type: none"> <li>Linkage team</li> <li>Social Service Provider</li> <li>Patient Navigator</li> </ul>		<ul style="list-style-type: none"> <li>Average time to be linked to a mental health specialist from baseline</li> <li>Number of clients receiving mental health services who achieve viral load suppression</li> </ul>						
2. Provide intake and EMA documentation training to program staff.	June 1, 2025 – July 31, 2025	<ul style="list-style-type: none"> <li>Social Service Provider</li> </ul>		<ul style="list-style-type: none"> <li>Number of staff participating in intake and EMA documentation training</li> <li>Percentage of client files with complete intake and EMA documentation from baseline</li> </ul>						
3. Provide mental health assessments and develop mental health treatment plans for all eligible clients.	June 1, 2025 – July 31, 2025	<ul style="list-style-type: none"> <li>Social Service Provider</li> </ul>		<ul style="list-style-type: none"> <li>Number of clients receiving mental health assessments</li> <li>Number of eligible clients with documented mental health treatment plans</li> </ul>						
4. Provide ongoing intensive mental health services.	June 1, 2025 – July 31, 2025	<ul style="list-style-type: none"> <li>Social Service Provider</li> </ul>		<ul style="list-style-type: none"> <li>Number of clients receiving mental health services during their scheduled visit</li> </ul>						

**FY2025 EHE WORK PLAN – DeKalb Public Health****WORK PLAN – DeKalb Public Health**

<b>Priority Category</b>	<b>EtHE MNT</b>		<b>Total funding requested in this category (total five months)</b>	<b>\$ 13,877</b>		
<b>Target Number of Clients (June-July 2025): 19</b>		<b>Target Number of Units (June-July 2025): 52</b>				
<b>HIV Care Continuum Impact</b>						
	<b>Linkage</b>	<b>Retention</b>	<b>Engagement</b>	<b>Prescribed ART</b>		
<b>Clients Achieving Outcome</b>	<b>17</b>	<b>15</b>	<b>18</b>	<b>18</b>		
<b>Total Clients</b>	19	19	19	19		
<b>% Achieving Outcome</b>	93%	80%	95%	95%		
Does this goal focus on people in care, but not virally suppressed?		Yes	If yes, please describe: Getting clients into care is the priority before attaining viral suppression.			
<b>Part A Goal # and Goal</b>	Goal 2. Improve health outcomes to reach sustained viral suppression.					
<b>Objective # &amp; Objective</b>	<b>Objective 1.2 Enhance and improve capacity of services and infrastructure for quality care.</b>					
<b>Key Action Steps</b>	<b>Timeline</b>	<b>Person(s) Responsible</b>		<b>Progress Measure(s)</b>		
1 Develop and improve client referral to Medical Nutrition Therapy	June 1, 2025 – July 31, 2025	Program Coordinator, clinical team, nutritionist		The number of referrals made and kept		
2 Increase visibility of the MNT services	June 1, 2025 – July 31, 2025	Program Coordinator, office manager, Nutritionist, Patient Navigator		Number of MNT flyers posted and distributed		
3 Review MNT service utilization and adjust accordingly	June 1, 2025 – July 31, 2025	Program Coordinator, nutritionist		Improvements made to client utilization of MNT services		
4 Assess clients need for nutritional supplements and provide accordingly	June 1, 2025 – July 31, 2025	Nutritionist		Amounts of nutritional supplements distributed		
5. By May 31, 2025, provide Medical Nutrition Therapy for at least 50 unduplicated clients	June 1, 2025 – July 31, 2025	Program Coordinator, Clinic team, Nutritionist		The number of clients receiving medical nutrition therapy		

**FY2025 EHE WORK PLAN – DeKalb Public Health****WORK PLAN – DeKalb Public Health**

<b>Priority Category</b>	Epidemiology		<b>Total funding requested in this category (total five months)</b>	\$ 47,631	
<b>Service Targets</b>	<b>Target number of unduplicated clients (June-July 2025)</b>	17	<b>Target number of units/visits (Include unit value, ie. 50 visits or 50 one-way trips) (June-July 2025)</b>	17	
<b>Care Continuum Impact</b>	<b>Retention</b>	<b>Viral Suppression</b>	<b>Engagement</b>	<b>Linkage</b>	Choose an item.
Does this goal focus on persons in care, but not virally suppressed?					Yes
<b>EHE Goal # and Goal</b>	Goal 2. Improve health outcomes to reach sustained viral suppression.				
<b>Objective # &amp; Objective</b>	<b>Objective 3.2 Integrate data systems to improve care coordination throught the jurisdiction.</b>				
<b>Key Action Steps</b>		<b>Timeline</b>	<b>Person(s) Responsible</b>	<b>Progress Measure(s)</b>	
1. Client engagement via surveys 2. Collect HIV related data		June 1, 2025 – July 31, 2025	Epidemiologist	<ul style="list-style-type: none"> <li>• Number of survey responses</li> <li>• Number of client interactions</li> <li>• Percentage of survey responses</li> <li>• Demographic Data</li> </ul>	
3. Submit reports about data findings		Quarterly	Epidemiologist	<ul style="list-style-type: none"> <li>• Number of reports submitted in a year</li> </ul>	

# PARTIAL FY2025 APPROVED BUDGET AND BUDGET JUSTIFICATION TIED TO GOALS AND OBJECTIVES

DeKalb Public Health **2025 BUDGET REQUEST: March - July 2025**



Ending  
the  
HIV  
Epidemic

## CORE MEDICAL SERVICES: PRIORITY CATEGORY SUMMARY

		EXTENDED HOURS						
		TOTAL	EXTENDED HOURS SUBTOTAL	MCM EtHE - Extended Hours	MNT EtHE - Extended Hours	MH EtHE - Extended Hours	OH EtHE - Extended Hours	OAHS EtHE - Extended Hours
A	Personnel	Salary	\$ 25,929	\$ 25,929	\$ -	\$ 12,596	\$ 13,333	\$ -
		Fringe	\$ 376	\$ 376	\$ -	\$ 183	\$ 193	\$ -
B	Materials & Supplies	Medications	\$ 600	\$ 600	\$ -	\$ 600	\$ -	\$ -
		Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
C	Printing		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
D	Equipment		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
E	Travel		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
G	Space		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
H	Audit		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
I	Insurance		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
J	Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Direct Charges		\$ 26,905	\$ 26,905	\$ -	\$ 13,378	\$ 13,527	\$ -
K	Indirect Charges		\$ 1,027	\$ 1,027	\$ -	\$ 499	\$ 528	\$ -
	TOTAL		\$ 27,932	\$ 27,932	\$ -	\$ 13,877	\$ 14,055	\$ -
			\$ 27,932	\$ 27,932				

## SUPPORT SERVICES: PRIORITY CATEGORY SUMMARY

		EXTENDED HOURS								
		TOTAL	EXTENDED HOURS SUBTOTAL	Epidemiolo- gist EtHE	LING EtHE - Extended Hours	N-MCM EtHE - Extended Hours	OPS - Legal EtHE - Extended Hours	PS EtHE - Extended Hours	REF EtHE - Extended Hours	TRANSP EtHE - Extended Hours
A	Personnel	Salary	\$ 27,566	\$ 27,566	\$ 27,566	\$ -	\$ -	\$ -	\$ -	\$ -
		Fringe	\$ 18,276	\$ 18,276	\$ 18,276	\$ -	\$ -	\$ -	\$ -	\$ -
B	Materials & Supplies		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
C	Printing		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
D	Equipment		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
E	Travel		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
F	Medical Transportation		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
G	Space		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
H	Audit		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
I	Insurance		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
J	Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Direct Charges		\$ 45,842	\$ 45,842	\$ 45,842	\$ -	\$ -	\$ -	\$ -	\$ -
K	Indirect Charges		\$ 1,789	\$ 1,789	\$ 1,789	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL		\$ 47,631	\$ 47,631	\$ 47,631	\$ -	\$ -	\$ -	\$ -	\$ -
			\$ 47,631	\$ 47,631						

<b>TOTAL REQUEST</b>	<b>\$ 75,563</b>
Admin Total \$	\$ 2,816
Admin Total %	3.73%

Administrative total cannot exceed 10%

1	2	3	4	5	6	7	8	9	10	11	12
Position Number	Priority (SELECT FROM LIST)	Position Title	Employee Name	TOTAL Annual Salary from ALL Sources	% of Time on EtHE Project in THIS Priority	EtHE Salary Total 5- month Award	Fringe Rate	EtHE Fringe Total 5-Month Extension	EtHE Personnel Total 5-Month	% Admin	ADMIN TOTAL
1	MNT EtHE – Exte	Nutritionist	Lehmann, Jean	\$ 30,230.00	100.00%	\$ 12,596	1.45%	\$ 183	\$ 12,778	0.00%	\$ -
2	MH EtHE – Exten	Social Services	Sophia Thomas	\$ 32,000.00	100.00%	\$ 13,333	1.45%	\$ 193	\$ 13,527	0.00%	\$ -
3	Epidemiologist E	Epidemiologist	Vacant	\$ 66,158.17	100.00%	\$ 27,566	66.30%	\$ 18,276	\$ 45,842	0.00%	\$ -
	NONE			\$ -	0.00%	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -

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	NONE			\$ -	0.00%	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -
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Complete either columns 4&5 or columns 6&

	1	2	3	4	5	6	7	8	9	10
	Priority (SELECT FROM LIST)	Line Item	What Supply? (SELECT FROM LIST)	Cost/Month	# of Months	Cost/Unit	# of Units	Cost Requested	% Admin	ADMIN TOTAL
<b>B. Supplies</b>										
	MNT ETHE – Ext	Supplies	Non-ADAP For	\$ 300.00	2	\$ -	0	\$ 600	0.00%	\$ -
	MH ETHE – Ext	Supplies	Office Supplies	\$ -	0	\$ -	0	\$ -	0.00%	\$ -
	Epidemiologist	Supplies	Office Supplies	\$ -	0	\$ -	0	\$ -	0.00%	\$ -
	NONE	Supplies	NONE	\$ -	0	\$ -	0	\$ -	0.00%	\$ -
	NONE	Supplies	NONE	\$ -	0	\$ -	0	\$ -	0.00%	\$ -
	NONE	Supplies	NONE	\$ -	0	\$ -	0	\$ -	0.00%	\$ -

**Check if yes** Cost Rate is requested, you must include the supporting documentation as detailed in the budget

	1	2	3	4	5	6	7	8
Priority (SELECT FROM LIST)	Line Item	Item Description	Total Cost/Month	# of Months	LINE ITEM TOTAL	% Admin	ADMIN TOTAL	
<b>K. Indirect</b>								
MNT ETHE – Ex	Other	Indirect Cost Rate	\$ 99.75	5	\$ 499	100.00%	\$ 499	
MH ETHE – Ext	Other	Indirect Cost Rate	\$ 105.59	5	\$ 528	100.00%	\$ 528	
TRANSP ETHE –	Other	Indirect Cost Rate	\$ -	0	\$ -	100.00%	\$ -	
LING ETHE – Ex	Other	Indirect Cost Rate	\$ -	0	\$ -	100.00%	\$ -	
Epidemiologist	Other	Indirect Cost Rate	\$ 357.83	5	\$ 1,789	100.00%	\$ 1,789	\$ 2,886



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Goal # and Objective #(s) from Workplan	DETAILED JOB DESCRIPTION SPECIFIC TO PRIORITY CATEGORY
Goal 3 Objective 3.3	<p>Provide nutritional assessments, screenings, and treatment. Promote healthy living and improve dietary habits. Engage referred clients requiring medical nutrition assistance. Capture the number of clients receiving medical nutritional therapy in addition to distributing nutritional supplements. Collaborate with providers on clients requiring immediate nutritional assistance and treatment. Co-facilitate nutritional classes with HIV education. Distribute educational literature to promote healthy living.</p>
Goal 2 Objective 1.1	<p>Ensures new clients enrollment and orientation. Assists in Rapid Entry of newly diagnosed. Conducts face-to-face comprehensive mental health and psychosocial assessments to identify substance problems and service needs. Provides ongoing mental health/substance abuse assessments and referral. Provides risk reduction counseling and conducts pre-test and post- test HIV counseling. Establishes linkage and coordination of referral services with community agencies. Develops and maintains cooperative working relationships with community service providers.</p>
Goal 3 Objective 3.1	<p>Monitor the cause of repeat occurrences of STI infections of clients. Track risk factors and/or root causes related to patterns of infections and/or diseases. Trace community/area zip-codes of high infections. Collect data pertaining to client's treatment and outcomes. Collect and analyze data acquired through interviews, surveys, treatment, and other means. Advise health officials, Data Manager and staff on disease spread and containment strategies. Data mine and analyze clinical and county data pertaining to disease outbreaks. Monitor infection and viral load suppression of clients.</p>

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Goal # and Objective #(s) from  
Workplan

Goal 3 Objective 3.3  
Goal 2 Objective 1.1  
Goal 3 Objective 3.1

9  
Goal # and Objective #(s) from  
Workplan
