

ASPR Hospital Preparedness Program Recipient Webinar

May 22, 2025

Call Transcript

00:00:04.420 --> 00:00:08.150

Jessica Grubbs: I will now pass it over to Jennifer Hannah who will open today's call.

00:00:10.260 --> 00:13:51.770

Jennifer Hannah: Great. Thank you, Jessica. Good afternoon, everyone. Welcome to today's Hospital Preparedness Program Recipient Webinar. I know that we haven't connected with you in a few months, so it's great to see all of those that are joining here. So, if we can move to the next slide, please.

I want to start off by just doing some level setting. This webinar is intended solely for Hospital Preparedness Program recipients, health care coalitions, and relevant partners, and we kindly request that media representatives exit the call. Please note that the FY, or the Fiscal Year 2026 is not being discussed at this time, and the intent of this meeting is to discuss the Fiscal Year 2025 / Budget Period 2 Continuation Guidance. Also, recipients should direct all Grants Management requests and questions to their assigned Field Project Officer. The Field Project Officer will engage ASPR Grants Management on the recipient's behalf. Next slide, please.

So, looking at our agenda for today, we're going to be covering some general updates and the HPP Fiscal Year 2025 / Budget Period 2 Continuation Guidance. Also, today, we'll be discussing the ASPR Cooperative Agreement Accountability Management Platform, or CAAMP, Work Plan and Budget Template overview and give a walk-through of that template. Finally, at the end of the hour or the bottom of the hour, we'll open up the call for Q&A. And as Jessica stated, you can enter questions into the Q&A throughout the presentation, and we'll get to your question at the end of the call. Next slide, please.

I want to spend a very short time on general updates. The primary general update that I have is that ASPR has moved the Medical Response and Surge Exercise guidance as well as other cooperative agreement guidance materials and performance measures from the public facing ASPR website to the ASPR Cooperative Agreement Accountability and Management Platform or CAAMP. If you would like a copy of these documents but are unable to access the Cooperative Agreement Accountability Management platform, or CAAMP, please contact your Field Project Officer. Next slide, please.

Next, I want to take a moment to share the most up-to-date list of our ASPR regional staff and their contact information. We will be sharing these slides after the meeting so that you have easy access to this contact information. From your Field Project Officers to other leaders across ASPR, please know that we are here and committed to supporting you and your communities. So, you don't have to scribble the names and the regional assignments here. As we said, we'll be sharing the slides after the webinar so that you'll know who your points of contact are. Next slide, please.

So, moving on to the Fiscal Year 2025 / Budget Period 2 Continuation Guidance, we would like to share details about the Fiscal Year 2025 timeline, program activity, deadlines, program activity clarifications, and next steps. And the Continuation Guidance was posted. Hopefully, all recipients had access to that in GrantSolutions on Friday, May 16. Next slide, please.

So, we wanted to address any confusion related to the HPP funding timelines. The government fiscal year and HPP budget period timeframes do not directly align. The fiscal year begins

October 1 and ends on September 30, while HPP budget periods begin July 1 and end on June 30. Therefore, funds allocated by Congress in October are not distributed to recipients until several months later, in July. Congress allocated \$240 million for HPP for Fiscal Year 2025, which spans October 1, 2024, through September 30, 2025. This funding is level to the prior two years. ASPR will distribute these funds to recipients on July 1, 2025, to fund HPP activities throughout Budget Period 2, which spans July 1, 2025, through June 30, 2026. Next slide, please.

So, the Continuation Guidance includes a full list of up-to-date activity deadlines. This slide includes updated activity deadlines for activities related to cybersecurity and extended downtime. The submission deadlines for these assessments and their associated plans and exercises were shifted one budget period to the right to allow recipients appropriate time to complete their activity requirements. Also, we will be developing and providing you with those templates for the cybersecurity assessment, and the extended downtime health care delivery impact assessment. We anticipate that those templates will be available in September of this year. Next slide, please.

The Continuation Guidance includes important requirement updates and clarifications following the release of the Fiscal Year 2024 – 2028 HPP Notice of Funding Opportunity. So, the notice of funding opportunity, those requirements, and any of the other administrative requirements that are associated with the Notice of Funding Opportunity are still in place. So, recipient-level direct costs, cost-sharing, matching, so on and so forth, all of those requirements, and those administrative requirements, and all the other instructions that were part of the NOFO, are still in place related to the NOFO. The Continuation Guidance is primarily to provide updates and clarifications to the current NOFO. So, these clarifications relate to rural readiness, health care, coalition membership and the healthcare coalition readiness and response coordinator.

ASPR is placing an emphasis on strengthening rural readiness and resilience for rural and frontier areas. This information was already contained within the notice of funding opportunity, but within the Continuation Guidance we wanted to amplify the importance of making sure that rurality was included. Next, ASPR is requiring HCCs to engage at least two acute care hospitals, which may include critical access hospitals, as coalition members in addition to the minimum membership requirements stated in the Fiscal Year 2024 – 2028 HPP Notice of Funding Opportunity.

Finally, HCC Readiness and Response Coordinators may only be assigned to a single HCC and must reside in or be within commuting distance of the HCC they serve. So, none of these are new requirements. All of these were outlined within the Notice of Funding Opportunity. And we said, the purpose of the Continuation Guidance is really for us to provide clarifications or additional information or updates to information that was contained within the Notice of Funding Opportunity. Next slide, please.

So, this slide is just really our next steps. In submitting your continuation application through GrantSolutions, please reference the application checklist section of the Continuation Guidance, and we've given the page references here as well. The deadline to submit the Continuation Application in Grant Solutions is 11:59 PM ET on June 9th. We know that this is a very compressed application period, and what I'm going to recommend that everyone does is please do the best that you can but do try to provide a quality application as well, because I think certainly that will help with the review of the applications so that we can make these awards. Also, just as a reminder, and this is not on the slide here, that you are to develop your budgets based upon the FY 2024 award amounts, using those as planning numbers. ASPR is in the process of finalizing the funding formula as well as the award amounts, and the final award amounts will be in the release as part of the Notice of Award by July 1 of this year. So, for any

questions that you have related to the continuation application, please reach out to your Field Project Officer. As we said, we'll make sure that we share these slides with you after the call, so that you'll know who your points of contact are for your state or jurisdiction. Next slide, please.

So, this year you will complete your Fiscal Year 2025 / Budget Period 2 period Work Plan and Budget Template in the Cooperative Agreement Accountability Management Platform also known as CAAMP, not to be confused with the CDC's Ready CAMP, this is the ASPR CAAMP. You'll do this before downloading and submitting the Work Plan and Budget in GrantSolutions. Next slide, please.

HPP recipients received an email on Monday, May 19, with a link to create an account for the HPP Cooperative Agreement Community. The email included the community link, along with your username. Please note you will have access to two HPP-related ASPR CAAMP communities. The one that you previously had access to was for HPP supplemental funding. The email you received on Monday is for the Fiscal Year 2024 – 2028 HPP Cooperative Agreement period of performance. Your username for this community will be your email with 'hppcoag' at the end. A web version of the Fiscal Year 2025 / Budget Period 2 HPP Work Plan and Budget Template is included within the new ASPR CAAMP Cooperative Agreement Community. You are receiving early access to the HPP cooperative agreement community so that you can complete your Work Plan and Budget Template. You will need to complete your Work Plan and Budget Template within the HPP cooperative agreement community and upload it to GrantSolutions by 11:59 PM ET on June 9. The web-based version of the tool includes a button to allow you to export the information you entered as a PDF. Please note the HPP Cooperative Agreement Community is still under development. HCC access and additional features, such as a web-based version of the Medical Response and Surge Exercise, will be released towards the start of Fiscal Year 2025 / Budget Period 2. Next slide, please.

The ASPR CAAMP support team will be hosting technical assistance office hours to support you as you complete the HPP Work Plan and Budget Template. We have included session details both on this slide and in the ASPR Health Care Readiness Bulletin. A member of our team will drop the registration links into the chat for your convenience. As you can see, we've got options one through four with sessions on Wednesday, May 28, Thursday, May 29, Wednesday, June 4, and Thursday, June 5. These sessions are optional. If you plan to attend one or more of the Technical Assistance office hour meetings, please register for each one of them individually. If none of the times on the slide work for you, or if you have general questions on the tool, please email your Field Project Officer and the HPP CAAMP support team. Next slide, please.

So, before I hand it over to Aldo from the ASPR CAAMP support team to provide a brief demo, I would like to underscore that your feedback matters. We want to hear from you. The Work Plan and Budget Template is the first feature that you will have access to in the HPP Cooperative Agreement Community, and we are eager to hear your feedback. Please email any thoughts to the HPP CAAMP support team mailbox as you work through your work plans and budgets. Your feedback is critical as we work to develop a platform that is as user-friendly as possible. I'll now hand it over to Aldo for a quick demo of the HPP Work Plan and Budget Template.

00:14:43.730 --> 00:24:47.530

Aldo Algarra: Thank you, Jennifer. All right, let me share my screen. All right. So, as Jennifer mentioned, all HPP recipients have been granted access to the HPP cooperative agreement community for the purposes of building out the HPP Work Plan and budget template, this is what the home screen is going to look like before I go into the actual tool. I did want to bring up two resources that are there within the site for your reference. So, if you go to "resources," you're going to find two items here. The first one is the template. So, this Excel template is the

one that was released last year for Fiscal Year 2024 / Budget Period 1. That Excel template is here and ready for you to download.

The second piece of instruction that I want to point you all to is this instructions tab. Within this, you're going to find a couple of documents. One, you're going to see that PowerPoint presentation that was shared out when this initial email came out last Friday. So, that is a step-by-step process of how you get into the platform, how do you connect your two-factor authentication, and then go into the work plan and complete it from start to finish. There is a short recording that walks-through the same process, but through a video instead, and then you also have a transcript. So, two good resources here, in case you have any questions. As always, our support team is available for any particular questions, or just to walk you through any item or simply help you get onto the platform.

In terms of the template, what you need to do is click on "HPP Work Plan and Budget" in the navigation bar. One thing that I will note is that if you do not see anything on the screen, it's for two reasons. One, the template has been created or two the viewing filter, that you have right here, is recently viewed. If you have not clicked on it or have access to the site, nothing's going to show up here. So, all that you need to do is switch it from recently viewed to all and there you're going to see the Work Plan and Budget Template for your recipient jurisdiction. You are only able to create one, so I did notice that there were a couple of recipients that created multiple. There is no issues there. If you could just let us know which one you plan to work on, we can support you with removing the other one, but you are only allowed to create one. I've already created one for the purposes of this video, but in terms of actually going in and doing this. The first step is clicking on, "create Work Plan and Budget Template." Here you're only going to have to fill out the account field. This is a lookup field, and it is associated with your state name. So, if I'm going to go here and start testing my recipient account, just type in a couple of words, and the search field is going to show up an option that is associated with your account. Click on it. The other two dropdowns here year and then record type. Those are going to be pre-filled for you. So, no need to worry about that. Once you found your account. Click on create. I won't do it now, but it will generate the form for you. In terms of the template, there's a few things to note. First is the overview tab, here's just information about the purpose of the template and also instructions related to the Continuation Guidance. Under activity requirements, these are all the deadlines in alignment with the Continuation Guidance, so please feel free to take a look at this. It is the latest and greatest information and then, in terms of actually filling out each of these components.

So, in terms of Work Plan, what we've done is that we've broken it out into a couple of different activities, starting with administrative oversight and going down to exercise and response. Within each of these you have sub activities. So, for example, the HCC Governance document in the NOFO. There's a couple of sub activities. Those are the ones that you're going to have to select to fill in and provide information about the activities you plan to conduct in Fiscal Year 2025. If you see a dark blue button that will not generate a form for you, it's just there as a header. I'll open up, for example, plan and implement. Same thing, readiness plan. There's a sub activity. So, you will not be able to just click on 3.2. Readiness Plan to fill in information there, click on the ones that are not highlighted blue. Forward governance document. Let me just click on management administration. This is what the form looks like. I'll type in some values here. All of the values or items within each of the forms are required. So, if it has this red asterisk, it means that it is required for you to be able to save, and then also finish the form. It is broken down into activity, scope, outcome alignment, responsibility, and then timeline. For timeline, there is a validation rule on the back end that does not allow you to input any dates before July 1, 2025.

So, just for your awareness, the system is going to prompt you. If you do submit a date before that, but just wanted to let everyone know. I'm going to hit save. And if you go back to the drop-down menu, you're going to notice that management administration is now highlighted yellow. All this means that you have gone into one of these forms, started to type in information, saved it, but have not clicked on finish. There's a lot of content within it. We've done this so that you don't have to go tab by tab to figure out where you input information. So, that's why that's there. It will turn green, meaning complete when you hit finish. So now, if I go here, it's going to show up green. In terms of the budget, the process is very similar. For Budget Summary, you'll put in your grant number and then you'll put in your funding amount and then you'll go tab by tab filling in the budget categories. For this one in particular, let me just go in and type in some values here. Save. The values on the screen are going to generate once you hit save and you're going to see the summary in two places. One, you can scroll down and look at the values generated down here. You can also see them at the top of the form, so you can keep track. In particular, you have multiple items. Again, if you want to add an item in the Work Plan or budget template, all you need to do is click on, add item and then also in the budget summary, you're going to see that value calculated for you, but first you need to click save. The process here is similar to the Work Plan. Once you're done, let me refresh. One moment. Once you're done with a particular budget category, you can hit "finish."

It's going to show up as green. Before you complete the form, there is a validation rule in the back end of the system for this "submit for review" button to activate. There's. You need to click or clear two criteria. For "Work Plan," any item that is yellow needs to be turned to green by hitting finish. You do not need to go into each of these individual categories and fill in information only the ones that are green and you plan to conduct activities for Fiscal Year 2025. Those need to go from yellow to green. Green means finished. For "budget," you do need to go one by one and verify either enter information saying you are going to budget funding amounts towards this particular budget category, or you can just click on "finish." And it's going to go in here as green. Once you're done with this entire process, and you're ready to submit, you'll click on "submit for review." There's going to be one pop up, that's going to say, "are you ready to submit your Work Plan and Budget Template?" You can either say yes or no. If you say yes, then your status bar is going to go to submit it for review, and then you can download your information through the export to PDF. And it will generate a copy of the information that you have entered in PDF.

So, that's a short walk-through of the Work Plan and Budget Template tool like Jennifer mentioned. We have four office hour sessions. Those are there for you to answer, ask any questions. If you do not have the ability to join those times. Please email the mailbox and we can work with you to identify another time that might work for you.

I really appreciate everyone that's gone in already started to develop their Work Plan and Budgets. All the feedback that we've already received is super helpful. So, thank you. Thank you everyone, for your hard work and for engaging in this template. So, that's everything here for the demo. I think, Jennifer, I'll hand it back to you.

00:25:18.640 --> 00:26:29.970

Jennifer Hannah: Thanks, Aldo. I really appreciated that demonstration and walk-through. And as Aldo said, if you have any specific questions related to that, of course you can reach out to the HPP CAAMP support staff, and then also, please join one of those sessions.

So now we've come to our section for our Q&A. We'll now open it up to answer your answer your questions. As a reminder, you may submit written questions via the Q&A feature located on the bottom taskbar. As we discussed at the top of the call, we are unable to answer questions

regarding ASPR staffing changes or Fiscal Year 2026 funding. We will try our best to answer as many as possible within the time we have. Please note you can upvote questions that you would like to see answered. As questions are answered, either written or verbally, they may be moved to the "Answered" column.

00:26:29.970 --> 00:26:35.109

Jessica Grubbs: All right, Jennifer. We have our first question ready to go, which is, "Looking at the new CAAMP submission- the governance document is now broken up into five separate submission sections- even though it is one deliverable. How do you want us to fill this out?"

00:26:47.790 --> 00:26:53.479

Jennifer Hannah: I think that's going to be a question that we punt to Aldo, because he just demonstrated that.

00:26:55.630 --> 00:27:23.509

Aldo Algarra: Yes, so what we did is that those are all sub activities related to the HCC Governance document. So, if you fill in each of those where you plan to conduct activities for BP5, excuse me, for BP2. Then you should be able to input it that way. That's a short answer for that. You cannot input information anywhere that has a dark blue highlighting over the sub menu tab.

00:27:29.900 --> 00:27:31.139

Jessica Grubbs: Thanks, Aldo. All right. Next question, Jennifer. "In Grant Solutions we still only see the FY 2024 NOFO - under the edit button. Our FPO pointed us to Grant Solutions, who we reached to. Grant Solution replied that this is a fix that must be done by program. Can you please clarify how we can have this corrected?"

00:27:55.520 --> 00:28:17.049

Jennifer Hannah: Certainly, we're going to reach out to our ASPR Grants Management team and work with them to fix that issue. In the interim, if you need a copy of the Continuation Guidance, hopefully, the Field Project officers have been able to share that with you, because all of the staff have it. But certainly, after this meeting I can also send the Continuation Guidance out to everyone to make sure that you have a copy of it so that you can go ahead and be reviewing that while we work on getting the GrantSolutions issue corrected.

00:28:33.950 --> 00:28:35.340

Jessica Grubbs: Thank you, Jennifer. Next up, "There are many HCCs that have contracted out the Readiness and Response Coordinator role, and those contractors don't reside in the same state as the HCC. Are we being asked to end those contracts? Can we no longer do this?"

00:28:54.240 --> 00:28:58.253

Jennifer Hannah: So if you notice, although we said that the preference would be for the Readiness and Response Coordinator to live within the city, also it is noted that we say also that are in close commuting distance, but I would recommend that you reach out to your Field Project Officers to discuss that further.

00:29:21.910 --> 00:29:23.080

Jessica Grubbs: Thanks, Jennifer. Reminder to continue adding your questions with the Q&A feature in the toolbar. We have our next question ready. "Our coalition also works on activities

that don't fall within the listed activity requirements. Last budget period, we were able to add a Tab to the excel spreadsheet, labeled "Other Activities". This allowed our coalition to document activities being worked on that are outside the required activities. How will we capture these in this system?"

00:30:05.870 --> 00:30:10.909

Jennifer Hannah: Aldo, I believe that's a question for you regarding how we might be able to capture that information.

00:30:12.740 --> 00:30:16.039

Aldo Algarra: Sure. Sorry, Jessica. Do you mind repeating the question?

00:30:16.680 --> 00:30:17.680

Jessica Grubbs: Not at all. "Our coalition also works on activities that don't fall within the listed activity requirements. Last budget period, we were able to add a Tab to the excel spreadsheet, labeled "Other Activities". This allowed our coalition to document activities being worked on that are outside the required activities. How will we capture these in this system?"

00:30:36.090 --> 00:30:45.660

Aldo Algarra: What I would recommend is if you could send that question directly to the CAAMP support team mailbox, and we can get a little bit more detailed into ways that we could do that right now. The template is set up for only activities that are in the notice of funding opportunity. That being said, we can see if there's a way that we can add another section and work with the developers supporting us here to address that situation. But again, I would say, let's handle that one offline, and we can have a direct conversation.

Additional clarification: All recipient and HCC activities should be tied to the activities and requirements in the NOFO. Please reach out to the assigned Field Project Officer to discuss this further.

00:31:13.170 --> 00:31:14.180

Jessica Grubbs: Alright, Jennifer. Next question. "For the federal program requirements, pp. 7 - 10, how should that be documented and/or provided to ASPR such as the pan flu plan, cross-discipline coordination, etc.?"

00:31:35.870 --> 00:31:59.289

Jennifer Hannah: No, certainly, thanks for that question, and I know that previously we were able to collect that information as part of the project narrative, and we are not asking for a project narrative this this time. I think we're going to have to follow up with everyone specifically related to that question about how best to be able to document that because it doesn't necessarily fit neatly within the broader Work Plan and Budget Template. So, we're going to take that one action and follow up very quickly with everyone with a response to that specific question.

00:32:12.390 --> 00:32:21.940

Jessica Grubbs: Thank you, Jennifer. Next question. "Were the emails sent out containing the CAAMP access information?"

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Aldo Algarra: Yes, they were. So, two emails were sent out. The original was on May 16, with just information about the process, and then a PowerPoint deck with information about how you access the system, and then, a step-by-step guide to work through the Work Plan and Budget Template. This past Monday an email was generated from the system with the login link, and then also your username. If someone within a recipient jurisdiction needs access to the Work Plan and Budget Template, but did not receive that original email, please email us at the CAAMP support team mailbox with your FPO copied, and we can generate one for you. It should be pretty straightforward.

00:33:13.280 --> 00:33:23.549

Jessica Grubbs: Great thanks, Aldo. Next up, “is there concern with the FY25/Budget Period 2 continuing beyond October 1?”

00:33:25.750 --> 00:33:54.509

Jennifer Hannah: No, no concerns. So, the FY 2025 Budget Period 2, as we stated at the top of the meeting, does cross across fiscal years, and is not aligned specifically with the Federal budget year. Our Federal fiscal year runs from October 1, through September 30, but these awards will be issued on July 1, 2025, and will run through June 30, 2026. So, there are no concerns at all.

00:33:58.350 --> 00:34:27.820

Jessica Grubbs: Great. Next question potentially a CAAMP one as well. “How does the “Submit for Review” button in the budget section of CAAMP differ from the expectation that we export the finished budget and work plan template from CAAMP and upload/submit it in GrantSolutions along with all application elements? Do we need to click “Submit for Review” in CAAMP when we submit our application in GrantSolutions?”

00:34:30.010 --> 00:35:12.650

Aldo Algarra: So, two things. Thank you for the question. My recommendation would be that you input all of the information within the system before you submit it for review. We do have the ability to backtrack that to in progress. If you do need to make edit in terms of the PDF download that can happen at any time. So, if you want to just download only your work plan components, if someone else needs to review it, you're more than able to do that. That's not an issue. But I would recommend that you hit, submit for review once you have inputted everything into the template and it's ready to go.

00:35:16.290 --> 00:35:31.270

Jessica Grubbs: Thanks, Aldo. Next up, “for the Project Update, it says that it only wants the timeframe July 1 to December 31. We did so much good work Q3 and 4, can we include activities through June 30th?”

00:35:32.900 --> 00:36:08.350

Jennifer Hannah: Great question and thank you for that question. So, we didn't want to add any additional burden for recipients, understanding that everyone is still in the middle of currently with working through their activities for budget period budget period one. So therefore, we limited it to July 1 through December 31. If you want to provide additional information, you can certainly provide that, but also just as a reminder, you will have an opportunity to provide that additional information as part of the Annual Progress report at the end of this of this budget period.

00:36:11.240 --> 00:36:33.819

Jessica Grubbs: Thanks Jennifer. Next up, “will BP1 Funding be allowed to be carried over to BP2? Will a funding table be released before the NOAs arrive? We’ve heard it will be flat, but our fiscal folks and partners are used to seeing a written dollar amount.”

00:36:34.870 --> 00:37:59.070

Jennifer Hannah: So, I'm going to answer the first question regarding being able to carry over Budget Period 1 into Budget Period 2. You can submit a carryover request to be able to carry Budget Period 1 over into Budget Period 2. Just a reminder that, as you know, you do have to have at least your final financial report so that you can show exactly what unobligated dollars you have. So, with a carryover request with additional justification, remember, we don't carry over funds just to expend leftover funds, but really to complete activities. Yes, you will be able to submit a carryover request for Budget Period 1 to be able to carry over that funding into Budget Period 2. Regarding the second question about the funding table, we are working with our senior leadership to finalize the funding formula so that we can generate the funding table with the final award amounts and we're hoping that we will have that available before we release the notice of award. However, I can't guarantee that the funding table will be available before we release the awards. We are working toward being able to release that before the notices of award go out on July 1.

00:38:04.500 --> 00:38:13.089

Jessica Grubbs: Thanks, Jennifer. Reminder to everyone to please continue entering any questions you have into the Q&A feature in the toolbar. Next question. “Can you clarify that BP2 funds not drawn down from PMS by 10/1/25 are secured for sub-awardee contractual obligations through June 30, 2026? Large awardee concern and risk we need to mitigate and communicate to our HCCs.”

Jennifer Hannah: Based on all the information that we have is that that funding will remain available. It should not be impacted by anything for any budgetary decisions related to FY 2026. The budget period for Budget Period 2, and the funding will be available from July 1, 2025, through June 30, 2026.

00:39:25.550 --> 00:39:26.609

Jessica Grubbs: Thank you. Next up, “our HPP Supplemental work plan and budget has not yet been approved. We won't be able to spend by 6/30/25. Will this be approved for carryover on the BP2 NOA without a carryover request?”

00:39:44.440 --> 00:40:24.370

Jennifer Hannah: Now, unfortunately, you will have to submit a carryover request. We're working internally to determine what that process will look like specifically related to this because some recipients do not have their revised notices of award for the H5N1 funding, and we are coming very close to the closing in on the June 30 close of the current budget period. So more information will be forthcoming that we'll share with everyone. When submitting a carryover request to carry over funding from Budget Period 1 of the core cooperative agreement to Budget Period 2, you may also submit a carryover request for H5N1 the supplemental funding. They can be under the same cover, but they're still considered to be two separate carryover requests under that single cover letter or cover memo, because they are considered to be two separate accounts with two separate document numbers, and that funding has to be

tracked separately but more information will be forthcoming regarding the H5N1 Supplemental funding.

Note: This response has been edited for clarity.

00:41:02.860 --> 00:41:04.020

Jessica Grubbs: Thanks, Jennifer. "If the notices of award are delayed, will we be able to obtain a letter to incur costs?"

00:41:13.880 --> 00:41:27.109

Jennifer Hannah: If we anticipate that there's going to be a delay with the release of that, as we have in the in the past is that we will work with Grants Management staff to issue a letter to be able to incur costs.

00:41:32.490 --> 00:41:33.719

Jessica Grubbs: Thanks, Jennifer. Give it another minute in case folks have more questions. "What if I can't get an FFR for a carryover funds request until 90 days after FY24 closeout? Can I still submit one?"

00:42:06.820 --> 00:42:09.720

Jennifer Hannah: Yes, you can.

00:42:23.030 --> 00:42:33.049

Jessica Grubbs: All right. Next question. "Do you all anticipate funding to decrease since Jennifer mentioned earlier that the funding amount will be updated in the NOA?"

00:42:33.710 --> 00:42:55.410

Jennifer Hannah: So we still plan to distribute a total of 240 million dollars. I can't speak to what the award amounts will be from FY 2024 - FY 2025 at this time, because we haven't finalized the funding formula, and we haven't finalized the funding table. But we certainly are working to make sure that we can mitigate any significant swings to the funding, we just can't commit to that the funding will remain level with what it was for FY 2024 for any specific award amount.

00:43:16.460 --> 00:43:17.660

Jessica Grubbs: Thanks, Jennifer. "Will you send these Q&As with responses out afterwards"

00:43:24.490 --> 00:43:32.300

Jennifer Hannah: Sure, we certainly can. We can prepare those questions and the answers for everyone.

00:43:35.190 --> 00:43:41.779

Jessica Grubbs: Next up, "Will cybersecurity and extended downtime templates be released by ASPR?"

00:43:44.750 --> 00:43:50.789

Jennifer Hannah: Yes, they will. We're anticipating that we will have those templates ready in September of this year.

00:43:53.800 --> 00:44:00.649

Jessica Grubbs: Thanks, Jennifer. Next question, “is the RLDC still capped at 15%?”

00:44:01.270 --> 00:44:20.690

Jennifer Hannah: Yes, it is the. It is the same RLDC cap at 15%. And hopefully, with the flexibilities that we've built into the RLDC cap, with the release of the Notice of Funding Opportunity, hopefully those have been able to relieve some of the burden, and also been able to assist with recipients being able to meet that cap and not having to request a waiver or an exemption from it.

00:44:31.920 --> 00:44:33.360

Jessica Grubbs: Thanks, Jennifer. Waiting on a few more questions. Please continue submitting them in the chat. Lots of great questions and answers. All right, another CAAMP question: “Does the CAAMP Budget template take into account the RLDC exemptions for personnel salaries and fringe for those personnel conducting 100% HPP work?”

00:45:13.630 --> 00:45:19.599

Aldo Algarra: So, it is the same as the excel template that was released last year where you are able to assign percentages. So, it should. But Jennifer, is that in line with the Excel from last year?

00:45:26.410 --> 00:45:27.670

Jennifer Hannah: Yes, it should be.

00:45:27.920 --> 00:45:30.040

Aldo Algarra: Yes.

00:45:32.200 --> 00:45:40.339

Jessica Grubbs: Following on that, Aldo, “Will the system give us an error message or warning if we exceed the 15% RLDC cap?”

00:45:43.180 --> 00:45:53.089

Aldo Algarra: I do not believe so. That being said, I will double check, and if you could follow up with us at the CAAMP support team mailbox. I can confirm there.

00:45:54.840 --> 00:45:55.480

Jessica Grubbs: Great. The next question is “will the draft 2024-2028 performance measures be released in BP2 outside of the MRSE PMs?”

00:46:10.720 --> 00:46:17.197

Jennifer Hannah: We are working to quickly finalize those performance measures, and we'll have to follow up with you regarding the exact timing of it. But we are working to finalize the performance measures so that we can collect those.

00:46:34.010 --> 00:46:35.270

Jessica Grubbs: Thanks. Jennifer. Next question, “In CAAMP, I see a budget template demo, a budget training recording transcript, and a budget template training May 2025 PowerPoint. Will the instructions be limited to PowerPoint?”

00:46:59.040 --> 00:47:20.079

Aldo Algarra: So, the PowerPoint is a step-by-step guide of how you go tab by tab. It takes you through an example of completing one work plan item, and then one budget item. The recording is essentially what we just went through in terms of the demo. The transcript is a written version of that. So, there's multiple different avenues for you to consume that information. And in terms of additional training, I recommend joining the office hours. That's a great place for you to ask any questions that you might have, and we can provide someone on one support.

00:47:37.390 --> 00:47:38.410

Jessica Grubbs: Thanks, Aldo. All right; we are coming towards the end of questions. We'll give it another minute in case any additional come through. All right, that'll be it for the live Q&A for today. Jennifer, back over to you to close out the webinar.

00:48:31.380 --> 00:48:39.420

Jennifer Hannah: We have one final question that just came in Jessica. I can take that one.

00:48:41.660 --> 00:48:42.909

Jessica Grubbs: Perfect. Go ahead!

00:48:42.910 --> 00:52:11.459

Jennifer Hannah: Okay. Great. And the question was “Just to confirm, are we required to use the CAAMP template, or can we simply use the budget/Work Plan template provided?” Our preference would be that you use the template within CAAMP for that. However, if there's some reason that precludes you from being able to use that, then you can use the template in the Resources. But the preference is that you use the template that's in CAAMP. It may help you to work with your Field Project Officer more closely regarding any technical assistance or any questions related to the work plan and template. So, if at all possible, we strongly encourage everyone to use that template that is posted in in CAAMP. All right, Jessica. I think that may be our final question, and I think I'll close this out.

So thank you again, everyone, for your time today. As a reminder, please continue to share your success stories that highlight how you or your HCCs are using ASPR funding to make a positive impact on your communities. I can't emphasize more how we use those Stories from the Field. They really help us to be able to help all of you. And we use those Stories from the Field in our Congressional justifications and share them with other stakeholders as well, so keep them coming. If you have a story to share, please fill out our Stories from the Field submission form or reach out to your Field Project Officer. You know every idea is a great idea. Every story is a great story. A member of our team will drop the Story from the Field submission form link into the chat for easy reference. It's really not a whole lot of work for a Story from the Field. You can just reach out to them, and they will reach back to you to help develop that story. But we really look forward to hearing more about the great work that you are doing to enhance national health care readiness and response.

Again, if you have any questions related to the Continuation Guidance, please reach out to your Field Project Officer, or those others that are assigned to specific states and to regions. We'll make sure that we share the slide deck after this meeting, and we plan to post the recording

and additional information. As we stated, we will provide the responses and the questions that were asked during the call. But please reach out to us if you need any additional assistance. Just a reminder about those sessions those TA sessions, those office hour sessions that are going to be conducted next week for the for ASPR CAAMP, for the Work Plan and Budget Template. But with that we're going to end today's call. I just want to thank everyone again for all that you do every day. And we want to wish everyone a great day and we will talk to you soon. Thank you.