

# Public Health Emergency Preparedness (PHEP) Budget Period 3 Continuation Guidance: Fast Facts

January 15, 2021

The PHEP Budget Period 3 continuation guidance continues the strategies and activities outlined in the 2019-2024 PHEP notice of funding opportunity (NOFO). PHEP strategies and activities for the five-year period of performance (performance period) are designed to improve the readiness of state, local, and territorial public health systems to reduce the threats to the health and safety of their communities and to save lives during emergencies that exceed the day-to-day capacity and capability of the public health response systems.

## Budget Period 3 At-A-Glance

- Funding Opportunity Number: CDC-RFA-TP19-1901
- Budget Period Length: 12 months
- Budget Period: July 1, 2021 - June 30, 2022
- Budget Period 3 Funding: \$622,850,000\*
- Eligible Applicants: Current 62 PHEP Recipients
- Funding Application Deadline: 11:59 p.m. EST, **March 16, 2020**
- Application Submission: [www.grantsolutions.gov](http://www.grantsolutions.gov)
- Anticipated Award Date: July 1, 2021

\* *Planning numbers that will be updated based on availability of funding.*

## Recipient Informational Call

3:30 p.m. to 4:30 p.m. EST, **Thursday, January 21, 2021**

## PERFORMS Training Sessions

- 2 p.m. EST on **Wednesday, January 26**
- 11 a.m. EST on **Thursday, January 27**

## Application Submission Requirements

Following is a list of attachments recipients **must** submit as part of their applications at [www.grantsolutions.gov](http://www.grantsolutions.gov).

1. [Performance Progress and Monitoring Report](#) (PPMR)
2. SF-424A Budget Information-Non-Construction (online form) and Budget Justification (attachment)
3. Indirect Cost Rate Agreement (attachment)
4. Performance Narrative Consisting of Two Attachments: Progress Update for Budget Period 2 and Domain Work Plan for Budget Period 3
5. SF-LLL Disclosure of Lobbying Activities (online form and instructions, if applicable, [www.grants.gov/web/grants/forms/post-award-reporting-forms.html](http://www.grants.gov/web/grants/forms/post-award-reporting-forms.html))
6. State Health Official Letter
7. Local Health Department Concurrence Letter



# PHEP Budget Period 3 Continuation Guidance Fast Facts

The PHEP Budget Period 3 continuation guidance and application package are available via GrantSolutions. Use the link sent by the Office of Grants Services (OGS) to access the noncompeting continuation application in the Grants Management Module. CDC has developed supplemental resources to assist PHEP recipients in developing work plans that address the strategies and activities outlined in the PHEP logic model. The PHEP Budget Period 3 Supplemental Guidance and Resources are available at <https://www.cdc.gov/cpr/readiness/phep/library.htm>.

## Budget Period 3 Overview

Recipients should resume in Budget Period 3 relevant work plan activities as planned prior to the COVID-19 response to meet the PHEP requirements outlined in the PHEP NOFO. Recipients should adjust these plans as needed based on their immediate jurisdictional priorities and lessons learned during the current COVID-19 pandemic response.

CDC expects to see evidence in Budget Period 2 and Budget Period 3 interim and final PHEP progress reports of how recipients have used the experience they gained from the COVID-19 response to strengthen their preparedness and response capabilities. Recipients should also be prepared to report on how they've used or plan to use PHEP funds to address specific preparedness and response gaps identified in COVID-19 after-action reports and improvement plans.

## Additional Budget Period 3 Program Requirements

Requirements outlined in the PHEP NOFO and those added or clarified in the PHEP Budget Period 2 continuation guidance remain in effect and continue into Budget Period 3. Following are additional requirements or clarifications.

### Changes in Domain 1: Community Resilience

#### [Annual PHEP Exercise Incorporating Access and Functional Needs Partners](#)

Beginning in Budget Period 3, Cities Readiness Initiative (CRI) local planning jurisdictions must also complete the annual PHEP exercise incorporating access and functional needs (AFN) partners. Previously, this requirement applied to the 62 PHEP recipients only. This modification extends the requirement to local planning jurisdictions beginning in Budget Period 3.

Local jurisdictions can fulfill the requirement by incorporating at least one AFN partner in a drill, a tabletop, a functional, a full-scale exercise, or during an incident or public health event in which the AFN partner participates. All PHEP recipients and local CRI jurisdictions must provide evidence that demonstrates involvement of AFN partners during an exercise, incident, or public health event.

#### [Multiyear Training and Exercise Plan](#)

The Homeland Security Exercise and Evaluation Program (HSEEP) provides fundamental principles for exercise programs, as well as a common approach to program management, design and development, conduct, evaluation, and improvement planning. HSEEP revisions in 2020 renamed the training and exercise plan to the integrated preparedness plan (IPP). Beginning in Budget Period 3, CDC requires that IPPs include at least four years of progressive exercise planning.



## Changes in Domain 6: Biosurveillance

### Laboratory Response Network for Chemical Threats (LRN-C)

In Budget Period 3, recipients must meet the following LRN-C requirements.

- All LRN-C laboratories must report to the LRN-C technical program office all chemical response activities that are conducted using PHEP-funded equipment.
- Level 1 and Level 2 laboratories must maintain subscriptions to the LRN-C proficiency testing and materials program for all qualified LRN-C core and additional methods.

## Clarifications in Domain 6: Biosurveillance

### Laboratory Response Network for Biological Threats (LRN-B)

In Budget Period 2, LRN-B advanced and standard laboratories were required to obtain and sustain maintenance agreements for LRN-B equipment valued at more than \$25,000 and for LRN-B equipment used for assays cleared by the Food and Drug Administration (FDA). In Budget Period 3, this maintenance agreement requirement continues but is clarified to mean LRN-B equipment valued at more than \$25,000 or used for FDA 510(k) cleared assays.

## COVID-19 Effects on PHEP Requirements

In August 2020, CDC adjusted PHEP Budget Period 2 programmatic requirements in light of the COVID-19 pandemic response. As the COVID-19 pandemic response evolves, CDC will continue to monitor the impact of the response on recipients' program goals and the ability to complete PHEP work plan activities. CDC will consider adjustments to work plans and overall PHEP requirements if the nature of the COVID-19 pandemic response significantly alters recipients' ability to conduct routine PHEP activities.

PHEP program modifications have not altered the PHEP program goal that all recipients demonstrate measurable progress toward achieving "established" operational readiness for all 15 preparedness and response capabilities by June 2024. CDC expects recipients and CRI jurisdictions to continue to advance their preparedness and response capabilities using the experience gained from the COVID-19 response.