



**To:** Rachel Bardin, BMO

**From:** Bob McDonald, Denver Public Health & Environment 

**Date:** 12/6/21

**Subject:** Ryan White Part A letter of intent

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The Denver Department of Public Health & Environment (DDPHE) requests the Budget Management Office to initiate the process to establish a budget for the Ryan White Part A Program based on a letter of intent received by the Health Resources Services Administration (HRSA) for the next fiscal year grant cycle 3/1/2022 to 2/28/2023.

The letter of intent states that the City and County will receive \$4,745,690 in the formula portion of our award. We understand that we can only utilize 50% of that amount (\$2,372,845) to begin our contracting process and therefore the budget be established for \$2,372,845.

HRSA requires grantees to release funds to the community within 120 days of being awarded. We anticipate getting our first notice of award at the end of January 2022. The internal contracting process usually takes between three to six months with a few of our awardees needing City Council approval due to the amount of their award. In order to meet HRSA's requirement, we would like to use the letter of intent from HRSA to get started earlier on the process.

DDPHE understands that if the grant does not materialize, that any costs incurred would be absorbed by the Department. The Ryan White Part A Grant is funding from the federal government and we do not anticipate any reason funding would not be received by the Department.

Attached is the letter of intent from HRSA. If you have any additional questions or need more information, please contact Robert George, HIV Resources Section Manager, at [Robert.George2@DenverGov.org](mailto:Robert.George2@DenverGov.org).

Thank you!

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