



SONIA Y. ANGELL, MD, MPH  
State Public Health Officer & Director

State of California—Health and Human Services Agency  
California Department of Public Health



GAVIN NEWSOM  
Governor

March 20, 2020

Dr. Stephen Kolpacoff  
Health Officer  
County of Siskiyou  
810 South Main Street  
Yreka, CA 96097

**Authority:**

*Section 311(c)(1) of the Public Health  
Service Act  
(42 USC 243(c)(1))*

*Coronavirus Preparedness and  
Response Supplemental Appropriations  
Act, 2020 (P.L. 116-123)*

Dear Dr. Stephen Kolpacoff:

**COVID-19 Crisis Response Funding  
Award Number: COVID-19-47 for County of Siskiyou**

This letter covers COVID-19 Crisis Response reimbursement information for the period of March 5, 2020 through March 15, 2021. The Emergency Preparedness Office (EPO) is allocating **\$180,267** to **County of Siskiyou** in order to support your greatest response needs to prevent, prepare for, and respond to COVID-19.

Your Agency may use discretion to allocate this funding to your highest priority response needs in the following categories (Attachment 1 – Allowable Activities):

- Incident Management for Early Crisis Response;
- Jurisdictional Recovery;
- Information Management;
- Countermeasures and Mitigation;
- Surge Management; and
- Biosurveillance

The following costs are unallowable:

- Research;
- Clinical care except as provided above in connection with countermeasures and mitigation; and
- Publicity and propaganda (lobbying):
  - Other than for normal and recognized executive-legislative relationships, no funds may be used for:
    - publicity or propaganda purposes, for the preparation, distribution, or use of any material designated to support or defeat the enactment of legislation before any legislative body; and



- the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before any legislative body.

EPO will reimburse your Agency within three business days of invoice receipt. In order to receive your allocation, please complete and submit your invoice (Attachment 2 – Invoice) as soon as possible to: [LHBTProg@cdph.ca.gov](mailto:LHBTProg@cdph.ca.gov).

**Please Submit the following to EPO:**

1. Invoice requesting reimbursement at your Agency's full allocation. Use the attached COVID-19 Invoice. Submit your invoice to: [LHBTProg@cdph.ca.gov](mailto:LHBTProg@cdph.ca.gov).
2. By April 9, 2020, submit a spend plan (Attachment 3 – Spend Plan) to: [LHBTProg@cdph.ca.gov](mailto:LHBTProg@cdph.ca.gov).
  - Personnel supported with this funding should not duplicate efforts across other federal grants; exceed 1.0 FTE across all funding sources; and salary is kept below \$189k as required by the funder.
  - Please maintain any supporting documentation for expenditures against this funding.
3. By April 23, 2020, submit a work plan (Attachment 4 – Work Plan) to: [LHBTProg@cdph.ca.gov](mailto:LHBTProg@cdph.ca.gov).
4. On a quarterly basis, beginning in June 2020, submit an expenditure report (Attachment 3) and work plan progress report (Attachment 4).

Thank you for the time your Agency has and will continue to invest in this response. I am hopeful that with additional funding your Agency will have the adequate resources for an appropriate response. If you have any questions or need further clarification, please contact your assigned EPO Contract Manager directly.

Sincerely,



Tricia Blocher, Deputy Director  
Emergency Preparedness Office  
California Department of Public Health