

General Requirements

Q: Is there a requirement around the number of MOUs counties must sign?

A: Yes. We added a note to the proposal indicating that counties must sign a certain percentage of MOUs before any funds are distributed. There are complexities around MOU ownership — only select MOUs are tied to local health departments (LHD), while many are associated with third-party entities.

Q: Can we apply before reaching MOU eligibility status so that funding can be allocated quickly once we meet the requirement?

A: Yes, you may apply before reaching MOU eligibility. However, funds will not be disbursed until MOU eligibility requirements are met.

Q: Are all MOUs required for eligibility?

A: No. The execution of LHD is required then at least 50% of MOUs with the local health jurisdiction (LHJ) must be executed to be eligible. Applicable MOUs include: Women, Infants, and Children; In-Home Supportive Services; Targeted Case Management; Whole Child Model; Mental Health Plan; Organized Delivery System; and Drug Medi-Cal State Plan.

Q: If MOU statuses are still pending, will the funding be disbursed?

A: No. If MOUs are in the signature process, funding will not be disbursed until MOUs are fully executed to 50%.

Q: Is there any funding available for the Community Health Improvement Plan (CHIP) implementation phase?

A: CHIP implementation funding is to be determined.

Eligibility and Application

Q: Are entities other than counties eligible for this funding, or is it limited to counties only?

A: Only counties are eligible.

Q: We are completing our CHIP this year. Can we apply for \$100,000 this year and another \$100,000 in the next three-year cycle?

A: No. Each county is eligible for only one \$100,000 grant for the upcoming three-year cycle.

Q: Can counties draw down funds in phases (e.g., \$20,000 one year and \$20,000 the next), or must the full amount be requested at once?

A: Yes, counties may apply for portions of the funds over time.

Q: Can counties exceed the \$100,000 funding cap if other counties do not use their full allocation?

A: No, counties may not exceed the \$100,000 cap.

Q: Can counties use a third-party Community-Based Organization to conduct stakeholder mapping and assessments (e.g., food insecurity) under this grant?

A: Yes, as long as the intended use of funds is clearly outlined in the application.

Timeline and Purpose

Q: What is the application timeline?

A: Applications will be reviewed on a rolling basis. The goal is to begin disbursing funds in Summer 2025 to support early progress in the next Community Health Assessment (CHA)/CHIP cycle.

Q: Can counties use the funds to reimburse themselves for recent CHA/CHIP planning expenses?

A: Yes, counties can use these funds to retroactively reimburse themselves for CHA/CHIP expenses, with disbursements expected to begin in Summer 2025.

Starting January 1, 2028, the California Department of Public Health will require all LHJs to follow a standardized three-year CHA/CHIP cycle aligned with the Department of Health Care Services managed care plan timelines.

Under this new requirement:

- CHAs (or updates) must be completed by December 31, 2028
- CHIPs must be finalized by June 2029
- This cycle will repeat every three years (e.g., 2031, 2034)

To support LHJs in aligning with this updated timeline, grant funds will be available starting July 2025 and may be requested through June 2028.

Counties are eligible to use the funds to reimburse recent consultants or staff expenses related to the Community Health Assessment, as well as for future costs associated with the development of the Community Health Improvement Plan. Please note that this funding is specifically intended to support planning and preparation for the 2028–2032 cycle and to assist LHJs in transitioning to the new three-year cycle requirement. All expenditure must be properly documented, including timelines and the type of expenses incurred.

Budgeting and Expenses

Q: What happens to the \$4,000 meal allocation after June 30, 2025?

A: The standalone \$4,000 allocation for meals ended on June 30, 2025. Moving forward, CHA/CHIP meeting meal expenses, including those related to current CHIP efforts, should be included as a line item in the grant budget. These costs will now be funded through the \$100,000 grant, not the CHA/CHIP resource request form.

Q: Can the grant be used to support staff salaries for those facilitating CHIP workgroups?

A: Yes, as long as the staff work is specifically tied to CHA/CHIP development.

Q: Can the grant be used to provide stipends to community members who participate in CHIP workgroup meetings?

A: Yes, stipends are allowed if they are tied to participation in CHA/CHIP development efforts.

Q: Is there any funding available for the CHIP implementation phase?

A: CHIP implementation funding is to be determined. This grant supports CHA/CHIP development. However, to support counties in transition, Partnership will allow limited flexibility in how the \$100,000 grant can be used. A portion of the funding can be applied to implementation activities tied to an existing CHIP, provided the primary purpose of supporting the upcoming CHA/CHIP cycle (2025–2028) is maintained. Counties that have already submitted a grant application can re-evaluate and adjust their plan to reflect this added flexibility.

Planning Guidance

Q: When can counties begin planning and requesting funds?

A: Counties can begin planning at any time and request funds as needed. For example, a county may choose to request the full \$100,000 now and outline a multi-year timeline for activities extending for 2028.

Q: If a county is currently in its CHIP implementation phase, and its next cycle doesn't begin until 2027, should the county apply now and wait to use the funds, or wait to apply?

A: You may apply now or wait — as long as the funds are used within the grant timeline, by end of June 2028.

Q: What does the monitoring and evaluation process entail?

A: Low-burden, high-impact: The county's primary responsibility is to provide regular updates to its assigned Partnership Community Health Needs Liaison about progress, challenges, and any needed adjustments. Quarterly updates should be brief but clearly reflect progress toward key milestones, focusing on the most essential updates.