

February 19, 2002

Dear (State Health Officer X):

This letter follows up on my letter of February 6 concerning your participation in a new Bioterrorism Hospital Preparedness Program sponsored by the Health Resources and Services Administration (HRSA). Hopefully by now you will have either applied for that program or are well on the way to sending in an application. You will recall that we had set a target date of February 25, 2002, for you to file an application.

Based on that application, HRSA will make an award to your State/Territory or municipality. Only the first 20 percent of your award, however, will be released as a first allocation in support of the effort to conduct a needs assessment and develop an implementation plan.

As noted in the February 6 guidance package, HRSA is now providing more detailed guidance (copy enclosed) to help develop your needs assessment/implementation plan. Based on this guidance, you should begin or continue developing your implementation plan.

States/Territories and the three municipalities may file an implementation plan (Phase 2) as soon as March 15 and no later than April 15, 2002. That plan should be addressed to Jacquelyn Whitaker, Grants Management Specialist, Office of Operations and Management, Maternal and Child Health Bureau, HRSA, Room 18-12, Parklawn Building, 5600 Fishers Lane, Rockville, MD 20857. Based on review and approval of this implementation plan, the remaining 80 percent of your total allocation will be released to allow you to proceed with significant implementation activities.

Also, please be aware that you will receive a companion communication from the Centers for Disease Control and Prevention (CDC) regarding funds available to your State for enhancing public health preparedness for response to bioterrorism. As indicated in a recent letter from the Secretary of Health and Human Services to your Governor, he or she is to review the CDC- and HRSA-related work plans concurrently with a view to ensuring appropriate integration of these activities and, where applicable, with activities conducted by the HHS-funded Metropolitan Medical Response Systems.

Therefore, in addition to submitting the official work plans directly to CDC and HRSA as called for in our respective guidances, please provide your Governor with copies of the completed CDC- and HRSA-related work plans as soon as possible so that he or she can review them and, upon judging them acceptable, transmit one copy of each directly to the Secretary along with a letter of endorsement. The HHS review of the work plans will not commence until the Secretary is in receipt of the Governor's endorsement letter and enclosures. Please send these materials via an express mail service directly to the Secretary's office (U.S. Department of Health and Human Services, 200 Independence Avenue SW, Washington, D.C. 20201) to ensure the most rapid transmission.

If you have any questions concerning this action, please direct them to Richard Niska, M.D., Director, Bioterrorism Hospital Preparedness Program, Maternal and Child Bureau, HRSA, 301-443-4996, e-mail: rniska@hrsa.gov

Sincerely,

Elizabeth M. Duke
Acting Administrator

Enclosure:
Cooperative Agreement Guidance:
(Bioterrorism Hospital Preparedness Program)