The FY2024 Preconception Health and Wellness (PHW) Competitive solicitation contains three deliverables. Each subrecipient is to receive reimbursement for completed PHW activities when expenditure reports are submitted showing the **Deliverable** listed individually in the *Other Direct Costs* budget.

All incurred expenses for **Deliverable Objectives** are to be shown in the itemized ***Other Direct Costs*** category that corresponds to the specific deliverable objective. Each deliverable objective is to be shown as an incurred expense in the **Expenditure Report** when the deliverable objective is fully complete by activity. Each PWH deliverable will be considered complete according to the following table:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Deliverable Number** | **Deliverable** | **Type of Expense** | **What documentation is required?** | **How is payment determined?** | **When can the expense be submitted in GMIS?** |
| 1.1 | By March 31, 2025, 100% of clients will have received comprehensive reproductive health and wellness direct healthcare services per nationally recognized standards of care. | *Other Direct Costs*:  Deliverable 1 | Self-reported on Deliverable Report Form (Appendix H)– will subsequently be validated via Ahlers | The payment per deliverable is based on the Total PHW Funding Requested for Deliverable 1 divided by the number of visits proposed on the FY2024 Reproductive Health and Wellness Program Budget Overview (Attachment #2)\* | Each payment period payment may be requested for the # of PHW visits completed within that payment period\*\* |
| 1.2 | By March 31, 2025, 100% of subrecipients will conduct a systematic and coordinated approach in quality improvement to enhance outcomes for patients. | *Other Direct Costs*:  Deliverable 1 | Self-reported on Deliverable Report Form (Appendix H)  Part 1 and 2 of QI Plan (Appendix L) |
| 2.1 | By March 31, 2025, 100% of subrecipients will have implemented and maintain appropriate financial and billing procedures. | *Other Direct Costs*:  Deliverable 2 | Self-reported on Deliverable Report Form (Appendix H)– will subsequently be validated at site reviews | Payment per billing period for the deliverable is based on the total maximum amount per deliverable/ 3 payment periods if monthly or 1 payment period if quarterly. | If met, each payment period in the first quarter of PHW24 payment may be requested. |
| 2.2 | By March 31, 2025, 100% of subrecipients will have implemented and utilize an electronic medical record (EMR) system. | *Other Direct Costs*:  Deliverable 2 | Self-reported on Deliverable Report Form (Appendix H)– will subsequently be validated at site reviews |
| 2.3 | By March 31, 2025, 100% of subrecipients will serve hard to reach and vulnerable populations utilizing various clinical service delivery modalities to increase access and remove barriers to care. | *Other Direct Costs*:  Deliverable 2 | Self-reported on Deliverable Report Form (Appendix H)– will subsequently be validated via Ahlers and at site reviews  Outreach Reporting form must be uploaded in GMIS  If incentives are purchased, must maintain incentive tracking log |
| 3 | By March 31, 2025, 100% of subrecipients will provide preconception health clinical services and promote awareness of preconception health in the community. | *Other Direct Costs*:  Deliverable 3 | Self-reported on Deliverable Report Form (Appendix H)– will subsequently be validated at site reviews.  Outreach Event Reporting form (Appendix K) must be used to report on education sessions and screening events. This form must be uploaded in GMIS for each educational session and community screening event. | Sub recipient may bill for up to 4 educational sessions and 4 community health screening events in the grant year.  Payment is up to $1,500 per outreach event and $3,187.50 per community health screening event submission. | Payment may be requested up to 4 times for an educational session completion.  Payment may be requested up to 4 times for a community health screening completion. |

***\*\*For those sub recipients who have been awarded funding for multiple counties: Dollars designated for a county must be spent for services in that county.***

**PHW24 Reproductive Health and Wellness Program Deliverable Reporting Form** - This form **must** be completed and submitted each billing cycle. The form must be uploaded in GMIS in **the Expenditure Reports Comments section**. Reports are due on the same date as the Subrecipient Reimbursement Expenditure Reports.