

A hand holding a blue pen points towards a document featuring various charts and graphs. The document includes a bar chart with red, blue, and yellow bars, and a line graph with red and green lines. The text "Show me the Money!" is overlaid on the image.

Show me the Money!

Understanding the Allocations Process

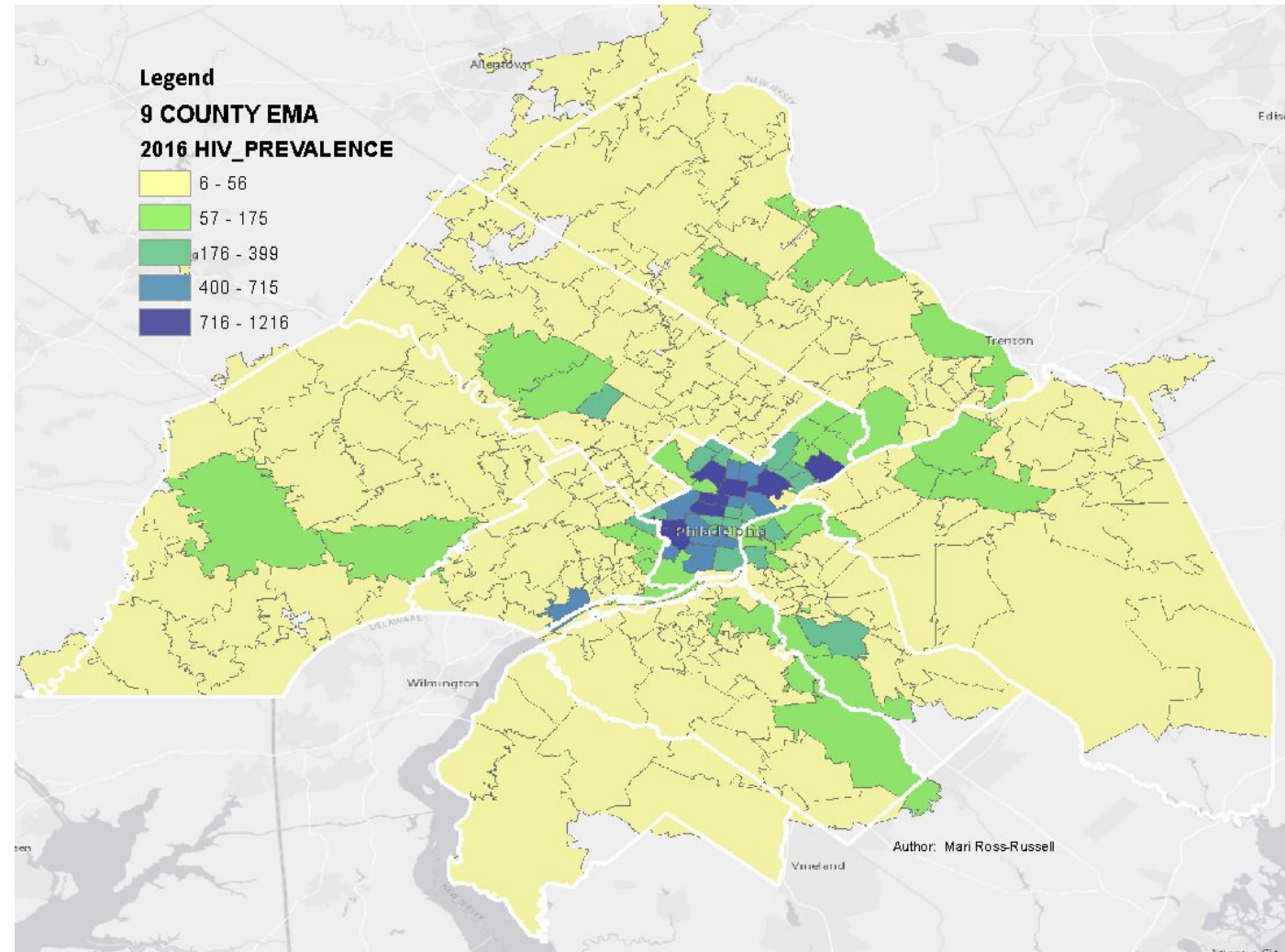
July 2023

Office of HIV Planning

What is community planning?

Community and health department working together to improve the community's health

- Local needs
- Local resources
- Culture and values



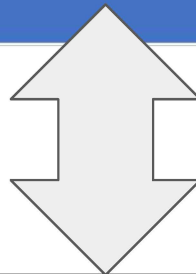
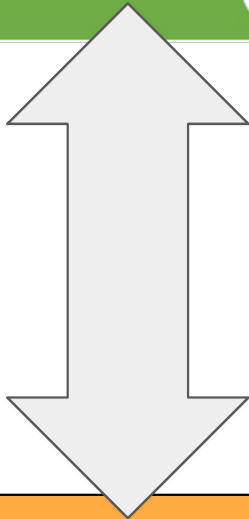
HRSA and CDC (Federal)

City of Philadelphia

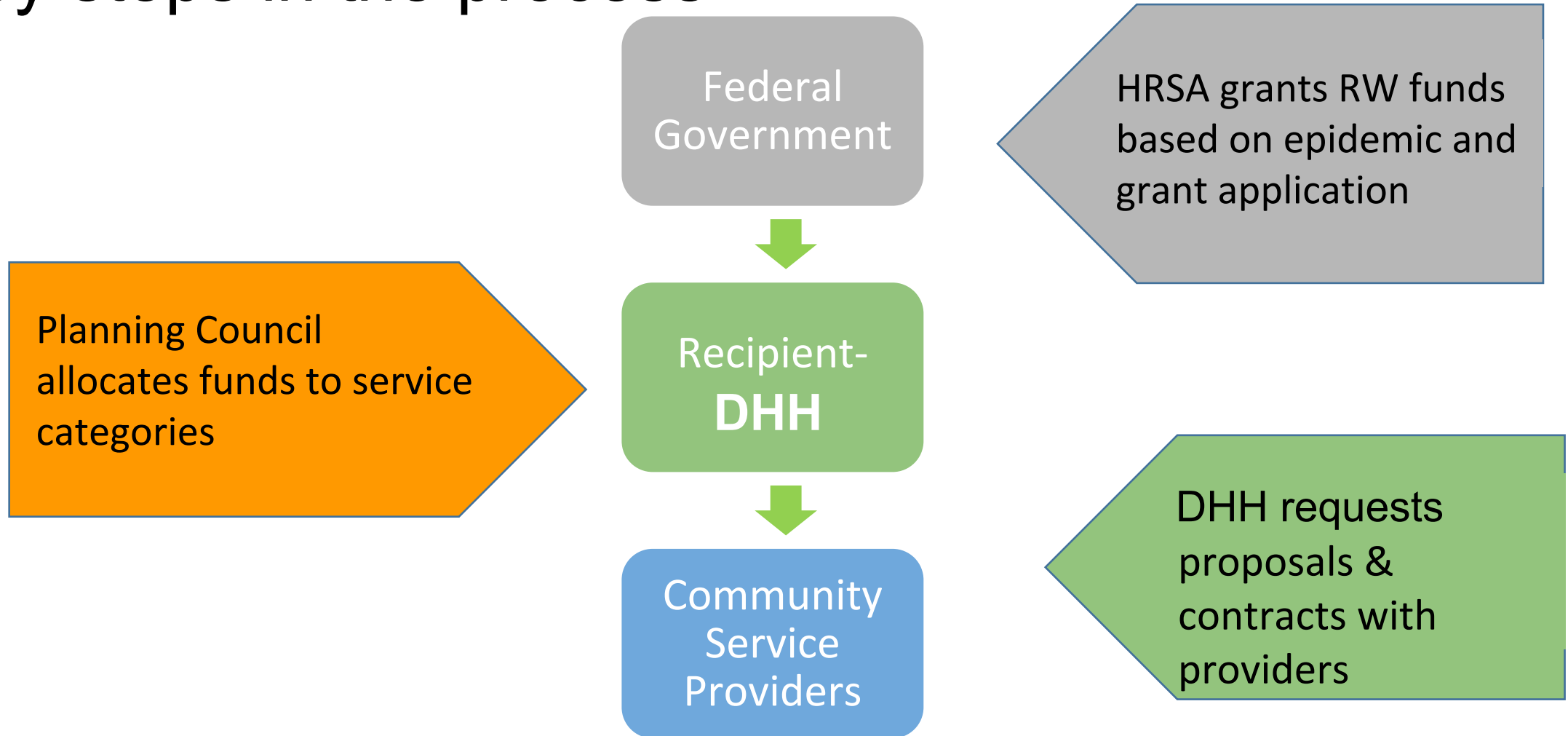
**Division of HIV Health (DHH)
(Recipient)**

Office of HIV Planning

Philadelphia HIV Integrated Planning Council



Key steps in the process



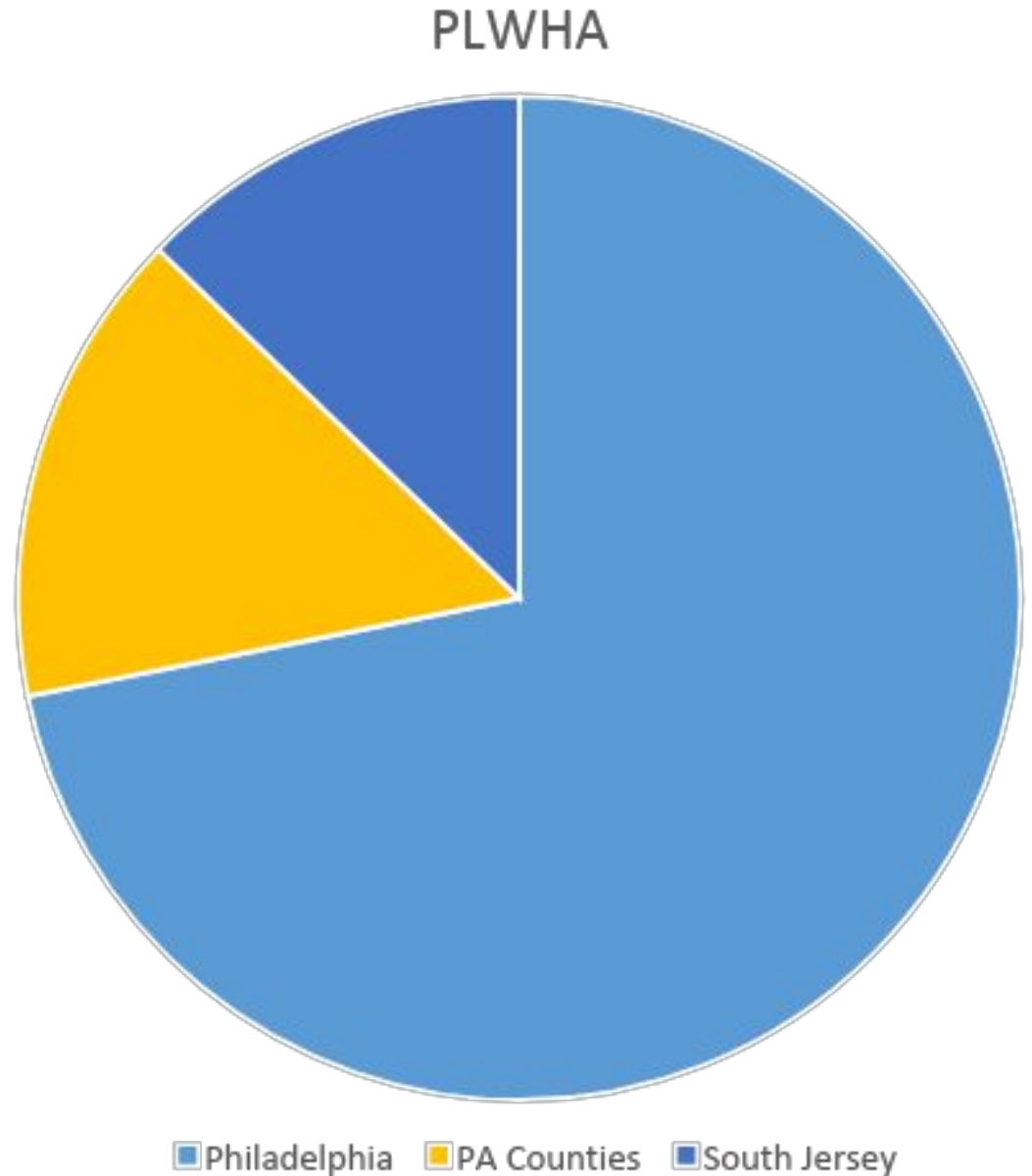
Ryan White is payor of last resort

- All other private, state, local, and federal funds must be utilized before RW funds.
- To use RW funds when other payers can cover cost is a supplantation of funds and is illegal



Our EMA (eligible metropolitan area) is made up of 3 regions, each with its own needs and resources:

- Suburban PA Counties (4)
- Suburban NJ Counties (4)
- Philadelphia



Dividing Funding FY 2023

| Region | PLWH 2021* | | Total Service Funding |
|--------------|------------|---------|-----------------------|
| Philadelphia | 18,351 | 66.923% | \$ 12 Million |
| PA Suburbs | 5,472 | 19.956% | \$ 3.6 Million |
| South Jersey | 3,598 | 13.121% | \$ 2.4 Million |
| EMA | 27,421 | 100% | \$ 18 Million |

*2021 PLWH surveillance numbers from Philadelphia's Division of HIV Health (DHH)

Planning Council Role in Allocations

- Determines community need, including emerging trends
- Reviews other funding available for eligible services including state, private, local and federal sources
- Allocates funds to specific RW service categories
- Determines regional budgets and EMA-wide budgets
- Approves funding for Planning Council support
- Determines any Directives/Instructions for the Recipient about service provision- where services are needed, to what populations, and any specifics about service provision

Eligible Service Categories

AIDS Drugs Assistance Program

Ambulatory Outpatient Medical Care

Medical Case Management

Local Pharmaceutical Assistance Program

Early Intervention Services

Health Insurance Premium and Cost-Sharing Assistance

Home and Community Based Health Services

Home Health Services

Hospice Services

Mental Health Therapy and Counseling

Medical Nutritional Services

Oral Health Care

Substance Use Treatment Outpatient

Care Outreach

Case Management (non-medical)

Child Care

Day Respite Care

Emergency Financial Assistance

Food Bank-Home Delivered Meals

Health Education Risk Reduction

Housing Assistance

Psychosocial Support Services

Rehabilitative Care Services

Substance Use Treatment Residential

Translation & Interpretation

Medical Transportation

All Planning Council allocations decisions must be followed by the Recipient, because it is their legislatively appointed role to make these allocations decisions.



Recipient's (DHH) Role in Allocations

- Provide information on spending for previous years
- Provide any explanation for under/overspending
- Share details of any changes in needs noted from providers
- Explain how services are provided in the EMA and other related service questions
- Contract with service providers to provide services determined by the Planning Council and monitor service provision and spending
- Request for reallocation of funds as determined by need/spending, when it is greater than 10% of the total allocated in the service category

Allocations-Regional meetings

- Finance Committee chairs the meeting
- OHP staff reviews process and handouts in order to provide background information and to facilitate the allocations process
- The process is broken into three meetings for each of the three regions (NJ Counties, PA Counties, and Philadelphia County):
 1. Tuesday meeting to review data, have group discussions, and develop plans to address service needs and reduce barriers
 2. Optional Wednesday meeting for a Q&A with OHP staff
 3. Thursday meeting to develop a level funding budget, 5% decrease budget, and a 5% increase budget for RW Part A service categories

Allocations-Regional meetings cont.

- Spreadsheets and handouts detailing the allocations process as well as detailed budget drafts
 - Level Funding (exactly the same amount)
 - 5% decrease
 - 5% increase
- Should be based on factors whose importance can be clearly explained

Information for decisions

- Pie charts with funding for the region
- Service category descriptions
- Spreadsheet with budgets
- Funding by Ryan White Part and other federal funding
- Data on unmet needs
- Allocations/spending over time



At the meeting

- The meeting is held virtually over Zoom
- We will spend time going over materials and the process
- Deliberations over funding for the region
- Development of any Instructions to the Recipient about how, where or to what populations services should be directed/improved

Budget Approval

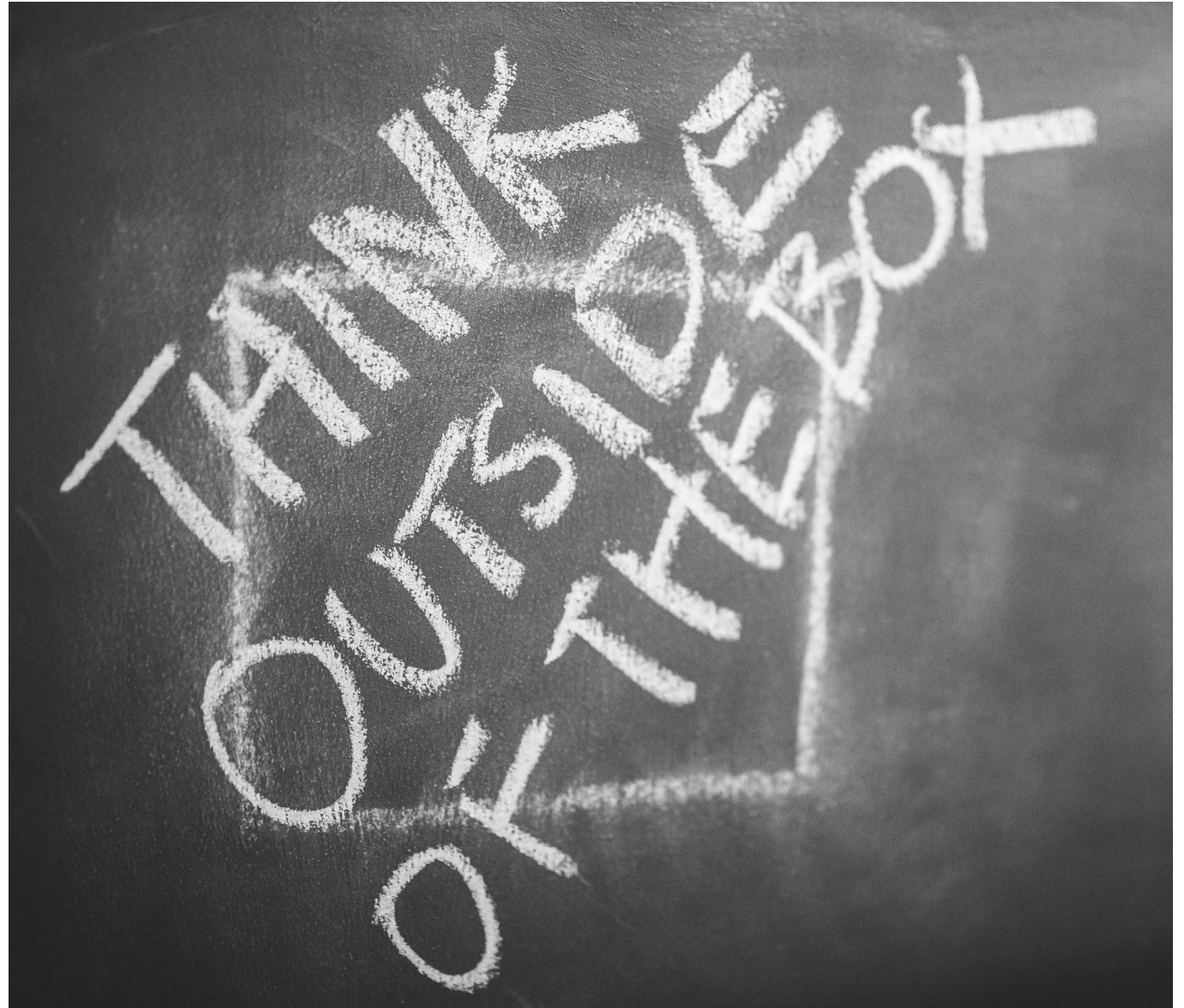
- Each region's budget is presented to the planning council members for final approval during the August meeting. Only planning council members can vote on the region's drafts
- Planning council makes changes and adjustments to drafts before approval
 - Members also take this time to ask questions to gain a better understanding about the process and the final budget projections
- The regional budgets are combined into one EMA budget that is included in the Part A grant application which we send to the federal government.

Ch-ch-CH-changes

- Any changes or updates to the allocations must be presented to the HIV Integrated planning council by the Division of HIV Health (DHH)
- If the change in funding is less than 10% of the allocated amount the recipient (DHH) can make the change without Planning Council approval.

How to be a good advocate and planner

- Consider the entire community
 - all PLWH
- Seek Win-Win versus Win-Lose
- Listen and ask questions
- Come prepared – review data and reports
- Make decisions based on data – not “impassioned pleas”
- Understand boundaries



How to prepare

- [Review Finance Committee](#) meeting minutes from the previous year
- Review the [regional allocations process and materials](#)
- Attend HIPC meetings
- Review HIPC meeting minutes for June - August 2022 to get a better understanding of how the HIPC prepares for the meetings.
- Ask questions!!!



Stay informed

- Sign up for the OHP newsletter
- Follow OHP on Instagram and Facebook
- Come to meetings!

Allocations meetings WILL be virtual!!

Email questions to sofia@hivphilly.org

