Attachment 4A: PHHS Block Grant Management Information System (BG-MIS) Work Plan Instrument

There are no changes to the information being collected.

Upon OMB approval, the OMB control information and the burden statement on the BG-MIS login screen will be updated as shown below:
(Note: the new expiration date is TBD)

PHHS Block Grant Management Information System (BG-MIS)
Work Plan
Instrument (currently approved)

Login

Main Screen – Access to all sections of the BG-MIS

CDC

Department of Health and Human Services
Centers for Disease Control and Prevention

PHHS Block Grant Information System

| BGMIS Home | Work Plans | Success Stories | Annual Reports | Compliance Reviews |

Help | Log Out

Welcome, Sally

The Block Grant Management Information System is a web-based system that enables grantees to create and submit work plans, annual reports, success stories to CDC and to view compliance review information.

INFORMATION
Answers to the most common questions we receive, including contact info

NAVIGATION
Detailed instructions for using the new BGMIS system

ALLOCATIONS
National allocation of funds by Healthy People 2010 health problem

BULLETINS

06-15-2007 Updates needed to Population information.pdf

04-10-2007 Updates needed to Allocation Table.doc

WORK PLAN

The work plan defines the Programs, Objectives and Activities that will be carried out using Preventive Health and Health Services Block Grant funds. The content is

SUCCESS STORIES

Highlighted acccomplishments of the PHHS Block Grant Programs.

ANNUAL REPORTS

The annual report captures progress towards reaching objectives and completing activities that were identified in the prior years work plan.Â Reports are due no later than February 1st.

COMPLIANCE REVIEW

Compliance reviews are complete in accordance with PHHS Block Grant Legislative mandate.

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Section 1: Work Plan and Work Plan Review

Main

Department of Health and Human Services
Centers for Disease Control and Prevention

PHHS Block Grant Work Plan

Help | Log Out

| BGMIS Home | Work Plan Main | Work Plan List | Work Plan AZ 2007-2008 V0 |

The **work plan** defines the Programs, Objectives and Activities that will be carried out using Preventive Health and Health Services Block Grant funds.

In this section you will:

Select a work plan from the work plan list.
Complete the –
    Cover Page,
    Statutory Information,
    Budget and,
    Program
sections of the work plan.

Read work plan reviews.

Before you begin:

Review guidance for the –
    Page Limits,
    Cover Page,
    Statutory Information,
    Budget and,
    Program
sections as they relate to the PHHS Block Grant work plan.

Review and print entire guidance document.

Select a Work Plan from Work Plan List

(Work Plan) Main Screen --- Overview of Work Plan Elements

Department of Health and Human Services
Centers for Disease Control and Prevention

AZ - PHHS Block Grant Work Plan
Help | Log Out

| BGMIS Home | Work Plan Main | Work Plan List | Work Plan AZ 2006-2007 V1 |

LEGEND: ○ NOT ENTERED | ○ INCOMPLETE | ○ COMPLETE

Select an item below

- Arizona FY2006-2007 version 1 revision 0
  - (C) Cover Page
  - (S) Statutory Information
  - (B) Budget
  - (Ps) PROGRAMS
    - (P) Data Collection and Desemination
    - (P) Falls and Injury Prevention Initiative for Older
    - (P) Oral Health
    - (P) Physical Activity Promotion for Adults
    - (P) Rape prevention and Education
    - (P) Skin Cancer Prevention

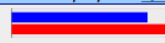**Arizona FY2006-2007 version 1 revision 0 - Status: Approved**

WORKPLAN SUMMARY

FUNDING BY HEALTH PROGRAM AREAS

CATEGORY	AMOUNT
Chronic Diseases	$904,943
Infrastructure	$64,723
Sex Offense	$125,693
TOTAL	$1,095,359

Page Count as of 01/16/2008 update

Recommended pages	75
Actual pages	85

REVIEW STATUS click for more details

Page Limit	Cover Page	Statutory Information	Budget	Programs
✓	✓	❗	✓	❗

▶ **Click links below to perform other tasks.**

print this work plan and view page count
verify this work plan
select a different work plan
create a new work plan

http://ngdev.od.cdc.gov/BGMIS/MIS/WorkPlan.aspx?Mode=List

Local intranet   100%

6

(Work Plan) Navigate Work Plan/View and Enter Data
(Work Plan) Cover Page

(**Work Plan) Cover Page Administrative Information**

Address: http://ngdev.od.cdc.gov/BGMISProto/BGMIS/CoverPage.aspx?Mode=Edit

Work Plan: Arizona FY2007-2008 version 0 revision 0 – Status: In Progress

© Cover Page

Edit Cover Page

Application Title:	Arizona PHHS Block Grant 2007 Plan
DUNS #:	123456789
Governor	First name: Janet Last name: Napolitano
State Health Officer	First name: Susan Last name: Gerard
Block Grant Coordinator	First name: Carol Last name: Vack
Address 1:	150 North 18th Avenue
Address 2:	Suite 300
City:	Phoenix
State:	AZ
Zip:	85007 - 3228
Phone:	602 364 2401 ext:
Fax:	602 542 6756 ext:
Email:	vackc@azdhs.gov

OK   Cancel

Done   Trusted sites

(**Work Plan) Cover Page Executive Summary & Priority Check List**

CDC

Department of Health and Human Services
Centers for Disease Control and Prevention

PHHS Block Grant Information System

Help | Log Out

Work Plan: Arizona FY2007-2008 version 0 revision 0 - Status: In Progress

ⓒ **Cover Page**

Edit Executive Summary Page

Enter the executive summary below:

This is Arizona's application for the Preventive Health and Health Services Block Grant (PHHSBG) for Federal Fiscal Year 2007 (October 2007-September 2008). The federal government administers PHHSBG funds in accordance with the Public Health Service Act, Sections 1901-1907, as amended in October 1992 and SEC. 1910A as amended October 1996.

The Preventive Health and Health Services Block Grant is a valuable source of funding that allows States to address their own unique public health challenges.

As established by the Public Health Services Act, Section 1905(d), the Advisory Committee makes recommendations regarding the development and implementation of the State Plan/Application. The Advisory Committee recommends PHHSBG funding of prevention programs committed to reducing the burden of the leading causes of death and disability by emphasizing effective prevention strategies.

Funding Assumptions

The 2007 application is based on the assumption that the funding level will be $1,179532. Any program funding changes will be consistent with the policies established by the State Preventive Health and Health Services Block Grant Advisory Committee and in full compliance

OK   **Cancel**

Done   ✓ Trusted sites

Work Plan: Arizona FY2007-2008 version 0 revision 0 - Status: In Progress

ⓒ **Cover Page**

Edit Executive Summary Page

Select a 1 for the item that is the primary rationale for how Block Grant funds are prioritized, a 2 for the item that represents the second highest rationale, and a 3 for the third. If none apply, check Other and enter information that describes why Other was selected. Click for legislative reference.

1 ⌄	Based on state strategic planning process. Plan year: 2007 ⌄
2 ⌄	Based on data trends from national, state, and local data collection systems.
3 ⌄	Based on a health need that was established by data trends but it is under or unfunded.
N/A ⌄	Other (For example a disaster or outbreak of infectious disease).
	explain other:

| Attach a document that describes the composition of the advisory committee members and their affiliation: | Browse... |
| Enter Percent of Time the Block Grant Coordinator spends on the Grant: | % of total time |

Work Plan Statutory Information

(Work Plan) Statutory Information – Enter Advisory Committee Meeting Dates & Public Hearing Dates

(Work Plan) Statutory Information – Certifications & Assurances

Add Certifications

Arizona FY2007-2008 version 0 revision 0
- Cover Page
- Statutory Information
  - Mandatory Meetings/Hearings
  - Certifications and Assurances
- Budget
- PROGRAMS
  - Skin Cancer Protection
    - Program Title and Strategy
    - FTEs
    - 3-8 Melanoma cancer deaths
      - State Health Objective
      - State Health Problem
      - Evidence Based Guidelines
      - Block Grant Role and Funds
      - 3. Inform and Educate
        - Increase Sun Safety Awareness in
          - Publish Newsletters, Place Arti

Arizona FY2007-2008 version 0 revision 0 - Status: In Progress

Statutory Information >> Certifications and Assurances

Certifications

The original hard copy Certifications form must be sent to CDC annually with the signature of the authorizing agent. Send the signed form to the attention of your Procurement and Grants Specialist at this address.

Attach a copy of the form below.   Browse

AZ Certification form 2007.pdf

Certifications and Assurances

The original hard copy Certifications and Assurances form must be signed by your governor and sent to CDC annually to the attention of your CDC Procurement and Grants Specialist at this address.

Attach a copy of the form below. Browse

AZ Certification and Assurances form 2007.pdf

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Done   Trusted sites

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Work Plan Budget

(Work Plan) Budget – Direct Assistance Enter/Add Additional/Delete

Work Plan Program Information

(**Work Plan) Enter Program Title & Strategy and FTE Text Description**

(**Work Plan) Enter Program FTE's**

http://ngdev.od.cdc.gov/BGMIS/MIS/Program.aspx?Mode=FTE

File   Edit   View   Favorites   Tools   Help

state health officer illinois - G...   PHHS Block Grant: Progra... ✕

Department of Health and Human Services
Centers for Disease Control and Prevention

KY - PHHS Block Grant Work Plan

Help | Log Out

Work Plan: Kentucky FY2007-2008 version 0 revision 0 - Status: In Progress

(P) Chronic Disease Initiative

Program FTEs

Chronic Disease Initiative

Add FTE

Position Title	% State	% Local	% Other	% Total	Action
Physical Activity Program Administrator	25	60	0	85	Edit | Delete
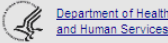
FTE Summary:

Positions	State FTEs	Local FTEs	Other FTEs	Total FTEs
1	0.25	0.60	0.00	0.85

OK   Cancel

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Department of Health
and Human Services

Done   Local intranet   100%

(**Work Plan) Program Health Objective Information**

(**Work Plan) Program –Select National Health Objective**

(**Work Plan) Program – Enter State Health Objective**

(**Work Plan) Program – Enter State Health Problem**

Target Population

*Number:

*Ethnicity: ☐ Hispanic or Latino

*Race:
☑ African American or Black ☑ Native Hawaiian/Pacific Is
☑ Amer Indian/Alaskan Native ☑ White
☑ Asian ☐ Other (describe in Health Burden)

* Age:
☐ Under 1 year (infants) ☑ 25-34 years (adults)
☐ 1-3 years (toddlers) ☑ 35-49 years (adults)
☑ 4-11 years (children) ☐ 50-64 years (older adults)
☑ 12-19 years (adolescents) ☐ 65 years and older (older adults)
☑ 20-24 years (adults)

* Gender: ○ Female ○ Male ⦿ Both

* Geography: ○ Rural ○ Urban ⦿ Both

* Primarily Low Income: ○ Yes ○ No

Population with a Disparate Need

*Number:

*Ethnicity: ☐ Hispanic or Latino

*Race:
☑ African American or Black ☑ Native Hawaiian/Pacific Is
☑ Amer Indian/Alaskan Native ☑ White
☑ Asian ☐ Other (describe in Health Burden)

* Age:
☐ Under 1 year (infants) ☑ 25-34 years (adults)
☐ 1-3 years (toddlers) ☑ 35-49 years (adults)
☑ 4-11 years (children) ☐ 50-64 years (older adults)
☑ 12-19 years (adolescents) ☐ 65 years and older (older adults)
☑ 20-24 years (adults)

* Gender: ○ Female ○ Male ⦿ Both

* Geography: ○ Rural ○ Urban ⦿ Both

* Primarily Low Income: ○ Yes ○ No

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* Location:
- ○ Statewide
- ○ Specific counties (specify below)

Counties:

Note: Hold down the control key to select multiple counties.

Available		Selected
Apache County		
Cochise County		
Coconino County		
Gila County	>	
Graham County		
Greenlee County		
La Paz County	<	
Maricopa County		
Mohave County		
Navajo County		
Pima County		
Pinal County		

Population Data Sources

* Data Sources: US 2000 Census Data

[OK] [Cancel]

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Department of Health and Human Services

Local intranet   100

Infrastructure Health Objectives (Chapter 23)

Edit State Health Problem

Health and Cost Burden

* Health Burden

* Cost Burden

Target Population

* Number [0]

* Groups
- ☐ State and Local Health Departments
- ☐ Boards, Coalitions, Task Forces, Community Planning, Policy Makers
- ☐ Disease Surveillance - High Risk
- ☐ Community Based Organizations
- ☐ Health Care Systems
- ☐ Research and Educational Institutions
- ☐ Business and Merchants
- ☐ Safety Organizations
- ☐ Other

Disparate Population

* Number [0]

* Groups
- ☐ State and Local Health Departments
- ☐ Boards, Coalitions, Task Forces, Community Planning, Policy Makers
- ☐ Disease Surveillance - High Risk
- ☐ Community Based Organizations
- ☐ Health Care Systems
- ☐ Research and Educational Institutions
- ☐ Business and Merchants
- ☐ Safety Organizations
- ☐ Other

[OK] [Cancel]

(**Work Plan) Program – Select Evidence Based Guidelines/CDC Goal/Places**

(Work Plan) Program – Enter Block Grant Role and Allocate Funds to Health Objective

PHHS Block Grant Work Plan

Help | Log Out

Work Plan: Arizona FY2007-2008 version 0 revision 0 - Status: In Progress

(P) Skin Cancer Protection >> (HO) 3-8 Melanoma cancer deaths

* Required field

Edit Block Grant Role/Funds

Block Grant Role

* Role   No other existing federal or state funds

Description
(optional)

Funds

Category	Budgeted	Available	Allocated to this HO
* 1. Annual basic current year	$989,359	$928,481	$ 60,878
2. Sex offense current year	$125,639	$125,639	$ 0
3. Total current year [recalculate]	$1,114,998	$1,054,120	$60,878
* 4. Current year funds allocated to disparate population			$ 0
* 5. Current year funds to local entities for this health objective			$ 0
* 6. Block $'s vs. other state health department $'s for this health objective	100% - Total source of funding		

[OK] [Cancel]

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(**Work Plan) Program – Public Health Essential Services**

(**Work Plan) Program – Select one or more Public Health Essential Services**

(Work Plan) Program – Impact Objectives (IO's) for the Public Health Essential Services

(Work Plan) Program – Enter Impact Objectives (IO's) for the Public Health Essential Services in SMART format

(**Work Plan) Program – Enter Activities for Impact Objective**

CDC Department of Health and Human Services
Centers for Disease Control and Prevention

PHHS Block Grant Work Plan
Help | Log Out

Work Plan: Arizona FY2007-2008 version 0 revision 0 - Status: In Progress

(P) Skin Cancer Protection >> (HO) 3-8 Melanoma cancer deaths >> (ES) 3. Inform and Educate >> (IO) Increase Sun Safety Awareness in >> (A) Publish Newsletters, Place Articles, Meet with Fou

* Required field

Edit Activity

Essential Service: 3. Inform and Educate

Impact Objective: Increase Sun Safety Awareness in
Between 01/2001 and 12/2007, Arizona State Department of Health will increase the number of elementary schools that receive state health department assistance to implement sun safety mandates from 30 to 45.

* Activity Title | Publish Newsletters, Place Articles, Meet with Fou

* Start date | 01 / 2007 (mm/yyyy)   * End Date 12 / 2007 (mm/yyyy)

* Description | Create and distribute 4 Skin Cancer Awareness Newsletters, publish article on program findings in 1 to 2 statwide publications, hold 2 meetings with state foundations to solicit their cooperation in funding programs for awareness of skin cancer.

Save then add another activity

[OK]   [Cancel]

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(Work Plan) CDC Completes Review of Work Plan (Grantee Views CDC Review)

2. Cover Page Click for Guidance Document (new window):

○ Approved   ○ Approved   ○ Not Approved   ⦿ Not Reviewed
                    (with Recommendations)?

                    Comments: [   ]

3. Statutory Information Click for Guidance Document (new window):

○ Approved   ⦿ Approved   ○ Not Approved   ○ Not Reviewed
                    (with Recommendations)?

                    Comments: [   ]

4. Budget Click for Guidance Document (new window):

⦿ Approved   ○ Approved   ○ Not Approved   ○ Not Reviewed
                    (with Recommendations)?

                    Comments: [   ]

5. Program/Health Objectives Click for Guidance Document (new window):

○ Approved   ○ Approved   ○ Not Approved   ⦿ Not Reviewed
                    (with Recommendations)?

                    Comments: [   ]

[SAVE]   [OK]   [CANCEL]

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Done

Review Scale -- Displayed when user clicks information icon ⓘ

Review Scale ⓘ

★	Not approved. One or more sections did not meet the criteria. Resubmit with requested changes.
★ ★ ★	Caution. Approved with recommendations. You do not need to resubmit. Incorporate recommendations into future documents.
★ ★ ★ ★ ★	Approved. No change needed.

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