Appendix C: Notification Email for the Performance Measures for Strengthening U.S. Public Health Infrastructure, Workforce, and Data Systems Grant

Greetings Recipients,

We are writing to request the bi-annual submission of performance measures for your award under CDC-RFA-OE22-2203 Strengthening U.S. Public Health Infrastructure, Workforce, and Data Systems Grant Program. Your participation in this information collection is expected as part of the conditions for funding. In this reporting period, we are requesting data on the following measures: A1.1. Hiring; A1.2. Retention; A2.1. Hiring Timeliness; A2.2. Procurement Timeliness; and A2.3. Accreditation Involvement and Readiness. In addition, starting from Reporting Period 4 (submission deadline 2/1/2025), recipients are also expected to report on a "Year 5 Target" for measures A1.2 (two targets), A2.1, A2.2, and A2.3, similar to past reporting for the A1.1 Hiring measure.

These performance measures and associated recipient targets will be used to monitor implementation and progress toward achieving intended outcomes, demonstrate accountability to interested parties (e.g., funders, the public) by showing how funds are being spent, and maximize learning opportunities associated with the implementation and impacts of this grant.

Recipients should review the Performance Measures Guidance Document before reporting and submitting these data through the Public Health Infrastructure Virtual Engagement (PHIVE) Platform.

There are resources to support you with this reporting cycle:
- For support with gathering the information requested in the performance measures or the performance measures reporting timeline, please request technical assistance (TA) via PHIVE.
- For questions and technical issues with reporting in PHIVE, submit a PHIVE request to meet one-on-one with our TA team for more hands-on support.

Please complete data entry by February 1, 2025. If you have any questions, please do not hesitate to reach out to your Project Officer.

Sincerely,
[name]