June 19, 2020

Dear [Name]:

I want to again extend my gratitude to you for all that you and your staff are doing during this difficult time.

I am also pleased to inform you that the Assistant Secretary of Preparedness and Response (“ASPR”) of the U.S. Department of Health and Human Services (“HHS”) has allocated additional funds to GHA as a part of ASPR’s hospital association grant, which began in April. Pursuant to this grant, hospital associations are authorized to distribute these grant funds to hospitals and health systems in their respective states that are engaged in COVID-19 preparedness and response activities.

As the recipient of an additional $3.5 million, GHA will distribute funding to GHA Member hospitals and health systems in Georgia that are engaged in COVID-19 preparedness and response activities based on a similar funding formula that GHA used for the initial distribution of these grant funds. Please note that this funding formula is very similar to the formula that ASPR used, which considers COVID-19 cases, geographic demographics, and other population risk factors specific to your organization’s location. Your preliminary amount is $22,500.00. This amount may increase depending on the number of hospitals and health systems that agree to participate in this round of funding.

Please note that because these funds are from the federal government, they are governed by federal statutes and regulations. We therefore ask that you please re-review the Governing Documents that are on GHA’s “ASPR COVID-19 Preparedness and Response” webpage, including the Memorandum of Understanding (“MOU”) between your organization and GHA, which your organization signed to receive the initial distribution of these grant funds.

We specifically want to highlight the following requirements:

- **SAM Registration:** ASPR requires organizations that receive grant funds to maintain an active registration in the System for Award Management (“SAM”) for the term of the MOU. SAM is a website maintained by the federal government where entities that receive certain federal funds are required to register. It is completely free to register in SAM and your organization may already have an active SAM registration. You can determine whether your organization has an active SAM registration by visiting [https://sam.gov/SAM/pages/public/searchRecords/search.jsf](https://sam.gov/SAM/pages/public/searchRecords/search.jsf).

- **Audits:** If during your organization’s fiscal year, your organization spends $750,000.00 or more in federal awards, which includes the APR grant funds, your organization will need to conduct an audit that complies with the requirements of HHS’s funding regulations at 45 C.F.R. §§ 75.500 – 520. If your organization spends less than $750,000.00 in federal awards in your organization’s fiscal year, your organization must still make records available for review or audit by ASPR, GHA, and the Government Accountability Office (“GAO”).
To determine whether funds that your organization receives qualify as federal awards, please review the definitions section in HHS’s funding regulations at 45 C.F.R. § 75.2.

We understand that these requirements may seem a bit burdensome and the available funds are nominal in comparison to the costs that your organization is incurring; however, we believe that every little bit can help and wanted to be sure to make this opportunity available to you.

Please do not hesitate to reach out to Rhett Partin at rpartin@gha.org if you have any questions or concerns about these requirements.

Additionally, if you would like to use any of the grant funds to reimburse your organization for qualifying purchases that your organization made between January 20, 2020 and April 9, 2020, you now have until July 10, 2020 to submit the documentation required by the MOU. Originally, we asked that you submit this documentation for prior purchases by May 31, 2020; however, ASPR has granted an extension to this deadline.

If you would like to accept these funds, no action is needed on your part. We will simply distribute the funds to your organization the same way that we distributed the initial round of funds to your organization. These funds will be distributed to your organization no later than July 15, 2020.

If, however, you do not want to accept these additional funds or do not think that you will be able to immediately use these additional funds, please e-mail Rhett Partin at rpartin@gha.org as soon as possible, but no later than June 26, 2020 at 5:00 p.m.

Please also know that we will continue to look for additional opportunities to serve you and your organization.

Thank you again for everything that you do.

Most sincerely,

Earl V. Rogers
President and Chief Executive Officer