



MIAMI-DADE
HIV/AIDS PARTNERSHIP

Get on Board!

Station 3: Understanding Ryan White Program
Part A/MAI Expenditure Reports

April 29, 2021





Get on Board!

- **Get on Board!** is a new monthly training series for Miami-Dade HIV/AIDS Partnership members, Ryan White Program clients, and the HIV/AIDS community.
- Trainings are held monthly and include a variety of topics. This is the third in the Get on Board! series.
- Today's training is led by Partnership Staff, Marlen Meizoso and Christina Bontempo, who have more than 20 years combined experience with the Partnership and the Ryan White Program.
- Participants are welcome to chat questions or comments to staff throughout the presentation.
- This presentation will be posted online at aidsnet.org/orientation/.



Today's Topics: Ryan White Program

- Where you can find the Expenditure Report.
- Breaking down how to read and understand the Expenditure Reports.
- Understanding Part A and Minority AIDS Initiative funded services.
- Why understanding Expenditure Reports is important.
- What it all means.
- Why it is important.
- Q&A



Meeting documents and reports

Meeting documents and reports are online at aidsnet.org/meeting-documents/.





Where you can find Expenditure Reports

Go to the Partnership tab, click meeting documents, then under Grantee/Recipient reports are the Expenditure Reports.

Partnership Meeting Reference Documents

This page includes reference documents for meetings of the Miami-Dade HIV/AIDS Partnership and its committees. Many documents are marked **DRAFT** until approved by the committee and/or Partnership, and should not be distributed as final versions. *Where a listing is not "clickable", the document is under development and will be posted prior to the meeting.* Please contact designated Staff Support for additional information.

Monthly Reports

In order to streamline meetings, oral reports will not be given. Please submit questions or requests for earlier reports to hiv-aidsinfo@behavioralscience.com.

- [Partnership and Executive Committee Report to Committees](#)
- [Vacancy Report](#) (updated 01/27/21) Please promote [Membership Opportunities](#)
- Grantee/Recipient Reports
 - [Ryan White Program Part A / Minority AIDS Initiative \(MAI\) - January 19, 2021](#)
 - [Ryan White Program Part A / MAI - January 4, 2021](#)
 - [Ryan White Program Part A / MAI Program Notes - January 19, 2021](#)
 - [AIDS Drug Assistance Program \(ADAP\) - December 2020](#)
 - [Ryan White Program Part B - November 2020](#)
 - [General Revenue - December 2020](#)





Part A funded services

Part A

RYAN WHITE PART A GRANT AWARD (BU0330)
EARMARK ALLOCATION AND EXPENDITURE RECONCILIATION SCHEDULE YR30
FORMULA AND SUPPLEMENTAL FUNDING
Per Resolution #: R-1125-19, R-246-20, R-247-20, AND R-817-19

This report includes YTD paid reimbursements for FY 2020 Part A service months up to January 2021, as of 3/4/2021. This report reflects reimbursement requests that were due by 2/20/2021 and have been paid thus far. Pending Part A reimbursement requests that have been received and are in process total \$1,981,950.69.

GRANT #:	AWARD AMOUNTS	GRANT DETAILS
Grant Award Amount Formula	15,610,424.00	01FORM
Grant Award Amount FY'18 Formula	1,632.00	01FOR2
Grant Award Amount Supplemental	7,612,515.00	01SUPP
Grant Award Amount FY'18 Supplemental	697,021.00	01SUP2
Carryover Award FY'19 Formula	707,084.00	01CYOV
		W/out CO
Total Award	\$ 24,628,676.00	

CONTRACT ALLOCATIONS/ FORMULA & SUPPLEMENTAL AWARDS

DIRECT SERVICES:

Core Medical Services	Allocations	
Outpatient/Ambulatory Health Svcs	8,661,870.00	
AIDS Pharmaceutical Assistance	66,007.00	
Oral Health Care	2,888,975.00	
Health Insurance Services	459,450.00	
Mental Health Therapy/Counseling	123,257.00	
Medical Case Management	5,745,493.00	
Substance Abuse - Outpatient	44,128.00	17,989,180.00
Support Services	Allocations	
Emergency Financial Assistance	0.00	
Food Bank	1,303,799.00	
Other Professional Services	154,449.00	
Medical Transportation	150,649.00	
Outreach Services	264,696.00	
Substance Abuse - Residential	1,773,744.00	3,647,337.00
DIRECT SERVICES TOTAL:	\$ 21,636,517.00	

Total Core Allocation	17,989,180.00	
Target at least 80% core service allocation	17,309,213.60	
Current Difference (Short) / Over	\$ 679,966.40	
Grantee Admin. (GC, ACMS, BSR Staff)	\$ 2,392,159.00	
Quality Management	\$ 600,000.00	
(+) Unobligated Funds / (-) Over Obligated:		2,992,159.00
Unobligated Funds (Formula & Supp)	\$ -	24,628,676.00
Unobligated Funds (Carry Over)	\$ -	Check: \$0.00

Core medical % against Total Direct Service Allocation (Not including CIO):	83.14%	Within Limit
Cannot be under 75%		
Quality Management % of Total Award (Not including CIO):	2.51%	Within Limit
Cannot be over 5%		
OMB-GC Administrative % of Total Award (Cannot include CIO):	10.00%	Within Limit
Cannot be over 10%		

CURRENT CONTRACT EXPENDITURES

DIRECT SERVICES:

S/O	Core Medical Services	Expenditures	Carryover Expenditures
60661	Outpatient/Ambulatory Health Svcs	4,709,759.13	
49212	AIDS Pharmaceutical Assistance	3,725.50	
21610	Oral Health Care	1,258,057.57	
22353	Health Insurance Services	223,525.02	
11404	Mental Health Therapy/Counseling	54,417.81	
21110	Medical Case Management	4,014,995.30	
21612	Substance Abuse - Outpatient	4,593.50	
			10,269,073.83
S/O	Support Services	Expenditures	Carryover Expenditures
22430	Emergency Financial Assistance	0.00	
49225	Food Bank	529,484.80	606,925.80
21210	Other Professional Services	124,510.50	1,136,410.60
60240	Medical Transportation	5,529.40	
22470	Outreach Services	49,629.82	
22413	Substance Abuse - Residential	1,198,110.00	
			2,514,190.32

TOTAL EXPENDITURES DIRECT SVCS & %: \$ 12,783,264.15 89.08%

Formula Expenditure %	93.99%	
Grantee Administration	1,946,044.86	
Quality Management	550,000.00	2,496,044.86
Grant Unexpended Balance	9,349,366.99	
Total Grant Expenditures & %	\$ 15,279,309.01	62.04%

Core medical % against Total Direct Service Expenditures (Not including CIO):	84.34%	Within Limit
Cannot be under 75%		
Quality Management % of Total Award (Not including CIO):	2.30%	Within Limit
Cannot be over 5%		
OMB-GC Administrative % of Total Award (Cannot include CIO):	8.14%	Within Limit
Cannot be over 10%		

Printed on: 3/10/2021



MAI funded services

MAI

RYAN WHITE PART A GRANT AWARD (BU0330)
EARMARK ALLOCATION AND EXPENDITURE RECONCILIATION SCHEDULE YR30
MINORITY AIDS INITIATIVE (MAI) FUNDING
 Per Resolution #s: R-1125-19, R-246-20, R-247-20, AND R-817-19

This report includes YTD paid reimbursements for FY 2020 MAI service months up to January 2021, as of 3/4/2021. This report reflects reimbursement requests that were due by 2/20/2021 and have been paid thus far. Pending MAI reimbursement requests that have been received and are in process total \$342,832.07.

GRANT # BU0330	AWARD AMOUNTS	GRANT DETAILS
Grant Award Amount MAI	2,688,357.00	02MAIA 2,711,490.00
Grant Award Amount FY'18 MAI	23,133.00	02MAI2
Carryover Award FY'19 MAI	382,451.00	02MAIC W/Out C/O
Total Award	\$ 3,093,941.00	

CONTRACT ALLOCATIONS

DIRECT SERVICES:

Core Medical Services	Allocations	
Outpatient/Ambulatory Health Svcs	1,491,992.00	
AIDS Pharmaceutical Assistance		
Oral Health Care		
Health Insurance Services	18,960.00	
Mental Health Therapy/Counseling	1,156,338.00	
Medical Case Management		
Substance Abuse - Outpatient	8,058.00	2,675,348.00
Support Services	Allocations	
Emergency Financial Assistance	0.00	
Food Bank		
Other Professional Services		
Medical Transportation	7,628.00	
Outreach Services	39,816.00	
Substance Abuse - Residential		47,444.00
DIRECT SERVICES TOTAL:		\$ 2,722,792.00

Total Core Allocation	2,675,348.00	
Target at least 80% core service allocation	2,178,233.60	
Current Difference (Short) / Over	\$ 497,114.40	
Grantee Admin. (OGC)	\$ 271,149.00	
Quality Management	\$ 100,000.00	
(+) Unobligated Funds / (-) Over Obligated:		371,149.00 3,093,941.00
Unobligated Funds (MAI)	\$ -	
Unobligated Funds (Carry Over)	\$ -	Check: 0.00

Core medical % against Total Direct Service Allocation (Not including C/O): **98.26%** Within Limit
 Cannot be under 75%

Quality Management % of Total Award (Not including C/O): **3.69%** Within Limit
 Cannot be over 5%

OMB-GC Administrative % of Total Award (Cannot include C/O): **10.00%** Within Limit
 Cannot be over 10%

CURRENT CONTRACT EXPENDITURES

DIRECT SERVICES:

S/O	Core Medical Services	Expenditures	Carryover Expenditures
60661	Outpatient/Ambulatory Health Svcs	178,839.81	0.00
49212	AIDS Pharmaceutical Assistance		
21610	Oral Health Care		
22365	Health Insurance Services		
11404	Mental Health Therapy/Counseling	7,584.00	
21110	Medical Case Management	212,468.04	7,352.75
21612	Substance Abuse - Outpatient	0.00	
			406,244.60
Support Services	Expenditures	Carryover Expenditures	
22430	Emergency Financial Assistance	0.00	
49225	Food Bank		
21210	Other Professional Services		
60240	Medical Transportation	0.00	
22470	Outreach Services	0.00	
22413	Substance Abuse - Residential		0.00
TOTAL EXPENDITURES DIRECT SVCS & %:		\$ 406,244.60	14.92%

Grantee Administration	139,567.75	
Quality Management	91,666.63	231,234.38
Grant Unexpended Balance	2,456,462.02	
Total Grant Expenditures & % (Including C/O):	\$ 637,478.98	20.60%

Core medical % against Total Direct Service Expenditures (Not including C/O): **100.00%** Within Limit
 Cannot be under 75%

Quality Management % of Total Award (Not including C/O): **3.38%** Within Limit
 Cannot be over 5%

OMB-GC Administrative % of Total Award (Cannot include C/O): **5.15%** Within Limit
 Cannot be over 10%

Printed on: 3/10/2021



Part A funded services

- Under the Part A program, 13 services are funded.
- **Seven** are core services:
 - Outpatient/Ambulatory Health Services (doctors)
 - AIDS Pharmaceutical Assistance (prescription drugs)
 - Oral Health Care (dental)
 - Health Insurance Services (health insurance wrap around services)
 - Mental Health Therapy/Counseling (mental health visits with therapist (PhD, MA, LCM, etc.))
 - Medical Case Management (assistance with navigating health care)
 - Substance Abuse-Outpatient (overcoming substance use in an outpatient setting)



Part A funded services continued

- Under the Part A program, 13 services are funded.
- **Six** are support services:
 - Food Bank (bag of food)
 - Other Professional Services-Legal and Permanency planning (legal assistance for HIV related issues)
 - Medical Transportation (bus/Metrorail services to get to health related appointments)
 - Outreach services (assist in returning clients to care)
 - Substance Abuse-Residential (overcoming substance use in a residential facility)
 - Emergency Financial Assistance (restricted to assisting with prescriptions provided for TTRA [Test and Treat Rapid Access])



Minority AIDS Initiative (MAI) funded services

- Under the MAI program there are **seven** services funded.
- **Four** core services:
 - Outpatient/Ambulatory Health Services
 - Mental Health Counseling/Therapy
 - Medical Case Management
 - Substance Abuse-Outpatient
- **Three** support services:
 - Medical Transportation
 - Outreach services
 - Emergency Financial Assistance,
- Services are restricted to being provided to minority populations.



How to read the report

- The Expenditure Reports contain a lot of data.
- The reports indicate when the report was generated and for what month the data reflects.
- Aside from expenditure data, the report also provides program updates.
- We will be dividing the reports into six quadrants starting from top left and working our way right then down.



What did you
say?

These are some of the terms we use when talking about expenditures:

- HRSA: The Health Resources and Services Administration – This is where the grant money comes from to fund the Ryan White Program.
- Formula Funds: The amount of money HRSA allows based on the number of people with HIV in our area.
- Supplemental Funds: The additional money we ask for in our annual grant.
- Carryover Funds: Any monies not spent in the past year which HRSA agrees to let us spend this year.



What did you
say?

These are some of the terms we use when talking about expenditures:

- Fiscal Year: March 1 of a year through the end of February of the following year
- Allocation: The amount of money the Partnership agrees should be spent in each *service category* during the Fiscal Year.
- Grantee or Recipient: Miami-Dade County Office of Management and Budget - aka “The County”
- Subrecipient: Service Providers contracted by The County



What are unobligated funds?

- Unobligated funds information is included on each Expenditure Report.
- Unobligated funds are monies which have not been assigned to a contracted subrecipient.

Remember!

- The Partnership allocates money to service categories.
- The Recipient distributes that money to subrecipients based on their contract.



How to read the report? 1-Top Left Corner

- This section of the Expenditure Report includes the title of the report, the grant number and resolution numbers related to the grant as well as the grant amounts.
- Important information to focus on is highlighted in yellow and circled in red.

**RYAN WHITE PART A GRANT AWARD (BU0330)
EARMARK ALLOCATION AND EXPENDITURE RECONCILIATION SCHEDULE YR30
FORMULA AND SUPPLEMENTAL FUNDING
Per Resolution #s: R-1125-19, R-246-20, R-247-20, AND R-817-19**

GRANT #: BU0330	AWARD AMOUNTS	GRANT DETAILS	
Grant Award Amount Formula	15,810,424.00	01FORM	
Grant Award Amount FY'18 Formula	1,832.00	01FOR2	
Grant Award Amount Supplemental	7,612,515.00	01SUPP	
Grant Award Amount FY'18 Supplemental	697,021.00	01SUP2	23,921,592.00
Carryover Award FY'19 Formula	707,084.00	01CYOV	W/out CO
Total Award	\$ 24,628,676.00		



How to read the report? 2-Top Right Corner

- This section of the Expenditure Report includes program updates such as pending amounts, contract issues and other updates.
- This information is in red.

Part A

This report includes YTD paid reimbursements for FY 2020 Part A service months up to November 2020, as of 1/4/2021. This report reflects reimbursement requests that were due by 12/20/2020 and have been paid thus far. Pending Part A reimbursement requests that have been received and are in process total \$4,686,987.32.

+

NOTE: 18 of 19 contracts (direct services, CQM, Staff Support and data system) are executed; the final one has been with the agency for signatures since end of October 2020.



How to read the
report?
3-Middle Left

- This section of the Expenditure Report details the **allocations** for **all** services, Grantee, and Quality Management.
- Unobligated funds information is also included.

CONTRACT ALLOCATIONS/ FORMULA & SUPPLEMENTAL AWARDS			
DIRECT SERVICES:			
Core Medical Services		Allocations	
Outpatient/Ambulatory Health Svcs	8,656,207.00		
AIDS Pharmaceutical Assistance	66,007.00		
Oral Health Care	3,088,975.00		
Health Insurance Services	459,450.00		
Mental Health Therapy/Counseling	108,811.00		
Medical Case Management	5,428,778.00		
Substance Abuse - Outpatient	44,128.00	17,852,356.00	
Support Services		Allocations	
Emergency Financial Assistance	0.00		
Food Bank	1,236,823.00		
Other Professional Services	154,449.00		
Medical Transportation	150,649.00		
Outreach Services	284,698.00		
Substance Abuse - Residential	1,977,744.00	3,784,161.00	
DIRECT SERVICES TOTAL:		\$	21,636,517.00
Total Core Allocation	17,852,356.00		
Target at least 80% core service allocation	17,309,213.60		
Current Difference (Short) / Over	\$	543,142.40	
Grantee Admin. (GC, ACMS, BSR Staff)	\$	2,392,159.00	
Quality Management	\$	600,000.00	
(+) Unobligated Funds / (-) Over Obligated:		2,992,159.00	24,628,676.00
Unobligated Funds (Formula & Supp)	\$	-	
Unobligated Funds (Carry Over)	\$	-	Check: \$0.00



How to read the report? 4-Middle Right

- This section of the Expenditure Report details the **expenditures** for **all** services, Grantee administration and Quality Management.
- Important items are circled in red.
- Information includes expenditures in dollars \$ and in percents %.

CURRENT CONTRACT EXPENDITURES				
DIRECT SERVICES:				
S/O	Core Medical Services	Expenditures	Carryover Expenditures	
60661	Outpatient/Ambulatory Health Svcs	2,339,838.73		
49212	AIDS Pharmaceutical Assistance	3,138.70		
21610	Oral Health Care	506,053.00		
22353	Health Insurance Services	157,075.68		
11404	Mental Health Therapy/Counseling	27,787.50		
21110	Medical Case Management	1,854,100.55		
21612	Substance Abuse - Outpatient	0.00		4,887,994.16
S/O	Support Services	Expenditures	Carryover Expenditures	
22430	Emergency Financial Assistance	0.00		
49225	Food Bank	529,484.80	0.00	529,484.80
21210	Other Professional Services	124,510.50		
60240	Medical Transportation	4,741.90		
22470	Outreach Services	15,359.51		
22413	Substance Abuse - Residential	537,390.00		1,211,488.71
TOTAL EXPENDITURES DIRECT SVCS & %:			\$ 6,099,480.87	28.19%
	Formula Expenditure %	52.44%		
	Grantee Administration	1,636,789.19		
	Quality Management	450,000.00	2,086,789.19	
	Grant Unexpended Balance	16,442,405.94		
Total Grant Expenditures & %			\$ 8,186,270.06	33.24%



How to read the
report?
5-Bottom Left

This section of the Expenditure Report lets us know if **allocations** are within allowable thresholds:

- Core medical expenditures have to be 75% or more of the total allocated funds.
- Quality Management maximum is 5%.
- Grantee administration maximum is 10%.

Core medical % against Total Direct Service Allocation (Not including C/O):

Cannot be under 75%

82.51%

Within Limit

Quality Management % of Total Award (Not including C/O):

Cannot be over 5%

2.51%

Within Limit

OMB-GC Administrative % of Total Award (Cannot include C/O):

Cannot be over 10%

10.00%

Within Limit



How to read the report? 6-Bottom Right

This section of the Expenditure Report lets us know if **expenditures** are within allowable thresholds:

- Core medical: 75% or more.
- Quality Management: 5% maximum.
- Grantee administration: 10% maximum.
- These boxes also include comments such as “Within limit”.
- The date of printing is at the bottom of the report – a new report is available each month.

Core medical % against Total Direct Service Expenditures (Not including C/O):		
Cannot be under 75%	80.14%	Within Limit

Quality Management % of Total Award (Not including C/O):		
Cannot be over 5%	1.88%	Within Limit

OMB-GC Administrative % of Total Award (Cannot include C/O):		
Cannot be over 10%	6.84%	Within Limit

Printed on: 1/4/2021

↑
Page 1

Ryan White Program: Part A
January 19, 2021 Report



What does it all
mean?
Part A

	A	B	C	D	E	F
	Allocations	Expenditures	Expenditures as percent of Allocation%	Allocations by month (A divided by 12)	Monthly Average for November (9th month of contract) (D x 9)	Average as %
Outpatient/Ambulatory Health Services	\$8,656,207	\$2,339,839	27%	\$721,350.58	\$6,492,155.25	75%
AIDS Pharmaceutical Assistance	\$66,007	\$3,139	5%	\$5,500.58	\$49,505.25	75%
Oral Health Care	\$3,088,975	\$506,053	16%	\$257,414.58	\$2,316,731.25	75%
Health Insurance Services	\$459,450	\$157,076	34%	\$38,287.50	\$344,587.50	75%
Mental Health Therapy/Counseling	\$108,811	\$27,788	26%	\$9,067.58	\$81,608.25	75%
Medical Case Management	\$5,428,778	\$1,854,101	34%	\$452,398.17	\$4,071,583.50	75%
Substance Abuse-Outpatient	\$44,128	\$0	0%	\$3,677.33	\$33,096.00	75%

Emergency Financial Assistance	\$0	\$0	0%	\$0	\$0	0%
Food Bank	\$1,236,623	\$529,485	43%	\$103,051.92	\$927,467.25	75%
Other Professional Services	\$154,449	\$124,511	81%	\$12,870.75	\$115,836.75	75%
Medical Transportation	\$150,649	\$4,742	3%	\$12,554.08	\$112,986.75	75%
Outreach	\$264,696	\$15,360	6%	\$22,058.00	\$198,522.00	75%
Substance Abuse-Residential	\$1,977,744	\$537,390	27%	\$164,812.00	\$1,483,308.00	75%
Subtotal	\$21,636,517	\$6,099,481	28%	\$1,803,043.08	\$16,227,387.75	75%
Grantee Administration	\$2,392,159	\$1,636,789	68%	\$199,346.58	\$1,794,119.25	75%
Quality Management	\$600,000	\$450,000	75%	\$50,000.00	\$450,000.00	75%
Total	\$24,628,676	\$8,186,270	33%	\$2,052,389.67	\$18,471,507.00	75%

within limits

over limits

Ryan White Program: MAI

January 19, 2021 Report



What does it all
mean?
MAI

	A	B	C	D	E	F
	Allocations	Expenditures	Expenditures as percent of Allocation%	Allocations by month (A divided by 12)	Monthly Average for November (9th month of contract) (D x 9)	Average as %
Outpatient/Ambulatory Health Services	\$1,491,992	\$20,449	1%	\$124,332.67	\$1,118,994.00	75%
Mental Health Therapy/Counseling	\$18,960	\$0	0%	\$1,580.00	\$14,220.00	75%
Medical Case Management	\$1,156,338	\$35,463	3%	\$96,361.50	\$867,253.50	75%
Substance Abuse-Outpatient	\$8,058	\$0	0%	\$671.50	\$6,043.50	75%

Emergency Financial Assistance	\$0	\$0	0%	\$0.00	\$0	0%
Medical Transportation	\$7,628	\$0	0%	\$635.67	\$5,721.00	75%
Outreach	\$39,816	\$0	0%	\$3,318.00	\$29,862.00	75%
Subtotal	\$2,722,792	\$55,912	2%	\$226,899.33	\$2,042,094.00	75%
Grantee Administration	\$271,149	\$96,077	35%	\$22,595.75	\$203,361.75	75%
Quality Management	\$100,000	\$75,000	75%	\$8,333.33	\$75,000.00	75%
Total	\$3,093,941	\$226,989	7%	\$257,828.42	\$2,320,455.75	75%

within limits

over limits



Why is it important?

- The Partnership decides how funds are allocated to service categories.
- The Expenditure Report lets members see that funds are being spent in line with their decisions.
- When funds are being underspent, the Expenditure Report gives the Partnership the information it needs to reallocate funds (move funds from one service category to another).
- Data, such as this report, is used to make informed decisions.



Q&A

- Thank you for joining our **Get on Board** presentation!
- Please raise your hand or chat your questions.
- Answers to questions we do not get to today will be posted with this presentation at aidsnet.org/orientation/.
- Contact us for more information or to learn how you can join the Partnership!
 - Marlen Meizoso, M.A., Project Manager/Research Associate, Marlen@behavioralscience.com
 - Christina Bontempo, Project Manager/Community Liaison, Cbontempo@behavioralscience.com