Tony Evers
Governor

Karen E. Timberlake
Secretary

State of Wisconsin

Department of Health Services

DIVISION OF PUBLIC HEALTH

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October 24, 2022

Madison (City of) Fire Department
314 W. Dayton Street
Madison, WI 53703

RE: Emergency Medical Services (EMS) Revised Flex Grant Award

Dear Service Director:

The Wisconsin Department of Health Services, Division of Public Health, Office of Preparedness and Emergency Healthcare's EMS Section is pleased to notify you of your EMS Flex Grant award in the amount of **$145,760.**

Please retain this letter for your records and complete the following steps to begin expending your funds.

1. Accept funds through E-Licensing including certifying the conditions of award.
2. Submit a revised budget in E-Licensing by November 7, 2022.
3. Receive written confirmation from the EMS section accepting revised budget.
4. Begin making grant expenditures.

Additional information regarding the EMS Flex Grant:

- Grant payments will be made in two parts.
  - Initial payment of half the award amount will be distributed beginning October 31, 2022.
  - The remaining award balance will be distributed after successful submission of budget and progress reports.
  - All funding will be distributed via automated clearing house (ACH) deposit. Bank account set-ups or updates can be completed by submitting a DOA 6456 Form in E-Licensing.
- All awarded funds must be spent by October 24, 2023.
- Budget and progress reports are due on April 25, 2023, with a close-out report due on October 31, 2023.
  - Reports will be completed electronically in E-Licensing.
  - Webinar on the reporting process will be held on October 26, 2022.
- Awardees shall utilize funding as detailed in their approved grant budget.
- Awardees shall maintain accurate records and documentation for five years.

Please direct questions regarding the EMS Flex Grant to DHSFlexGrant@dhs.wisconsin.gov.

Sincerely,

Natalie Easterday, Director
Office of Preparedness and Emergency Health Care
Wisconsin Department of Health Services