

**Interim Progress Report (IPR) – Part 2**  
**Guidance Questions and Answers - 10/9/07**  
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- 1. Is it possible the Procurement and Grants (PGO) will approve projects' requests for no cost extensions for contracts for which the contractors cannot spend all of the funds by August 9, 2008?**  
Answer: No. The fact that funds remain at the expiration date of the Cooperative Agreement is not justification for an extension and PGO policy prohibits it.
- 2. Item 7 on page 9 of the guidance regarding CRI: Are we responding only to the bulleted items under #7? Or are you expecting a response to the bulleted items AND information on each one of the funded cities in our state that addresses the items in Appendix 4 of the Budget Year 7 Guidance?**  
Answer: For your Budget Year 8 application, please respond to the statements on page 9, item 7. Appendix 4 of Budget Year 7 is referenced to provide guidance to state and CRI jurisdictions on the deliverables under the continuation guidance.
- 3. Is there a "Final" Progress Report due by November 30, 2007?**  
Answer: Yes, for activities undertaken May 31-August 30, 2007; to include a final FSR. Instructions will be distributed to you closer to the November date.
- 4. Page 5 of the guidance states that signatures of PI and Business Office Official are required. How are these signatures provided: Paper copy, a cover letter, electronic signature capability in PERFORMS?**  
Answer: The grantees have always attached a signed cover letter in PERFORMS, so you should follow the same procedure as always.
- 5. How does the requirement to involve a State Office of Aging apply to directly funded cities and counties?**  
Answer: The four directly-funded localities should address the extent to which they are engaging local agencies that serve elderly people, in and out of nursing homes and other institutions.
- 6. We understand that "ongoing" activities are not reported on unless they have been chosen as a priority project under the BASE funding. However, with regards to Panflu activities, we are confused... Section 1.1 (page 15 of the guidance dated September 20, 2007) of the pandemic influenza requirements requires us to "Describe any ongoing pandemic influenza-related priority projects..." Does this mean that we report on all "unfinished" Panflu activity that is necessary to complete the requirements of the grant as "Priority Projects"? Or can we choose one or more activities that we feel are "priorities" and only report on them?**  
Answer: In response to several grantee inquiries, CDC is permitting grantees to exercise flexibility in selecting projects from the unfinished activities under pandemic influenza planning from FY 07 or to continue particular projects (e.g plan revision). You should include any significant "unfinished business" from BP 7 related to pan flu preparedness as (a) priority project(s) in BP 8. You are *required* to present one new pan flu priority project of your choice. If you have nothing "unfinished", then you may have only one (required) pan flu priority project to present.
- 7. What is the purpose of Appendix 9 in the currently released Guidance as it relates to PHIN, to build the application for BY8, or is it strictly for reference purposes for grantees to see BY7's targeted capabilities and critical tasks?**  
Answer: While Appendix 9 of the Guidance refers to the 'old' PHIN Version 1 Requirements' (based on verbiage in the Guidance), grantees should focus their responses to be sure that they include references to what is included in Appendix 1 (referring to the currently released PHIN Version 2 Requirements). While grantee responses (proposed activities or projects) that refer to PHIN Version 1 Requirements (Appendix 9) will be accepted, lack of mentioning focus, project, or activities around PHIN Version 2 Requirements (Appendix 1) will be noted as 'weaknesses' by PHIN SMEs.