



Memorandum

TO: Federal Prevention Contractors

FROM: Felipe Rocha, MSSW, LMSW
Manager
HIV/STD Comprehensive Services Branch

DATE: June 30, 2005

SUBJECT: Renewal Application for Federal HIV Prevention Projects

The application for renewal of your agency's Federal HIV Prevention contract with the Texas Department of State Health Services has been posted to the HIV/STD program's website at www.tdh.state.tx.us/hivstd/grants. The renewal application has also been emailed to your executive director. Instructions for completing the application and the deadline for submission are in the renewal application.

Applicants must submit budgets for their level-funding amount. One-time funds added to contracts during the current budget year should not be included. Should you have questions regarding your level-funding amount, please consult your Field Operations Consultant. Questions related to the renewal application should be directed to the contact person identified in the renewal.