



<b>Central Florida HIV Planning Council</b>	
Bylaws Reference: Not Applicable	
Scope: RWHAP Part A	
Program procedure: CFHPC-POLICY-	
Title: <u><a href="#">Carry Over Funds</a></u>	Effective: 2/28/2018 Revised: 11/8/18, 1/30/19

**Purpose:**

To provide a provision for the Ryan White Orange County Recipient's Office to request carryover funding as necessary.

**Policy:**

The RWHAP Part A Recipient's Office, in collaboration with the Needs Assessment & Planning Committee, shall annually request the maximum amount of carryover funds allowable by HRSA.

**Procedure:**

1. The RWHAP Part A Recipient's Office shall work closely with the Needs Assessment & Planning Committee to provide the most up-to-date projections of the potential carryover dollars that may exist at the end of a grant year.
2. The Needs Assessment & Planning Committee shall discuss recommendations for service categories to which carryover funds shall be allocated. This may vary from year to year based on the service category (categories) that is determined by emerging needs as requiring funding. Considerations for this designation include current consumer needs, expenditure data and potential shortfalls in allocations for service categories.
3. The request for carryover funds shall be consistent with the HRSA guidelines for making such request.
4. The maximum amount of the request shall be consistent with HRSA guidelines.