

## Appendix C: Notification Email for the Performance Measures for Strengthening U.S. Public Health Infrastructure, Workforce, and Data Systems Grant

Hello,

We are writing to request the bi-annual submission of performance measures for your award under CDC-RFA-OE22-2203 Strengthening U.S. Public Health Infrastructure, Workforce, and Data Systems Grant Program. Your participation in this information collection is expected as part of the conditions for funding. In this reporting period, we are requesting data on the following measures: A1.1. Hiring; A1.2. Retention; A2.1. Hiring Timeliness; A2.2. Procurement Timeliness; and A2.3. Accreditation Involvement and Readiness.

These performance measures will be used to monitor implementation and progress toward achieving intended outcomes, demonstrate accountability to interested parties (e.g., funders, the public) by showing how funds are being spent, and maximize learning opportunities associated with the implementation and impacts of this grant.

Recipients should review the Performance Measures Guidance Document before reporting and submitting these data through the Public Health Infrastructure Virtual Engagement (PHIVE) Platform.

### **There are resources to support you with this reporting cycle:**

- For support with gathering the information requested in the performance measures or the performance measures reporting timeline, please request technical assistance (TA) via [PHIVE](#).
- For questions and technical issues with reporting in PHIVE, submit a [PHIVE request](#) to meet one-on-one with our TA team for more hands-on support. If you do not have access to PHIVE and aren't sure who your PHIVE contact is at your health department, please reach out to Sandy Stibitz on our team at [sstibitz@nnphi.org](mailto:sstibitz@nnphi.org) to find out who from your health department has PHIVE access.

**Please complete data entry by August 1, 2023.** If you have any questions, please do not hesitate to reach out to your Project Officer.

Sincerely,  
[name]