

Tony Evers
Governor



Karen E. Timberlake
Secretary

State of Wisconsin
Department of Health Services

DIVISION OF PUBLIC HEALTH

1 WEST WILSON STREET
PO BOX 2659
MADISON WI 53701-2659

Telephone: 608-266-1251
Fax: 608-267-2832
TTY: 711 or 800-947-3529

September 23, 2022

Sheboygan (City of) Fire Department (6050235)
1326 North 25th Street
Sheboygan, WI 53013

RE: Emergency Medical Services (EMS) 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 **\$120,475**

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 October 3, 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 September 30, 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 September 23, 2023.
- Budget and progress reports are due on March 21, 2023 with a close-out report due on September 30, 2023.
 - Reports will be completed electronically in E-Licensing.
 - Webinar on the reporting process will be held on October 18, 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,

A handwritten signature in blue ink that reads 'Natalie Easterday'.

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

www.dhs.wisconsin.gov