

Erica Pan, MD, MPH
Director and State Public Health Officer

Gavin Newsom
Governor

April 10, 2026

TO: LOCAL HEALTH OFFICERS
PUBLIC HEALTH and AGENCY DIRECTORS
MATERNAL, CHILD AND ADOLESCENT HEALTH DIRECTORS
PROGRAM DIRECTORS AND COORDINATORS

SUBJECT: AGREEMENT FUNDING APPLICATION (AFA) ANNOUNCEMENT

The California Department of Public Health/Maternal, Child and Adolescent Health (CDPH/MCAH) Division is providing information to local health jurisdictions (LHJs) regarding updates and funding for a new three-year agreement for the period of July 1, 2026 through June 30, 2029. The move to a three-year agreement, as well as other changes to simplify the AFA approval process, was developed in partnership with LHJs through an ongoing workgroup and feedback from the County Health Executives Association of California (CHEAC). We value our partnership with these groups and all LHJs and aim to be responsive to the needs of LHJs while ensuring that we continue to be good stewards of public funds and the public trust.

Three-Year Agreement

Beginning July 1, 2026, CDPH/MCAH will administer three-year agreements with LHJs, which is consistent with many other programs in CDPH. There are multiple benefits to having multi-year agreements. Once approval is given for the AFA, it is valid for the full length of the agreement, reducing administrative burden and invoicing delays at the beginning of years 2 and 3. LHJs may be able to fill positions more easily since they can show funding for longer than one year at a time.

To create this three-year agreement, we have adjusted the time period in the Scopes of Work to cover the length of the agreement. In addition, LHJs must submit program budgets for each of the years of the agreement. There will be opportunities during the course of the agreement for amendments as needed. More information is provided below regarding funding changes and budget changes.

Funding

The attached CDPH/MCAH LHJ Allocation Table details the funding allocations from CDPH/MCAH for all LHJs by program. Please note that CHVP funding allocations

cannot be combined but may be braided. The table includes a tab for each of the three fiscal years of the agreement period. As we begin this three-year agreement, specific dollar amounts by program and LHJ do not change from one year to the next. When we are closer to year 2 and then year 3, we will confirm the dollar amounts, notify LHJs of any changes, and provide an opportunity for budget updates.

In addition to funding from CDPH/MCAH, LHJs continue to be eligible to receive Title XIX funding from the Department of Health Care Services. There is no cap on the amount LHJs may request for Title XIX, as long as the LHJ is able to provide the non-federal share and has allowable expenditures. The LHJ's budget shall reflect the agency's ability to spend all the Title XIX amount requested.

AFA Package Components

The attached Checklist & Certification lists the specific documents needed for AFA approval and includes instructions for completing the documents. A big change from an annual single-year agreement is the need to submit program budgets for **each year of the agreement** for which there is funding. The Checklist & Certification also identifies several documents submitted in the past that are no longer required for AFA approval; those documents may be needed later or held on file in the LHJ. Budget justifications are no longer required to be submitted with the budgets to receive AFA approval as a step to shift much of the fiscal focus from budgets to invoices. We recommend that LHJs review the updated Fiscal Administration Policy and Procedure Manual, dated April 10, 2026, prior to building and submitting their AFA documents. Minor revisions have been made to the budget section to reflect the new three-year agreement period, creating multiple years of budgets, and budget/invoice process changes.

AFA Package Assistance

In addition, CDPH/MCAH will offer training and technical assistance meetings to individual LHJs as has been done in the past. Optional meetings can be scheduled for technical assistance necessary to complete AFA packages, including budgets. Please reach out as soon as possible to your Contract Liaison and Program Consultant to request a meeting in order to allow sufficient time after the meeting to complete the requirements and route through your internal review process. If a meeting is requested, **local representatives with decision making authority are required to attend**. AFA budget meetings will be offered via Teams and will be scheduled on a first-come, first-served basis.

AFA Package Submittal and Approval

AFA packages are due back to CDPH/MCAH via email to MCAHFINACT@cdph.ca.gov by **Friday, May 29, 2026**. If additional time is needed to

complete the AFA package, please contact your assigned Contract Liaison and Program Consultant to request an extension.

LHJs will be notified via email when their AFA packages are approved. Note that LHJs will receive AFA approval on a per-program basis as completed, rather than holding individual program approvals until all are approved.

If you have any questions or concerns, please contact your Contract Liaison and Program Consultant. An updated list of Contract Liaisons, Program Consultants, and new agreement numbers is attached. Thank you for your assistance and timely submission of your AFA package.

Sincerely,



Artnecia Ramirez
Assistant Division Director
Maternal Child and Adolescent Health Division
Center for Family Health
California Department of Public Health

List of Attachments

- LHJ Allocation Table
- Contract Liaison and Program Consultant list
- Fiscal Administration Policies and Procedures Manual
- Checklist & Certification
- Agency Information Form
- Budget Templates for individual programs
- Duty Statement template
- Scopes of Work for individual programs