ASPR Grant Expenditure Request

Grant Year BP4
(2015-2016)

Requesting Agency/Organization: KET Coalition Members

Item Details:

4th National Healthcare Coalition Preparedness Conference held in San Diego, CA.

- Dates: Dec 2-3, 2014 (Workshops offered on December 4th).
- Cost per person: $1,456.00 Cost per person with workshop 1,919.5
- Request for 10 attendees for total cost of $14,560 (with workshops $19,195.00)

Per person costs:

Registration	*495.00 (Must register by September 1)*
Airfare	*505.00*
Hotel (2 nights at 142.00)	*284.00* Sheraton San Diego Hotel & Marina
Per Diem	*177.50 (2 travel days at 75% 53.25, l day at 71.00)*
Shuttle service free from Airport to hotel	
Workshops (Additional	*463.00 per person*

Date Request to RHC: 06/01/15

Date Presented to HCC: 06/10/15

HCC Voting Results:

Contact Person for this purchase:

Title: Wanda Roberts
Email: etrhc.health@tn.gov
Phone: 865-202-9800

You will need to reference the KET Regional HVA and Gap Analysis to fill in this form

Item(s) to be Purchased:	Yes	No	Reference/Notes
Please check appropriate category below for this purchase:			
Surge Capacity			
Training	X		
Other			
Is this purchase supported by the Regional HVA?	X		Date of HVA: 2015
Is this purchase supported by lessons learned or best practices from events/exercises?	N/A		Explain:
Is there supporting documentation? (AAR, Improvement Plan?)	N/A		Attached

Does the purchase fall within an identified area noted on the KET Coalition Gap Analysis? Y or N

		Function(s) **TO BE FILLED OUT BY RHC**
1. Healthcare System Preparedness	X	Functions listed below.
2. Healthcare System Recovery	X	
3. Emergency Operations Coordination	X	
5. Fatality Management		
6. Information Sharing	X	
10. Medical Surge	X	
14. Responder Safety and Health		
15. Volunteer Management		