



# COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER

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DATE: 11/24/2020

SUBJECT: **APPROVAL OF RYAN WHITE HIV/AIDS PROGRAM GIFT CARD POLICY**

## **\*\*\* CONSENT AGENDA \*\*\***

### **COMMISSIONERS COURT ACTION REQUESTED:**

It is requested that the Commissioner's Court approve a Ryan White HIV/AIDS Program Gift Card Policy for the North Central Texas HIV Planning Council, effective March 01, 2020, for current and future grants that allow the purchase of gift cards for eligible persons living with HIV.

### **BACKGROUND:**

Tarrant County is the Recipient of Ryan White HIV/AIDS Program funding for Part A, Part C, Part D, and Ending the HIV Epidemic, and administers Ryan White Part B and State Services funding on behalf of the Department of State Health Services. The Ryan White HIV/AIDS Program authorizes the distribution of gift cards to eligible persons living with HIV as part of a service and for incentives. The North Central Texas HIV Planning Council is requesting approval of a Gift Card Policy which is consistent with Ryan White program guidance.

The following authority is given for the distribution of gift cards:

#### **Ryan White HIV/AIDS Program (RWHAP) Services**

Eligible Individuals and Allowable Uses of Funds Policy Clarification Notice (PCN) #16-02: Where direct provision of the service is not possible or effective, store gift cards, vouchers, coupons, or tickets that can be exchanged for a specific service or commodity (e.g., food or transportation) must be used. Store gift cards that can be redeemed at one merchant or an affiliated group of merchants for specific goods or services that further the goals and objectives of the RWHAP are also allowable as incentives for eligible program participants.

If the guidance or authority given is changed by a grant funding agency, this policy will automatically be amended in order to be compliant without Commissioners Court consideration or action.

The Criminal District Attorney's Office has reviewed these documents as to form.

### **FISCAL IMPACT:**

All associated costs will be paid by the respective grant fund allocations:

569013 Grant-2004 1131000000 E0028-2021;

569013 Grant-2004 1131000000 E0032-2021;

Future grants that permit the purchase of gift cards for eligible persons living with HIV will also be allowed.

SUBMITTED BY: Administrator's Office

PREPARED BY: Lauren E. Donnell

APPROVED BY: