

**Las Vegas TGA Part A Program
Policy Statement
Maintenance of Effort**

Policy Statement

A Condition of Award for Ryan White Part A funds is for the Chief Executive Officer (CEO) of the Las Vegas TGA ensure that all political subdivisions within the TGA maintain their Maintenance of Effort (MOE) of expenditures for HIV related services to individuals with HIV equal to its level of expenditures for the preceding fiscal year.

HRSA/HAB require that the MOE is described in narrative and financial formats in the annual competitive grant application, consistent with the MOE methodology provided in the grant application guidance.

Procedure

Based on guidance from HRSA/HAB the Ryan White program staff developed a methodology by which to measure, track and report the TGA's MOE.

The process by which the Ryan White program staff identifies and tracks the maintenance of effort from the TGA political subdivisions is as follows:

1. Each political subdivision is contacted via phone and in writing indicating the need and justification for the maintenance of effort data. The written contact includes a pre-made form detailing the applicable service categories as defined by HRSA, a column for the specific governmental budget line item expenditures and a column for each applicable fiscal year. The line item back up is also required. This method ensures a consistency from year to year as to the funding stream and its place in the political subdivision's overall budget.
2. The maintenance of effort, including the completed form and back up is required on a quarterly basis. This allows the grantee to track and project maintenance of effort data over the course of the grant year.
3. The maintenance of effort information is compiled and reported in the annual competitive grant application.