

APPENDIX C CLASSIFICATION OF EXPENSES

All costs included in the reimbursement rate that you are requesting must be directly related to the program and allowable.

Allowable Costs

Personnel

Compensation for personal services (Including portion of executive director, accounting, and administrative staff allocated to the program based on timesheets)

Fringe Benefits

Payroll taxes

FICA (Employer's share)

Unemployment insurance

Employee fringe benefits

Health and life insurance

Retirement plans

Worker's compensation insurance

Travel (in-state only)

Transportation

Lodging

Subsistence (meals on a per diem basis excluding alcohol and tip)

Related items (i.e. long distance telephone calls to the office)

(Out of state travel is not allowed.)

Equipment

Acquisition cost of equipment (as defined in Contractor's Financial Procedures Manual) that has been specifically pre-approved for purchase.

Supplies

Office supplies

Medical supplies

Drugs

Software

Patient educational supplies

Tangible personal property other than that defined as equipment and/or controlled assets (see Equipment above)

Contractual

Cost of activities directly associated with the Statement of Work that are delegated to a third party. General and administrative services (accounting, payroll, etc.) are classified as "Other".

Other

Accounting

Advertising

Audit

Bonding

Data processing

Exterminating services

Insurance which the organization is required to carry which is maintained in connection with the general conduct of operations (fidelity bond, property, liability)

Janitorial services
Maintenance and repair of equipment used for the grant
Meetings and conferences with prior approval
Patient transportation
Payroll preparation
Postage
Printing and reproduction
Professional services
Recruiting costs
Registration fees
Rental costs
Security services
Taxes which the grantee is legally required to pay (hotel, licenses, permits)
Telephone/Internet/Fax
Training and education
Utilities
Vehicle gas/maintenance

Unallowable Costs

Alcoholic beverages
Acquisition of real property, building construction, alterations, renovations, or capital improvements
Bad debts
Cash payments to intended recipients of services
Charges billable to third party payers
Contingencies (reserves made for events the occurrence of which cannot be foretold with certainty as to time, intensity, or with an assurance of their happening)
Contributions and donations
Deposits or prepaid expenses
Duplication of services already available to the target group
Entertainment
Fines and penalties
Fund-raising
Idle facilities and idle capacity (unused facilities that are excess to the organization's needs)
Interest and other financial costs
Investment management costs
HIV counseling and testing (confirmatory HIV testing is allowable)
Lobbying
Losses on other awards
Mortgage payments
Overtime, extra-pay shift, and multi-shift premiums
Supplanting of other funding for services already in place
Taxes from which the organization is exempt
Tips and gratuities
Tobacco products
Under-recovery of costs under grant agreements (Any excess of cost over the Federal contribution under one grant agreement is unallowable under the other grant agreements.)

For definitions of above costs or more information see OMB Circular A-122, the Contractor's Financial Procedures Manual, or contact Damien Shrock, Senior Accountant, at 713- 526-1016 x110.

APPENDIX D
CORE MEDICAL SERVICES

- AIDS Drug Assistance Program Treatments
- AIDS Pharmaceutical Assistance
- Early Intervention Services (EIS)
- Health Insurance Premium and Cost Sharing Assistance for Low-Income Individuals
- Home and Community-Based Health Services
- Home Health Care
- Hospice
- Medical Case Management, including Treatment Adherence Services
- Medical Nutrition Therapy
- Mental Health Services
- Oral Health Care
- Outpatient/Ambulatory Health Services
- Substance Abuse Outpatient Care

APPENDIX E
2020 BRIEF EPIDEMIOLOGICAL PROFILES BY HSDA

PARIS/TEXARKANA HSDA (4805)

	Diagnosed PLWH
Sex at birth	
Male	352
Female	126
Gender identity	
Transgender Women	1
Transgender Men	
Cisgender Women	126
Cisgender Men	351
Race/Ethnicity	
Asian	1
Black	192
Latinx	49
White	188
Multiple races	48
Mode of transmission group	
Gay and bisexual and other men who have sex with men (MSM)	247
People who inject drugs (PWID)	55
Male PWID	24
Female PWID	31
MSM/PWID	33
Men who have sex with women (MSW) and women who have sex with men (WSM)	138
MSW	46
WSM	92
Statewide priority and special populations	
Latinx MSM	25
Black MSM	93
White MSM	109
Black WSM	43
Transgender people	1

Source: Texas Department of State Health Services

LONGVIEW/TYLER HSDA (4806)

	Diagnosed PLWH
Total	1,820
Sex at birth	
Male	1,269
Female	551
Gender identity	
Transgender Women	17
Transgender Men	1
Cisgender Women	550
Cisgender Men	1,252
Race/Ethnicity	
American Indian/Native American	2
Asian	4
Black	761
Latinx	239
White	713
Multiple races	101
Mode of transmission group	
Gay and bisexual and other men who have sex with men (MSM)	885
People who inject drugs (PWID)	235
Male PWID	115
Female PWID	120
MSM/PWID	130
Men who have sex with women (MSW) and women who have sex with men (WSM)	553
MSW	128
WSM	425
Statewide priority and special populations	
Latinx MSM	126
Black MSM	292
White MSM	405
Black WSM	253
Transgender people	18

Source: Texas Department of State Health Services

LUFKIN/NACOGDOCHES HSDA (4814)

	Diagnosed PLWH
Total	751
Sex at birth	
Male	488
Female	263
Gender identity	
Transgender Women	5
Transgender Men	1
Cisgender Women	262
Cisgender Men	483
Race/Ethnicity	
American Indian/Native American	1
Asian	3
Black	326
Latinx	98
White	263
Multiple races	60
Mode of transmission group	
Gay and bisexual and other men who have sex with men (MSM)	318
People who inject drugs (PWID)	95
Male PWID	45
Female PWID	50
MSM/PWID	48
Men who have sex with women (MSW) and women who have sex with men (WSM)	282
MSW	74
WSM	208
Statewide priority and special populations	
Latinx MSM	54
Black MSM	97
White MSM	140
Black WSM	118
Transgender people	6

Source: Texas Department of State Health Services

BEAUMONT/PORT ARTHUR HSDA (4815)

	Diagnosed PLWH
Total	1,199
Sex at birth	
Male	804
Female	395
Gender identity	
Transgender Women	12
Transgender Men	1
Cisgender Women	394
Cisgender Men	792
Race/Ethnicity	
Asian	5
Black	562
Latinx	156
White	313
Multiple races	163
Mode of transmission group	
Gay and bisexual and other men who have sex with men (MSM)	576
People who inject drugs (PWID)	145
Male PWID	64
Female PWID	81
MSM/PWID	64
Men who have sex with women (MSW) and women who have sex with men (WSM)	395
MSW	93
WSM	302
Statewide priority and special populations	
Latinx MSM	84
Black MSM	243
White MSM	178
Black WSM	180
Transgender people	13

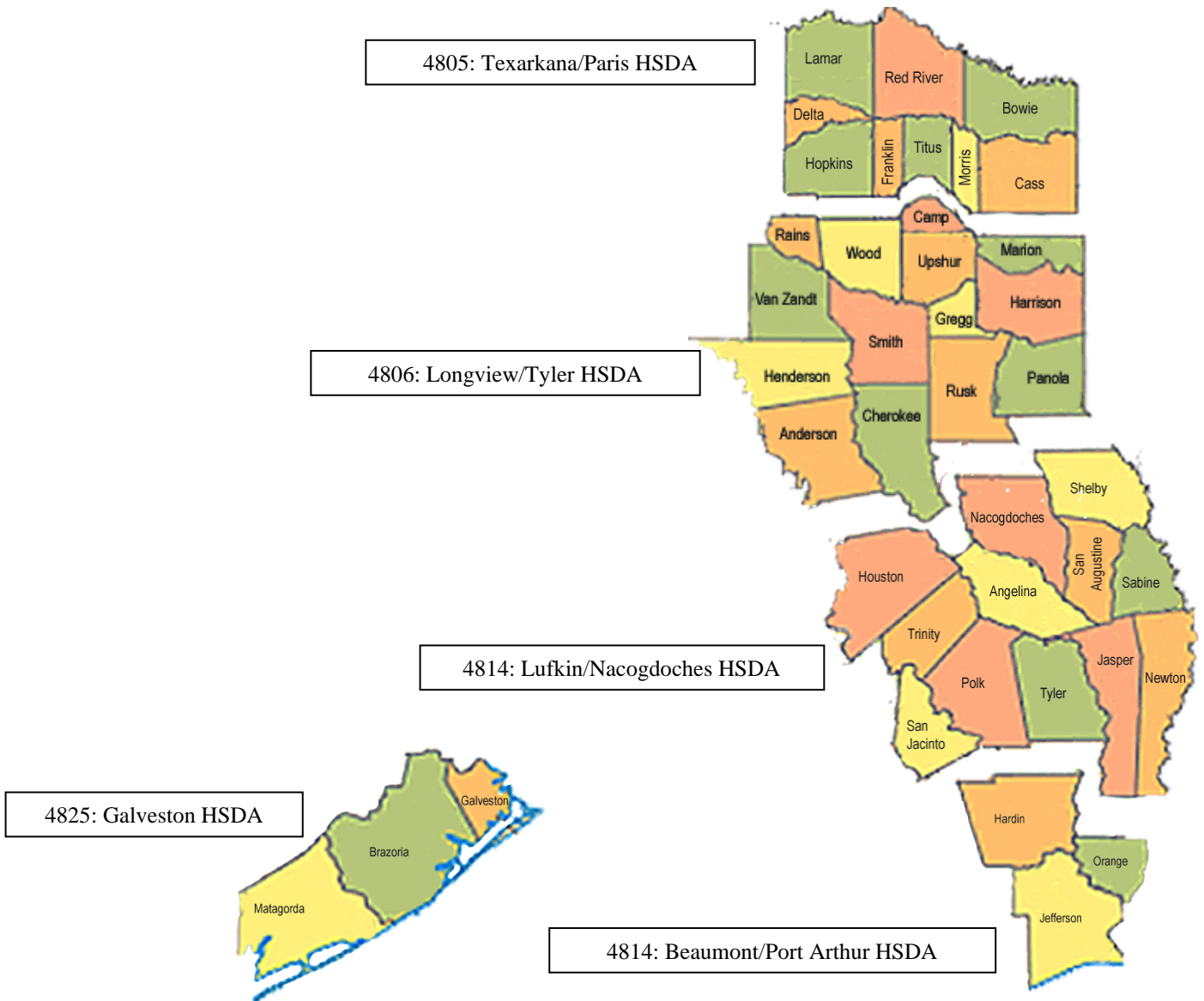
Source: Texas Department of State Health Services

GALVESTON HSDA (4825)

	Diagnosed PWH
Total	1,959
Sex at birth	
Male	1,477
Female	482
Gender identity	
Transgender Women	19
Transgender Men	
Cisgender Women	482
Cisgender Men	1,458
Race/Ethnicity	
American Indian/Native American	2
Asian	13
Black	636
Latinx	514
Native Hawaiian/Pacific Islander	1
White	688
Multiple races	105
Mode of transmission group	
Gay and bisexual and other men who have sex with men (MSM)	1,094
People who inject drugs (PWID)	213
Male PWID	111
Female PWID	102
MSM/PWID	130
Men who have sex with women (MSW) and women who have sex with men (WSM)	505
MSW	133
WSM	372
Statewide priority and special populations	
Latinx MSM	321
Black MSM	262
White MSM	429
Black WSM	178
Transgender people	19

Source: Texas Department of State Health Services

**APPENDIX F
HSDAS WITH COUNTIES**



Texarkana/Paris (4805)	Bowie, Cass, Delta, Franklin, Hopkins, Lamar, Morris, Red River, Titus
Longview/Tyler (4806)	Anderson, Camp, Cherokee, Gregg, Harrison, Henderson, Marion, Panola, Rains, Rusk, Smith, Upshur, Van Zandt, Wood
Beaumont/Port-Arthur (4814)	Hardin, Jefferson, Orange
Lufkin (4815)	Angelina, Houston, Jasper, Nacogdoches, Newton, Polk, Sabine, San Augustine, San Jacinto, Shelby, Trinity, Tyler
Galveston (4825)	Brazoria, Galveston, Matagorda

Reminder: If an applicant is applying for services in multiple HSDAs, a separate application must be submitted for each service in each HSDA.