

Single-Funding Certification – Public Health Emergency Preparedness (PHEP)

This form is required to be signed annually by the employee(s) paid solely from a single federal fund, and should be available for audit and monitoring reviews.

This form is required to be signed annually for employees paid solely from a single fund, for audit and monitoring purposes. When employees work solely on a single funding award, their salaries and wages will be supported by periodic certification attending to such work.

These certifications will be prepared at least annually and will be signed by the employee or a supervisory official who has firsthand knowledge of the work performed by the employees signing this form states that employees work solely on the program listed during the period covered by the certification.

By signing below I certify that the below employee spent 100% of their time performing duties associated with the below identified funding source

I _____ (Name and Job Title) certify that 100% of my time has been spent performing duties associated with the Public Health Emergency Preparedness and HPP Cooperative Agreement for the period of July 1 through June 30, of the current year.

_____ Employee signature Date _____

_____ Supervisor signature Date _____