

**Appendix B: VDH Sub-grant Invoice Template & Expense Report
 Coronavirus Aid, Relief, and Economic Security (CARES) Act (FFY2020)
 Small Rural Hospital Improvement Program (SHIP) & Flex grants**

[Hospital letterhead]

Attn. John Olson, Chief, SORH/PC
 Vermont Department of Health
 Submit reports & Invoice to: John.olson@vermont.gov

VDH COVID-19 Sub-grant Invoice Template & Expense Report **Jan 20, 2020 – Aug 31, 2021**
Reporting period ending: _____

Federal Grant

Category	Activity #	Expense description	Date range	Amount Paid	Sub-total
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I. SHIP VBP - (up to \$11,110 / year by May 31, 2021)

A. HCAHPS data collection

Example: HCAHPS data collection Press-Ganey invoices, Jun-Aug 2020 3 x 900 2,700

II. SHIP COVID-19 - (up to \$84,317 / year by August 31, 2021)

A. Safety – Hospitals are safe for staff and patients

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B. Response - Detect, Prevent, Diagnose and Treat COVID-19

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C. Maintain hospital operations

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III. Flex Pop Health COVID-19 (up to \$20,000 / year by August 31, 2020)

A. Safety – Hospitals are safe for staff and patients

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B. Response - Detect, Prevent, Diagnose and Treat COVID-19

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C. Maintain hospital operations

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Please pay a total of \$_____ to [_____] Hospital