

**ATTACHMENT 1: STAFFING PLAN**

**RECIPIENT: Atlanta EMA**

**GRANT NUMBER: H89HA00007**

**FISCAL YEAR: 2018**

Name	Education/C redentials	Title	Project Role	Experience	% FTE			
					Admin	CQM	MAI	HIV Services
Jeff Cheek	MCP	Director	Oversight of Part A award and project implementation for HIV services provided in the Atlanta EMA via subcontract providers (subrecipients).	25 years of HIV prevention and care and treatment service experience	0.98	0.02		
Bridget Harris	MSW	Deputy Director	Manages and oversees the daily operational activities of the Ryan White Part A staff and administrative activities.	16 years grants administration experience with Fulton County Government in public health and human services	0.85	0.15		
Uliecia Bolton	MPH	Project Officer	Performs programmatic and fiscal evaluations of Part A funded subrecipients	12 years Part A grant monitoring and compliance experience, previously managed Ryan White clinic staff for 5 years	1.00			
Troy Scott	MBA	Project Officer	Performs programmatic and fiscal evaluations of Part A funded subrecipients	5 years Part A grant monitoring and compliance experience, previously served as a Grant Specialist for 4 years with the State of Georgia	1.00			
Sandra Vincent	College Experience	Project Officer	Serves as Planning Council Support Staff for the Metropolitan Atlanta HIV Health Services Planning Council and its 10 Committees	20 years program management and compliance experience for federally funded programs	1.00			
Jocelyn McKenzie	MPH	CQM Coordinator	Oversight of CQM Program activities	4 years experience managing quality management programs	0.20	0.80		
Vacant	TBD	QM Specialist	Monitor CQI projects and provide technical assistance to subrecipients in the execution of agency-level QM Plans and activities	2 years quality management experience	0.20	0.80		
Georgina Hamilton	MSA	Fiscal Manager	Responsible for establishing and monitoring administrative budgets and expenditures and processing payments	16 years accounting, budgeting and finance experience in the public and private sector	0.80	0.20		
Vacant	TBD	Data Manager	Manage the CAREWare database, monitor RDR submissions and provide technical assistance to subrecipients	2 years database management experience	0.70	0.30		
Vacant	TBD	Community Epidemiologist	Collects, analyzes, and interprets statistical data and prepares epidemiological reports for Part A	3 years epidemiological work in a public health setting	0.80	0.20		
Rachel Powell	MPH	Community Epidemiologist	Collects, analyzes, and interprets statistical data and prepares epidemiological reports for Part A	16 years epidemiological work in a public health setting	0.63	0.37		
Farzana Badrun	MS	Community Epidemiologist	Collects, analyzes, and interprets statistical data and prepares epidemiological reports for the Planning Council	15 years of work experience in public health, as a physician and a researcher	1.00			
Candice Wilson	Associates Degree	Administrative Coordinator	Performs wide range of administrative functions for Part A staff and the Planning Council	11 years administrative experience with the Ryan White Program	0.90	0.10		
Amber McQueen	Bachelor	Administrative Coordinator	Provides administrative support for the Planning Council	10 years administrative experience	1.00			