



POLICY AND PROCEDURE NOTICE: PPPN-003 IRS STATUS

Summary and Purpose of PPN: To guide the administration of the Ryan White Part A Program to ensure fiscal responsibility in the administration of grant funds.

Authority:

- HRSA/HAB Policy Notice 11-02: Clarification of Legislative Language Regarding Contracting with For Profit Entities.
- Ryan White HIV/AIDS Program, Part A Manual, US Department of Health and Human Services, Health Resources and Services Administration, HIV/AIDS Bureau, Revised 2013: Funding may be awarded to public or nonprofit entities, such as community-based organizations, hospices, ambulatory care facilities, community health centers, migrant health centers, homeless health centers, substance abuse treatment programs, mental health programs, hospitals, and hospices. Private for-profit entities are eligible to receive funding if they are the only available provider of high quality HIV care in the area.

Policy and Procedure:

1. All Ryan White Part A subrecipients are required to be not-for-profit, public, or private for-profit agencies/organizations unless a private for-profit entity is the only available provider of high quality HIV care in the area. This language is included in the Fulton County Ryan White Part A RFP.
2. All subrecipients must provide documentation of not-for-profit, public, or private for-profit status at the time of submission of the annual Fulton County Ryan White Part A Contract/Agreement.
3. All subrecipients must provide documentation of local and/or state registration and approved articles of incorporation.
4. For private organizations, official documentation of 501(c) (3) status is limited to documentation from the Federal Internal Revenue Service (IRS). Letters from the State, attorneys, accountants, and/or CPAs are not acceptable.

Verification:

- Review of subrecipient documentation of not-for-profit, public, or private for-profit status prior to entering into contractual relationship.

Approved: May 2016

Reviewed: March 2021