

July 20, 2020

Dear New Mexico Community County and Tribal Health Councils,

This letter is provided as clarification regarding the appropriated funding for County and Tribal Health Councils for fiscal year 2021. A total of **\$9,462** has been reserved for each of the **39 NM Tribal and County Health Councils**, should you choose to accept it. Please email your acceptance no later than **August 07, 2020** to your assigned Health Promotion Specialist or Health Promotion Program Manager.

Upon acceptance of this funding, Health Councils will be asked to complete a standard scope of work created to strengthen the structure, effectiveness, and sustainability of all NM County and Tribal Councils in identifying and addressing the health needs of New Mexico communities. This year's approach in carrying out a standard scope of work falls in alignment with the Senate Memorial 44 Task Force Recommendations focused on creating equity within the structure of all 39 NM Tribal and County Health Councils.

The scope of work will cite the following language to be executed during the 2021 fiscal year:

1. Provide the health council roster with community or sector representation, bylaws (as applicable for 501c3 entities), and any organizational documents supporting the health council structure; along with 3 consecutive monthly/quarterly health council agendas and corresponding minutes. - **\$1,000**
2. Each health council is required to receive 3 Community Health Improvement trainings (Health Policy & Legislative Training for Health Councils, Roles & Responsibilities of Community Health Councils, and a Structural Competency training) delivered by Regional Health Promotion Teams and/or the NM Alliance of Health Councils at identified individual and statewide health council meetings. Proof of deliverable will be inclusive of an evaluation from participants at each of the 3 trainings, indicating how information retained will be applied within their own health council. - **\$2,400 (\$800/each training)**
3. Attendance and participation at regional health council gathering(s) throughout the contract year as scheduled within each region by NMDOH and/or the NM Alliance of Health Councils. - **\$1,000**
4. Each health council is required to complete a one-page factsheet highlighting their mission, vision, goals, objectives, and successes. Factsheets will be presented at monthly NM Alliance of Health Council meetings throughout the contract year and during the 2021 NM Legislative Session. - **\$1,462**
5. Focus on one identified health council priority where research and implementation of best practices is attainable. This could be done utilizing community input, community health assessments, planning, coordination, identified health issues and priorities, and any policy work. Proof of deliverable will entail the creation of an action plan for council capacity development. - **\$3,600**

The Health Promotion Team will continue to provide support and technical assistance with templates that may be useful to you. Should you have any questions, or need any assistance, please contact your Regional Health Promotion Team member.

Sincerely, 
Jeff Lara, PHD Interim Director

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