

STEP 4: DEVELOP A PROGRAM BUDGET AND IDENTIFY SOURCES FOR PROGRAM FUNDING

Funding will be critical for developing and implementing your LTBI program. In many jurisdictions, the existing financial resources are not sufficient to permit the full development and implementation of an LTBI treatment program. If this is your situation, you may need to seek additional sources of support. The program planning steps and other information in this Toolbox can help you in developing program documentation to strengthen your funding requests.

Potential funding sources could include local, state, and federal government agencies and programs. If your jurisdiction receives CDC Cooperative Agreement funds, review your program's budget to determine if and how these resources should be dedicated to any aspect of your LTBI project. Also, investigate how your program could use federal and state resources, such as Medicaid funds, for providing TB-related services. You might consider providing eligibility counseling and application assistance for patients eligible for Medicaid. Consult with your state TB program for eligibility criteria. Any Medicaid funds generated may not be of direct benefit, as these funds are often directed to the general government revenue streams. However, your program may garner additional staff and program support if it is seen as capable of producing revenue.

Other funding sources to investigate include organizations and foundations at the community or national level that focus on healthcare concerns such as providing healthcare access for medically underserved persons or groups, improving the health status of communities, or preventing and treating infectious disease. Non-financial resources may be developed through collaborations and community partnerships, as described more fully in Step 7. For information on some possible sources of funding, please refer to the "Funding Resources" section of the [Resource Guide](#) in the Tools section.

ACTIVITY 4-A

Develop a preliminary financial plan and budget, including:

- Start-up expenses that will be incurred in the course of planning and implementing the program
- Annual operating costs, by expense category
- Anticipated revenues and their sources (e.g., payments for services from patients, insurers, or other third-party sources)
- Amount of funding that is currently available and its sources
- Amount of additional funding that will be needed to implement and operate the program

ACTIVITY 4-B

Develop a list of prospective sources for the additional necessary funding and obtain information about their application requirements and procedures. Possibilities could include:

- City or county government
- Federal and state resources such as Medicaid or programs of such agencies as the CDC or the National Institutes of Health (NIH)
- Local organizations and foundations with an interest in improving the health status of the community or increasing individuals' access to healthcare
- National organizations concerned with TB or infectious diseases

ACTIVITY 4-C

Develop and submit funding proposals.

ACTIVITY 4-D

Set up financial management systems to enable your program to monitor income and expenditures and handle financial transactions in an accurate, timely manner.