

Frequently Asked Questions

Health Information and Technology (HIT) and Infrastructure Grant

Question	Response
<p>Are providers able to submit more than one HIT and Infrastructure Grant application if there is a certain amount of time between applications?</p>	<p>Agency providers enrolled under multiple national provider identifiers (NPIs) for eligible HCBS should list those NPIs and their corresponding tax ID number and pay-to-legacy numbers on the application.</p> <p>Providers should submit only one application per organization identifying multiple distinct projects in the Project Plan , Budget and Sustainability Plan. Providers submitting multiple applications will require additional scrutiny to ensure there is no duplication of projects or budget items supporting the funding amount requested for each application submitted.</p> <p>A provider may submit a second application for a separate project unrelated to the project submitted on the first application at a later date if the project was not fully conceived at the time the agency initially applied for funds for other eligible projects.</p> <p>When receiving subsequent grant applications submitted by an entity that has previously been awarded funds, the ARPA review team will review all prior applications, projects, budgets and amounts awarded to the entity to determine if the project is duplicative of prior requests , how the project directly relates to enhancing, improving or expanding HCBS and amount of grant funds remaining for distribution. The department wishes to ensure that there are grant funds available to afford all eligible providers the opportunity to request funds for projects that enhance, improve or expand HCBS.</p>
<p>Is there a definition or dollar threshold on what is considered an equipment purchase in which three quotes are needed? For example, a \$2,500 AED, and a \$1,000 laptop. I assume these are considered supplies, not equipment, but wanted to confirm</p>	<p>No there is not a dollar threshold and the applicant must include 3 quotes or 3 sources of pricing to justify the amount request in the budget. This includes equipment such as AEDs, Computer Hardware like desktop PCs and Laptops.</p>

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<p>Is it allowable to apply for a minor renovation/improvement project for one of our facilities in which HCBS services are provided, as well as other services? Some of our HCBS services are provided in locations in which other services are provided as well (e.g., child care). Is it ok if we apply for the full project cost, and then note the amount of individuals who receive HCBS services at the location that will benefit?</p>	<p>ARPA HCBS funds are not available for project in LTC institutions. The setting must comply with the HCBS setting requirements and the project plan would need to demonstrate how the project would improve, enhance, and/or expand the delivery of HCBS.</p>
<p>Can you specify when 3 quotes are needed? For example, we would like to apply for minor renovations for our SCL homes, and each renovation project would be under \$50,000. Getting three quotes for this will be very challenging before we submit the application. We are able to get a quote from one company that we work frequently with, as they are familiar with our organization and our properties.</p>	<p>If the entity is purchasing goods and services that are available from multiple sources, the entity must include three competitive quotes for the cost of any equipment, construction, and labor. The quotes shall be from businesses that comply with federal, state, and local laws as required. The provider should secure all of the supporting documentation required to support the project plan and budget request prior to submitting the application. Incomplete applications will be rejected.</p>
<p>For projects in which we need to work with a specific vendor/source, would it be sufficient if we provide narrative rational in the budget as to why three bids are not included? For example: a scheduling application within our existing EHR; a Hoyer lift from the same company we always purchase from for the purpose of continuity of service provision. Therefore, these specific goods/services we would need to purchase are not available from multiple sources</p>	<p>If the entity is purchasing goods and services that are available from multiple sources, the entity must include three competitive quotes for the cost of any equipment, construction, and labor. If the source is the sole source for the purchase, the provider must provide the rationale for why additional bids are not appropriate and/or not obtainable.</p>

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<p>If we are requesting funds for a minor remodel project that has already started (in which we did not previously receive 3 bids), are we able to include this project in the request (per the Informational letter that states projects starting after April 1, 2021 are eligible)?</p>	<p>If the entity is purchasing goods and services that are available from multiple sources, the entity must include three competitive quotes for the cost of any equipment, construction, and labor. If the source is the sole source for the purchase, or the provider did not obtain competitive bids for a project already initiated, the provider must provide the rationale for why additional bids are not appropriate and/or not obtainable. The funds requested must be supported by the rationale for the pricing in the budget.</p>
<p>Does the purchase of a van, which will serve HCBS participants, require three bids?</p>	<p>Yes. Any request for funds to purchase vehicles must include 3 quotes or 3 sources of pricing to justify the amount requested in the budget.</p>
<p>Can we request grant funding to replace our service documentation software?</p>	<p>Yes, Per IL 2384 purchase of electronic service record technology is an eligible project.</p> <p>Purchasing of electronic service record technology</p> <ul style="list-style-type: none"> - New or upgraded technology to allow for compliance with service documentation requirements - Purchasing or updating internal IT systems - Modifying current software or hardware - Training costs related to implementing technology <p>The project plan must explain in detail how the funds requested will be used and the impact on expanding, improving or enhancing HCBS. The budget must be detailed include itemized costs (number and cost per unit) and the rationale for the costs including bids or quotes.</p>
<p>Our question is can we include staff wages for time that they spent in training related to implementing technology? If this is not allowable, can you please help us understand what Training costs related to implementing technology are allowable?</p>	<p>The department would like to clarify that when implementing new technology, or new software, including as Electronic Visit Verification, electronic service records or Integrated Electronic Health Records the costs of training personnel on the use or management of that technology may be included in the grant proposal. The project description must detail the type, scope and duration of the training material and the personnel that will receive the training and the budget must detail the number of training hours per person and cost per hour.</p> <p>Training costs related to implementing technology may include:</p> <ul style="list-style-type: none"> • Consultant costs related to the training of agency personnel on the use of the technology. • Cost of staff time spent in direct training related the implementation and the use of the technology.

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Expand Remote Monitoring	
<p>Can we include staff wages for time that they spent in training related to implementing technology?</p>	<p>The department would like to clarify that when implementing new technology, or new software, the costs of training personnel on the use or management of that technology may be included in the grant proposal. The project description must detail the type, scope and duration of the training material and the personnel that will receive the training and the budget must detail the number of training hours per person and cost per hour.</p> <p>Training costs related to implementing technology may include:</p> <ul style="list-style-type: none"> • Consultant costs related to the training of agency personnel on the use of the technology. • Cost of staff time spent in direct training related the implementation and the use of the technology.
Employee Training and Scholarship Grant	
<p>Our firm represents an Iowa Medicaid Provider that purchased a Home Health Agency that provides HCBS services in a CHOW transaction that took place in November of 2021. Our client accepted auto-assignment of the Medicare agreement of the sellers, has enrolled in Iowa Medicaid, and is in contract with the MCOs. The sellers had billed HCBS services to the MCOs between July 1, 2020 and June 30, 2021. Our client would like to know if providers that acquired HCBS providers via a CHOW transaction in which they accepted auto-assignment of the provider Medicare agreement are eligible for the ARPA HCBS Employee Training and Scholarship Grants that are described in Informational Letter No. 2382-MC-FFS.</p>	<p>The NPI on the grant application must have paid claims for eligible HCBS during SFY 2021.</p> <p>To be eligible for grant funds, providers must meet these requirements:</p> <ul style="list-style-type: none"> • They billed a managed care organization (MCO) or FFS Medicaid for eligible services provided between July 1, 2020, and June 30, 2021. • They continued to provide patient care after April 1, 2021. • They have not permanently ceased providing patient care directly or indirectly. • With respect to Medicare, any state Medicaid program, and any federal health care program, the recipient is not: <ul style="list-style-type: none"> o suspended or excluded from participation. o suspended from receiving payments. o under any other sanction or penalty

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General Questions Applicable to All Grant Applications	
<p>Are Community Mental Health Centers (CMHC) eligible to apply for grant funds?</p>	<p>Community Mental Health Center's only with a provider type 21 are not able to apply. Community Mental Health Centers (Provider Type 21) are included in Clinical Services under the Medicaid State Plan. Clinical services were not included as eligible HCBS under the ARPA Section 9817. As such CMHC are not eligible for the ARPA HCBS grant funds.</p>
<p>What if I need to update or correct the Project Plan , Budget or Sustainability Plan, do I need to submit a whole new application?</p>	<p>No a new application is not needed the provider may submit the corrected/updated documents .</p>
<p>What if I submitted multiple applications for the same organization for the same or similar projects?</p>	<p>Providers should submit only one application per organization identifying multiple distinct projects in the Project Plan , Budget and Sustainability Plan. Providers submitting multiple applications will require additional scrutiny to ensure there is no duplication of projects or budget items supporting the funding amount requested for each application submitted.</p> <p>A provider may submit a second application for a separate project unrelated to the project submitted on the first application at a later date if the project was not fully conceived at the time the agency initially applied for funds for other eligible projects.</p> <p>When receiving subsequent grant applications submitted by an entity that has previously been awarded funds, the ARPA review team will review all prior applications, projects, budgets and amounts awarded to the entity to determine if the project is duplicative of prior requests , how the project directly relates to enhancing, improving or expanding HCBS and amount of grant funds remaining for distribution. The department wishes to ensure that there are grant funds available to afford all eligible providers the opportunity to request funds for projects that enhance, improve or expand HCBS.</p>

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<p>How will my application be reviewed and scored?</p>	<p>Applications and Supporting Documentation will be scored based on a 3 point criteria.</p> <p>Exemplary = 2 Points Satisfactory = 1 Point Developing = 0 Points</p> <p>Project Plan 30% Project Impact 40% Project Budget 20% Sustainability Plan 10% Total 100%</p> <p>Exemplary: 2 Points Addresses community need Fits within organizational strategy and vision Plan to address barriers Staffing plan contains ample staff members to implement the project Project strongly aligns with CMS requirements for how ARPA funds can be used Provides strong benefit to HCBS participants or the overall system (participants, families, direct care workers, etc.) Includes complete plan to create awareness of project Identifies the impact the project will have on the target population Identifies a strong connection to the cost of project relative to impact Budget clearly defines and justifies costs Includes a complete sustainability plan</p>
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Satisfactory: 1 Point

Partially addresses community need

Partially fits within organizational strategy and vision

Incomplete plan, or the plan partially addresses barriers

Staffing plan does not contain sufficient staff members to implement project

Project is somewhat aligned with CMS requirements for how ARPA funds can be used

Provides some benefit to HCBS participants or the overall system (participants, families, direct care workers, etc.)

Includes only partial plan/plan insufficient to create awareness

Partially identifies the impact the project will have on the target population

Identifies a medium connection to the cost of project relative to impact

Budget partially defines and justifies costs

Incomplete plan or includes only a partial sustainability plan

Developing: 0 points

Does not address community need

Does not fit within organizational strategy and vision

No plan to address barriers

Staffing plan is vague, incomplete, or not practical

Project has little to no alignment with CMS requirements for how ARPA funds can be used

Does not provide benefit to HCBS participants or the overall system (participants, families, direct care workers, etc.)

Lacks plan to create awareness of project

Does not identify the impact the project will have on the target population

Does not identify a strong connection to the cost of project relative to impact

Budget does not clearly define and justify costs

Does not include a sustainability plan.

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<p>When will funding decisions and notification the provider be made?</p>	<p>Due to the high response to the HIT&I and RM grant announcements, the Dept is vetting applications as received and reviewing all of the applications on a quarterly basis rather than monthly. All applications received between October and the end of December will be scored at the end of December. Funding decisions and notifications will be made in January. The same process will be repeated quarterly as necessary until all the funds have been expended.</p>
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