

# Nevada Department of Health and Human Services Grants Management Unit

SFY16-17 Request for Applications

For audio, dial 1-888-204-5984  
and passcode 2799329

Audio will be set to “listen only.”



# Webinar Housekeeping

- For audio, dial 1-888-204-5984 and passcode 2799329
- Audio is set for “listen only.”
- Type questions into the “Question” box on the control panel
- If staff does not have sufficient time to answer all questions during the webinar, send them via email to [gmu@dhhs.nv.gov](mailto:gmu@dhhs.nv.gov)

# Available Funding

*(Subject to Change)*

Funding Source	Nevada Revised Statute (NRS) or Federal Law	Funding Priority	Pending Amount Available
<b>Fund for a Healthy Nevada (FHN): Wellness</b>	NRS 439.630(1)(g)	Hunger Relief	\$2.3 million
<b>Fund for a Healthy Nevada (FHN): Disability Services</b>	NRS 439.630(1)(h)	<ul style="list-style-type: none"> <li>• Respite Care</li> <li>• Independent Living</li> <li>• Positive Behavior Support</li> </ul>	<ul style="list-style-type: none"> <li>• \$650,000</li> <li>• \$325,000</li> <li>• \$325,000</li> </ul>
<b>Children’s Trust Fund (CTF) / Community-Based Child Abuse Prevention (CBCAP)</b>	<ul style="list-style-type: none"> <li>• NRS Chapter 432</li> <li>• Title II Federal Child Abuse Prevention Treatment Act (CFDA 93.590)</li> </ul>	Prevention of Child Abuse and Neglect	\$764,077
<b>Social Services Block Grant (SSBG-TXX)</b>	Title XX Federal Social Security Act (CFDA 93.667)	<ul style="list-style-type: none"> <li>• Prevention of Child Abuse and Neglect</li> <li>• May also be used to supplement funding available in other priority areas above</li> </ul>	\$1,061,410

# Grant Period

- SFY 2016 – July 1, 2015 through June 30, 2016
- SFY2017 – July 1, 2016 through June 30, 2017
- Second-year renewals dependent upon availability of funding and grantee performance

# Funding Priorities

Priorities and funding amounts based on results of needs assessments conducted by three State advisory bodies, recommendations of those bodies and consideration by the DHHS Director

- Hunger Relief – Hunger One-Stop Shops
- Respite Care
- Independent Living
- Positive Behavior Support
- Prevention of Child Abuse and Neglect

# Philosophy

- **Mission-driven**
- **Goal-oriented**
- **Holistic Approach**



# Philosophy: Mission-Driven

*The Nevada Department of Health and Human Services promotes the health and well-being of Nevadans through the delivery or facilitation of essential services to ensure families are strengthened, public health is protected, and individuals achieve their highest level of self-sufficiency.*

*The mission of the Grants Management Unit is to strengthen families, promote healthy outcomes, and support individuals to achieve self-sufficiency by working in partnership with community agencies.*

# Philosophy: Goal-Oriented

## Nevada's Food Security Plan for Action

- Reduce food insecurity to 6% by 2018.
- Reduce very low food insecurity to 1% by 2018.
- Increase SNAP participation rate to 85% by 2018.

## Nevada Aging and Disability Services

- Improve the health and well-being of persons with disabilities and their caregivers.

## Prevent Child Abuse Nevada

- Reduce the rate of first-time victims per 1,000 children.

# Philosophy: Holistic Approach

## Service Matrix

**TABLE ONE: PROPOSED SERVICES**

	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
	What are the primary services that will be provided with these funds	Provision Method	List service delivery components and briefly describe	Methods for verifying that services are meeting client needs
1				
2				
3				

**TABLE TWO: SUPPLEMENTAL SERVICES**

	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
	What are the supplemental services that your clients most frequently need	Provision Method	If the listed service is provided directly by your staff, what are the service delivery components	Methods for verifying that services are meeting client needs
1				
2				
3				
4				
5				

# ✓ Notable Changes from SFY14-15

## Hunger

- “Increase Access Points” merged into “One-Stop Shops”
- More emphasis on balanced diet, healthy foods and foods that people will actually consume

## Disability Services

- Alignment with state, national and international trends (*Page 8 of RFA*)

## Respite

- Two applications (children/adults) merged into one

## Positive Behavior Support

- More emphasis on non-school settings and rural service delivery

# Application Highlights

- Online process – links to be released only to webinar attendees by 5 p.m. Friday, January 30<sup>th</sup>
- Valid email and tax ID required to access system
- Required questions are marked with asterisk and require entry of at least “Not Applicable”
- Response boxes count words for you and allow spell check

# Application Highlights: Appendices

- Appendix B – Service Matrix
- Appendix C – Reference Questionnaire
- Appendix D – SFY16 Budget Template
- Appendix E – Grant Conditions and Assurances
- Appendix F – Grant Instructions and Requirements

# Application Highlights: Attachments

## Attachments

- Service Matrix (*required*)
- Year One Budget (*required*)
- Letters of Agreement from partner agencies (*if applicable*)
- Draft or Final MOUs with partner agencies (*if applicable*)
- Draft Agreements with subawardees (*if applicable*)
- Current List of Board of Directors or Other Governing Board (if applicable) including affiliations and terms of office (*required*)
- Auditor's Letter and Schedule of Findings and Questioned Costs from most recent federal audit (*if agency receives more than \$750,000 annually in federal funds*) **OR**
- Most recent Financial Status Report or Financial Statement (*if federal audit not applicable*)

# Application Highlights: Budget - 1

Applicant Name: Ima Sample's Respite Care and Meal Program		DO NOT OVERRIDE FORMULAS IN LAST COLUMN		
BUDGET NARRATIVE-SFY15 (Revised February 2013)				Form 1
NOTE: Only include amounts to be funded through this grant in the Extension column.				
Expense Category	Description of item and relation to project.	Unit Cost or Salary	Quantity	Extension (See Note) (Quantity x Unit Cost)
<b>Personnel</b>	<b>List Direct Costs Only</b>			
List staff, positions, percent of time to be spent on the project, rate of pay, fringe rate, and total cost to this grant.	Program Director (\$28 hr x 2,080 hours/year + 22% fringe x 25%) (per GM)	\$71,052.80	0.25	\$ 17,763
	Intake Specialist (\$20 x 40 hours/week +15% fringe x 52 weeks)	\$920.00	52.00	\$ 47,840
	Case Manager (\$31 x 32 hours/week + 18% fringe x 52 weeks)	\$1,170.56	52.00	\$ 60,869
		\$0.00	-	\$ -
		\$0.00	-	\$ -
	Program Director is also regional coordinator of National Respite Foundation, which pays 75% of salary (\$53,290)	\$0.00	-	\$ -
		\$0.00	-	\$ -
		\$0.00	-	\$ -
				<b>Personnel Total</b>
<b>Contractual/Consultant</b>	<b>List Direct Costs Only</b>			
Identify project workers who are not regular employees of the organization. Include costs of labor, travel, per diem, or other costs. Collaborative projects with multiple partners should expand this category to break out personnel, travel, equipment, etc. for each site.	Five contract respite care providers (\$18 x 80 hours/month x 12 months)	\$1,440.00	12.00	\$ 17,280
	Mileage for contract respite care providers to travel to client homes	\$0.00	-	\$ -
	Average 125 miles/month x 5 providers x 56 cents/mile x 12 months	\$350.00	12.00	\$ 4,200
		\$0.00	-	\$ -
		\$0.00	-	\$ -
		\$0.00	-	\$ -
		\$0.00	-	\$ -
		\$0.00	-	\$ -
		\$0.00	-	\$ -
		\$0.00	-	\$ -
		\$0.00	-	\$ -
				<b>Contractual/Consultant Total</b>

# Application Highlights: Budget - 2

**PROPOSED BUDGET - SFY16**

(Form Revised January 2015)

A. **PATTERN BOXES ARE FORMULA DRIVEN - DO NOT OVERRIDE - SEE INSTRUCTIONS**

<b>FUNDING SOURCES</b>	<b>GMU/FHN</b>	<b>Other Funding</b>	<b>Program Income</b>	<b>TOTAL</b>						
PENDING OR SECURED										
<b>ENTER TOTAL REQUEST</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**EXPENSE CATEGORY**

Personnel	\$									\$
Contractual/Consultant	\$									\$
Staff Travel/Per Diem	\$									\$
Equipment	\$									\$
Supplies	\$									\$
Occupancy	\$									\$
Communications	\$									\$
Public Information	\$									\$
Other Expenses	\$									\$
Indirect	\$									\$

<b>TOTAL EXPENSE</b>	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
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<b>These boxes should equal 0</b>	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
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Total Indirect Cost	\$
Indirect % of Budget	#DIV/0!

Total Agency Budget	\$
Percent of Agency Budget	#DIV/0!

# Funding Requests

- Develop a budget that will reasonably support your proposed project
- Funding should correlate to service projections so that, if a lower award is offered, you can easily scale back the projections
- Any reductions will be based on an equitable formula linked to scores

# Key Deadlines



- Email questions to [gmu@dhhs.nv.gov](mailto:gmu@dhhs.nv.gov) by 5 p.m. Friday, February 6<sup>th</sup>
- Complete Q&A posted to website by 5 p.m. Tuesday, February 10<sup>th</sup>
- Technical questions about online application accepted throughout process. Contact Laurie Olson at [lolson@dhhs.nv.gov](mailto:lolson@dhhs.nv.gov) or (775) 684-4020.
- DEADLINE FOR SUBMISSION IS 5 P.M. WEDNESDAY, FEBRUARY 25<sup>th</sup>

**DON'T WAIT UNTIL THE LAST MINUTE!**

# Stay Tuned

After the PowerPoint presentation, we will give you a sneak peek at the online application.



# Evaluation: GMU Technical Review

Applications **will** be disqualified if they:

- Are received after the stated deadline
- Do not match the identified funding priority
- Do not address one or more key requirements of the identified funding priority

Applications **may** be disqualified if they:

- Are missing fundamental elements

# Evaluation: GMU Qualitative Review

Scoring based on matrix in Appendix A of RFA

- Organization Strength
- Service Delivery
- Collaborative Partnerships (*if applicable*)
- Cost-Effectiveness and Leveraging of Funds
- Outcomes
- Reference Questionnaire

# Evaluation: GMU Qualitative Review

No scores are associated with the following application sections

- Organization/Contact Information
- Introduction
- Population to Be Served
- Projections
- Management Checklist

# Evaluation: GMU Qualitative Review

- Strengths and weaknesses identified
- Recommendations for changes to scope of work or Special Conditions
- Minimum passing score is 60
- Applicants notified individually of pass/fail
- Applications that pass will be provided (*without GMU scores*) to the Grants Management Advisory Committee for further evaluation

# Evaluation: GMAC Subcommittees

- Subcommittees are Wellness, Disability Services and Prevention of Child Abuse and Neglect
- Members score requests individually using the same matrix used by the GMU
- Subcommittee meetings reserved for members and staff to discuss applications
- No interaction among evaluators and applicants
- Requests must stand on their own merit
- Subcommittees *may* adjust scores
- Recommendations go to full GMAC

# Evaluation: Full GMAC

- Full committee meets May 14<sup>th</sup>
- Subcommittees present recommendations
- Members and staff may discuss applications
- No interaction among evaluators and applicants
- Requests must stand on their own merit
- Recommendations go to DHHS Director for final decisions

# Final Decisions

The DHHS Director makes final decisions based on:

- Consideration of the recommendations of the GMAC
- Reasonable distribution of the recommended grant awards among north, south and rural parts of the state
- Conflicts or redundancy with other federal, state or locally funded programs, or supplanting (substitution) of existing funding
- Availability of funding

**Funding decisions made by the DHHS Director are final. There is no appeals process.**