

Addressing Diversity, Equity, and Inclusion in SMP State Programs

Informational Webinar



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Today we will cover...

- Funding & Program Overview
- Award Information & Responsibilities
- Eligibility, Application, & Submission
- Application Details
- Application Review
- Award Administration & Reporting
- Required Forms
- Questions

Funding Overview

- The funds awarded through this application are for an 18-month project period running from **September 1, 2022, through March 1, 2024**.
- Eligible applicants include current SMP state project grantees in good standing with ACL.
- Approximately eight (8) one-time, new cooperative agreements will be awarded to support current SMP project grantees in the amount of up to \$150,000 each.
- Due Date for Applications: **7/18/22**
 - *NOTE:* Applications that fail to meet the application due date will not be reviewed and will receive no further consideration.
- Anticipated Announcement Award Date: **September 1, 2022**

Program Overview

- **SMP Mission:** To empower and assist Medicare beneficiaries, their families, and caregivers to prevent, detect, and report health care fraud, errors, and abuse.
- **Purpose of Focused Funding:** To focus on advancing diversity, equity, and inclusion in their state SMP programs.
- **Vision:** ACL is looking for applicants to propose action plans which will further diversity, equity, and inclusion within their local programs in both the management of the programs and the execution of the SMP project via public education and outreach efforts.

Award Information

- Estimated Total Funding: **\$1,000,000**
- Expected Number of Awards: **Up to 8**
- Award Floor/Ceiling: **\$75,000-150,000**
- Length of Project Period: **18-month** project period and budget period

Priority Activities

- The overall goal of this funding opportunity is to advance diversity, equity, and inclusion in the SMP program.
- Applications should include plans related to education and outreach conducted.
- Plans should address diversity, equity, and inclusion in their program in both the immediate and long-term, and which could be replicated by other SMP projects in the future

Funding Purpose

- **Identify gaps and barriers** in the SMP project's service to Medicare beneficiaries.
- Increase **awareness, empowerment, and actions taken to prevent healthcare fraud** among populations thus far generally underserved by the SMP program.
- Expand upon and use **strategic collaborations** with federal, state, and local community partners to increase the SMP project's reach.
- Adjust SMP project administration to **address barriers** to diversity, equity, and inclusion

The Applicant Must:

- Clearly identify and describe plan
- Identify underserved or hard-to-reach population(s), problems, barriers
- Plan to collaborate
- Describe the role and activities of partner organizations
- Provide ongoing plan for broadly disseminating learnings and materials

The Applicant Must:

- Specify methodology for measurement and tracking
- Provide clear metrics and measurable outcomes
- Propose grant activities not otherwise approved and/or funded by ACL
- Be in good standing with ACL

The Applicant May Consider:

- Develop materials and/or training
- Provide documented approaches to utilize media
- Identify opportunities to focus on fraud, error, and abuse prevention, detecting, and reporting in identified populations

ACL Responsibilities

- PO will perform the day-to-day federal responsibilities of managing a grant initiative
- Assist grantee project leadership in understanding ACL's policy concerns and/or priorities
- Clarify programmatic and budgetary issues
- Provide technical advice

ACL Responsibilities

- Review work and provide TA
- Consult on identifying emerging issues
- Support development and implementation of evaluation and quality assurance systems
- Attend and participate in major project events

Grantee Responsibilities

- Participate in ACL education and communication activities
- Share information with ACL, fellow SMP projects, and other national, state, and local partner organizations
- Participate in training opportunities
- Collect and input project performance data into SIRS in a timely manner and include continual quality assurance processes.
- Include express funding acknowledgment and branding on all SMP public information
- Fulfill all requirements of the grant initiative as detailed in this program announcement

Eligibility Information

- Only current SMP state project grantees in good standing with ACL are eligible to apply.
- No cost sharing/match requirement
- Applications that do not meet the responsiveness criteria will be administratively eliminated and will not be reviewed
 - Current ACL Senior Medicare Patrol grantee
- For an application to be reviewed, it must:
 - Be submitted by deadline
 - Include Project Narrative with required formatting
 - Not exceed 20 pages

Application & Submission

- Application materials can be obtained from
<https://www.grants.gov> or
<https://www.acl.gov/grants/applying-grants>
- All announcements should be submitted electronically through <http://www.grants.gov>
- Registration for grants.gov and SAM can take many days.
- All first-tier subaward recipients must have a UEI number at the time the subaward is made

Letter of Intent

- Applicants are requested, but not required, to submit a letter of intent
- Deadline: 6/6/22
- Send to:

U.S. Department of Health and Human Services
Administration for Community Living
Marissa Whitehouse
Office of Healthcare Information and Counseling
marissa.whitehouse@acl.hhs.gov

Project Narrative

- Summary/Abstract
- Problem Statement
- Goal(s) and Objective(s)
- Proposed Intervention
- Special Target Populations and Organizations
- Outcomes
- Project Management
- Evaluation
- Dissemination
- Organizational Capability
- DEI Experience of Project Team

Summary/Abstract

- This section should include a brief - no more than 265 words maximum - description of the proposed project.
- See detailed instructions in NOFO for more information.

Problem Statement

Describes, in both **quantitative** and **qualitative** terms:

- Nature and scope of the particular problem
- How the project will potentially affect the Medicare beneficiaries of all ages and, possibly, the health care and social services systems

Goals and Objectives

- This section should consist of a description of the project's goals and major objectives.
- Goals should be concise, measureable and relate to the overall SMP program mission.

Proposed Intervention

- This section should provide a clear and concise description of the proposed intervention to address the problem described in the “Problem Statement”
- Plans must address the purpose of this funding opportunity

Special Target Populations and Organizations

- Describe plans to:
 - Involve federal, state, and local organizations in a meaningful
 - Describe how the proposed intervention will target commonly underserved populations

Outcomes

- Clearly identify the measurable outcome(s) that will result from the project
- Describe how the project's findings might benefit the field at large
- Must not be duplicative of previously applied for and approved grant activities
- Must be measured and reported separate from other SMP grant funds
- Will be scored on the clarity and nature of proposed outcomes, not on the number of outcomes cited.

Project Management

- Include clear delineation of the roles and responsibilities of project staff, consultants, and partner organizations
- Provide information on how they will contribute to achieving the project's objectives and outcomes
- Specify the key staff with day-to-day responsibility for key tasks

Evaluation

- Describe the method(s), techniques and tools that will be used
- Describe a plan for evaluating the effectiveness of the proposed SMP project in achieving project outcomes

Dissemination

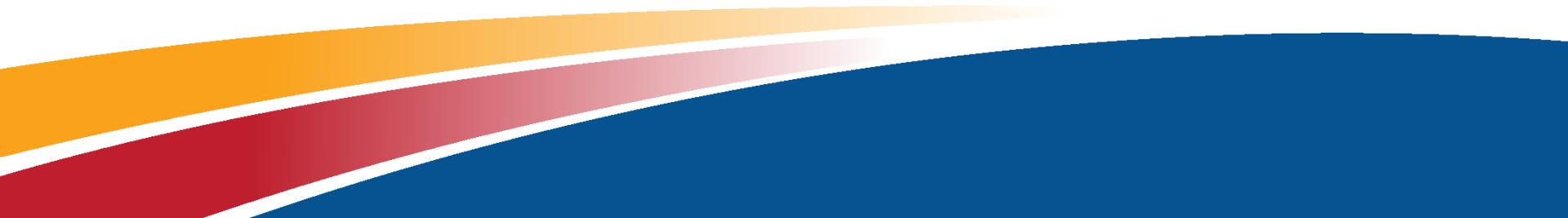
- Describe the methods to:
 - Disseminate the project's results and findings in a timely manner and in easily understandable formats

Organizational Capability

- Include an organizational capability statement and vitae for key project personnel including:
 - Description of how the applicant agency is organized, the nature and scope of its work, and/or the capabilities it possesses
 - Capability to sustain some or all project activities after Federal financial assistance has ended
 - Capacity of the applicant agency not included in the program narrative

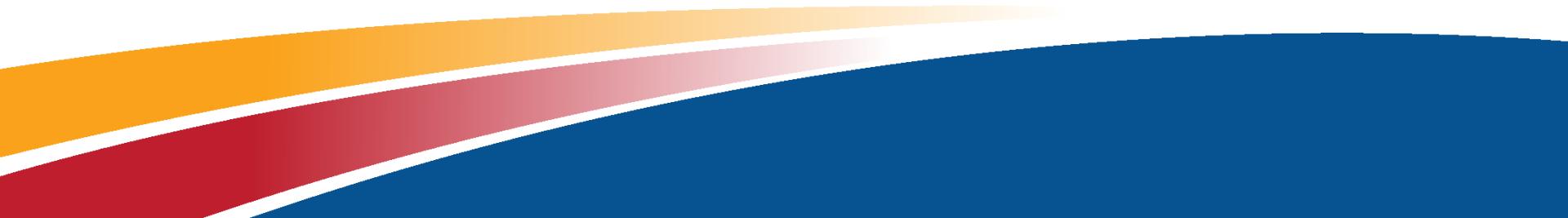
Diversity, Equity, and Inclusion Experience of Project Team (if applicable)

- This section should describe Project Team Members' relevant equity experience that might be of benefit to the overall project.



Budget Narrative/Justification & Work Plan

- The Budget Narrative/Justification can be provided using the format included in the NOFO.
- The Project Work Plan should reflect and be consistent with the Project Narrative and Budget.



Letters of Commitment

- Include confirmation of the commitments and key activities/work (not just lending support to the application) to the project (should it be funded) made by key collaborating organizations and agencies in this part of the application.

Unique Entity Identifier and System for Award Management (SAM)

- The Grants.gov registration process can take several days.
- If your organization is not currently registered, please begin this process immediately.
- All applicants must have a UEI number and be registered with the System for Award Management (SAM)
- All first-tier subaward recipients must have a UEI number at the time the subaward is made.

Submission Dates and Times

- Due Date for Applications: 07/18/2022
- Date for Informational Conference Call: 05/31/2022
- Applications that fail to meet the application due date will not be reviewed and will receive no further consideration.

Funding Restrictions

- The following activities are not fundable:
 - Construction and/or major rehabilitation of buildings
 - Basic research (e.g. scientific or medical experiments)
 - Continuation of existing projects without expansion or new and innovative approaches
 - Meals are generally unallowable except the restrictions listed in the NOFO.

Application Review Information

Applications are scored by assigning a maximum of 100 points across five criteria:

- Project Relevance & Current Need - (10 points)
- Approach - (40 points)
- Budget - (20 points)
- Project Impact - (20 points)
- Organizational Capacity - (10 points)

Review and Selection Process

- An independent review panel of at least three individuals will evaluate applications that pass the screening and meet the responsiveness criteria if applicable.
- Final award decisions will be made by the Administrator.

Award Administration

- Award Notices will be sent electronically to successful applicants through Grantsolutions.
- Unsuccessful applicants are generally notified within 30 days of the final funding decision and will receive a disapproval letter via e-mail

Financial Reporting Requirements

- The award is subject to **HHS administrative reporting requirements** and **Terms and Conditions**, included in the Notice of Award as well as implemented through the HHS Grants Policy Statement.
- Recipients of federal financial assistance (FFA) from HHS must administer their programs in **compliance with federal civil rights laws** that prohibit discrimination on the basis of race, color, national origin, disability, age and, in some circumstances, religion, conscience, and sex.

Reporting

- The reporting cycle will be reflected in the Notice of Award
- Progress report is due semi-annually from the start date of the award and is due within 30 days of the reporting period end date.
- Final progress report and SF-425 reports are due 90 days after the end of the project period.
- Grantees are required to complete the federal cash transactions portion of the SF-425 within PMS

Agency Contacts

Project Officer

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202-795-7442

Application Elements

Required:

- SF 424 – Application for Federal Assistance
- SF 424A – Budget Information
- Budget Narrative/Justification – 18 months
- SF 424B – Assurances for Non-Construction Programs
- Certification Regarding Lobbying Form
- Project Narrative with Work Plan
- Vitae for Key Project Personnel

As Applicable:

- SF 424B – Assurances for Non-Construction Programs
- Proof of non-profit status
- Copy of the applicant's (and sub-contractors') most recent indirect cost agreement or cost allocation plan, if requesting indirect costs
- Letters of Commitment from Key Partners
- Key Contacts Form
- Project/Performance Site Location(s) Form

Questions?

Contact:

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