



Senior Medicare Patrol State Project Grants Informational Webinar

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Administration for Community Living

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Today we will cover...

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

NOFO Timeline

Deadline	Date
NOFO Posting	12/5/22
Informational Call	12/19/22
Letter of Intent (LOI)	1/6/23
Application Submission	2/15/23
Project Period	6/1/23-5/31/28

Program Overview

- **SMP Mission:** To empower and assist Medicare beneficiaries to prevent, detect, and report health care fraud, errors, and abuse through outreach, counseling, and education. To further this mission, all SMP program activities are organized around four strategic program objectives.

Funding Overview

- Funding Timeline: **6/1/23-5/31/28**
- Estimated Total Funding: **\$27,000,000**
- Expected Number of Awards: **Up to 56**
- Award Floor: **\$90,000** per Budget Period
- Award Ceiling **\$1,700,000** per Budget Period
- Length of Project Period: **60-month project period with five 12-month budget periods**

Estimated Budgets

Alabama	\$	499,856.00
Alaska	\$	259,642.00
Arizona	\$	533,646.00
Arkansas	\$	433,278.00
California	\$	1,663,076.00
Colorado	\$	444,985.00
Connecticut	\$	380,290.00
Delaware	\$	276,840.00
District of Columbia	\$	250,487.00
Florida	\$	1,278,249.00
Georgia	\$	667,468.00
Hawaii	\$	299,641.00
Idaho	\$	328,309.00
Illinois	\$	745,852.00
Indiana	\$	546,379.00
Iowa	\$	435,886.00
Kansas	\$	382,309.00
Kentucky	\$	539,932.00
Louisiana	\$	441,764.00

Maine	\$	341,863.00
Maryland	\$	457,652.00
Massachusetts	\$	525,979.00
Michigan	\$	736,582.00
Minnesota	\$	498,848.00
Mississippi	\$	464,044.00
Missouri	\$	558,075.00
Montana	\$	337,837.00
Nebraska	\$	336,697.00
Nevada	\$	353,866.00
New Hampshire	\$	325,889.00
New Jersey	\$	583,553.00
New Mexico	\$	349,586.00
New York	\$	1,052,531.00
North Carolina	\$	747,406.00
North Dakota	\$	278,707.00
Ohio	\$	801,432.00
Oklahoma	\$	447,804.00
Oregon	\$	441,158.00

Pennsylvania	\$	852,415.00
Rhode Island	\$	279,565.00
South Carolina	\$	491,120.00
South Dakota	\$	293,414.00
Tennessee	\$	585,599.00
Texas	\$	1,238,335.00
Utah	\$	323,834.00
Vermont	\$	301,978.00
Virginia	\$	594,437.00
Washington	\$	546,418.00
West Virginia	\$	361,334.00
Wisconsin	\$	550,411.00
Wyoming	\$	283,504.00
1 Guam	\$	99,170.00
2 Puerto Rico	\$	414,440.00
3 Virgin Islands	\$	109,564.00
4 CNMI	\$	52,147.00
5 American Samoa	\$	53,492.00

Strategic Program Objectives

1. Provide group education and one-on-one assistance to Medicare beneficiaries on a statewide basis, with a specific emphasis on those with greatest need.
2. Recruit, train, and retain a diverse, sufficient, effective, and representative workforce equipped to provide high-quality education and one-on-one support.
3. Monitor and assess SMP results through operational and quality measures.
4. Position SMP to nimbly and effectively respond to changes in the programmatic landscape.

Strategic Program Objective 1

Provide group education and one-on-one assistance to Medicare beneficiaries on a statewide basis, with a specific emphasis on those with greatest need.

- Applicants must describe a comprehensive plan to achieve statewide SMP coverage. In the project narrative, applicants must:
 - Demonstrate knowledge of the geographic service area
 - Identify populations with greatest historical and current need
 - Explain plans to provide one-on-one assistance, both in-person and virtually
 - Explain plans to provide in-person group education sessions
 - Describe plans to build on existing partnerships and the development of new partnerships
 - Outline a statewide media and outreach plan

Strategic Program Objective 2

Recruit, train, and retain a diverse, sufficient, effective, and representative workforce equipped to provide high-quality education and one-on-one support.

- Applicants must provide a plan to ready a nimble workforce to provide high quality service to beneficiaries including, but not limited to:
 - Describe a plan to initially and continually train and certify all SMP team members
 - Describe a plan to recruit, retain, and manage paid, volunteer, and in-kind team members

Strategic Program Objective 3

Monitor and assess SMP results through operational and quality measures.

- ACL requires SMP projects to use the SMP data system, known as the SMP Information and Reporting System (SIRS), to collect, track, assess, and measure program performance data. Applicants must describe plans to comply with SMP reporting requirements including:
 - Timely data entry of SMP activities into SIRS
 - Participation in quality assurance activities

Strategic Program Objective 4

Position SMP to nimbly and effectively respond to changes in the programmatic landscape.

- Applicants must propose a plan to adapt to changes in the programmatic landscape. Specifically, applicants must:
 - Identify any anticipated changes in the programmatic landscape and explain how these changes will be addressed by the SMP project
 - Address readiness to nimbly and effectively shift as unanticipated changes in the programmatic landscape are identified
 - Describe the target populations to be served

ACL Responsibilities

- 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 recommendations on fulfilling goals and completing work products

ACL Responsibilities cont.

- Assist with identifying emerging issues
- Support grantee in evaluating performance
- Attend events, as appropriate
- Act as national SMP program representative

Grantee Responsibilities

- Participate in ACL education and communication activities
- Share information with ACL, fellow SMP projects, and other partner organizations
- Participate in all appropriate training opportunities:
 - SMP/SHIP/MIPPA National Conference
 - New director orientations and trainings
 - Initial and ongoing trainings, testing, and certifications
 - Conflict of Interest (COI) and Volunteer Risk and Program Management (VRPM)
- Maintain toll-free, webpage, and online presence
- Collect and input performance data timely

Grantee Responsibilities cont.

- Coordinate to handle SMP cases in a timely manner
- Establish and nurture ongoing state SHIP and MIPPA program relationships
- Follow ACL and CMS UID processes
- Include funding information on all SMP materials
- Use the national SMP logo and tagline per branding requirements
- Never represent SMP nationally

Eligibility Information

- Please ensure you meet the applicant eligibility requirements.
- Cost sharing/match requirement: No
- Application Responsiveness Criteria:
 - Demonstrated expertise in implementation through collaboration and work with volunteers to achieve program objectives;
 - Technological capacity to implement the SMP web-based data collection, management tracking, and reporting system, known as SIRS; and
 - Organizational capacity to provide statewide virtual and in-person SMP program coverage.
- 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 applications must be submitted electronically through <http://www.grants.gov>**
- Registration for grants.gov and SAM can take many days.
- All applicants must have a UEI number, be registered in SAM, and maintain an active SAM registration. All first-tier subaward recipients must have a UEI number at the time of the subaward.

Letter of Intent

- Applicants are requested, but not required, to submit a letter of intent
- **Deadline: 1/6/23**
- Send to:

U.S. Department of Health and Human Services
Administration for Community Living

Rebecca Kinney

Office of Healthcare Information and Counseling
Rebecca.Kinney@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

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 those served

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

- Provide a clear and concise description of the proposed intervention to address the problem described in the “Problem Statement”.
- Describe rationale for using identified interventions.
- Note anticipated barriers and how proposed interventions will address these barriers.

Special Target Populations and Organizations

- Describe plans to involve partner organizations in a meaningful way
- Describe whether and how the proposed intervention will target commonly underserved populations

Measurable 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
- Will be scored on the clarity and nature of proposed outcomes, not on the number of outcomes cited.

Outputs vs. Outcomes

- An **output** focuses on how much change is expected;
- An **output** is the physical result of your work, something that can be simply counted and is often tangible;
- These do not measure the change in behavior or knowledge as a result of a grant's activities.
 - x Ex: Provide 20 SMP-focused trainings during project period; serve 200 Medicare beneficiaries during project period, distribute 1000 SMP brochures to organizations that serve beneficiaries at risk; increase number of fraud-focused trainings for Team Members

Outputs vs. Outcomes

- An **outcome** records the changes that occur as a result of your program.
- An **outcome** is the difference you've made as a result of the outputs
 - ✓ Ex: increase in a person's ability to prevent Medicare fraud, decrease in beneficiaries' reported lack of knowledge about how to protect self from fraud; increase in LGBTQ population group's access to modified resources that increase community awareness and understanding of potential Medicare fraud.

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 method to disseminate the project's results and findings in a timely manner and in easily understandable formats



Organizational Capacity

- Include an organizational capacity 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
 - Roles and responsibilities of all involved
 - Letters of commitment documenting key partner commitment
 - Demonstration of capability to manage a statewide program and maintain fiscal stability.
 - Capacity of the applicant agency not included in the program narrative
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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

- Date for Informational Conference Call: 12/19/2022
- **Due Date for Applications: 02/15/2023**
- 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 - (10 points)
- Project Impact - (25 points)
- Organizational Capacity - (15 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 to successful applicants will be sent out prior to the project start date.
- Unsuccessful applicants are generally notified within 30 days of the final funding decision and will receive a disapproval letter via e-mail.

Reporting Requirements

- Reporting frequency for performance and financial reports, as well as any required form or formatting and the means of submission will be noted within the terms and conditions on the Notice of Award.

Application Elements

Required:

- SF 424 – Application for Federal Assistance
- SF 424A – Budget Information
- Budget Narrative/Justification – 12 months each for 60 total months
- Certification Regarding Lobbying Form
- Project Narrative with Work Plan
- Vitae for Key Project Personnel

As Applicable:

- SF 424B – Assurances for Non-Construction Programs (no longer required per grants policy)
- 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

Agency Contacts

Office Director

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Questions

Informational Call Recording and FAQ Link:

<https://acl.gov/grants/senior-medicare-patrol-state-project-grants>

NOFO Contact:

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Rebecca.Kinney@acl.hhs.gov

