Additional Grant Renewal Guidance 2019

*************GET PREPARED FOR GRANT RENEWAL***************

A. Grant renewal applications will require an **end of current year interim grant summary report.** This information will be shared with the grant review committee. Remember, the grant review committee knows nothing about your program except for what you put in your interim grant summary report and the answers to the questions below. This interim grant summary should include the following information:

1. Current status of your program.
2. Include the current year performance data beginning October 1, 2018 through June 30, 2019. This data should tell the story of how your program performed during these months.
3. Describe in your summary the grant expenditures for the months indicated above.

B. **What questions will VA ask?**
As indicated on the initial grant application instructions, the renewal grant application scoring criteria and questions that must be answered are as follows:

1. Renewal Grant Scoring: Renewal applications will be scored using the following selection criteria:

A. VA will award up to 55 points (an applicant must score at a minimum of 27.5 points) based on the success of the grantee's program, as demonstrated by the following: Application shows that the grantee or identified subrecipient provided transportation services which allowed participants to be provided medical care timely and as scheduled; and application shows that participants were satisfied with the transportation services provided by the grantee or identified subrecipient, as described in the Notice;

B. VA will award up to 35 points (an applicant must score at a minimum of 17.5 points) based on the cost effectiveness of the program, as demonstrated by the following: the grantee or identified subrecipient administered the program on budget and grant funds were utilized in a sensible manner, as interpreted by information provided by the grantee to VA under 38 CFR § 17.725(a)(1-7); and

C. VA will award up to 15 (an applicant must score at a minimum of 7.5 points) points based on the extent to which the program complied with the grant agreement and applicable laws and regulations.

2. Renewal Grant Selection: VA will use the following process to award renewal grants:

A. VA will rank those grantees who receive at least the minimum amount of total points (52.5) and points per category set forth in the Notice. The grantees will be ranked in order from highest to lowest scores.

B. VA will use the grantee's ranking as the basis for selection for funding. VA will fund the highest-ranked grantees for which funding is available.

C. **Will I need budget forms?**

Yes, organizations will need a clear line item budget and budget narrative. The budget and budget narrative must clearly explain how you organization will utilize grant funding. Budgets that were submitted in April will be reviewed based renewal proposal and budget execution.

D. **Will I need a program narrative?**

A program narrative is only required if you are changing your program from the original grant proposal. The title of the program narrative must be titled "Change of Scope".

E. **If I already have an approved change of scope, do I need to submit another one?**

No, if your organization has previously submitted a change of scope and it was approved, you do not have to submit that change of scope again.