



## Division of Health Care Finance

### KDHE-DHCF Grant Request for Application (RFA)

Oral Health ARPA 9817 Project

Division of Health Care Finance

Release Date: August 1, 2024

Submission Deadline: August 30, 2024

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## **1. Overview**

The Kansas Department of Health and Environment - Division of Health Care Finance (KDHE-DHCF) is accepting Requests for Applications (RFA) from community-based organizations interested in a one-time American Rescue Plan Act (ARPA) Section 9817 grant. This grant aims to improve oral health care for individuals on home and community-based services (HCBS), as well as those on HCBS waiver or proposed recipient lists.

## **2. Background**

On March 11, 2021, President Biden signed into law ARPA. Section 9817 provides enhanced federal funding for HCBS through a one-year, 10 percent increase to the share of state Medicaid spending contributed by the federal government. This one-year increase in federal matching funds has resulted in new, time-limited dollars that can be strategically invested to strengthen and expand HCBS and other long-term services and support in Kansas through March of 2025.

According to the 2023 Kansas Oral Health Report Card, Kansas received a “C” in overall oral health, highlighting the need for targeted interventions.<sup>i</sup> Individuals served through HCBS programs, specifically the intellectual/developmental disabilities (I/DD) and autism waivers, experience health disparities, leading to poorer health outcomes compared to other KanCare populations.<sup>ii</sup> Factors such as cognitive, behavioral, and physical limitations, compounded by the impact of the COVID-19 pandemic, have exacerbated existing disparities. Recognizing the crucial role of family members and caregivers, this grant aims to enhance education and awareness to improve oral health care for this population.

## **3. Statement of Purpose**

This grant supports innovative training and outreach efforts to address the oral health needs of KanCare members with developmental disabilities who receive HCBS. Given the unique challenges faced by this population, this grant aims to enhance access to and utilization of oral health services while addressing barriers caregivers encounter in delivering and supporting oral health care at home.

## **4. Objective**

This grant aims to:

- Increase access and utilization of oral health services for KanCare members on HCBS waivers or waitlists.
- Reduce disparities in oral health care experienced by individuals with developmental disabilities.
- Educate families and caregivers on effective in-home oral health practices for individuals with disabilities.
- Provide evidence-based continuing education and resources for dental providers to better meet the needs of individuals with developmental disabilities.
- Enhance awareness and intervention strategies to address this population's barriers to oral health care at home.
- Align grant activities with the oral health goals detailed in the [Kansas 2022–2027 Oral Health Plan](#).

## **5. Target Population**

This funding opportunity targets organizations to better serve:

- KanCare members participating in HCBS programs.

- KanCare members who are on the waitlist for HCBS services.
- Dental providers participating in the KanCare program.
- Providers interested in becoming dental service providers within the KanCare program.

## **6. Eligibility**

Applicants must:

- Be community-based organizations that demonstrate commitment to improving oral health outcomes for individuals with developmental disabilities.
- Possess and submit a current Certificate of Tax Clearance from the [Kansas Department of Revenue \(KDOR\)](#).

## **7. Award and Term**

The grant period is from October 1, 2024 through December 31, 2025. Grantees will receive a one-time award without renewal. KDHE-DHCF will award up to \$1 million in ARPA funding. Each application will be evaluated individually, and awards will be made based on the feasibility of proposed plans and strategies to achieve the award's goals.

## **8. Funding**

Grant funds may be used for:

- Education for families and caregivers on oral health care at home, addressing barriers and challenges specific to individuals with developmental disabilities.
- Continuing education for dental providers on the unique needs of individuals with disabilities, enabling inclusive and effective dental care.
- Community outreach and awareness campaigns promoting oral health and inclusive practices for individuals with developmental disabilities.

Grant funds may not be used for:

- Supporting institutional settings.
- Room and board expenses.
- Restricted activities referenced in the [State Medicaid Directors Letter](#).

## **9. Reporting Requirements**

Grantees are required to submit regular reports throughout the funding period. Below is a breakdown of the reporting expectations.

### **Monthly Financial Report**

Grantees must submit a monthly financial report for payment by the 20<sup>th</sup> of each month. The report should follow the format provided by KDHE-DHCF and include invoices for all expenses. The requested amounts should align with the budget outlined in the grant application. Any changes to the approved budget will necessitate submitting a revised budget and requesting an amendment to the grant. Retain invoices and financial records related to grant expenditures for audit purposes. All travel and expenses related to grant activities must comply with the standards outlined in the [State of Kansas Travel Handbook](#).

### **Monthly Grant Activity Report**

Grantees must submit a monthly grant activity report by the 20<sup>th</sup> of each month, detailing the work completed to achieve the grant's specified objectives.

## **10. Application Process**

### **Question and Response Period**

Questions must be emailed to [Amy Gajda](#) by **August 16, 2024**. Responses will be posted on the [KanCare Website](#) by **August 23, 2024, at 5 p.m.**

### **Application Submission**

Submit applications by email to [Amy Gajda](#) by **August 30, 2024, at 5 p.m.** Late applications and those submitted via fax will not be accepted.

## **11. Review and Selection Process**

Applications will be evaluated by a review team for clarity, feasibility, and alignment with program requirements. The review team will use the following scoring system:

<b>APPLICATION COMPONENTS</b>	<b>POINTS POSSIBLE</b>
Cover Page	5
Section 1: Program Narrative	70
Section 2: Sustainability Plan	10
Section 3: Budget and Budget Narrative	15
<b>TOTAL POINTS</b>	<b>100</b>

## **12. Application Guidelines and Narrative**

### **Application Format**

Ensure the following formatting standards are met:

- Typed or word-processed using a 12-point standard font (Arial, Times New Roman or Verdana).
- Use black font on white paper with 1-inch margins.
- Include a header or footer on each page with the organization's name and the page number.
- Additional pages may be included if necessary.

### **Application Components**

Submit all required information in the order outlined below in a single PDF document. Incomplete submissions may impact scoring.

#### **Cover Page (5 points)**

Include the following:

- Organization name
- Address, including city, state and zip code
- Telephone number
- Valid business email address
- Facebook and/or website address

- Federal Employer Identification Number (FEIN or EIN)
- Name and title of contact person
- Telephone number of contact person
- Total requested funds for FY2024
- List of the names and signatures of all involved in developing this proposal.

**Section 1: Program Narrative (70 Points)**

Provide information on:

- Organization’s mission and vision.
- Timeline, work plan and costs for grant deliverables.
- Implementation plan for the grant’s scope of work.
- Oral health training promotion for providers to ensure equitable services to individuals on HCBS waiver waitlists or proposed recipients. Include existing support for consumers with developmental disabilities.
- Staffing plan to ensure continuity and reporting in the executive director's absence.
- Community and oral health provider engagement and education, highlighting innovative training and outreach strategies to address oral health disparities.
- Promotion of whole-person health and its connection to oral health.
- Plan for ensuring a safe environment, especially for those with developmental disabilities.
- Relationships with key partners, including those within and beyond oral health providers.
- Networks with oral health providers, including discovery methods like marketing, community presence, and social media.
- Community outreach plan targeting oral health disparities, collaboration with local resources, and methods for increasing community support. Discuss past engagement and future expansion plans.
- List of project staff and their experience.
- Funding history and awards from entities other than KDHE-DHCF.

**Section 2: Sustainability Plan (10 Points)**

Develop a sustainability strategy that includes:

- Achievable plan for sustaining the project.
- Explanation of alternative income sources ensuring project continuity post-grant.
- Diverse strategies for sustaining the initiative beyond the grant period.

**Section 3: Budget and Budget Narrative (10 Points)**

Complete the attached budget and a budget narrative for line items.

### **13. Request for Application Timeline**

<b>EVENT</b>	<b>DATE/TIME</b>
Funding announcement release	August 1, 2024
Deadline to submit questions	August 16, 2024, by 5 p.m.
Responses to questions emailed and posted	August 23, 2024
Application deadline	August 30, 2024, by 5 p.m.
Award notifications	September 16, 2024
Project start date	October 1, 2024

### **14. References**

<sup>i</sup> <https://www.astdd.org/www/docs/kansas-state-oral-health-plan-2022-2027.pdf>

<sup>ii</sup> <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC6858643/>