



HOME AND COMMUNITY- BASED SERVICES

WYOMING MEDICAID
DIVISION OF HEALTHCARE FINANCING

Wyoming Department of Health
Division of Healthcare Financing
Home and Community-Based Services (HCBS) Section

Funding Opportunity Announcement
American Rescue Plan Act (ARPA), Section 9817
Technology Innovation Grant

Wyoming Department of Health, Division of Healthcare Financing, HCBS Section

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Section 1. Overview Information

Participating Organization	Wyoming Department of Health
Components of Participating Organization	Division of Healthcare Financing Home and Community-Based Services (HCBS) Section
Funding Opportunity Title	American Rescue Plan Act (ARPA), Section 9817 Technology Innovation Grant
Funding Opportunity Announcement (FOA) Number	
Announcement Type	New
Number of Applicants	Unspecified
Funding Opportunity Limit	\$100,000 per project
Funding Opportunity Purpose	<p>The American Rescue Plan Act of 2021 (ARPA) was signed into law by President Biden on March 11, 2021 and provides additional Federal relief to address the continued impact of Coronavirus Disease 2019 (COVID-19) on the economy, public health, state and local governments, individuals, and businesses. Section 9817 provides for additional funding to support states in enhancing services for individuals who are eligible for long-term care and home and community-based services (HCBS), including participants of the Comprehensive, Supports, and Community Choices Waiver programs.</p> <p>The HCBS Section identified several activities to implement in order to support HCBS programs. One such activity is the expansion of assistive technology services. \$3,000,000 has been earmarked for this activity. This FOA invites interested Comprehensive, Supports, and Community Choices Waiver providers to apply for grants to implement innovative programs that use technology to enhance, expand, or strengthen their HCBS programs.</p> <p>The HCBS Section will award grants of up to \$100,000 each. Applications will be reviewed and scored by an advisory panel. Award recipients will be selected based on the applicant's success with demonstrating how the proposed project meets the goals and purpose of the grant. Final award amounts and the number of awards granted will be subject to the HCBS Section Administrator's discretion. At all times, the HCBS Section reserves the discretion to award zero (0)</p>

	<p>grants.</p> <p>All grants awarded under this FOA are subject to the terms and conditions imposed upon the funding available through Section 9817 of ARPA. Before applying, applicants are encouraged to consult information contained in State Medicaid Director Letter (SMD) #21-003. Each applicant must be able to demonstrate how their project meets the requirements outlined in this guidance.</p>
Key Dates	
Posted Date	February 1, 2022
Grant Cycle Dates:	<p>The HCBS Section will administer grants on a semi-annual cycle, until such time as all funding for this activity has been awarded.</p> <ul style="list-style-type: none"> ● April 1, 2023 - June 30, 2023 ● October 1, 2023 - December 31, 2023 ● April 1, 2024 - June 30, 2024 ● October 1, 2024 - December 31, 2024
Application Due Date	<p>Applications are due by 5:00PM on the following days:</p> <ul style="list-style-type: none"> ● April 30, 2023 ● October 31, 2023 ● April 30, 2024 ● October 31, 2024
Advisory Panel Review	Generally, one month after the application due date.
Earliest Project Start Date	Generally, by the last business day of the quarter in which the application was submitted; subject to state contracting and vendor management requirements.
Reporting Date(s)	Semi-annually - due on June 30 and December 31 of each year, until the project is complete.
Project Expiration Date	January 31, 2025

Section 2. Full Text Announcement

A. Funding Opportunity Description

i. Purpose

This Funding Opportunity Announcement (FOA) invites interested Comprehensive, Supports, and Community Choices Waiver providers to apply for grants to implement innovative programs that use technology to enhance, expand, or strengthen their HCBS programs.

Award recipients will receive funding for approved projects through December 31, 2024.

ii. Background

During the COVID-19 public health emergency (PHE), many providers of HCBS used assistive and virtual technologies to connect with participants, monitor their well-being, and decrease their feelings of isolation and anxiety. Additionally, many providers used these technologies to ensure staff members had necessary training, up-to-date communication, and access to resources and support.

Providers of HCBS continue to face mounting and critical staffing shortages that could jeopardize participant access to needed services in their communities. This concern, in addition to the lessons learned during the COVID-19 PHE and the HCBS Section's commitment to ensuring that participants receive services in the least restrictive environment, has reinforced the need for a mechanism to fund technology projects that support providers in responding to participant and organizational needs.

Providers deliver services differently, and each participant's needs are individualized. Therefore, the HCBS Section is offering grants for projects that meet required specifications, but are designed to meet the unique needs of the providers and participants receiving services within the provider's program.

iii. Objective and Scope

The objective of this FOA is to fund innovations in the use of technology to expand, enhance, or strengthen HCBS. Innovative projects may address:

- Remote or virtual support services;
- Equipment purchases that support participant communication and access to needed services;
- Staff development and training;
- Research expenses related to existing technology programs;
- Other technology projects identified by the provider.

Projects submitted under this FOA should satisfy four criteria:

- The project must be innovative. This means that the project should introduce something new, or make changes in something established, especially by introducing new methods or ideas.
- The project must enhance, expand, or strengthen HCBS.
- The project must clearly explain expected outcomes, and establish how success will be measured.
- The project must describe the plan for the ongoing sustainability of the project once the grant award has been exhausted.

B. Award Information

Funding Instrument	Monetary grant: a support mechanism providing money to an eligibility entity to carry out an approved project or activity.
Anticipated Number of Awards and Funds Available	<p>An undetermined number of awards up to \$100,000 each, which will be paid out of \$3,000,000 earmarked for assistive technology services. The HCBS Section reserves the right to award zero (0) grants and expend zero (0) dollars.</p> <p>A provider may submit an application for multiple grant cycles, which may include an application to continue or expand an existing project. However, a provider may only submit one application per grant cycle.</p>
Award Budget	Funds may be used only for those expenses that are directly related and necessary to the project and must be expended in compliance with 31 C.F.R. Part 35.
Award Project Period	All funds will be awarded by the HCBS Section no later than January 31, 2025. Providers must expend all grant funding no later than June 30, 2025.

C. Eligible Entities

Any Wyoming Medicaid enrolled and HCBS certified provider is eligible to apply.

D. Application and Submission Information

The HCBS Section will not provide an application form or template. However, an application must include all of the following elements:

1. Cover Page
 - a. Name of the provider submitting the application

- b. Brief description of the project proposal, in no more than three to five sentences.
 - c. Point of contact for the application, including the name, position or title, address, phone number, and email address.
2. Provider Information
- a. Provider’s mission statement
 - b. IRS Employer Identification Number or Social Security Number
 - c. List of the Board of Directors, or other relevant leadership
 - d. Description of the provider’s current service options and activities
 - e. Description of how the provider currently uses technology to support participants during the delivery of HCBS, or how technology is used to support staff members or administer HCBS.
3. Project Proposal
- a. Describe the overall project. Project description must include:
 - i. An explanation of why the project is considered innovative;and
 - ii. How the project enhances, expands, or strengthens HCBS.
 - b. If equipment costs are included, describe any equipment that will be purchased and how it will be used
 - c. If personnel costs are included, describe their specific role and tasks, and how their work will contribute to the outcomes of the project.
 - d. Describe the specific activities that will be conducted and how they will contribute to the project.
 - e. Describe how the project will facilitate participant independence, if applicable.
 - f. Describe any partnerships, including their role in the project and relationship with the provider.
 - g. Identify the staff members and leadership who will be involved. *Please provide their resume(s).*
 - h. Provide a detailed timeline of the project that shows major milestones.
 - i. Provide a line item budget of the project, including other funding sources, allocations, and any relevant restrictions on the use of funds that are outside of the ARPA Technology Innovation Grant award.
 - j. Describe the plan for the ongoing sustainability of the project once the grant award has been exhausted.
4. Evaluation Information
- a. Describe the specific outcomes that are expected and how those outcomes will be measured.
 - b. Describe the evaluation design, and any data collection methodologies that will be used.

Applicants are encouraged to format their application in a manner that reflects the enumerated elements above. For example, the application should provide the list of the board of directors or other relevant leadership under section or paragraph “2.c,” or a reasonable alternative. This will assist the review to ensure the application is complete. Please be advised,if an application is not

well-organized, does not clearly address all of the enumerated elements above, or is otherwise of a lower quality, the application may receive a lower score compared to other submissions.

Each application must be submitted to the HCBS Section via email at wdh-hcbstechgrant@wyo.gov. Applications may be submitted no later than the last business day of the first month of the grant cycle.

E. Application Review and Selection Information

Each application will be reviewed and scored by an advisory panel established by the HCBS Section. This panel may include members outside the HCBS Section or the Department of Health, including community and HCBS stakeholders. The scoring of applications will be based on a rubric that accounts for how well the application satisfies the elements established under this FOA.

The advisory panel will review the highest-scoring applications and independently select award recipients based upon the purpose and objectives of HCBS Section ARPA spending plan and narrative. Since the HCBS Section must be a responsible steward of taxpayer funds, the HCBS Senior Administrator reserves the right to not award any grants in the event the advisory panel determines there are insufficient applications of merit.

F. Award Administration Information

All grants awarded under this FOA are subject to the terms and conditions imposed upon the ARPA. All grants are also subject to State of Wyoming contracting and vendor management requirements.

G. Evaluation and Reporting

Award recipients are required to report on project progress on a semi annual basis. Reports are due on June 30 and December 31 of each year, until the project is complete. Reports must include

- Work completed during the reporting period, and major milestones that have been met
- The cumulative amount of the grant award that has been expended, based on the initial budget submitted in the application

Award recipients are required to submit a final project report within thirty (30) calendar days of completing the project.

Reports must be submitted to wdh-hcbstechgrant@wyo.gov.

Award recipients must not knowingly present, or cause to be presented, false reporting information, or use grant funds for a purpose other than the project presented and approved. Violations of this requirement will be presented to Program Integrity, and the Award recipient will be subject to repayment of the entire grant amount.

H. Agency Contacts

Questions regarding this FOA may be submitted to wdh-hcbstechgrant@wyo.gov.

I. Right to Amend or Withdraw

At all times, the HCBS Section reserves the right to amend or withdraw this FOA. In the event the HCBS Section substantially changes application criteria and an applicant has already submitted an application, the HCBS Section will provide the applicant notice of the change and an opportunity to supplement the application, as necessary.