



**Opportunity to Apply for Grant Funding
Colorado Choice Transitions (CCT)
Transition Coordination Services
Infrastructure Development Grant
March 19, 2018**

Questions from technical assistance call held on March 12, 2018

- Can more information be provided regarding time periods for work/spending grant funds (is it only 2 months)?
 - Grant funds cannot be rolled over into FY 18-19, Applications should limit plans for infrastructure development that can be completed by June 30, 2018.
- What is the definition of a new TCA?
 - The requirement for completion of a set number of transitions during the past year for TCAs is being removed from the RFA. Therefore, a definition of a new TCA is not relevant. The revised RFA is attached.
- Is there any wiggle room on the number of transitions completed in the last year?
 - The requirement for completion of a set number of transitions during the past year for application is being removed from the RFA. The revised RFA is attached.
- Why are we committing to 12 months of transitions for 2 months of funding?
 - The requirement for completion of a set number of transitions during the past year for application is being removed from the RFA. Funding will be provided for the infrastructure development and to cover expenses not reimbursed through the Community Transition Services (CTS) service rate for the two month period.
- Can the deliverable about names of replacement personnel be removed because most organizations won't know who the replacement is within 10 days?
 - The RFA is revised to require a plan for replacing key grant personnel. A revised RFA is attached.
- W-9 not included with RFA
 - W-9 form is attached

Written inquiries received after technical assistance call.

1. Can we request funding to support ETS, or just the TC services?
 - Grant funding is not attached to a service. Funding can be requested for TCA infrastructure development and/or to cover transition expenses not reimbursed by the CTS service rate.
2. Do we have to expend the grant funds completely by June 30? If selected for the grant funding, would the funds need to be spent during the 4/2018-6/2018 timeframe? If we did not spend the funds during this time, what would happen to them
 - Grant funds must be fully spent by June 30, 2018. A final report showing expenditures is due by June 30th. Any unspent funds must be returned.

3. Since we serve a rural region of 6551 square miles, can we request funds for vehicle expenses (lease, insurance, purchase, etc)?
 - Grant funds cannot be used for vehicle expenses.
4. We feel that outreach and education is required for the region to achieve and exceed the stated goal of 5 transitions. Can we request funds to produce materials and/or do presentations?
 - Yes, funds can be requested to produce materials and/or do presentations.
5. TRE only accepts Individuals with development disabilities (that have met DD Determination) for Transition & CCT processes. Given we will only continue to accept clients with a development disability, would we still be eligible for this grant opportunity?
 - Yes, Transition Coordination Agencies (TCAs) that provide services to a specific waiver population are eligible for the grant opportunity.
6. Does the grant include the ability for TRE to receive all TC/CCT funding immediately? For example, we currently complete a transition and then bill the department once the transition is completed. Does acceptance of this grant allow us to receive “up front” funding for the entire TC process, or is it only the grant money for this time period we will receive “up front”?
 - Grant funding is not attached to a service. Funding will be received as “up front” funding to support infrastructure development project plans and/or cover transition expenses not paid for through the CTS service rate for the two month time period that are described in the TCA’s grant application.
7. We had a quick question on eligible uses for the grant dollars as we create our plan. We were wondering if it would be allowable to use a portion of it to create an in house revolving fund for household setup expenses.
 - Grant funding cannot be used for any expense covered by CTS household set-ups funds.
8. Just needing clarification on the rule. Is the assessment and risk mitigation piece, paid through the transition fee? Or is that time something that can be funded through the grant?
 - Transition coordination activities including completion of the transition assessment and risk mitigation plan are paid for through the CTS service rate. Therefore, grant funding cannot be used to pay for these activities.
9. We had our regularly scheduled staff meeting today and were not able to attend this meeting. Are there notes or guidance about the grant that you shared? I have it printed out if you need to refer to a particular section or page.
 - Questions asked during the technical call are included in this response. The RFA document with highlighted sections discussed during the call is attached.
10. In looking at the projects that would most help us increase our capacity, we would like a way to help hold and secure housing for future transitions. Boulder has very limited rentals and even fewer affordable, accessible units. Could we use these grant funds to pay rent on a unit to secure it until a person transitions out of the nursing home? For example, if we learn about an accessible unit that

comes available and accepts Section 8, could we use these grant funds to pay rent on that unit for a month or two until a person transitions into that rental from the nursing home. This would greatly help us increase transitions over the next 12 months if we can help secure housing now for future transitions.

- Grant funding cannot be used to secure housing for future transitions.

11. Can we use these funds to pre-purchase transportation for consumers? Again in looking at how we can grow our capacity over the next 12 months with funding for 2 months, it would be very helpful to have pre-purchased transportation for individuals in the transition program. This would help consumers get to locations for shopping for home goods, apartment inspections, moving, etc. We see this as a capacity building expense. Would that be accurate?

- Bus passes cannot be paid for with grant funding. Other types of transportation expenses, such as taxi fares, can be paid for with grant funding.

○ How should the “Number of Transitions To Be Compensated” and “Transition Expenses To Be Compensated” be answered in the Expenses Not Paid By Service Rate To Be Compensated By Grant Funding table on the application form be answered?

- Number of Transitions to Be Compensated – state the number of transitions for which grant funding (for expenses not paid for by the CTS service rate) will be used. For example, the TCA will be providing transition services to five CCT participants. Grant funding will be used to cover non-reimbursed transition expenses for each of these five participants.
- Expenses To Be Compensated – List the types of expenses for which grant funding will be used. For example: application fees for apartments.

13. Should transition expenses not paid by service rate to be compensated by grant funding be specifically listed or can they be generalized into categories of expenses?

- Specific types of expenses for which grant funding will be used must be listed.

14. Item 6.2.1.1.3 it states we need to include a statement in which applicant acknowledges its acceptance that all content of the application response shall become contractual obligations of the contract. What do we need to submit to be compliant with this?

- This statement “Applicant name acknowledges acceptance that all content of this application response shall become contractual obligations of the contract” can be added to the Executive Summary.