



## 2025 Preventive Services in Long-term Care Grant Program: Non-Emergency Medical Transportation in Long-term Care

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# Program Description

- Funded by the U.S. Department of Health and Human Services Centers for Disease Control and Prevention 2019 Epidemiology and Laboratory Capacity for Prevention and Control of Emerging Infectious Diseases (ELC) Cooperative Agreement (CDC-RFA-CK19-1904) awarded to the Minnesota Department of Health (MDH).
- The 2025 Preventive Services in Long-term Care Grant Program will award grants to increase the capacity of residential facilities serving older adults to meet critical needs and provide services required for long-term care (LTC) communities and the residents they serve.

# Program Description

- The grant program is focused on the development and dissemination of resources to improve LTCs' capacity to ensure the safety and continuity of services provided to residents in skilled nursing/nursing facilities (SNF/NF) and assisted living facilities (ALFs) operating in Greater Minnesota (outside of the seven-county Twin Cities metropolitan area).
- The Program we are highlighting today is the **Non-Emergency Medical Transportation in Long-term Care RFP**.

# Program Goals and Outcomes

The primary goal of the **Non-Emergency Medical Transportation in Long-term Care** grant program is to develop systems and strategies to ensure that LTC community residents have the *safest, most appropriate, and cost-effective transportation services* to participate in essential non-emergency health related appointments.

Applicants are encouraged to propose creative solutions and unexplored approaches, as well as modifications to current resources, to fulfill this goal.

# Funds Available

Funding	Estimate
Estimated Amount to Grant	\$2,000,000
Estimated Number of Awards	tbd
Estimated Maximum Award	\$2,000,000
Estimated Minimum Award	\$75,000

- Funding is allocated through a competitive process
- No expenditures may be incurred before the grant agreement is fully executed and the start date arrives

# Funds Available

- MDH anticipates making multiple grant awards of varying amounts.
- Eligible applicants may request the full \$2,000,000 if they are proposing a large-scale, regional or statewide solution. (This is an exceptional situation situation).
- The minimum award amount is estimated to be \$75,000; however, lower requests may be considered.

- There is no match requirement for this grant program.
- Project Dates (estimated): March 1, 2025 to March 31, 2026.
- Multi-organization collaboration is encouraged and will receive competitive priority.

## **Project Dates (estimated)**

- Application due to MDH: November 15, 2024, by 4:30pm
- Grant distribution announcement: Late January 2025
- Grant Agreements begin (estimated): March 1, 2025
- Grant agreements end (estimated): March 31, 2026

# Funding Eligibility

- **Eligible applicants meet the following criteria:**
- Applicant is one of these entities: Clinic, Community Health Board/Local Public Health, For-profit Entity, Hospital, Institution of Higher Education, Local Unit of Government, Nonprofit Organization, or Tribal Government.
- Applicant is located in Minnesota.
- Applicant entity is in good financial standing.
- Applicant demonstrates a strong history of working with LTC stakeholders in Minnesota.
- Applicant and its collaborating partners demonstrate expertise in non-emergency medical transportation and/or other LTC transportation systems.



The **Non-Emergency Medical Transportation in Long-term Care** grant program priorities are to:

- Develop systems and strategies to ensure that LTC community residents have the ***safest, most appropriate, and cost-effective transportation services*** to participate in essential nonemergency health related appointments.
- Explore creative solutions and unexplored approaches, as well as modifications to current resources.
- Applicants are encouraged to propose innovative approaches, as well as modifications to current resources, to address priority areas.

# Outcomes & Priorities

**NOTE:** Applicants proposing reimbursable transportation services **MUST** adhere to the requirements of the Minnesota Department of Human Services (DHS) for administering nonemergency medical transportation, as outlined here:

[Transportation Services - State Administered NEMT](#)

AND

Department of Transportation (MnDOT) guidance on Special Transportation Services, found here:

[MnDOT Special Transportation Services \(STS\)](#)

# Other Competitive Priorities

## Other program priorities:

- Programs and strategies that serve as models and may be replicated.
- Projects that can be implemented effectively in a setting with high staff turnover.
- Projects with a regional or statewide reach.
- Projects that are cost-effective.
- Projects with evidence of long-term sustainability.

# Non-Emergency Medical Transportation in LTC Expenses

## Eligible expenses for the Non-Emergency Medical Transportation in LTC grant program (not exhaustive) :

- Providing resources and systems to LTC communities to coordinate non-emergency medical transportation among residents and across LTC facilities in a region.
- Developing or expanding a formalized process for rideshare service providers to provide non-emergency medical transportation to residents in LTC communities.
- Training, education, recruitment, and credentialing of new and existing staff and volunteers to provide non-emergency medical transportation to residents
- Technology, equipment, and staff to develop, implement, or expand non-emergency medical transportation services (including related resources, such as a reservation system) for LTC communities.
- Modifications to vehicles to increase accessibility.

# Non-Emergency Medical Transportation in LTC Expenses continued

## Continued

- Contracts with partner entities to provide transportation services or related services, such as coordination and training
- Partnerships with community health workers or other community partners to facilitate utilization of transportation services or create supporting resources.
- Developing and piloting a new model of non-emergency medical transportation services for LTC communities.
- Modifying existing transportation programs or resources to operate more safely, efficiently, and cost-effectively for LTC communities.
- Other costs to address community-specific non-emergency medical transportation needs

# Ineligible Program Expenses ALL Programs

## **Ineligible expenses include (ALL programs):**

- Fundraising
- Taxes, except sales tax on goods and services
- Lobbyists, political contributions
- Bad debts, late payment fees, finance charges, or contingency funds

# Grant Contractual Obligations

- Work may not start prior to the full execution of the grant agreement and the project start date (approximately March 1, 2025)
- Grant activities approved for payment are outlined in Exhibits A & B of the contract
  - Any activities outside of this must be approved prior to action
- Grantees must report on financial and programmatic activities quarterly
  - January 20, April 20, July 20, October 20
- Grantees receiving over \$50,000 will have one grant monitoring visit and financial reconciliation per grant period
- Grantees receiving over \$250,000 will have one grant monitoring visit and financial reconciliation per year through the grant period

# Review Process

- MDH determines initial eligibility
- Review committee scores applications on the criteria in RFP Attachment A:
  - Organization Background and Capacity
  - Project Narrative and Work Plan
  - Budget Narrative
- Review committee and MDH determine grant awards
- MDH conducts due diligence and past performance review prior to entering into grant agreements



# Submitting Questions

- All questions regarding this RFP must be submitted via email to [ORHPC.LTC.MDH@state.mn.us](mailto:ORHPC.LTC.MDH@state.mn.us) .
- Answers will be posted within 5 days on the ORHPC Grants and Funding website within the published RFT.
- Please submit questions no later than 4:30 p.m. Central Time on November 11, 2024.

# Application Submission

- Applications are due November 15, 2024 at 4:30pm Central Time
- All applications will be completed and submitted via the online [ORHPC Grants Management System](#)
- The next slides show how to create a profile and begin an application in the online system

# Creating/Managing Users

Logon Page

Email Address\*

Password\*

[Log On](#) [Create New Account](#)

[Forgot your Password?](#)

Welcome to the MN Department of Health's Office of Rural Health and Primary Care's online grant portal.

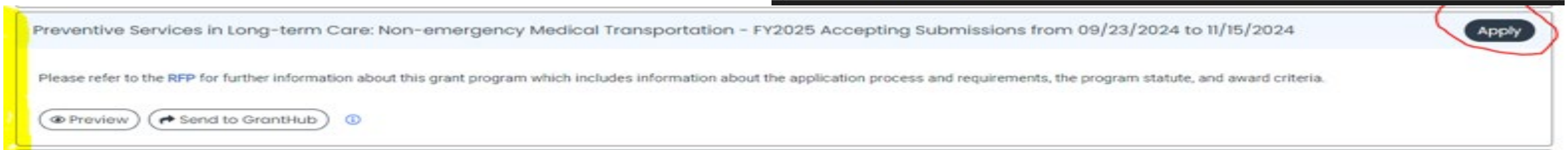
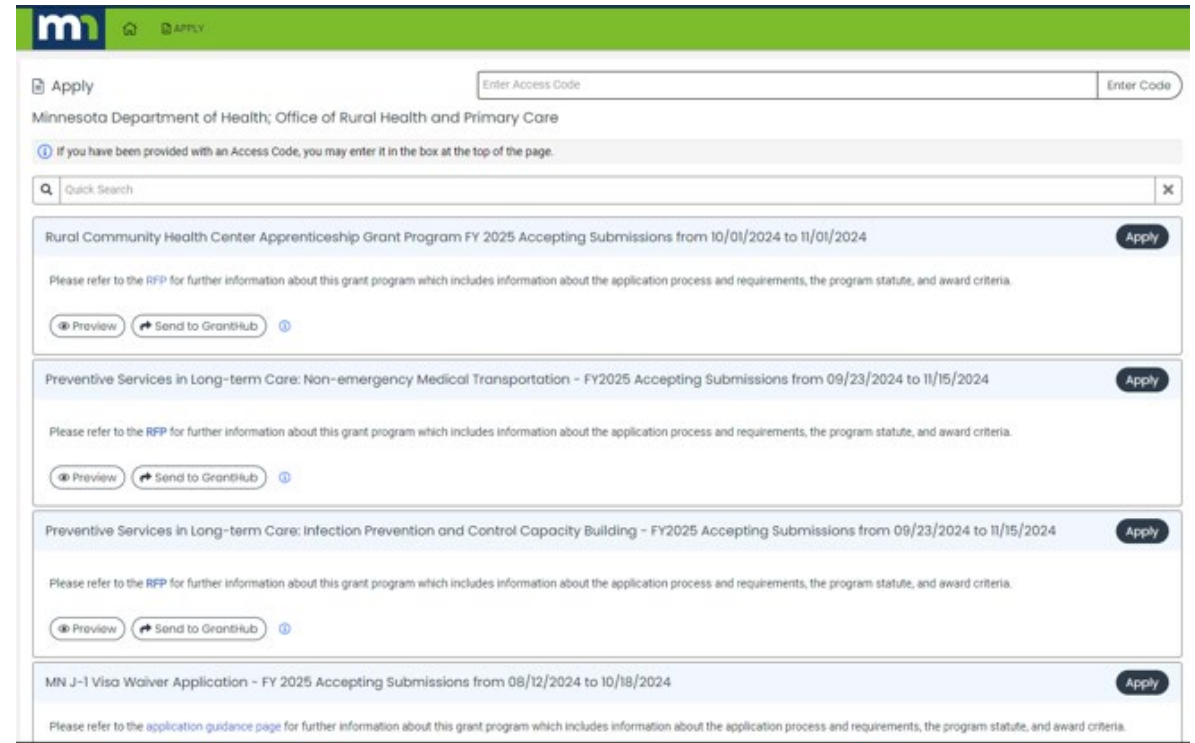
**FOR THOSE APPLYING FOR MN HEALTH CARE LOAN FORGIVENESS OR STATE LOAN REPAYMENT PROGRAM:** Please click on the "Create New Account" button to set up an account to enter into the grant portal.

**ALL CURRENT USERS:** Please click on the "Forgot your Password?" link to create a new password for the account that has already been set up for you.

- Existing Users: log in or use the forgot password button
- New Users: verify your organization has or doesn't have a profile & create profile(s)
- If you are unsure of organization's status, reach out to MDH

# Starting an Application

- On the home page of the portal, find the **FY2025 Preventive Services in Long-Term Care: Non:Emergency Medical Transportation in Long-term Care** program
- Click Apply



# Application Sections

The screenshot shows a web application interface for an application form. At the top left, there is a tab labeled "Application". To the right of the tab is a "Question List" button with a question mark icon. Below the tab, there are two informational messages: "Due by 11/15/2024 04:30 PM CST." and "Fields with an asterisk (\*) are required." The main content area consists of a vertical list of sections, each with a right-pointing chevron icon and a text label: "Application Instructions", "Section 1: Organization and Applicant Information", "Section 2: Project Information", "Section 3: Organization Background and Capacity", "Section 4: Project Narrative", "Section 5: Budget and Budget Narrative", "Section 6: Attachments", "Section 7: Applicant Conflict of Interest", and "Certification". At the bottom of the form, there are three buttons: "Abandon Request", "Save Application", and "Submit Application". The "Submit Application" button is highlighted with a dark background.

- 7 sections to complete
- Refer to RFP for instructions on narrative questions
- Complete at your own pace
  - Save button vs. Submit button

# Application Sections 1 & 2

- Basic information about your organization
- Important to note that applicant will be the individual to whom reports are assigned
- Collaboration is possible: can add others as collaborators in portal
- SWIFT information is very important – this is how MDH contracts
  - If unsure, contact SWIFT help desk: 651-201-8100 or [swifthelpdesk.mmb@state.mn.us](mailto:swifthelpdesk.mmb@state.mn.us)

# Application Section 3: Organizational Background and Capacity

- Organization Overview
- Organizational Capacity
- Collaborating Partners

# Application Section 4: Project Narrative and Work Plan

- Indicate Facility Type
- Specify Geographic Location
- Problem Statement
- Project Description
- Innovation
- Replicability of Initiative
- Addressing Staff Turnover
- Promoting and Ensuring Health Equity
- Evaluation Plan
- Project Sustainability
- Overall Workplan



# Application Section 5: Budget & Budget Narrative

- Provide details on proposed expenses
- Detailed budget
- Budget Categories:
  - Salaries
  - Fringe
  - Travel
  - Supplies
  - Contracted Services
  - Equipment
  - Other

# Application Section 6 : Required Attachments

- Audited financial statements
- Due diligence form

# Application Section 7: Certification and Conflict of Interest

- Complete both sections prior to submission
- Should you be aware of any conflict of interest, this may not disqualify you for funding, but requires a mitigation plan to collaborate with MDH
- Reach out with any questions regarding conflict of interest

# Questions?

# Thank You!

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