

Michigan Trauma System Development Projects Frequently Asked Questions

QUESTION:

I am interested in applying for this in many of the areas, but focusing on the trauma education: I'd like to work on organizing the RTTDC & bringing it to our area. I think this is doable, but please tell me for sure.

ANSWER:

The Trauma Section cannot provide guidance on project development or specific areas of interest to focus on. Project evaluation will consider: Projects that clearly identify and substantiate a need, identify a target population, are evidenced based, have goals and objectives that address activities that are measurable, reinforce and support the trauma system, have a clear and easy to understand plan of operation, can be replicated, describe potential reach and impact, have a budget that supports the planned activities, describes a timeline that is reasonable based on the stated goals and objectives, has the potential to expand on existing partnerships or create new ones and plans for evaluation.

Projects that may fit into more than one category should choose the closest fit and describe the rationale for that choice.

QUESTION:

What is a fiduciary?

ANSWER:

A fiduciary is an agent who is legally authorized to receive monies, or reimbursement, from the State of Michigan on behalf of the project applicant.

QUESTION:

May the funds be used for TNCC courses and for staffing costs to backfill the nurses attending the courses?

ANSWER:

In the project application clearly describe and substantiate all project details, program needs and requirements. All applications will be reviewed equally to determine eligibility.

QUESTION:

Can a project application request funds for 2 separate needs, e.g. rural trauma care development and trauma courses?

ANSWER:

This example would require two separate applications.

QUESTION:

Can an entity (e.g. facility or organization) submit more than one project application?

ANSWER:

Yes.

QUESTION:

Please expand on the previous question and answer concerning an entity submitting multiple applications.

ANSWER:

If a program need or project covers or spans more than one of the four Trauma System Development Project categories (Injury Prevention, Trauma Education, Performance Improvement, and Trauma Infrastructure) separate project applications must be submitted for each project/category.

QUESTION:

Under the injury prevention category you have listed provider safety. Would that include the purchase of equipment for the use of fire departments when responding to active shooter or other active crime scenes? These are not for use by swat medics who would show up later. The use would be for the first responding firefighters who would be making entry into the warm zone with the police department and rendering immediate casualty care to the victims.

ANSWER:

The Trauma Section cannot provide guidance on project development or specific areas of interest to focus on. Project evaluation will consider: projects that clearly identify and substantiate a need, identify a target population, are evidenced based, have goals and objectives that address activities that are measurable, reinforce and support the trauma system, have a clear and easy to understand plan of operation, can be replicated, describe potential reach and impact, have a budget that supports the planned activities, describes a timeline that is reasonable based on the stated goals and objectives, has the potential to expand on existing partnerships or create new ones and plans for evaluation.

Projects that may fit into more than one category should chose the closest fit and describe the rationale for that choice.

QUESTION:

We are grappling with a significant variance in retrieving data from life support agencies through ImageTrend. Our Regional MCA Network has recognized that some agencies are struggling with technology. The information from the first responders through to the transporting life support agencies is critical to the full picture of the patient and his/her injuries while it also dovetails to the registry and outcomes.

The question is – would tablets in life support agency vehicles be a trauma infrastructure project or because it is truly for performance improvement under that heading instead?

ANSWER:

Select the project category that appears to best fit and provide rationale for this selection.

QUESTION:

What is the deadline for all project funds to be spent?

ANSWER:

All projects must be completed by 8/31/17.

QUESTION:

Related to Trauma Infrastructure, can you please give examples of what a potential Level III facility could request funding for, e.g. in the special needs category to support local trauma infrastructure development?

ANSWER:

Special needs populations can include geriatric, pediatric, etc. Consider an unmet need and possibly develop a program/project to meet that need.

QUESTION:

Where exactly are the applications on the trauma system website?

ANSWER:

Applications are located on the trauma system website, www.michigan.gov/traumasystem, under the 'System Support' tab/sub-menu.

QUESTION:

Can a Regional Trauma Network submit an application, i.e. does that qualify as an entity eligible for project funding?

ANSWER:

Yes.

QUESTION:

Are there any specific requirements that must be met for an entity to be an eligible applicant? For example, a MCA, facility and/or researcher?

ANSWER:

No specific requirements are defined. However all entities must be willing to serve as the fiduciary and to register as a vendor with the State of Michigan to receive reimbursement.

QUESTION:

Will any projects be funded up-front or are all projects reimbursement based?

ANSWER:

All projects and costs are reimbursement based.

QUESTION:

Can an entity submit separate applications that all add up to the funding minimum of \$5k? Can these projects be across different project categories?

ANSWER:

Project proposals requesting less than a floor of \$5000 may be considered. The evaluation criteria remain the same. Proposal rationale should consider the man hours needed to process paperwork, and to evaluate and monitor projects.

QUESTION:

I am completing my agencies Trauma Grant and directions indicate I am supposed to request a fillable budget detail and budget summary page? Can you possibly send me these documents? I am nearly complete with this grant and would like to submit sometime soon.

Also do we need to complete the vendor payment express information at this time or should we wait to see if we are awarded this grant?

ANSWER:

Access to the fillable budget worksheets can be provided by contacting your regional trauma coordinator, or by sending an email to MDHHS-TraumaProjects@michigan.gov.

All entities will have the opportunity to enroll as a vendor with the State of Michigan to receive payment after an award is granted.

QUESTION:

I am having difficulties with the fillable budget form not calculating correctly. Who do I speak with to override or learn what you're seeking?

There are significant monetary amounts under the applications I'm writing that area covered by others, for example personnel time. Do these need to be present in the budget or who do I talk with regarding the details?

ANSWER:

All budget forms should be completed to the best of the applicant's ability and per the Budget Worksheet Instructions posted on the trauma system website: www.michigan.gov/traumasystem.

If additional budget information is required to complete application processing the applicant will be contacted directly for clarification.

QUESTION:

Will the projects be funded with federal or state funds?

ANSWER:

All projects will be funded with state funds.

QUESTION:

What is the program name (not sure if this is what we call our project) or is this your program title, if it is yours please provide?

What is the budget period (is this our agencies budget year) or the State's budget year, if it is yours please provide?

Once the application is complete, can we send back to your e-mail electronically or do you want the original sent by US Mail. If required via regular mail can you provide the address?

ANSWER:

Program name is the project title listed on the Project Application.

Budget period is 9/1/16 – 8/31/17.

All applications must be submitted electronically using the email: MDHHS-TraumaProjects@michigan.gov. No paper copy/original is required via US mail.

QUESTION:

In the budget Summary document should we place the amount of funds we are requesting from the Grant under "12. State Agreement", or should we add a line "16. MI Trauma System Grant"?

ANSWER:

All budget forms should be completed to the best of the applicant's ability and per the Budget Worksheet Instructions posted on the trauma system website: www.michigan.gov/traumasystem.

If additional budget information is required to complete application processing the applicant will be contacted directly for clarification.

QUESTION:

We offer free online continuing medical education within the State of Michigan for first responders, with a long history of working with Hospitals, MCA's and the State of Michigan EMS office. Would we be able to submit for education development under this funding? We are a for-profit so I am unsure.

ANSWER:

Public, non-profit and private organizations capable of conducting program activities are eligible to apply.

QUESTION:

Are meals an allowable expense?

ANSWER:

Meals may be considered an allowable expense based on stated project goals, how relevant providing meals is to the project, and how it reflects on the overall budget.

QUESTION:

Can an applicant build indirect expenses into their proposed budget to offset the cost of contracting with a fiduciary? If so, what would be a reasonable amount (percentage) for that expense?

ANSWER:

No.