



Michigan Department of Health and Human Services
Nursing Facility Enrichment Program
Formerly - Civil Monetary Penalty Grant Program

Frequently Asked Questions

Q: What does the points minimum for the Request for Proposal (RFP) review mean exactly? Does this refer to state or federal?

A: The minimum of 75 points is a state requirement for a proposal to be considered for funding. The RFP document includes Section II, 7, Application Information, which describes how points are assigned to proposal sections. Section III describes how those proposal sections will be evaluated.

Q: Does the Centers for Medicare and Medicaid Services (CMS) use the same point review system?

A: CMS does not use a point system.

Q: Where are CMS criteria defined?

A: CMS's criteria for Use of Federally Imposed Civil Money Penalty (CMP) Funds by States. https://www.cms.gov/Medicare/Provider-Enrollment-and-Certification/SurveyCertificationGenInfo/Downloads/SCLetter12_13.pdf

CMS Civil Money Penalty Reinvestment Program

<https://www.cms.gov/Medicare/Provider-Enrollment-and-Certification/SurveyCertificationGenInfo/LTC-CMP-Reinvestment.html>

Q: How many characters are allowed and how do I know?

A: The RFP document provides the character limit for each section.

Q: Do I have to save in the Work Plan?

A: You will want to save your work in the EGrAMS Portal. Technical assistance is available from the EGrAMS Help Desk: 517-335-3359 or MDHHS-EGRAMS-HELP@michigan.gov.

Q: Was the webinar recorded?

A: No. All programmatic information regarding this application can be found in the RFP document. The PowerPoint that was used for the webinar can be found on the front page of the EGrAMS Portal, by clicking on "About EGrAMS" and then clicking on the paper clip next to "Grantee: Competitive Application Instructions".

Q: There are no points associated with attachments in the Miscellaneous section?

A: That is correct.

Q: What should I answer as the start date?

A: April 1, 2020.



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Q: How does the State deal with payment delays or delays in approval of the application (financial hardship to the agency)? Delays have occurred in the past under several circumstances.

A: One of the reasons MDHHS is using the EGrAMS system for the RFP and proposal processes is to eliminate delays caused by department processes. Still, delays may occur in reaching a decision on a proposal if MDHHS or CMS need additional information from the applicant. The start date may be delayed if the various approvals are not obtained in a timely way. MDHHS anticipates that the October 1 start date will work for most, if not all, of the grants. It is important to understand that MDHHS cannot reimburse the grantee for any expenses incurred prior to establishing a signed contract in EGrAMS.

Q: How does money carry-forward across fiscal years? Is it available?

A: Unspent funds may be carried forward. This would be done through an amendment to the contract for the year in which funds are added. For example, in a 3-year grant, unspent funds from Year 1 may be added to the Year 2 contract. If the grantee has sufficient funding for Year 2, the Year 1 funds would be available to add to Year 3. If, at the end of the third year there were unspent funds and grant activities that needed to be completed, the funds could be used during a fourth year.

Q: Will the application process happen only once per year?

A: It has been Michigan's practice to accept CMP proposals twice per year: April 1-14 and October 1-14. Using the EGrAMS system for outreach and proposal submission is a pilot project, we have not determined if an October submission period will be needed. This information will be placed on our web page and announced through EGrAMS.

Q: What is the anticipated notification date of final award?

A: If a proposal does not require follow-up questions from MDHHS or CMS, notification will be made mid-to-late July. If additional information is required, the notice date depends on the applicant's response time and other factors.

Q: Can we be reimbursed for any pre-work?

A: No. See the RFP, 4, Incurring Costs, the State of Michigan is not liable for any cost incurred by the applicants prior to issuance of an agreement.

Q: What will it be called?

A: Nursing Facility Enrichment Competitive Grant Program

Q: Will the information on the website be changed?

A: The website was recently updated with information on the new EGrAMS application process. Additional information will be added as it becomes available.



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Q: How will we be notified (more people need to know)?

A: EGrAMS users are notified of all grant opportunities. A MDHHS press release is also issued at the outset of every competitive grant. MDHHS is considering additional options for outreach and welcome any suggestions.

Q: Letter of intent to evaluate whether a program is feasible or not? Would we add this to the process ever?

A: MDHHS does not plan to add this step. Our aim is to provide adequate information about MDHHS and CMS priorities.

Q: Can programs target staff benefit/preventing burnout?

A: A proposal's objectives must enhance the lives of residents, so this could not be the primary objective of a grant. This could be a secondary benefit of grant activities.

Q: How long does the amendment process take? How long should it take?

A: The length of time depends on the nature of the amendment. A complex amendment will warrant more review time. If an amendment requires CMS approval, that would add 45 days. An estimate would be 1-3 months.

Q: Budget question: Cap on a line item? Maybe travel? (If so, put a note in the application material).

A: We do not have a cap on line items. Budgets are reviewed for allowable costs, adequate detail, reasonableness, and whether they align with the project costs described in the narrative and work plan.

Q: Are the Contract Managers trained on the front end/Grantee and back end/Grantor?

A: Yes. MDHHS aims to provide adequate training to applicants and program staff, along with excellent technical assistance from the EGrAMS staff.

Q: Should the work plan be in a tree or narrative format?

A: Once you start your application in EGrAMS, you will find that the work plan section of the application will create a tree for you. As you enter Objectives and Activities, the system will automatically generate a tree/table of contents for the work plan. Include additional narrative, if necessary, to explain the plan. See the RFP for instructions on what to include in the work plan.