



COLORADO

Department of Health Care
Policy & Financing

QRTP Grant Program

2023 Frequently Asked Questions

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General grant program information

Through this grant, QRTP providers will provide research and analysis to determine, a) barriers to service access and provider expansion; b) gaps in resources and funding; and c) challenges in discharge and stepdown transitions. The research topics and data collection focus areas will be determined by the Department. The step-down project is aligned with [SB 19-222](#) and HCPF ensures all proposed projects must align with efforts to ensure access to a high-quality behavioral health system.

Could you please clarify the total amount of funding for this grant?

There is \$2,400,000 dedicated to the QRTP Track. Awardees may receive between \$170,000 and \$340,000, based on the number of locations a provider operates.

How many grants will be awarded?

There will be a total of 16 grants awarded. It is the hope of The Department to award funding to all current QRTP Providers in the state to gather the necessary information to make critical program decisions moving forward.

Who can apply?

Eligible entities for this funding include:

- Medicaid enrolled QRTP providers in the state of Colorado; or
- Be currently providing services to at least one child or youth with specialized behavioral health needs, such as:
 - Children and youth with multi-system involvement,
 - Children and youth with barriers to discharging to community in Colorado, and
 - Children and youth with barriers locating accepting treatment facilities in Colorado.

The research activity we want to propose is not included in the “allowable activities” list. How do we determine if the project is eligible?

Questions regarding any allowable activities should be sent to HCPF_ARPA-Step-Down@state.co.us prior to the closing date of the RFA. The Department is committed to partnering with organizations and ensuring that proposed costs are in alignment with state and federal guidelines.

There is an “allowable cost” we would like to propose not in the application list.

Can it still be proposed?

Yes, you can propose allowable costs as identified in the RFA materials. The Department will review all proposals and determine that proposed costs are in alignment with state and federal guidelines.

Who should I contact if I have questions about the process or application?

For any questions please contact: HCPF_ARPA-Step-Down@state.co.us

Awards and funding

What are some ways that the funding cannot be used?

You cannot duplicate benefits or use this funding to supplant funds.

What is duplication of benefits?

Duplication of benefits occurs when the amount of assistance to a beneficiary exceeds the total allowable assistance to that beneficiary. Grantees should conduct analysis to determine whether they could receive assistance from other sources and the grant should pay only for needs not met by other sources. In addition, awarded grantees must make sure to maintain clear records including where funds are coming from.

For example, if your project will cost \$500,000 dollars and you have already sourced \$200,000 you should request no more than \$300,000 from this grant.

What is supplanting?

[Supplanting Guidance.pdf](#)

Supplanting happens when an entity uses federal grant funds for a planned expenditure to replace funds in an existing budget. Supplanting is not allowed with federal grant funds.

For example,

- If your Board has already approved the funding for this piece of equipment you cannot use this grant as a funding source instead.
- If your salaries are already 100% paid by a funding source you cannot use this grant as the funding source instead. You would have to do a lot of position modification to use this funding source for such a position.

What is supplementing?

Supplementing happens when an entity uses federal grant funds in combination with other funds for a planned expenditure in an existing budget. Supplementing funds is allowable to the extent they are used to meet the programmatic purpose and no other provision prohibits its use this way.

What are some best practices to ensure I am not breaking the rules for my federal agreement?

- Ensure you know what [duplication](#) of benefits is and that you know the difference between [supplanting](#) and supplementing.

- Track grant funds separately. Budget categories (personnel, equipment, supplies, etc.) must be set up for each grant, and funds spent according to how they were earmarked.
- Ensure all expenses and reimbursements are consistently tracked for accuracy.
- NEVER use funds to pay existing employees, unless the existing position is “backfilled” with a new hire.
- NEVER use federal funds to pay for items or costs that you have received state, local, or tribal funds for.
- Maintain supporting documentation: budget sheets, meeting minutes, or other official documents that may address the reduction of non-federal funds

I need to make a purchase for this project. What requirements do I need to follow?

Procurement requirements under state fiscal rules and federal regulations governing SLFRF funds must be followed. The federal regulations are under 2 CFR § 200.317 through § 200.327. Here are some key requirements to keep in mind:

- Open Competition
 - A small purchase up to \$250,000 requires at least 2 rate quotations while a project with a cost greater than \$250,000 requires competitive proposals with request for proposal (RFP) evaluation methods.
- Adherence to Conflict of Interest Policy
- Including prohibition on accepting gifts, gratuities or favors from contractors
- Maintenance of procurement records including
 - Rationale for the method of procurement
 - Selection of contract type
 - Contractor selection or rejection
 - Basis for contract price determination
 - Retention Policy
- Exercise proper oversight of contractors

Do we qualify if we are applying for other ARPA grants?

Yes, you can apply if in applying you are not [duplicating benefits](#). Note that your record keeping should clearly distinguish between grants, even other ARPA grants. Your general ledger should break down into all your different grant revenue streams. You should be able to clearly find the exact award dollars and where they were spent in your general ledger.

Can I use this project to pay for already incurred expenses?

When in doubt you should not present a project that potentially supplants funds. [Supplanting](#) is not allowed. Supplanting occurs when an entity replaces funds for an activity because federal funds are available (or are expected to be available) to fund that same activity. Supplanting existing funds for federal funds including these SLFRF funds is prohibited.

[Supplementing](#) funds is allowed. Supplementing funding is when federal grant funds are used in combination with other funds to enhance a planned expenditure in an existing budget.

What happens if my project is awarded the grant, but later it is determined that we do not qualify because the funding is actually [supplanting](#) other funding?

HCPF will be conducting subrecipient monitoring of grantees during all phases of the grant program and grantees will also be subject to state and federal audits during the grant program and the retention period (five years after the closing of the grant or five years after any legal action is resolved). If funding is disallowed due to noncompliance with the supplanting prohibition or other program requirements, funds will be returned to HCPF for disbursement to other grantees or to the federal government, depending on when the disallowance occurs. Grantees may only use the funds in accordance with the executed grant agreement including the terms and conditions and cannot use funds for other purposes.

Reporting requirements

What are the reporting requirements for the grant?

Appendix A of the application includes quarterly reporting requirement details in seven sections:

- Current Clients
- Referred Clients + Outcomes
- Discharge Clients with Active Aftercare
- Historical Diagnoses and Interventions
- Transition Services Provided
- Financial Implications and Cost
- Provider Interest/Incentive