

Welcome!

We will start soon.

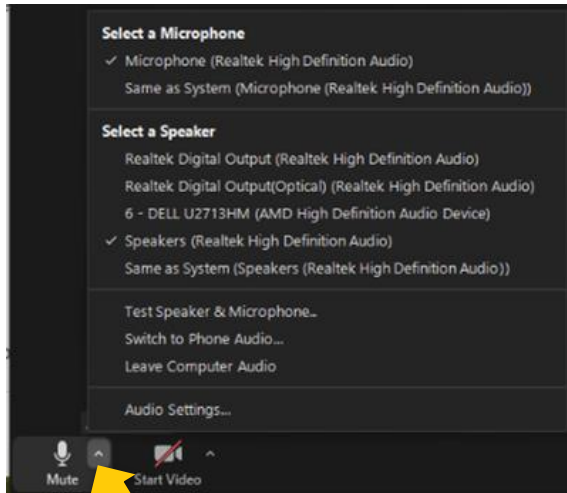
A few reminders:

There will be time at the end to ask questions.
Please stay muted during the webinar and enter any feedback in the Q&A box.

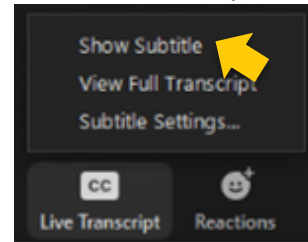
Zoom Webinar Controls

Navigating your bar on the bottom...

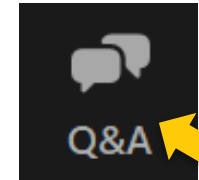
Audio Settings



Turn on Closed Captioning



Q&A



This Meeting Is Being Recorded

The recording shall be the sole property of AHCCCS and participation in this meeting indicates your waiver of any and all rights of publicity and privacy.

Please disconnect from this meeting if you do not agree to these terms.

Asking Questions During the Presentation

- Please add any questions to the Q&A section and we will read them out
 - Chat has been disabled for this webinar to help us keep track of and answer questions
 - **NOTE**: questions should concern the application, not your individual project
- All questions asked will be saved and used to develop future support materials



AHCCCS ARP Program Award

GrantsConnect Walkthrough Webinar

Program Overview

- \$47.5 million award program to strengthen Home and Community Based Services (HCBS) in Arizona
 - Round 1 ended in July 2023
 - Uses funds from the American Rescue Plan (ARP)
 - More information on the [ARP and Arizona's Spending Plan](#)
- Applicants can request between \$10,000 and \$1,000,000 for programmatic or infrastructure projects
 - Can submit up to 2 applications for distinct projects
- Organizations that applied during Round 1 are encouraged to apply again

Important Updates for Round 2

- **Additional Funding Available:** AHCCCS can award up to \$47.5 million in project funding for Round 2
- **Increased Award Cap:** Organizations can request up to \$1,000,000 per project
- **Submit Multiple Applications:** Organizations can submit up to 2 applications
 - These applications must be for distinct and unrelated projects
- **New Eligible Activity:** Organizations can apply for funding to support family caregivers

Eligibility If You Applied During Round 1

- Organizations that applied during Round 1 are encouraged to apply again during Round 2
- If you received funding during Round 1, you must submit a new project for Round 2
 - That could be an entirely unrelated project, or replicating your existing project for a new facility or new members
- If were denied funding in Round 1, you may update and resubmit your enhanced project during Round 2, or apply for a new project

Where to Find Additional Info on Awards

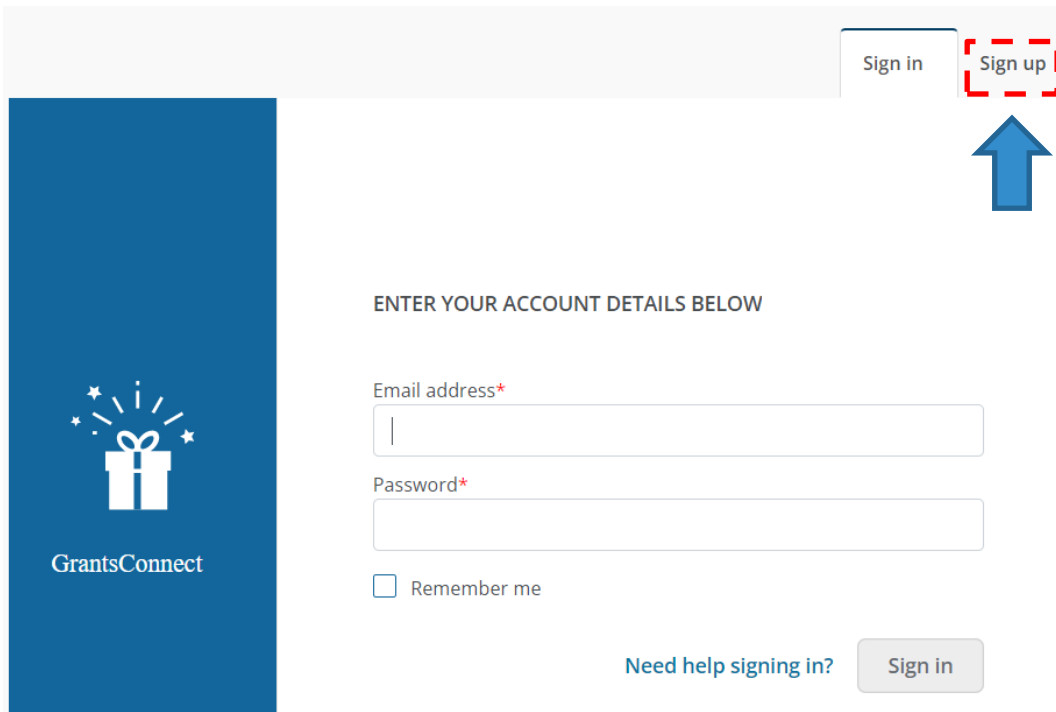
- You can find additional information on the [ARP Program Awards webpage](#), which covers:
 - Provider eligibility
 - Eligible and ineligible activities
 - Programmatic vs. infrastructure projects
 - Additional resources
- It also includes the slides and recording from the Nov. 13 webinar

Important Dates

Activity	Date
Application Opens	December 4, 2023
Application Webinar	December 7, 2023 at 12 p.m.
Open Office Hours	January 8, 2024 at 12 p.m.
Application Closes	January 15, 2024
Award Notifications Sent	March 2024 (anticipated)
Awardee Receives Payment	May 2024 (anticipated)
All Funds Must Be Spent	June 2025

Signing Up for GrantsConnect (1 of 3)

- Applicants are required to sign up for a GrantsConnect account to apply
- Start by clicking “Sign up” in the top-right corner



Sign in Sign up

ENTER YOUR ACCOUNT DETAILS BELOW

Email address*

Password*

Remember me

Need help signing in? Sign in

Signing Up for GrantsConnect (2 of 3)

- After you submit your information, you will receive a confirmation email and activation link from YourCause LLC welcoming you to GrantsConnect
- The link in the registration confirmation email will expire after **24 hours**

Signing Up for GrantsConnect (3 of 3)

- If you do not see this email:
 - Check your spam folder
 - Select “Resend account verification email” on the Sign In screen

Sign in Sign up

ENTER YOUR ACCOUNT DETAILS BELOW

Email address*

Password*

Remember me

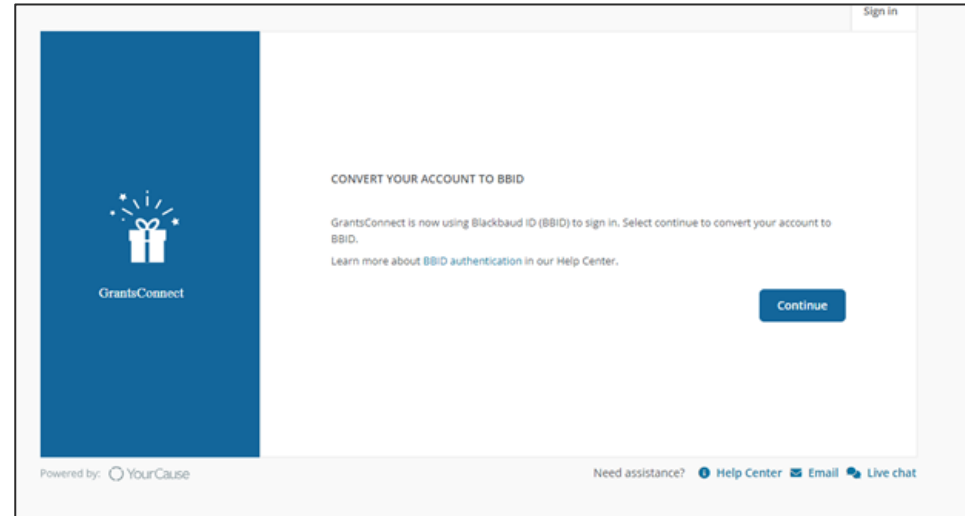
Need help signing in? Sign in

Resend account verification email...

Forgot your password?

Updating Account to Blackbaud ID

- If you already have a GrantsConnect account, you may need to update it to use Blackbaud ID
 - Blackbaud is the creator of GrantsConnect
 - This is for improved security
- Instructions on how to do this from Blackbaud are available on the award web page



Starting a New Application

- To start a new application, select “Start new application” on the welcome page
- This will take you to the Eligibility Form
 - Once you complete this form, you will start the application

AHCCCS ARP Program Award
Accepting applications until Apr 15, 2023 1:59 AM CDT

Thank you for your interest in applying for an American Rescue Plan Act of 2021 (ARPA) Home and Community-Based Services (HCBS) Program, authorized under Arizona's ARPA HCBS Spending Plan. Arizona Health Care Cost Containment System (AHCCCS) is investing the ARPA federal funds to enhance, improve, and strengthen statewide HCBS. AHCCCS seeks to disburse program awards across all HCBS Medicaid programs, distribute funds geographically across the state in both rural and urban areas and support diverse organizations and populations served with both programmatic and infrastructure projects.

You have 1 application that has not been submitted. Click edit, view all my applications, or start a new application.

Test Agent Name
Application ID: 1437781 [Edit](#)

[View all my applications](#) [Start new application](#)

Application Sections (1 of 3)

1. Organization and Experience

- Your organization, its programs, and service area
- Key personnel and their role in the project

2. Project Overview

- Short description of your project
- Award goals your project will achieve
- Need your project is addressing
- Key milestones and deliverables
- How your project fits your organization's strategy and vision
- Potential risks and solutions to address these risks
- Communications and Marketing plan for your project

Application Sections (2 of 3)

3. Project Impact

- People and areas that will benefit from your project
- Estimated number of people impacted by your project
- Any partners for your project, if applicable

4. Budget

- Detailed description of project costs, including:
 - Milestone, phase, or deliverable
 - Projected start and end dates
 - Total costs, including staff, materials, and administrative costs
- Sustainability Plan for continuing the project after funding ends

Application Sections (3 of 3)

5. Timeline

- Start and end dates for the project
- Any additional details on your project timeline

6. Reporting Outcomes

- Target outcomes for your project
- Method for collecting and measuring data for outcomes

Saving an Application

- Your application will auto-save while in progress
- If you leave, the auto-saved information will display when you return

The image shows a screenshot of a web application form. On the left side of the form, there is a large blue arrow pointing downwards to a dark blue button with a white checkmark and the word "Saved" next to it. This button is enclosed in a red dashed rectangular border. To the right of the arrow is a section titled "Does your organizational leadership team include individuals with any of the following?*" with the instruction "Select all that apply". Below this are five list items, each with a checkbox: "Racial and ethnic diversity", "Gender diversity", "Individuals with disability", "Training in justice, equity, diversity, and inclusion", and "None of these". Below these items is another question: "Has your organization received other grants from DHS in the last 5 years?*" followed by a text input field. At the bottom left of the form area is a blue link labeled "Previous".

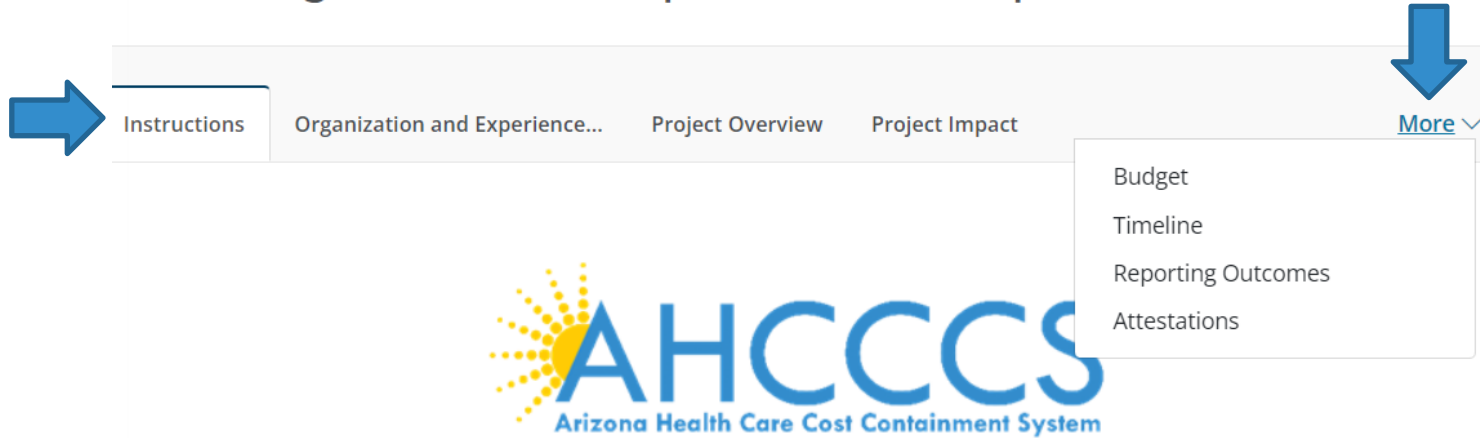
Resuming a Saved Application

- If you already started an application, you will see the open application on the welcome page with the option to “Edit”

The screenshot shows the AHCCCS ARP Program Award application management page. At the top left is the AHCCCS logo with the tagline 'Arizona Health Care Cost Containment System'. To its right, the text reads 'ARP Program Award' and 'Accepting applications until Apr 15, 2023 1:59 AM CDT'. Below this is a paragraph of text: 'Thank you for your interest in applying for an American Rescue Plan Act of 2021 (ARPA) Home and Community-Based Services (HCBS) Program, authorized under Arizona's ARPA HCBS Spending Plan. Arizona Health Care Cost Containment System (AHCCCS) is investing the ARPA federal funds to enhance, improve, and strengthen statewide HCBS. AHCCCS seeks to disburse program awards across all HCBS Medicaid programs, distribute funds geographically across the state in both rural and urban areas and support diverse organizations and populations served with both programmatic and infrastructure projects.' A horizontal line separates this text from the application status section. Below the line, it says 'You have 1 application that has not been submitted. Click edit, view all my applications, or start a new application.' There is a white box containing the text 'Test Agent Name' and 'Application ID: 1437781'. To the right of this box is a blue arrow pointing right, and further right is a blue 'Edit' button with a red dashed border. At the bottom of the page, there are two buttons: 'View all my applications' and 'Start new application' (which has a pencil icon).

Navigating the Application

ARP Program Award to Improve Member Experience



- You can jump between sections using the top-line navigation bar
- Click “More” to see any sections cut off by your browser window

Help Messages

- A question mark icon appears next to certain fields in the application
- Hover over these icons for help messages related to these fields

Of these, how many do you anticipate will be existing AHCCCS members?*

At least one of these populations must be selected in order to qualify for the program award.

Select the target population(s) that will benefit.* ?

Select all that apply

- Individuals (children or adults) with intellectual and/or Developmental Disabilities
- Individuals with serious mental illness (SMI)
- Aging and older adults (65+)
- Individuals (children or adults) with physical disabilities
- Individuals with substance use disorder needs
- Children with behavioral health needs

Question Types

- The application includes several types of questions:
 - Fill in the blank
 - Multiple choice
 - Drop down
 - Short answer
 - Table entry
- The next slides will discuss the interfaces for short answer and table entry questions

Short Answer Questions

Describe your organization. Include when it was founded, its mission statement, its service area(s), and its programs.*

Here is where you will submit information about your organization.

250 Word maximum ← Maximum Word Count

10 words ↑ Current Word Count

Window Control

The image shows a text input field with a light blue border. Inside the field, the text "Here is where you will submit information about your organization." is displayed. To the left of the field, the text "250 Word maximum" is shown with a black arrow pointing to the left edge of the field. Below the field, the text "Maximum Word Count" is shown with a black arrow pointing to the left edge of the field. To the right of the field, the text "10 words" is shown with a black arrow pointing up to the bottom-right corner of the field. Below the field, the text "Current Word Count" is shown with a black arrow pointing up to the bottom-right corner of the field. To the right of the field, the text "Window Control" is shown with a black arrow pointing to the bottom-right corner of the field.

- Short answer questions list the maximum word count and your current word count
- You can make the entry window larger or smaller using the controls in the bottom-right corner of the window

Table Entry Questions

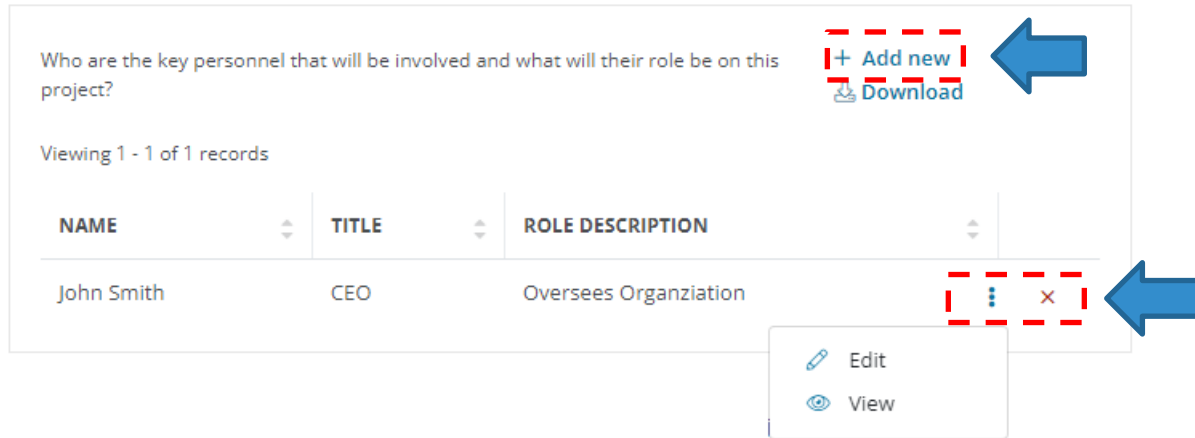
Who are the key personnel that will be involved and what will their role be on this project?

+ Add new
Download

Viewing 1 - 1 of 1 records

NAME	TITLE	ROLE DESCRIPTION
John Smith	CEO	Oversees Organization

Edit
View



- Add new entries to a table by selection “Add new” in the top-right corner
- Edit or delete a current entry using the controls to the right of the entry

The Budget Table

Milestone 1 Cost Justification*

Milestone 1 Start Date* MM/DD/YYYY

Milestone 1 End Date* MM/DD/YYYY

Staff Hours*

Staff and Admin Costs \$ USD

Material Costs \$ USD

Other Costs \$ USD

Total Costs \$ 0.00 USD

This field auto completes

- The number of entries in your Budget section is determined by how many Milestones, Phases, or Deliverables you added in your Project Overview
 - The name of the entry will auto populate from the Project Overview
- The total cost of an entry will auto populate based on the Staff and Admin, Material, and Other Costs you enter

Application Walkthrough of Quality Responses

- Now we'll shift to GrantsConnect to work through the application together
- Responses will come from high-quality applications from Round 1
 - They are models of good responses to individual questions, not a guide for your complete application/project
 - Responses will be posted on the award webpage after the webinar
- We will answer questions in the Q&A after each section
 - Questions should **only** cover the application—we will skip any project-related questions

Tips for Applicants in Second Round (1 of 2)

The following lessons learned from Round 1 can help you maximize your application for Round 2:

- Confirm your provider type before applying to ensure you are eligible
- Make sure you use an eligible Medicaid ID
- Review guidelines on Admin & Staffing Costs
- Provide sufficient detail and justification for the different milestones in your project budget
- Be mindful of project scope: adding unrelated activities/initiatives will not enhance your score

Tips for Applicants in Second Round (2 of 2)

The following lessons learned from Round 1 can help you maximize your application for Round 2:

- Only include funding for activities to be implemented during the grant period
- Provide a clear plan for sustainability
- **Applicants denied in Round 1:** Update your application when you reapply to address any weaknesses

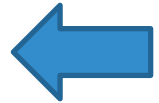
Submitting an Application (1 of 2)

Describe the communications plan or marketing strategy used to promote your project.*

Previous

Next

Sign and submit



- When you're finished, click "Sign and submit" in the bottom right corner of the Attestation section

Submitting an Application (2 of 2)

- You will be taken to a screen to type, upload, or draw your signature
- Then Click “Sign and submit” again to submit application
 - You will receive a confirmation email

Sign and Submit

In order to proceed, please use one of the options below to sign and submit your application. By clicking Submit I understand that this is a legal representation of my signature.

Type	Upload	Draw
Type your full name Signature		Style Signatures
<i>Signature</i>		

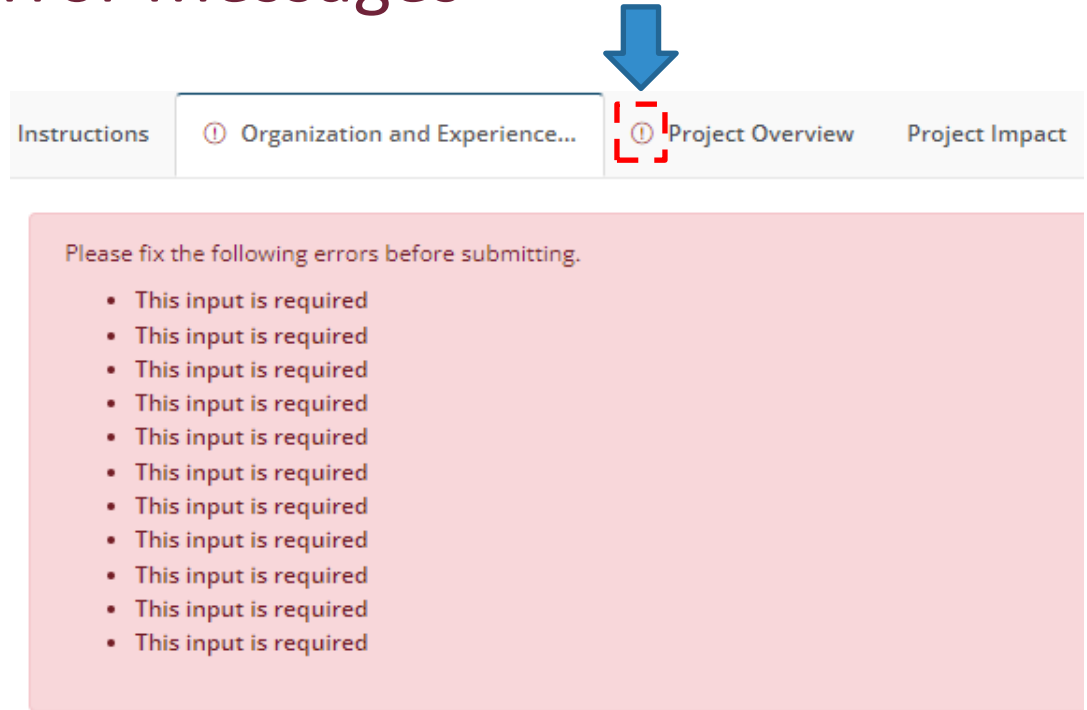
Cancel

Sign and submit



Error Messages

- A red exclamation point will appear beside any section with errors
 - A list of errors will appear at the top of that section
- Correct any errors before you submit



The screenshot shows a navigation bar with four tabs: 'Instructions', 'Organization and Experience...', 'Project Overview', and 'Project Impact'. A blue arrow points down to the 'Project Overview' tab, which has a red dashed box around its exclamation point icon. Below the navigation bar is a pink error message box containing the text 'Please fix the following errors before submitting.' followed by a list of ten 'This input is required' messages.


Instructions Organization and Experience... **Project Overview** Project Impact

Please fix the following errors before submitting.

- This input is required
- This input is required
- This input is required
- This input is required
- This input is required
- This input is required
- This input is required
- This input is required
- This input is required
- This input is required
- This input is required

Viewing Your Applications


- You can view all your applications in the “My Applications” page
- From there, you can:
 - Edit any unsubmitted applications
 - Check the status of submitted applications
 - Complete any requested revisions

 ARP Program Award
Accepting applications until Apr 15, 2023 1:59 AM CDT

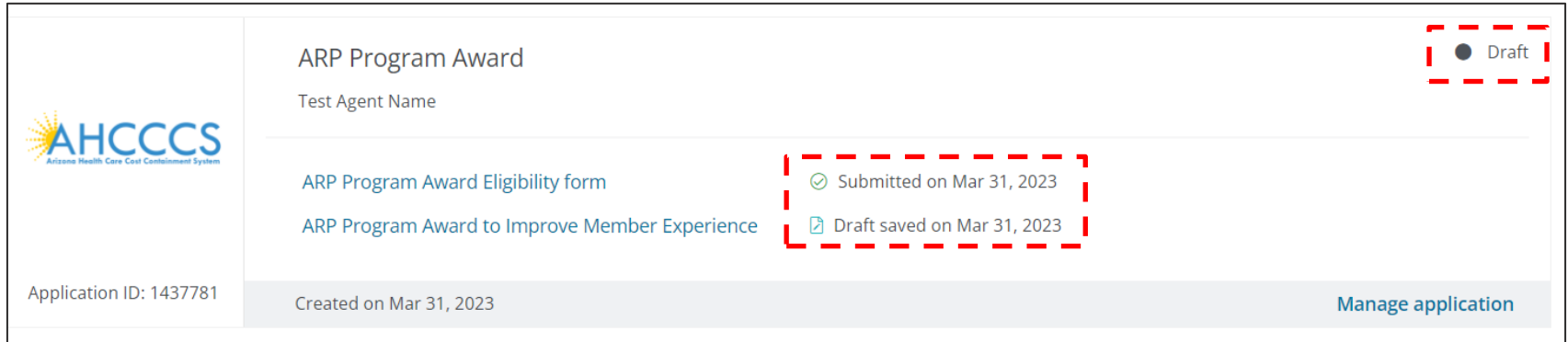
Thank you for your interest in applying for an American Rescue Plan Act of 2021 (ARPA) Home and Community-Based Services (HCBS) Program, authorized under Arizona's ARPA HCBS Spending Plan. Arizona Health Care Cost Containment System (AHCCCS) is investing the ARPA federal funds to enhance, improve, and strengthen statewide HCBS. AHCCCS seeks to disburse program awards across all HCBS Medicaid programs, distribute funds geographically across the state in both rural and urban areas and support diverse organizations and populations served with both programmatic and infrastructure projects.

You have 1 application that has not been submitted. Click edit, view all my applications, or start a new application.

Test Agent Name Application ID: 1437781	Edit
--	----------------------

 [View all my applications](#) [Start new application](#)

Checking the Status of an Application (1 of 2)



ARP Program Award

Test Agent Name

● Draft

Application ID: 1437781

Created on Mar 31, 2023

Manage application

Form Name	Status
ARP Program Award Eligibility form	Submitted on Mar 31, 2023
ARP Program Award to Improve Member Experience	Draft saved on Mar 31, 2023

- A quick view of your application's status is shown in “My Applications”

Checking the Status of an Application (2 of 2)

- Statuses include:
 - **Draft:** the application has been saved but not submitted
 - **Awaiting Review:** the application has been submitted, and it has not yet been reviewed
 - **In Progress:** the review process is in progress
 - **On Hold:** a reviewer has requested a revision
 - **Approved:** the application has been approved. It may or may not have awards or payments at this stage.
 - **Declined:** the application has been declined

Responding to Requests for Revisions (1 of 2)

- A reviewer may request revisions to your application to:
 - Ensure the information in your application matches the eligibility form or what AHCCCS has on file
 - Ensure you agree to the attestations
 - Clarify points of issue or fix incomplete parts of your application
- Your application status will show as “On Hold”
- You will also receive an automated email that will advise you of requested revisions

Responding to Requests for Revisions (2 of 2)

The screenshot shows the 'My Applications' interface. At the top, there is a search bar for application ID and a dropdown for status, currently set to 'All statuses selected'. Below this, a yellow notification box with an information icon states 'Revision Required' and 'An administrator requested changes to a form you submitted.' It provides details: 'Program: ARP Program Award ID: 1437765 Form: ARP Program Award to Improve Member Experience'. A 'Revise form' button is located to the right of this notification, with a blue arrow pointing to it. Below the notification, the application details are shown: 'ARP Program Award' with a status of 'On hold' (indicated by a yellow dot in a red dashed box), 'Test Agent Name', and two forms: 'ARP Program Award Eligibility form' (submitted on Mar 29, 2023) and 'ARP Program Award to Improve Member Experience' (revision requested on Mar 31, 2023, also in a red dashed box). The application ID is 1437765, and it was created on Mar 29, 2023. A 'Manage application' link is at the bottom right.

- From the “My Applications” page, select “Revise Form” at the top to make any necessary revisions and resubmit

Technical Assistance

If you have any questions on the award program or need help applying:



[Program Web Page](#)



831-318-8295



AHCCCSARPAwardsHelp@pcgus.com

Open Office Hours: January 8 at 12 p.m.

- AHCCCS will hold open office hours for interested applicants on Zoom on January 8, 2024 at 12 p.m.
 - You will not need to register in advance
 - We will send out an email with the meeting link
- Office hours are completely optional
- Time for you to ask any final questions you might have before submitting your application

Questions

- We will do our best to answer as many questions as possible
 - **NOTE**: questions should concern the application, not your individual project
- Please add any questions to the Q&A section and we will read them out
- All questions asked will be saved and used for the development of future support materials

Thank You.