Ohio Department of Job and Family Services
Office of Families and Children

Communities of Support Grant
Question and Answer
April 16th, 2021

1. Are there different applications for SFY 21, 23, 24?
   There are two different applications:
   - SFY21: application is currently posted, and application deadline date is May 1, 2021.
   - SFY22/23: new application will be available beginning May 2, 2021 and required for
     SFY22/23 funding. If the agency has already applied for Prong 1 and/or Prong 2 in SFY21,
     then it will be eligible to apply again for Prong 2 completing SFY22/23 application.

2. Can non-profit businesses apply?
   No, only partnering Family and Children First Councils (FCFCs) and Public Children Service
   Agencies (PCSAs) can apply for funding. The entity not applying must be a named partner to receive
   funding (i.e. the PCSA applies the Family Children First Council must be a participating community
   partner).

3. The RFP lists the option of applying for either funding option. If funding for only Prong 1 is
   requested, is it possible to later apply for Prong 2?
   This is a one-time funding opportunity for Prong 1. Prong 1 must be applied for prior to being eligible
   for Prong 2. The deadline for applicants to submit State Fiscal Years (SFY) 21 applications to ODJFS
   is May 1, 2021. FCFCs or PCSAs may apply again in SFY22/23 for Prong 2 if funding allows.
   SFY22/23 agreements can be amended if the agency originally applied for Prong 1 and later applied
   for Prong 2. Funding will follow the SFY, but SFY22/23 agreements will be two years for applicants
   selected between May 1, 2021 and June 30, 2022. SFY 2023 will be one-year agreements.

4. For Prong 2, do all three areas (CARA Plans of Safe Care, QRTP Level of Care Assessments &
   QRTP After Care Planning) need to be addressed in the response or can two be selected as the
   focus?
   ODJFS highly encourages entities to deliver all three areas of Prong 2: CARA Plans of Safe Care,
   QRTP Level of Care Assessments, QRTP After Care Planning. However, entity has flexibility to
   focus only on one or two areas of Prong 2.

5. What are allowable expenditures for the funds?
   Grantees will have flexibility in allocating eligible funding within the scope of the RFGA while
   meeting RFGA deliverables and target population. ODJFS will reimburse grantees for actual
   allowable expenditures. The selected applicants will be required to submit invoices along with
   receipts and supporting documentation for actual costs incurred. The agreements will be paid by
deliverable. The compensation will be paid upon completion of the deliverables based on submitted invoice and monthly report for completed and/or updated services.

6. Can the funds be used for staff costs to complete the plans of safe care and CANS assessments? Yes, please complete both Attachment A and Appendix A of the application.

7. Do the letters of collaboration for Prong 1 need to be secured/submitted with the application or is a plan to secure the letters expected? Prong 1 requires entity to provide the Letter of Commitment from community partners. ODJFS highly encourages entities to submit the letter with the application.

8. What forms and attachments must be submitted to complete the application? It is required to complete and submit the following forms: Attachment A “Required Grantee Information and Certification” and Appendix A “Community of Support Application.”

9. Based upon the release date of this funding opportunity, the funds will be for 6-7 months with the opportunity for "optional renewals." Thus, are the maximum grant awards prorated for this 6-7-month time frame? Or would this be the total amount which would likely be available for a SFY22 full year grant? Grants will commence upon notification of grant and funding approvals. PCSAs or FCFCs may now apply for Prong 2 in SFY21 and 22 and if funds are available, this opportunity may be extended to SFY23. If you already applied for Prong 1 which is one-time funding and Prong 2 in SFY21, you will be eligible to apply again for Prong 2, beginning May 2, 2021 for SFY22 funding. Funding will follow the SFY, but SFY22/23 agreements will be two years for applicants selected between May 1, 2021 and June 30, 2022. SFY22/23 agreements can be amended if the agency originally applied for Prong 1 and later applied for Prong 2. SFY23 will be one-year agreements. Renewal of the agreement(s) will be contingent upon availability of funding, satisfactory performance, the continued need for the services described, and all required approvals.

10. Is it anticipated that the "optional renewals" for July 1, 2021 - June 30, 2022, and July 1, 2022 - June 30, 2023 will be for the same award amounts? Prong 1 will continue as a one-time opportunity. ODJFS anticipates that the option to renew the agreement(s) for additional two years will be for the same award amounts as identified in the Prong 2.

11. Will grantees be reimbursed for producing the actual deliverables (plans, procedures, etc.), or for expenses incurred producing the deliverables? The compensation will be paid upon completion of the deliverables based on submitted invoice and monthly report for completed and/or updated services. Grantees will have flexibility in allocating eligible funding within the scope of the RFGA while meeting RFGA deliverables and target population. ODJFS will reimburse grantees for actual allowable expenditures (actual deliverables expenses and expenses incurred producing the deliverables). The selected applicants will be required to submit invoices along with receipts and supporting documentation for actual costs incurred.

12. If I receive the grant in SFY 22 do I have to apply again in SFY 23? Same question if I applied in SFY 21, must I apply again in SFY 22?
This is one-time funding opportunity for Prong 1. However, FCFCs or PCSAs may apply again in SFY22/23 for Prong 2 if funding allows. SFY22/23 agreements can be amended if the agency originally applied for Prong 1 and later applied for Prong 2. Funding will follow the SFY, but SFY22/23 agreements will be two years for applicants selected between May 1, 2021 and June 30, 2022. SFY23 will be one-year agreements.

13. At what point can I begin billing expenditures? Is it upon notification of approval or grant signature?
Per RFMA, work on this project may not begin until an agreement has been signed and a Purchase Order has been fully approved. The agreement is effective from the date of ODJFS Director signature. The agreements will be paid by deliverable. The compensation will be paid upon completion of the deliverables based on submitted invoice and monthly report for completed and/or updated services.

14. I received funds in SFY 21 can I carry them over?
State of Ohio purchase orders are issued per SFY. Entities must submit final invoices for payment for each SFY no later than 90 calendar days after the end date of each SFY. SFY21 funds must be obligated by June 30, 2021 and invoices must be submitted by September 30, 2021. If SFY21 funds are not be obligated by June 30, 2021, the new agreement will be established in SFY22/23 for unspent SFY21 balance.

15. For the “After Care Plan:” do you know if a youth is ‘stepped down’, would that require and After Care Plan? Or is that only for if a child is returning to their home/community?
Per OAC 5101:2-9-42, all child-serving residential agencies certified by ODJFS or OhioMHAS are required to provide after-care supports to any youth placed in their facilities for more than 14 days, if the youth is discharged to any family-based setting. If the youth is stepped down but is still in a residential setting, then the youth’s required after-care would not start until the youth discharged to a family-based setting. Family-based settings include reunification with family, adoptive placement, kinship care, foster care or independent living.

16. Also, if Children Services still has an open case after QRTP, is this considered ‘After Care’ for requiring a Plan?
The Children Services would be included in the discharge plan and after-care supports but the residential placement setting is still required to reach out to the youth and family, at minimum monthly for six months, to touch base and ensure the youth and family service needs are being met.

17. If a child is in placement, is then stepped down, but then put in placement again, would another CANS need completed?
Yes, if the youth is admitted to a subsequent residential after leaving residential care, the CANS will need to be completed.

18. One of our staff is going to participate in a CANS Training of Trainers session in the next few weeks, but before we submit the Communities of Support grant. Can we claim this cost on the grant even though we have not yet submitted the application?
No. To be eligible for funding, the entity must submit application, ODJFS has to accept applications and issue the grant award notification letter. The selected applicant(s) may neither perform work nor
submit an invoice for payment for work performed for this project for any time period prior to the PO approval date.

19. My PCSAO is asking if FCFC can apply for Prong 1 and SCCS apply for Prong 2?
Yes.

20. On page 8 of the CoS Grant, at the top it states “The selected applicant will be responsible for the requirements as described in Section 4.4…” However, we cannot find a Section 4.4. It is not in the Table of Contents, nor on page 9. Are we missing something? It sounds important, but we don’t know what it is!
It is a typo. Please refer to Section 4.3.

21. I’m confused about what we turn in for the COS grant. Do we answer that list of Prong One questions in the RFGA or is it a Deliverable we produce as a result of Prong One planning and submit our responses at the end of the grant?
It is a Deliverable specified in Section 4.3. It is required to complete and submit the following forms of RFGA: Attachment A “Required Grantee Information and Certification”, Appendix A “Community of Support Application”.

22. Regarding community-based aftercare planning for children being discharged from residential treatment:
   - Could we allocate community of support grant dollars to our local behavioral health agency to strengthen the evidenced based in-home therapeutic program the PCSA utilizes for children upon discharge from residential treatment? Yes.
   - Could we allocate community of support grant dollars to contract with a child welfare staff person to work in collaboration with the FCFC Coordinator to access child/family history through SACWIS (Statewide Automated Children Welfare Information System) with the necessary confidentiality agreements signed? Yes.
   - Regarding QRTP level of care assessments:
     o Could we allocate community of support grant dollars to fund a portion of the FCFC Coordinator’s salary for hours spent training in CANS, becoming certified, conducting planning meetings with community partners regarding the implementation of this grant, etc.? Yes.
     o Could we allocate community of support grant dollars to the PCSA to reimburse for the salaries of any staff member involved in the planning discussions regarding QRTP level of care assessments? Yes.
     o The current FCFC Coordinator has a current Medicaid billing number (from previous employment at another agency). If that billing number can be utilized by the FCFC Coordinator while working for FCFC and conducting QRTP assessments, would it be allowable for the FCFC coordinator to bill a portion of her time to Medicaid as well as billing this grant? Yes.

23. As far as applying for Administration reimbursement – will that require a very specific time study, or can they apply for a percentage of their administration costs towards this budget?
The entity may use some of the budget for administration costs. Grantees will have flexibility in allocating eligible funding within the scope of the RFGA while meeting RFGA deliverables and target population. ODJFS will reimburse grantees for actual allowable expenditures. The selected
applicants will be required to submit invoices along with receipts and supporting documentation for actual costs incurred.

24. **If a county is applying for both prongs, should they submit two separate budgets?**
   Yes. SFY21 funds must be obligated by June 30, 2021 and invoices must be submitted by September 30, 2021. Therefore, the cost summary/budget needs to be split between SFYs. Prong 1 as a one-time opportunity. Additionally, Prong 1 must be applied for prior to being eligible for Prong 2. If the entity has already applied for Prong 1 and/or Prong 2 in SFY 21, it will be eligible to apply again for Prong 2 in SFY22/23.

25. **If you don’t spend the entire allocation, can you still re-apply?**
   Yes. The agency may apply for Prong 2 full amount in SFY22/23.

*As new questions are received, this document will be updated with answers.*