

**Department of Health and Human Services
Center for Medicare & Medicaid Services
Center for Medicaid and CHIP Services
Funding Opportunity: Connecting Kids to Coverage (CKC)
HEALTHY KIDS 2022
OUTREACH AND ENROLLMENT COOPERATIVE AGREEMENTS
Frequently Asked Questions Set #4**

Q52: We are unsure about our eligibility status for the HK22 funding opportunity. Would you provide additional information regarding the grant eligibility?

A: You can check your eligibility on the grants.gov website at:
<https://www.grants.gov/web/grants/applicants/applicant-eligibility.html>.

Also, please see pages 18 and 19 of the NOFO for a complete list of eligible entities who may apply. Eligibility for the grants is described in Section 2113(f)(2)(B) of the Social Security Act. It states that the following entities are eligible:

(1) Eligible entity. —The term “eligible entity” means any of the following:

- (A) A State with an approved child health plan under this title.
- (B) A local government.
- (C) An Indian tribe or tribal consortium, a tribal organization, an urban Indian organization receiving funds under title V of the Indian Health Care Improvement Act (25 U.S.C. 1651 et seq.), or an Indian Health Service provider.
- (D) A Federal health safety net organization.
- (E) A national, State, local, or community-based public or nonprofit private organization, including organizations that use community health workers, community-based doula programs, or parent mentors.
- (F) A faith-based organization or consortia, to the extent that a grant awarded to such an entity is consistent with the requirements of section 1955 of the Public Health Service Act (42 U.S.C. 300x-65) relating to a grant award to nongovernmental entities.
- (G) An elementary or secondary school.

Q53: Are there any reference pages for information on steps for registering for employer identification number (EIN), access to system award management (SAM), etc.?

A: Yes. You may visit the IRS website obtain an EIN at <https://www.irs.gov/businesses/small-businesses-self-employed/apply-for-an-employer-identification-number-ein-online>. Please refer to Appendix II. Application and Submission information on pages 58 - 61 of the NOFO for steps to register for SAM and other required processes.

Q54: Does the \$500,000 - \$1.5 million per award amount include indirect costs, or are Facilities and Administration (F&A) costs provided in addition (at the federally negotiated rate)?

A: Yes, indirect cost is included in the award amount. Please refer to section F2. Administrative and National Policy Requirements pages 32 - 39 of the NOFO for more information on indirect costs.

Q55: On page 33 of the NOFO, it states that recipients are prohibited from using funding for contracted evaluation services. Does this include budgeting funding for a statistician at the applicant's home institution?

A: Budgeting for a statistician at the applicant's primary organization is allowed. However, HK22 recipients will be prohibited from using any cooperative agreement funding for contracted evaluation services.

Q56: If you are an organization that is awaiting 501(c)(3) status, can we still apply?

A: No. All applicants must have their respective 501(c)(3) status at the time of their application submission.

Q57: Can we develop a budget that is larger for years two and three and less in year one due to the planning period?

A: Yes. However, all budgets are reviewed on a case-by-case basis. The organization's budget should be based on organizational need. The potential recipient can request less than \$500,000 the first year to allow an increase for years two and three. Keeping in mind, the budget must justify the actions of the organization in a detailed and concise budget, complete with an itemized breakdown document and narrative.

Q58: Will CMS prioritize funding for projects that have a higher percentage of children in their target population? What if an organization serves more eligible adults/parents/pregnant people than children?

A: This funding opportunity is focused on enrolling and retaining eligible children in Medicaid and CHIP, and targeting the hardest to reach uninsured children to reduce coverage disparities. We encourage applicants to include parents in outreach and enrollment efforts because a large body of research suggests this is effective in increasing children's enrollment and access to care. We also encourage applicants to include pregnant individuals because the infants born to individuals who are enrolled in these programs at the time of the birth are automatically deemed eligible for Medicaid or CHIP for one year, without an application or further determination of eligibility. In addition, increasing enrollment of eligible pregnant individuals in Medicaid and CHIP promotes improved maternal and infant health outcomes.

Q59: Are letters of support or other supporting information allowable or encouraged?

A: Letters of Support are not required for this funding opportunity. However, if an applicant will be collaborating with other groups as part of the applicant's proposal, the proposals must include

a Letter of Commitment from the director (or other responsible person) of each organization participating in the collaborative as a subrecipient. The letter must confirm the organization's participation in the collaborative and the role it will play. Alternatively, applicants may include one Statement of Collaborative Effort (SCE) which lists each partner organization, the role each will play and the signature of the director of each organization (or other responsible person). Where applicable, Letters of Commitment or the SCE must provide information about past joint endeavors. Additional information regarding Letters of Commitment is located on page 11 of the NOFO.

Q60: If we already have a grant as a Navigator agency with the state, can we apply for this CMS Connecting Kids to Coverage HEALTHY KIDS 2022 Outreach and Enrollment funding?

A: Yes, you can apply for the HK22 funding opportunity as a current Navigator. As a current Navigator grantee, please keep in mind the HK22 grant is a separate grant and there may not be any duplication of enrollment reporting or duplication of funding between the two grants.

Q61: Will signed consortium member commitment letters count toward the narrative 15-page level limit?

A: No, commitment letters are excluded from the application page limit.

Q62: Will a Community Partners Program MOU suffice or do we need a direct MOU with CMS?

A: Additional information would need to be provided about the Community Partners Program MOU in order to determine whether it would satisfy the requirement to verify enrollments. The best way to verify new enrollments, successful renewals, and denials is with the state or county Medicaid and/or CHIP agencies which would typically require establishing a detailed MOU between the recipient and the state or county Medicaid/CHIP agencies. Additional information regarding MOUs is located on pages 16 and 25 of the NOFO.

Q63: Will we need to submit a budget narrative for all three years or just year one with notes on expenses that will be different from years one through three?

A: Yes, the budget narrative will need to outline the budget for all three years of the grant period. Additional information regarding the Budget Narrative may be found on pages 25 and 26, and in Appendix I. Guidance for Preparing a Budget Request and Narrative on pages 46 through 56 of the NOFO.

Q64: Is it correct that among the 36 anticipated awards, only one will be made to a collaborative?

A: No, there is not a limitation on the number of applications with collaboratives in the grant award process.

Q65: Are Puerto Rico agencies included as an option to apply for this funding?

A: Yes. U.S. territory agencies may apply for this funding opportunity as long as they meet the criteria outlined in C.1 Eligible Criteria on pages 18 and 19 of the NOFO.

Q66: If we are looking to partner with other organizations (for example, schools), do we need to submit MOUs with our application or can that be done in the planning period?

A: No, you do not need to submit a MOU with your application. The MOU is an agreement between the recipient and the relevant state or county Medicaid/CHIP agencies that allows recipients to submit detailed identifying information about the people they have assisted and receive verifications in response. If the organization is a non-state application, the applicant must describe their plans to secure an MOU or other data-sharing agreement with the state or county Medicaid/CHIP agencies within 90-days after the cooperative agreement is awarded. Additional information regarding MOUs is located on pages 16 and 25 of the NOFO.

Q67: For evaluation and data monitoring, can the lead organization engage a state university partner to assist with that role?

A: Recipients will be prohibited from using any cooperative agreement funding for contracted evaluation services. Recipients are expected to assess their progress, recognize any obstacles, and implement course corrections in a timely fashion, within the assigned staff for this cooperative agreement award. In addition, CMS and its contractors will provide technical assistance, if needed, to assist recipients in reaching their grant goals.

Q68: If we were a 2019 grantee, and were unable to do some of our outreach strategies due to the pandemic, should we consider these strategies as new strategies for this grant?

A: We encourage you to review Appendix VII. Outreach Activities to Consider on pages 74 – 76 of the NOFO and Appendix VIII. Using Parent Mentors of Medicaid or CHIP enrolled Children as Mentors to Parents of Uninsured Children on page 77 to develop outreach strategies for this grant.