



# MARYLAND DEPARTMENT OF HEALTH COMMUNITY HEALTH FACILITIES GRANT PROGRAM

January 2023

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*Community Health Facilities Grant Program*

## MEETING LOGISTICS



Presenters will be using video. Participants are encouraged to use video, but there is no obligation.



Please use the chat and/or Q & A feature offered by Zoom.



Please be aware that this meeting is being recorded.



Please mute your microphone if you are not speaking to decrease any interference or disruptions.

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*Community Health Facilities Grant Program*

## Partners

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### **Maryland Department of Health (MDH)**

Laura Herrera Scott, M.D., M.P.H., Secretary

### **Office of Facilities Management and Development (OFMD)**

Will Andalora, Director

### **Federally Qualified Health Centers (FQHC)**

Elizabeth Vaidya, Director of Primary Care Office (PCO)

### **Behavioral Health Administration (BHA)**

Lisa A. Burgess, M.D., Interim Deputy Secretary

### **Developmental Disability Administration (DDA)**

Stephanie Jones, Director of Innovations

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*Community Health Facilities Grant Program*

## The Maryland Department of Health (MDH)

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### **VISION:**

The vision of MDH is lifelong health and wellness for all Marylanders.

### **MISSION:**

We work together to promote and improve the health and safety of all Marylanders through disease prevention, access to care, quality management, and community engagement.

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# MARYLAND DEPARTMENT OF HEALTH FEDERALLY QUALIFIED HEALTH CENTERS GRANT PROGRAM

Laura Herrera Scott, Secretary

January 2023

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## OVERVIEW OF CAPITAL GRANT PROGRAM

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- In existence since 2004 providing approximately \$42 million in capital grants.
- Provides capital grants to assist in the conversion, acquisition, design, construction, renovation, and equipping of Federal Qualified Health Center facilities.
- Annual funding averages approximately \$2.5 million per year.
- Priorities for funding are set by the Primary Care Office under the Office of Population Health Improvement
- From application submission to the availability of funds is 15 months.

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## ELIGIBILITY FOR GRANTS

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- An entity designated as a Federally Qualified Health Center (FQHC) under the Federal Public Health Service Act, §330 (42 U.S.C. §254b).
- Wholly owned by and operated under the authority of a county, municipality, or non-profit organization.
- A nonprofit organization seeking a “new start” status.
- An FQHC applying for a new site designation.
- An FQHC applying for a “change of scope” under the Federal Public Health Service Act, §330 (42 U.S.C. §254b) that:
  - Has been invited by the Health Resources Services Administration to submit a full application for FQHC designation, and
  - Seeks to obtain State grant funds under the Act.

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## ELIGIBILITY FOR GRANTS

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(continued)

- Applicant must participate in Title XVIII and Title XIX of the Social Security Act, if applicable.
- Applicant must certify that the proposed facility will meet handicapped-accessibility requirements of the Americans with Disabilities Act
- Under the FQHCGP, the State may fund:
  - Up to 75% of eligible costs; or
  - Up to 90% of eligible costs
    - If the project is eligible for poverty area funding under Federal regulations and State plans or Department regulations, and
    - If over 50% of persons served:
      - Are enrolled in the Maryland Medical Assistance Program,
      - Are eligible for Supplemental Security Income benefits, or
      - Have incomes which do not exceed 150% of federal poverty level
- Matching funds:
  - Matching Funds = [total eligible cost of the project] – [State capital grant]
    - State grants cannot be used as matching funds
    - In-kind donations are not eligible

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# PRIORITIES

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- The Primary Care Office will provide the FY 2025 funding priorities for the Federally Qualified Health Centers Grant Program.

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# APPLICATION AND FUNDING SCHEDULE

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- January 2023 – Application is available on the MDH website <https://health.maryland.gov/ocpbes/Pages/bond.aspx>
- April 20, 2023 – Applications are due in the Office of Facilities Management and Development
  - Submit an [electronic copy of the application](#) to [MDH.Capitalbondgrant@maryland.gov](mailto:MDH.Capitalbondgrant@maryland.gov) with a carbon-copy to [Mindy.Kim-Woo@Maryland.gov](mailto:Mindy.Kim-Woo@Maryland.gov).

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# APPLICATION AND FUNDING SCHEDULE

(CONTINUED)

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## Sequence of Activities for FY 2025 Funding Requests:

- Spring/Summer 2023 – Applications are processed and reviewed.
- August 2023 – MDH submits budget request, with list of eligible projects, to the MD Department of Budget and Management.
- January 2024 – Governor’s Capital Budget is presented to the MD General Assembly for approval.
- April 2024 – MD General Assembly approves the State’s FY 2025 budget.
- July 2024 – If approved by the MD General Assembly, funds are available pending approval of each grant by the Board of Public Works.

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# APPLICATION ASSISTANCE

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## Points of Contact for Technical Assistance:

### **Mindy Kim-Woo**

Administrator

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(443) 827-0657

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[Elizabeth.Vaidya@maryland.gov](mailto:Elizabeth.Vaidya@maryland.gov)

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# BPW AWARD OF FUNDS

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**The Board of Public Works must approve the award and encumbrance of all capital grants. This requires the following:**

- Evidence of matching funds for the project, which must be cash reserves, mortgage, grants from private foundations, or other sources of cash. (*Real property or in-kind contributions are not eligible as matching funds.*)
- A signed contract, which may include:
  - Architectural design services contract
  - Construction contract; and/or
  - Sales contract if purchasing a property
- For property acquisitions two appraisals are required.
- For construction projects a bid tally sheet is required.

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## EXPENDITURE OF FUNDS

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- No State funds for a project may be expended until the State's Right of Recovery is recorded in the land records and a copy of such recording is provided to OFMD.
- All federal funds must be expended first.
- Evidence of expenditure of applicant's match, which includes invoices and cancelled checks, is provided to OFMD.
- Once the applicant has expended their matching funds the expenditure of State funds will begin.
- For construction projects the expenditure of State funds requires submittal of the architect's Certification of Payment Form to OFMD.
- For an acquisition project, the applicant must present a check totaling the required matching funds at settlement.

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# CONTACT INFORMATION

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## **Elizabeth Vaidya**

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# LAWS AND REGULATIONS

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## **MARYLAND LAW**

Md. HEALTH-GENERAL Code Ann. §§ 24-1301 through 24-1307

<http://mgaleg.maryland.gov/mgawebsite/Laws/StatuteText?article=ghg&section=24-1301&enactments=false> (Users can click the [Next] button to view subsequent sections)

## **MARYLAND REGULATIONS**

C.O.M.A.R. Title 10, Subtitle 08, Chapter 05

<http://www.dsd.state.md.us/comar/SubtitleSearch.aspx?search=10.08.05>

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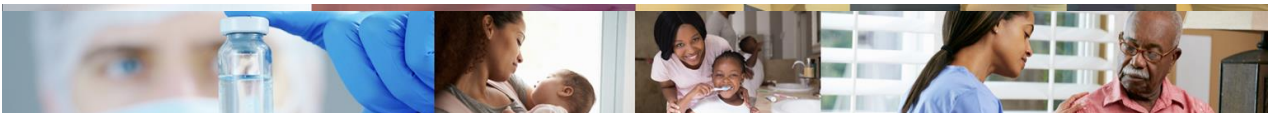




## Role of the Primary Care Office (PCO) with the Federally Qualified Health Centers Grant Program (FQHCGP)

Elizabeth Vaidya, Director of the Primary Care Office (PCO)

January 24, 2023



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*Federally Qualified Health Centers Grant Program (FQHCGP)*

## BACKGROUND

- The FQHCGP is administered by the Office of Facilities Management and Development (OFMD) within the Maryland Department of Health (MDH).
- The Primary Care Office (PCO) works to improve access to healthcare for primary care, behavioral health, and dental care for the residents of Maryland through a mandated federal grant. This includes collaboration and technical assistance with safety-net facilities (FQHCs, local health departments, and hospitals).
- Due to the PCO's work with FQHCs, the program has been reviewing applications for the FQHCGP since 2004.

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*Federally Qualified Health Centers Grant Program (FQHCGP)*

## PURPOSE

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- The FQHCGP awards capital grants to non-profit organizations that are federally designated as a Community Health Center under the the Federal Public Health Service Act, §330 (42 U.S.C. §254b).
- Awards are made to FQHCs to assist in the conversion, acquisition, design, construction, renovation, and equipping of facilities.
- The PCO's role in this process is:
  - to review applications,
  - establish priority criterion for the FQHCGP in order to rank and recommend FQHCs' applications.

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*Federally Qualified Health Centers Grant Program (FQHCGP)*

## FUNDING

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- Annual funding averages approximately \$2.5 million per year.
- Funds are appropriated each year through the approval of the Governor's budget by the Maryland General Assembly.
- The State may fund up to 75%-95% of eligible costs dependent on qualifying criterion set by FQHCGP.
- FQHCs must provide matching funds for the total cost of the project that will not be covered by state funds or in-kind donations. State funds cannot be used as matching funds.

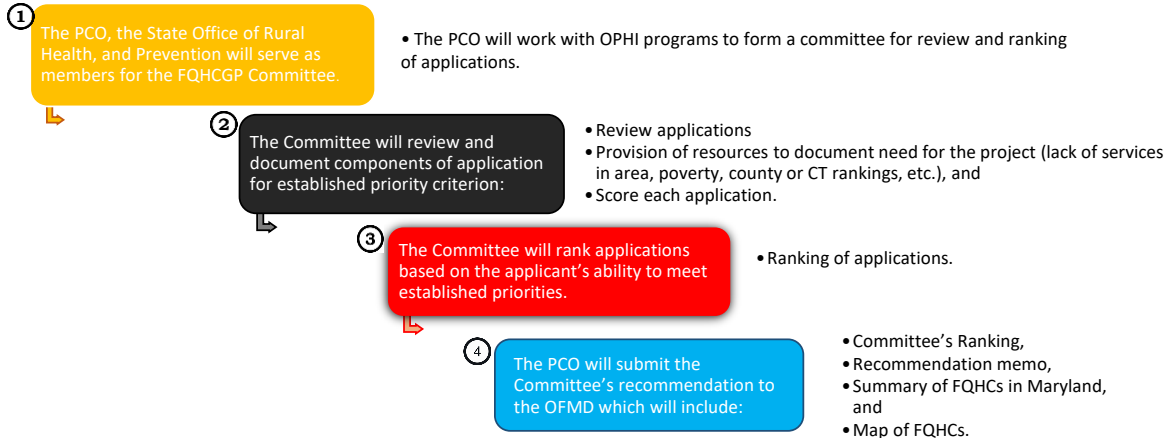
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Federally Qualified Health Centers Grant Program (FQHCGP)

# REVIEW & RECOMMENDATION



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Federally Qualified Health Centers Grant Program (FQHCGP)

# PRIORITIES: 1 of 6

**Projects that support behavioral Health services including both mental health and substance use treatment.**

- Does the project includes mental health services?
- Does the project includes substance use treatment?
- Does the project add behavioral health providers (psychiatrists, psychologists, social workers, counselors, therapists, pharmacists or others as applicable)?
- Is the project located in a county within the worst quartile for alcohol abuse?
- Is the project is located in a county within the worst quartile for substance use abuse?

Data Sources: FQHC application, State & Federal Quartile Ranking for Alcohol Abuse per county, and State & Federal Quartile Ranking for Substance Use Abuse per county.



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## PRIORITIES: 2 of 6

**Projects that expand capacity for maternal care services via recruitment of providers (obstetricians, gynecologists, nurse practitioners, mid-wives, or other applicable providers) in areas that are at risk.**

- Does the project include gynecology services?
- Does the project includes obstetric services?
- Does the project add maternal care providers (obstetricians, gynecologists, nurse practitioners, mid-wives, or other applicable providers)?
- Is the project within a Maternal Care Target Area (MCTA)?

Data Sources: FQHC application, Maternal Care Target Areas (MCTAs).

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## PRIORITIES: 2 of 6 CONTINUED - MCTAs

MCTA Scoring Criteria
<b>Population:</b> Women between the ages of 15-44 years old
Percentage of <b>Population</b> at or below 200% of the FPL
Travel time and distance to the nearest provider location with access to comprehensive maternity care services
Fertility rate
Social Vulnerability Index
Four maternal health indicators: (a) pre-pregnancy obesity, (b) pre-pregnancy diabetes, (c) pre-pregnancy hypertension, and (d) prenatal care initiation in the first trimester
MCTA Provider FTE: Obstetrician/Gynecologists and Certified Nurse Midwives (CNMs)
Behavioral Health Factor

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Federally Qualified Health Centers Grant Program (FQHCGP)

## PRIORITIES: 3 of 6

Projects that can establish documented evidence of inadequate services in an area through reports such as the Primary Care Office's 2021 Need Assessment that ranks Maryland's jurisdictions to indicate which areas are in need by quartile. Reports should include primary care health indicators which uses morbidity and/or mortality measures to indicate health status or include preventative measures and health care affordability to measure health care access.

- Is the project within the 4th quartile of the PCO's Needs Assessment?
- Is the project within the 4th quartile of the Robert Wood Johnson's County Health Rankings for Maryland?
- Did applicant submit another report showing the project area is listed in the worst quartile based on all rankings of Maryland counties?
- Does census data show that 30% of the residential population (or more) is at 200% Federal Poverty Level for the project's area census tract?

Data Sources: 2021 PCO Needs Assessment, Robert Wood Johnson's County Health Ranking, Census Bureau Data.



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Federally Qualified Health Centers Grant Program (FQHCGP)

## PRIORITIES: 4 of 6

Projects that support dental services.

- Does the project include dental services?
- Does the project add dental providers (dentists, dental assistants)?
- Is the project located in a jurisdiction where 50% or greater of the county's population is without fluoridated water?

Data Sources: FQHC application, Listing of jurisdictions where 50% or greater of the population is without fluoridated water.



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Federally Qualified Health Centers Grant Program (FQHCGP)

## PRIORITIES: 5 of 6

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**Projects that support and/or foster inclusive or innovative collaboration among community agencies and/or community integration (e.g. a cooperative agreement between an FQHC and community hospital, or local health improvement coalition).**

*Is the project a collaboration among multiple organizations?  
Donation of space, donation of land, other?*

Data Sources: FQHC application.

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Federally Qualified Health Centers Grant Program (FQHCGP)

## PRIORITIES: 6 of 6

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**Projects that are located in an active Health Professional Shortage Area (HPSA).**

*- Is the project located in a geographical, Medicaid, Low Income, other HPSA?*

Data Sources: HPSA listing for project discipline (primary care, mental health, or dental).

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Federally Qualified Health Centers Grant Program (FQHCGP)

## GRANT AGREEMENT

- Beginning with the FY 2025 application cycle, MDH will be implementing a Capital Bond Grant Agreement (Agreement). The Agreement is a written document memorializing the terms and conditions of the Community Health Facilities Grant Program or Federally Qualified Health Center Grant Program and incorporates the terms of the Grant Award. The Agreement will be executed at the time the Notice of Award is issued. It is recommended that the Agreement be reviewed in advance so that questions can be addressed prior to circulation.
- Please direct all Grant Agreement questions to Mindy Kim-Woo, Administrator at [mindy.kim-woo@maryland.gov](mailto:mindy.kim-woo@maryland.gov) or 443-827-0657.

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Federally Qualified Health Centers Grant Program (FQHCGP)

## FQHC APPLICATION REMINDERS

- Please remember to send Elizabeth Vaidya by email ([elizabeth.vaidya@maryland.gov](mailto:elizabeth.vaidya@maryland.gov)):

An electronic copy of your application.

Include all attachments with your application.

Download FY 2025 Application:  
<https://health.maryland.gov/ocpbes/Pages/bond.aspx>

\*Submissions are due by April 20, 2023, by 12:00 p.m., local time.

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Federally Qualified Health Centers Grant Program (FQHCGP)

# CONTACT INFORMATION

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## PCO Contact

**Elizabeth Vaidya, Director**

Primary Care Office  
410-767-5695 (office)  
443-977-0417 (cell)  
[elizabeth.vaidya@maryland.gov](mailto:elizabeth.vaidya@maryland.gov)

## OFMD Contact

**Mindy Kim-Woo, Administrator**

Office of Facilities Management and Development  
443-827-0657  
[mindy.kim-woo@maryland.gov](mailto:mindy.kim-woo@maryland.gov)

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## *FQHCs Question and Answer Session*

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Please fill out the evaluation form. We value your feedback.

<https://forms.gle/Gjp5KsXPTeAxJ8wL6>

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*Community Health Facilities Grant Program*

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**OFFICE OF FACILITIES MANAGEMENT  
AND DEVELOPMENT (OFMD)**



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## MARYLAND DEPARTMENT OF HEALTH COMMUNITY BOND GRANT PROGRAM

Laura Herrera Scott, Secretary

January 2023

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## PURPOSE

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- Introduction to the Community Health Facilities Grant Program
- Use Community Health Facilities Grant Program to expand community capacity, particularly:
  - Recovery housing for individuals with substance use disorders and/or co-occurring disorders.
  - Supported housing units for individuals with mental illness, developmental disabilities, and/or substance use disorders.
  - Supported housing for those with court-order involvement.
  - Integration of behavioral health services.

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# OVERVIEW OF GRANT PROGRAM

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- In existence since the 1970s providing over \$233 million in capital grants.
- Provides capital grants for acquisition, design, construction, renovation, and equipping of facilities to provide mental health, developmental disabilities, and substance use disorder treatment services.
- Movement of individuals with mental illness or developmental disabilities from State-operated facilities to the community; and to house and treat individuals with substance use disorders.
- Develop and expand supported housing units.
- Annual funding - approximately \$6 million over the past five years.
- Grants range - from less than \$100,000 to over \$1 million per project.
- Priorities for funding are set by each Administration.
- From application submission to the availability of funds is 15 months.

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# ELIGIBILITY FOR GRANTS

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- Must be a nonprofit organization, a County, or a municipal corporation.
- Must serve the following populations:
  - Developmental Disability;
  - Mental Illness; and/or
  - Substance Use Disorder
- Must be for a facility that is wholly-owned, which includes leased buildings, by the eligible applicant.
- Must agree to participate in Title XVIII and Title XIX of the Social Security Act, if applicable.
- Must meet handicapped-accessibility requirements of the Americans with Disabilities Act.

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# ELIGIBILITY FOR GRANTS

(continued)

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- Under the CHFPG, the State may fund:
  - Up to 75% of eligible costs; or
  - May be up to 90% of eligible costs
- Matching funds calculation:
  - Matching Funds = [total eligible cost of the project] – [State capital grant]
    - State grants cannot be used as matching funds
    - In-kind donations are not eligible

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# APPLICATION AND FUNDING SCHEDULE

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- January 2023 – Application is available on the MDH website <https://health.maryland.gov/ocpbes/Pages/bond.aspx>.
- April 20, 2023 – Applications are due in the Office of Facilities Management and Development by 12:00 p.m.
  - Submit an [electronic copy of the application](mailto:MDH.Capitalbondgrant@maryland.gov) to [MDH.Capitalbondgrant@maryland.gov](mailto:MDH.Capitalbondgrant@maryland.gov) with carbon-copy to [Mindy.Kim-Woo@Maryland.gov](mailto:Mindy.Kim-Woo@Maryland.gov).

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# APPLICATION AND FUNDING SCHEDULE

(CONTINUED)

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## Sequence of Activities for FY 2025 Funding Requests:

- April - June 2023 – Applications are processed and reviewed.
- August 2023 – MDH submits recommendations and budget request to the MD Department of Budget and Management.
- January 2024 – Governor’s Capital Budget is presented to the MD General Assembly for approval.
- April 2024 – MD General Assembly approves the State’s FY 2025 budget.
- July 2024 – If approved by the MD General Assembly, funds are available pending approval of each grant by the Board of Public Works.

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# APPLICATION ASSISTANCE

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## Points of Contact for Technical Assistance:

- **Mindy Kim-Woo, JD**  
Office of Facilities Management and Development (OFMD)  
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- **Sarah Reiman**  
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- **Stephanie Jones**  
Developmental Disabilities Administration (DDA)  
(443) 523-0091  
[Stephanie.Jones2@maryland.gov](mailto:Stephanie.Jones2@maryland.gov)

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# PRIORITIES FOR FUNDING

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- Each Administration sets its priorities
- Historical High Priority projects include:
  - Supported housing units for individuals with serious and persistent mental illness, a developmental disability, and/or have a substance use disorder, particularly those with court-ordered involvement.
  - Reduce reliance on State facilities, emergency departments, and/or detention centers.
  - Leverage other capital funds, rent subsidies, and/or insurance.
  - Consistent with the priorities of the appropriate administration.

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# BPW AWARD OF FUNDS

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**The Board of Public Works must approve the award and encumbrance of all capital grants. This requires the following:**

- Evidence of matching funds for the project, which must be cash reserves, mortgage, grants from private foundations, or other sources of cash (*Real property or in-kind contributions are not eligible as matching funds*).
- A signed contract, which may include:
  - Architecture design services contract;
  - A construction contract; and/or
  - Sales contract if purchasing a property.
- For property acquisitions two appraisals are required.
- For construction projects a bid tally sheet is required.

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## EXPENDITURE OF FUNDS

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- No State funds for a project may be expended until the State's Right of Recovery is recorded in the land records and a copy of such recording is provided to OFMD.
- All federal funds must be expended first.
- Evidence of expenditure of applicant's match, which includes invoices and cancelled checks, is provided to OFMD.
- Once the applicant has expended their matching funds the expenditure of State funds will begin.
- For construction projects the expenditure of State funds requires submittal of the architect's Certification of Payment Form to OFMD.
- For an acquisition project, the applicant must present a check totaling the required matching funds at settlement.

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## CONTACT INFORMATION

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# LAWS AND REGULATIONS

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## MARYLAND LAW

Md. HEALTH-GENERAL Code Ann. §§ 24-601 through 24-607

<http://mgaleg.maryland.gov/mgawebsite/Laws/StatuteText?article=ghg&section=24-601&enactments=false>

(Users can click the [Next] button at the bottom of the page to view subsequent sections)

## MARYLAND REGULATIONS

C.O.M.A.R. Title 10, Subtitle 08, Chapter 02

<http://www.dsd.state.md.us/comar/SubtitleSearch.aspx?search=10.08.02>

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*Community Health Facilities Grant Program*

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## BEHAVIORAL HEALTH ADMINISTRATION (BHA)



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# BEHAVIORAL HEALTH ADMINISTRATION (BHA)

Stephanie Slowly, Director, Systems Management  
Sarah Reiman, Director of Planning, Division of Planning

January 2023

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*Community Health Facilities Grant Program*

## The Behavioral Health Administration (BHA)

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### MISSION:

- “The Maryland Department of Health's Behavioral Health Administration will develop an integrated process for planning, policy and services to ensure a coordinated quality system of care is available to individuals with behavioral health conditions.
- The BHA will, through publicly-funded services and support, promote recovery, resiliency, health and wellness for individuals who have or are at risk for emotional, substance related, addictive, and/or psychiatric disorders to improve their ability to function effectively in their communities.”

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*Community Health Facilities Grant Program*

## The Behavioral Health Administration (BHA)

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- BHA recognizes the need for community capacity that exceeds available funding due to a scarcity of resources.
- A major factor in enhancing the recovery of persons with behavioral health disorders is to provide housing that is:
  - Safe
  - Affordable
  - Accessible
  - Integrated into the community
- Housing remains a priority for BHA and housing strategies can be found within the BHA Behavioral Health Plan that include:
  - Implementing efforts to increase housing opportunities through utilization of available grant and subsidies.
  - Facilitating submission of applications to the Community Bond Program to develop Supported Housing models and Recovery Housing.
  - Enhancing efforts to increase supportive recovery housing assistance to women with dependent children and men with children.

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*Community Health Facilities Grant Program*

## Priority Populations

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Through Community Bond, BHA selects projects that effectively expand, support, or enhance capital resources (buildings, houses, projects involving bricks and mortar) for the following priority populations:

- Applicants Providing Substance-Related Disorder (SRD) Services**
- Applicants Providing Mental Health (MH) Services**

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*Community Health Facilities Grant Program***Priority Populations: Applicants Providing Substance-Related Disorder (SRD) Services**

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**Substance-Related Disorder (SRD) priority populations include:**

- Individuals at risk for relapse due to an unstable recovery/living environment
- Individuals with opioid-related disorders engaged in Medication Assisted Treatment (MAT)
- Individuals identified as intravenous drug users
- Individuals transitioning from incarceration to the community
- Individuals who are HIV positive
- Individuals with co-occurring disorders
- Pregnant women and women with children; Men with children

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*Community Health Facilities Grant Program***Priority Populations: Applicants Providing Mental Health Services**

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**Mental Health (MH) Services priority populations include:**

- Individuals with **serious and persistent mental illness (SMI)** and **co-existing conditions**, including but not limited to:
  - court and criminal justice involvement,
  - traumatic brain injury (TBI),
  - homelessness,
  - victims of trauma, and
  - individuals who are deaf or hard of hearing.
- Individuals transitioning from **intensive level residential rehabilitation program (RRP)** services to **Supportive Housing**
- Individuals transitioning from **RRP to independent living**
- Individuals who may have forensic involvement and are ready for **discharge from a state hospital**
- **Transition Age Youth (TAY)** transitioning from **residential treatment centers (RTCs)**

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*Community Health Facilities Grant Program*

## **Priority Criteria for Application Submission - Applicants Providing Substance-Related Disorder (SRD) Services**

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### **Projects that :**

- **Expand, support, or enhance** recovery support services (i.e., recovery residences ), for the identified populations
- Are in concert with **MDH’s high priority of prevention and reduction of opioid overdose deaths**
- Show a commitment to **safe and affordable long-term housing** opportunities with tenant/landlord lease/agreements – highly encouraged

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*Community Health Facilities Grant Program*

## **Priority Criteria for Application Submission : Applicants Providing Substance-Related Disorder (SRD) Services**

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### **Projects that:**

- Develop referral **relationships** with outpatient treatment programs, FQHCs, Health Homes, Opioid Treatment Programs
- Demonstrate **sustainability** (i.e., provide a business plan for ongoing funding strategies)

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*Community Health Facilities Grant Program*

## **Priority Criteria for Application Submission: Applicants Providing Mental Health Services**

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### **Projects that :**

- Expand **safe, affordable** housing for individuals with serious and persistent mental illness
- Show a commitment to a **supported housing model** and or maintain a landlord/tenant relationship with lease, separation of housing and services
- Develop a **minimum of 5 or more housing units** (scattered site); or projects that show cost efficiency in providing housing
- Partner with RRP's to **transition individuals from RRP's** to community housing (creating vacancy for hospital discharges and reducing reliance on emergency departments and/or detention centers)

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*Community Health Facilities Grant Program*

## **Priority Criteria for Application Submission: Applicants Providing Mental Health Services**

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### **Projects that:**

- Actively **partner with public housing authorities** or other resources such as rent subsidies, housing choice vouchers, Housing and Urban Development (HUD) 811 Project Rental Assistance (PRA), etc.
- **Leverage non-state capital funds** such as HUD and other federal funding, Community Development Block Grants, Maryland Affordable Housing Trust Fund, and/or local public/private funding

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*Community Health Facilities Grant Program*

## Notification to Local Systems Managers

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- BHA works collaboratively with the **Local Systems Managers (LSMs)**, which includes **Core Service Agencies (CSAs), Local Addictions Authorities (LAAs), and Local Behavioral Health Authorities (LBHAs)**, to assure that behavioral health services are planned, managed, and monitored at the local level.
- As a result, requirements for the application process include two notification forms:
  - (1) Applicant notification to the local authority of the intent to submit an application** and
  - (2) CSA/LAA/LBHA's signed and submitted notification of its review of the application abstract.**
- Forms titled **"Procedure for Applicant to Notify the Local Systems Managers (CSA, LAA, or LBHA) of Intent"** and the **Local Systems Managers ("LAA/LBHA/CSA )– Review Report"** can be found in the **Additional Information for Behavioral Health Grant Applicants.**

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*Community Health Facilities Grant Program*

## Criteria for Reviewing, Prioritizing and Rating

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### Reviewing

- BHA convenes a review team comprised of staff from the BHA Division of Planning and Systems Management, Office of Treatment Services and Office of Evidence-based Practices, Housing, and Recovery Supports to evaluate the applications.
- Each member rates the applications using a rating form. The ratings are discussed among the review team and the applicants are listed by rating.
- The review team puts together any follow up questions requested from applicants and list of any missing information and/or documents from the application.
- The ratings, along with the team's recommendations, are put in writing and submitted to the BHA Executive Management Committee (consisting of the Deputy Secretary of Behavioral Health and the BHA Directors). The Executive Management Committee reviews and provides its final recommendations to the review team, who then submit the recommendations to the Offices of Facilities Management and Development.

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*Community Health Facilities Grant Program***Criteria for Reviewing, Prioritizing and Rating**

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**Prioritizing**

- Applications are reviewed and evaluated for meeting the priority criteria for **Applicants Providing Substance-Related Disorder (SRD) Services** and for **Applicants Providing Mental Health Services**
- Reviewers also consider the **completion and organization** of the application. Other factors taken into consideration include **previous awards** and **history, availability of matching funds**, and **assessed need** to name a few.

**Rating**

- Applications are given a rating by each team member and the team discusses the ratings and agrees upon a final rating for each application. The ratings are as follows:
 

<b>High:</b>	Project rated excellent at meeting the priority areas
<b>Medium:</b>	Project rated as adequately meeting priority areas
<b>Low:</b>	Project rated as marginally meeting priority areas

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*Community Health Facilities Grant Program***Contact Information**

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**Behavioral Health Administration (BHA) Staff**

Sarah Reiman, Director of Planning, Division of Planning  
443-915-2897; email – [sarah.reiman1@maryland.gov](mailto:sarah.reiman1@maryland.gov) OR

Doris Chen, Health Policy Analyst II, Division of Planning  
443-835-5242; email— [doris.chen@maryland.gov](mailto:doris.chen@maryland.gov)

Kimberly Qualls, Director, Office of Treatment Services (OTS)  
410- 402- 8600; email – [kimberly.qualls@maryland.gov](mailto:kimberly.qualls@maryland.gov)

Russell Springham, Housing Coordinator, Office of Evidence-based Practices, Housing, and Recovery Supports; 410- 456- 8711; email – [russell.springham@maryland.gov](mailto:russell.springham@maryland.gov)

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# APPLICATION PROCESS



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*Community Health Facilities Grant Program*

## Application Checklist

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**Your application should be developed using the outline on the "Checklist". For each section of the "Checklist," there is a page number reference for the relevant form and/or instruction.**

Completed applications include items under the following areas:

- The Project Summary Form
- Project Description and Justification- please be clear and concise
- Administrative Information
- Project Description – Scope of Work
- Financial Statements
- Additional Documentation

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*Community Health Facilities Grant Program*

## Application Checklist

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- Did you comply with the guidelines for all the Administrations Additional Information sections? If this information is not provided it could delay the review of your application.
- All Behavioral Health and Developmental Disabilities service providers must also follow the additional instructions included in the Appendices, **“Additional Information for Behavioral Health Grant Applicants Providing: Substance-Related Disorder Services, and Mental Health Services”** and **“Additional Information for Grant Applicants Providing Services to Individuals with Developmental Disabilities”**.
- Please ensure that you have an electronic copy submitted to both the Administration you are applying for as well as the Office of Facilities Management and Development.

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*Community Health Facilities Grant Program*

## Next Steps- Application Process

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- Applications are received and reviewed by each respective Administration
- Applicants may be contacted to provide additional information or, in some cases, to set up a site visit
- All recommendations are forwarded to the Office of Facilities Management and Development (OFMD) in late May early June
- OFMD submits a budget request, with list of eligible projects, to the MD Department of Budget and Management (DBM) in August
- The Governor’s Capital Budget is presented to the MD General Assembly for approval in January
- MD General Assembly approves the State’s budget for the next FY in April
- If approved by the MD General Assembly, funds are available pending approval of each grant by the Board of Public Works in July

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*Community Health Facilities Grant Program*

## Application Help

PEOPLE YOU MAY WANT TO CONTACT FOR TECHNICAL ASSISTANCE:			
Name	Department	Phone	E-mail
Mindy J. Kim-Woo	Office of Facilities Management and Development (OFMD)	443-827-0657	mindy.kim-woo@maryland.gov
Sarah Reiman	Behavioral Health Administration (BHA)	443-915-2897	sarah.reiman1@maryland.gov
Stephanie Jones	Developmental Disabilities Administration (DDA)	443-523-0091	stephanie.jones2@maryland.gov
Elizabeth Vaidya	Primary Care Office	443-977-0417	elizabeth.vaidya@maryland.gov

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*Community Health Facilities Grant Program*

## DEVELOPMENTAL DISABILITIES ADMINISTRATION (DDA)



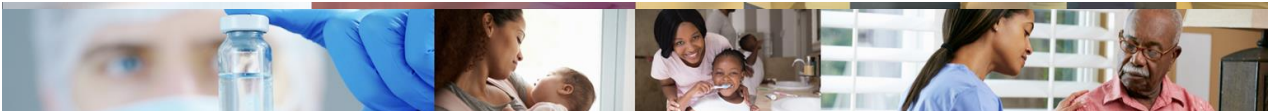
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# Community Health Facilities Grant Program Community Bond Grants Workshop

**Stephanie Jones, Director of Innovations  
Developmental Disabilities Administration (DDA)**

January 24, 2023



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## DDA Overview



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*DDA Overview*

## Our Administration

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The Developmental Disabilities Administration:

- Provides a coordinated service delivery system for people with developmental disabilities
- Partners with people with developmental disabilities and their families to provide leadership and resources to support fulfilling lives
- Is guided by the principle that people with developmental disabilities have the right to direct their lives and services

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*DDA Overview*

## The DDA Vision and Mission

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### **Vision**

The DDA vision is for people with developmental disabilities to have full lives in the communities of their choice where they are included, participate, and are active citizens.

### **Mission**

The mission of the DDA is to create a flexible, person-centered, family-oriented system of supports so people can have full lives.

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*DDA Overview*

## The DDA Commitment

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All DDA projects and initiatives must:

- Promote self-determination, community-inclusion, community collaboration and consumer empowerment
- Meet the qualifications of the Centers for Medicare and Medicaid Services (CMS) Home and Community-Based Settings (HCBS) Community Settings Rule

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## Housing Initiatives



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*Housing Initiatives*

## The DDA Principles for Funding

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- Be integrated and facilitate full access to the greater community
- Optimize autonomy and independence in making life choices
- Be chosen by the person
- Ensure the right to dignity, respect, freedom from coercion and restraint, and privacy in their unit including lockable doors, choice of roommates, and freedom to furnish or decorate the unit

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*Housing Initiatives*

## The DDA Principles for Funding

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*(continued)*

- Provide an opportunity to seek competitive employment
- Provide people an opportunity to choose a private unit in a residential setting with a lease or other legally-enforceable agreement providing similar protections
- Facilitate choice of who to live with, services provided, and who provides them

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*Housing Initiatives*

## The DDA Priorities for Funding

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**Projects with the highest priority for Capital Bond funding:**

- Promote separation of housing and services in independent housing through construction, acquisition, and/or renovation of residential properties where a landlord/tenant relationship is established without the landlord providing direct service(s) to the people living in those homes
- Support people with forensic needs
- Support children with intellectual/developmental disabilities and significant behavioral needs

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*Housing Initiatives*

## Examples

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**Projects that foster collaboration between nonprofit housing corporations and service providers where the landlord/tenant relationship is established between the service recipient and landlord with the provision of housing and services is administered separately.**

- Partnerships with service providers and local public housing authorities where the housing authority establishes the landlord/tenant relationship
- Projects that leverage Federal Housing and Urban Development (HUD) funding such as Section 202, Housing Choice Vouchers (either tenant-based or project-based)
- Partnerships with non-profit housing corporations that leverage private funding for the acquisition of lower cost housing available due to foreclosure

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## Criteria for Reviewing, Prioritizing and Rating

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### Requirement:

- Be integrated in and facilitate full access to the greater community;
- Be chosen by the individual;
- Provide an opportunity to seek competitive employment;
- Provide individuals an opportunity to choose a private unit in a residential setting with a lease or other legally enforceable agreement providing similar protections; and
- Facilitate choice of services and who provides them



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## Criteria for Reviewing, Prioritizing and Rating

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### Priority

- Projects that promote separation of housing and service independent housing through construction, acquisition, and/or renovation of residential properties where a landlord/tenant relationship is established without the landlord providing direct service(s) to the individuals living in those homes. This includes multifamily rental projects receiving DHCD funding, including Section 811 PRA or Weinberg Apartment, or other similar programs



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## Criteria for Reviewing, Prioritizing and Rating

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### Rating

Demonstration of Need: Were you able to confirm the need for this project? How did you confirm this information? (Site visits, waiting lists for services, waiting lists for Section 8 vouchers, Maryland Department of Disabilities' housing waitlists, consumer and family feedback, provider information)

- Does the proposal promote the inclusion of consumers into the community? Yes \_\_\_\_\_ No \_\_\_\_\_
- Does the proposal promote collaboration with other agencies, i.e., inter-agency partnerships? Yes \_\_\_\_\_ No \_\_\_\_\_

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## Criteria for Reviewing, Prioritizing and Rating

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### Rating-Availability

- A. Does the site meet ADA accessibility guidelines? (If the request is for construction or renovations to comply with ADA, award the points.)  
 Yes = 5 points                      No = zero points
- B. Site - 5 points maximum. The requesting agency/partnership has:  
 Ownership of the site or has a 30-year lease..... 5 points  
 An option on the site ..... 3 points  
 Identified the site but does not own or have option.....2 points  
 Identified the type and area but not yet located.....1 point
- C. Matching Funding - 5 points maximum.  
 Cash available now equals 50% match from any source.....5 points  
 Other grant or loan available equals 50% match from any source.....5 points  
 Cash available now equals 25% match from any source.....4 points  
 Other grant or loan available equals 25% match from any source 4 points  
 Application for eligible loan or another grant on file..... 3 points  
 Will fund raise..... 1 point

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# Criteria for Reviewing, Prioritizing and Rating

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## Rating-Availability

### AVAILABILITY SCORING - 20 points maximum

- A. ADA accessibility compliance points
- B. Site rating points
- C. Funding rating points

**Total Availability Score:** \_\_\_ points

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## Questions

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### Contact

Stephanie Jones

Phone: (443) 523-0091

Email: stephanie.jones2@maryland.gov

DDA website: [dda.health.maryland.gov](http://dda.health.maryland.gov)

Please make sure that you have an electronic copy submitted to both the Administration you are applying for as well as the Office of Facilities Management and Development.

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## *Question and Answer Session*

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**Thank you!**  
**Please fill out the evaluation form. We value your feedback.**

**<https://forms.gle/Gjp5KsXPTeAxJ8wL6>**

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