Independent Living Supports Pilot (ILSP)

Eligibility, Enrollment and Service Coordination Request for Applications (RFA)

Informational Webinar for ADRCs and Tribal ADRS Agencies
Thursday, November 17, 2022
2:00–3:30 p.m.

Webinar "Housekeeping" Items

- The presentation will be recorded.
- A link will be posted with the RFA on the Public Notices website.
- Chat will be disabled.

Webinar "Housekeeping" Items

- Two ways to ask questions:
  o Submit in writing through Zoom Q&A function.
  o Raise your hand (using Zoom reaction) and you will be prompted to unmute yourself.
  o If you join by phone, dial *9 to raise and lower your hand. Dial *6 to mute and unmute.

Presenters

- **Emily Loman,** Policy Initiatives Advisor, Division of Medicaid Services (DMS)
- **Carrie Molke,** Director, Bureau of Aging and Disability Resources (BADR)
- **Christine See,** ADRC Specialist Program Manager, Office for Resource Center Development (ORCD)
- **Phoebe Hefko,** Program and Policy Unit Supervisor, ORCD

Additional Team Members

- DPH/BADR Staff Members
  - Diana Adamski, ADRC Regional Quality Specialist, ORCD
  - Josh Bachert, ARPA Budget and Policy Analyst, ORCD
  - Lynn Gall, Family Caregiver and Lifespan Respite Programs Manager, Office on Aging
- DMS Staff Members
  - Jennifer Froemming, Member Care Quality Specialist, Bureau of Quality and Oversight
  - Taylor Prebel, Project Manager, Administrator's Office

Background

The Independent Living Supports Pilot (ILSP) explores how the state can best support people who are older or have a disability so that they can continue living at home.

The ILSP is funded through Section 9817 of the American Rescue Plan Act (ARPA), which gives states a temporary 10% increase to their federal match on home and community-based services (HCBS).

The ILSP provides benefits to up to 5,000 participants across the state.

Participant Eligibility

Participants in the ILSP program will:

- Be Wisconsin residents, age 18 or older, who reside in a participating ADRC or Tribal ADRS agency service area.

- Not be currently enrolled in a Medicaid long-term care program or living in a licensed or certified residential facility.

- Will have an income below 300% FPL.

- Have at least one eligible functional need, with a qualifying diagnosis or other target population qualification if under age 55.

Eligible Participants

- There is no deductible, consideration of spousal income, or asset test.

- Applicant signs a simple income attestation form.

- At least one eligible functional need, with a qualifying diagnosis or other target population qualification if under age 55.

ADRC and Tribal ADRS Role

ADRCs and Tribal ADRS agencies will be funded to:

- Conduct outreach.
- Screen and enroll applicants.
- Develop and coordinate participant service plans.
- Collect and report program data to DHS and fiscal agent.

Functional Screening

ADRCs and Tribal ADRS agencies will determine whether applicants meet the functional eligibility threshold to receive pilot services.

They will use a brief questionnaire about an applicant's need for assistance with activities of daily living (ADLs) and instrumental activities of daily living (IADLs) to make this determination.

A draft copy of the questionnaire is included in the RFA.

Participant Benefits

- Participants will receive financial assistance for in-home supports and services up to $7,200 over a 12-month benefit period.

- DHS, through a fiscal agent, will distribute up to $36 million to pay for services that help participants continue living independently in their communities.

Allowable Services

One-Time Services	Continuing Services
• Specialized medical equipment and/or supplies	• Personal care
• Assistive technology	• Care management
• Home and vehicle modifications	• Supportive home care
• Emergent home clean-up	• Personal emergency response system
• Moving services	• Meals (for people under 60 years old)
• Caregiving training and education	• Internet/Wi-Fi services
• Individual training and education	• Financial management and legal assistance
• Respite (in-home or in a facility)	• Other (based on support and service needs of participant)
• Nonmedical and medical transportation	
• Other (based on support and service needs of participant)	

Grant Activities

ADRC and Tribal ADRS awards will support:

- Pilot administration, including
  - Outreach
  - Eligibility determination
  - Enrollment
  - Service plan development
  - Transitional services
  - Data collection and reporting
- Agency operations, staffing, and programming

Questions

Please enter your questions about the ILSP program into the Q&A.

Funding Allocation

Agency awards will be allocated based on:

- Number of ADRC and Tribal ADRS agency applicants
- Organizational capacity
- Participant enrollment estimates
- Geographic distribution
- Ability to serve vulnerable populations

Enrollment Slots

- DHS reserves the right to redistribute enrollment slots among ADRCs and Tribal ADRS agencies during the pilot period to maximize the number of participants served.

- DHS will work with ADRCs and Tribal ADRS agencies if this occurs.

How Grant Funds Can be Used

- ADRCs and Tribal ADRS agencies must use all grant funds to directly support administration of the ILSP during the grant period.

- The complete list of allowable and unallowable uses of funding is listed in the application. Examples of allowable expenses include:

  o Personnel costs, including contract staff
  o Travel for grant activities
  o Language translation services

How Funds Cannot be Used

- DHS will work with ADRCs and Tribal ADRS agencies to determine if other expenses not listed in this presentation are allowable or not.

- Examples of expenses that are not allowed include:
  - Capital purchases or leases
  - Equipment purchases (items with unit cost >$5,000)
  - Advocacy or lobbying efforts
  - Vaccine purchases or providing clinical care
  - Research expenses
  - Supplanting agency funds or other grant awards

Grant Commitments

Selected grantees are expected to:

- Use grant funds appropriately.
- Uphold public health practices and trauma-informed approaches.
- Use culturally appropriate and relevant messaging.
- Utilize technical assistance and support from DHS.
- Coordinate with the fiscal agent.
- Collect data and submit reports to DHS.
- Prepare and submit quarterly expense reports.

Project Strategies

Awardees are encouraged to work with community partners to develop community-specific and culturally appropriate marketing strategies.

DHS will provide resources to help ADRCs and Tribal ADRS agencies with:

- Workforce training
- Community outreach and programming
- Volunteer program development
- Technology or infrastructure upgrades

Submission Instructions

- Application deadline is **January 13, 2023, 11:59 p.m.**

- Must be sent via email to:
  DHSDMSILSP@dhs.wisconsin.gov

Submission Instructions

Must include:

- Cover Page. Title your application: "Independent Living Support Pilot – Applicant Name."
- Application Narrative. Use no more than 5-pages.
- Project Budget. A budget template is included with the RFA.

Submission Instructions

- Late proposals will not be accepted unless the applicant contacts DHS at least 2 weeks before the deadline, demonstrates extenuating circumstances, proposes a reasonable extension, and receives approval from DHS.

- Applicants will receive email confirmation of receipt of proposal by DHS within 1 business day of submission.

Application Review Process

- Applications will be initially reviewed for completeness, timeliness, and eligibility.

- Applications that pass the initial review will be evaluated and scored by a panel.

- DHS will make awards to applicants who demonstrate the ability to perform successfully under the terms and conditions of this RFA.

Application Review Process

- DHS reserves the right to reject submissions.

- DHS also reserves the option to conduct discussions with agencies about their applications for clarification purposes. Applicants may be invited to modify their applications, as needed.

Application Scoring

Application Component	Type of Information	Points
Cover Page	Agency Name, Primary Contact Info	**5**
Application Narrative • Project Summary • Community Need • Project Strategy • Organizational Qualifications	• Statement of interest 5 • Participant enrollment estimate 15 • Approach to carry out grant functions 35 • Experience with service coordination, grant programs, identifying client needs, etc. 20	**75**
Budget	Personnel, fringe, travel, supplies, indirect, etc.	**20**
	TOTAL	**100**

Application Questions

- Questions about this RFA must be submitted via email to DHSDMSILSP@dhs.wisconsin.gov.

- Questions must be received by **December 31, 2022, at 11:59 p.m. CST.**

Application Questions

- Answers to properly submitted questions will be posted on the State of Wisconsin's Public Notice page for this opportunity.

- Direct link to the public notice: https://publicnotices.wisconsin.gov/NoticeView.asp?Inid=1537138

Timeline

Milestone	Date
Informational Webinar	November 17, 2022
Deadline to email questions about RFA	December 31, 2022
RFA Submission Deadline	**January 13, 2023 [11:59 p.m. CST]**
Awardees announced	February 28, 2023
Contract Period	March 1, 2023 – March 31, 2025
Enrollment Period	July 10, 2023 – March 31, 2024
Pilot Period	July 10, 2023 – March 31, 2025

Questions?