

AT for IL – Program Questions and Answers

2013 – 2020

The following Questions and Answers come from prior competitive solicitations for the Assistive Technology for Independent Living Program. The following questions and answers span back to 2013 and are from past prospective applicants and also proposal reviewers. The year the question was asked will be in parenthesis. The order will be in the most recent through the oldest. Some clarifications have been made there will be and addition to the Answer which will be labeled “Updated for 2023”. If any questions are asked during this cycle, both the question and answer will be shared with all interested parties.

(2020) Q1: I missed the online meeting. Can we still submit an application?

(2020) A1: The Notice of Funding Opportunity had a mandatory orientation for the AT/IL Program, which was necessary for organizations to participate in order to submit a proposal. Unfortunately, proposals from organizations that did not participate cannot be reviewed for consideration. ADSD Grants maintains and interested parties email list. You may want to consider emailing ADSDGrants@adsd.nv.gov to add personnel to the list and receive email updates about ADSD funding opportunities.

(2020) Q2: Is it possible to participate in the webinar via a recorded session and still qualify for the mandatory attendance requirement?

(2020) A2: Participation in the mandatory orientation session associated with the Notice of Funding Opportunity for AT/IL Program was live and interactive; there is no recorded option. It was necessary for organizations to participate in order to submit a proposal. Unfortunately, proposals from organizations that did not participate cannot be reviewed for consideration.

(2020) Q3: Our CFO has informed me that the audited financial statement will not be completed by the due date of the application. We should have a draft toward the end of the month. How should we proceed with this portion of the application?

(2020) A3: Are you referring to question 13 of the Subrecipient Questionnaire? *(Have annual financial statements been audited by an independent audit firm? If yes, provide a copy of the statements for the most current fiscal year.)* Since you were audited, our

suggestion is to mark yes and include a letter with the application stating the report is not available and your plan for submission.

(2020 Reviewer Question) Q4: Was it intended that ALL proposals would include budgeted funding for direct services and the distribution of funding to vendors?

(2020 Reviewer Question) A4: Yes, the intent was that proposals would describe the cost of issuing of authorizations to vendors that provide direct services. However, it is unlikely that an organization would be able to accurately define the amount of funding needed for the actual direct service budget (also see Q2 & A2). The intent is that a potential community partner is able to receive, obligate, manage and disperse funding to vendors for the direct services.

(2020 Reviewer Question) Q5: How are the direct service funds distributed throughout the state if there are multiple providers?

(2020 Reviewer Question) A5: In the event there are multiple sub-awardees, the distribution of direct service funds will have to be coordinated by the NATC Director and based on the statewide caseload. The oldest consumer cases are first based on the "Date Plan Received" (signed and returned confirmation of IL Goals). With exception to cases with transition or prevention related implications. Based on the program's statewide caseload it may be necessary for NATC Director to determine the amount of funding necessary for each potential partner and adjust by supplementing throughout the year to ensure that consumers are served equally throughout the state.

(2020 Reviewer Question) Q6: Is the program the funder of last resort?

(2020 Reviewer Question) A6: Yes, the program and resources require that all other resources are exhausted. The program maintains flexibility to work collaboratively with any resources that have been identified so far.

(UPDATED for 2023) Expanding on the previous answer, this question only applies to the direct services funding. Any person with a disability that has barriers addressing their essential daily living, and that could be resolved with Assistive Technology should be encouraged to participate. If there are alternative resources to pay for the direct services then those resources must be accessed first.

(2020 Reviewer Question) Q7: Does the program have a co-pay for consumers? And how are they implemented?

(2020 Reviewer Question) A7: The program does have a financial participation, or co-pay, that ONLY applies to the direct services funding. There is not a co-payment for any portion of services except towards the purchase/payment of Assistive Technology (AT) or AT Services.

(2020 Reviewer Question) Q8: What is the service area of the program and the intended service areas of the applicants?

(2020 Reviewer Question) A8: The current service area of the program is statewide although each existing community partner is responsible by county with some exceptions can be made. For example, the current description for the southern NV community partner is described as follows: The southern portion of the program serving Esmeralda, Nye, Lincoln, and Clark counties (exceptions are made on case-by-case basis for northern portions of Nye and Esmeralda). If proposals do not describe coverage of all counties within the state, then ADSD will likely have to negotiate that coverage. If the potential community partner does not want to participate in a county or area, then a decision would likely be considered to re-open the request for proposals in that area of the state to ensure all areas of the state are covered.

(2016) Q1: Is Case Management to be provided in addition to providing Assistive Technology devices?

(2016) A1: Yes. Before a determination of AT services, there is discussion with the consumer how they are currently functioning with their daily activities.

(UPDATED for 2023) The term Case Management is inappropriate for this program. The program is and Independent Living model, not a medical model. A “case” in this program is the Consumer’s Independent Living goals and their plan to help them achieve those goals. It is important that anyone applying to operate this program both reads and understands the Service Specifications. The program is also guided by policy and technical assistance.

(2016) Q2: Will ADSD provide ongoing training?

(2016) A2: If a new provider is chosen there will be introduction to the program. Along with the RFP there is the AT/IL Goals & Objectives and Provider Requirements for IL Service Agencies. The AT/IL Program has policy and procedures in which current sub-awardees follow. ADSD AT/IL program specialist are available for program and policy guidance and clarification.

(UPDATED for 2023) Training and Technical Assistance will be provided upon request. It is the intent that the applicant is qualified to provide the program services and either have or be able to secure staff that are qualified and could assume the existing caseload.

(2013) Q1: Would a prospective sub-awardee have to Partner with other organizations/agencies as an AT Partner?

(2013) A1: A prospective sub-awardee would not be required to partner with another organization/agency. If a proposal was submitted describing a partnership with another organization/agency, then yes it would be required. Ideally organizations/agencies should be able to work collaboratively and informally for the common good of persons with disabilities.

(UPDATED for 2023) There is not a requirement to formally partner with any agency/organization. The Nevada Assistive Technology Collaborative (NATC) is a collaborative of community partners that provide the services under the Assistive Technology Act, as revised, and as described in the NATC's State Plan. The AT/IL Program is part of the NATC's State Plan. The services through the NATC support consumers and promote system changes to improve consumer services. If there are concerns about working with NATC partners collaboratively, those concerns should be addressed prior to submitting a proposal.

(2013) Q2: Would a prospective sub-awardee have to partner with the Nevada Assistive Technology Collaborative (NATC) program?

(2013) A2: The NATC is the statewide AT program coordinated through the Aging and Disability Services Division (ADSD), so yes a sub-awardee would be a partner of the NATC. The approval of the sub-awardee's proposal and negotiation of a subaward to provide AT services would define what that partnership entails. If a proposed and ADSD negotiate and agree that the sub-awardee will provide specific service and report data in a specific format, then that would define their partnership as a sub-awardee.

NATC is currently made up of multiple community partners each with separate variations of operation. Although current community partners work collaboratively, they do not have to “partner” to complete the objectives they are required to meet.

(2013) Q3: Is the 8% Administrative Expense amount used for operational cost? Does the amount over the 8% come from our other operational funds or do we need to raise more funds directly for this?

(2013) A3: No, the 8% is not for programs operational costs but rather costs such as general administrative expenses, accounting, payroll, legal. Costs for the operation of the program would determine the 8% available. The Administrative Expense cannot exceed 8% of the proposed operational cost.

(UPDATED for 2023) See the Requirements and Procedures for Grant Program (PRGP)

<https://adsd.nv.gov/uploadedFiles/agingnvgov/content/Programs/Grant/FiscalRequirements.pdf>. For the AT/IL program, Administrative or Indirect Costs cannot be applied to the direct service funding. Can only be applied to the operation costs within the budget such as personnel, fringe, travel, operational, and etc.

(2013) Q4: What is the estimated time factor for record keeping and report filing by month and year?

(2013) A4: The answer to this question depends on the services proposed and number of persons anticipated to be served. A prospective sub-awardee should look at the last NATC annual report for at the data collected as well as contact John Rosenlund regarding reporting requirements for the specific service you anticipate providing.

(UPDATED for 2023) There are two separate questions here. This was asked at a time when all services through the NATC were released in 2013. As these questions apply to the AT/IL program only and at this time. Regarding the question on record keeping, the AT/IL Program is managed in a mandatory database that is utilized to record the entire Consumer Service Records (CSRs). There should not be any paper or other electronically recorded records to maintain. Historically a paper file was maintained and had to be for the current year plus 3 additional years. Regarding the question on reporting, there are required monthly engagements described in the programs Goals and Objectives.

(2013) Q4: Would a sub-awardee be mandated to share their resources with other agencies?

(2013) A4: No. Being a sub-awardee and part of the NATC does not require an organization to share their resources with other collaborative partners.

(2013) Q5: What happens when another organization/agency refuses to work with other organizations/agencies?

(2013) Q5: Of course, ADSD and the NATC prefer that organizations and agencies that provide services for persons with disabilities work together to ensure the best services are available. However, NATC and ADSD cannot require organizations/agencies to work together. If there were a conflict that affected the provision of services to the consumer between sub-awardees then the situation would need to be reviewed with the parties involved to address the situation and possible resolution.

(UPDATED for 2023) The intent of the NATC as a collaborative is that community partners have goals in common to empower and serve consumers with disabilities. The services that are provided should flow together. If there are conflict or issues those should be addressed with the NATC Director.