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Health and Human
Services

Applicant Conference

**Request for Applications No. HHS0013609
Qualified Residential Treatment Program (QRTP) Accreditation**

October 11, 2023, at 1:00 p.m.



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Agenda

- Introduction
- Procurement Activities
- Project Overview
- Eligibility to Apply
- Administrative Applicant Information
- Closing Comments

Introduction

Speakers

- **Michele Rivers**, Grants Specialist
Sole Point of Contact for RFA
Health and Human Services Commission (HHSC)
Procurement and Contracting Services (PCS)
- Texas Flowers-Moffett, Qualified Residential Treatment Program Specialist Lead, State Office Placement Division, Department of Family & Protective Services (DFPS)





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Procurement Activities

RFA HHS0013604

Grant Opportunity Roles

Grant Opportunity Team

- Health and Human Services Commission (HHSC) Procurement and Contracting Services (PCS) is responsible for all procurement and solicitation activities.
- Department of Family and Protective Services (DFPS) Child Protective Services (CPS) Conservatorship is responsible for project scope, requirements and contract management activities throughout the life of the Funding Agreements including, contract development, execution, and monitoring.



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Schedule of Events

Deadline for Submitting Questions or Requests for Clarification

October 13, 2023, at 5:00 p.m.

Any questions arising prior to the question deadline must be submitted in writing to Michele.Rivers@hhs.texas.gov



Tentative Date Answers to Questions or Requests for Clarification Posted

October 20, 2023, at 5:00 p.m.



Deadline for Submission of Applications

November 03, 2023, at 10:30 a.m.



Anticipated Project Start Date

Upon execution of Grant Agreement

See RFA Section 7.1, Schedule of Events for additional details.



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Solicitation Access

- HHSC will post all official communication regarding this RFA on the following website, including the notice of award:

The HHS Grants website is located at

<https://resources.hhs.texas.gov/rfa/hhs0013604>

- HHSC reserves the right to cancel this RFA, or to make no award if it determines such action is in the best interest of the State.
- HHSC may, in its discretion, reject any and all Applications or portions thereof.



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Sole Point of Contact

- All communications relating to this RFA must be directed in writing to Michele Rivers, Sole Point of Contact at Michele.Rivers@hhs.texas.gov.
- All communications between Applicant and HHSC/PFD staff members, or any other HHS staff members, concerning this RFA are **strictly prohibited**.
- Failure to comply with these requirements may result in Application disqualification.

See RFA Section 7.2, Sole Point of Contact for additional details.



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Project Overview

RFA HHS0013604

Executive Summary of Program

- Texas Health and Human Services (HHS) on behalf of the Texas Department of Family and Protective Services' (DFPS) Child Protective Services (CPS) Program is issuing this Request for Applications (RFA) to provide assistance with costs of obtaining or maintaining Accreditation.
- An Applicant's Response (see Article V) will be accepted from General Residential Operations (GRO) providing Treatment Services or Residential Treatment Centers (RTC) that are licensed by HHS Child Care Regulation (CCR). For the purpose of this RFA, these operations will be referred to collectively as GROs.
- DFPS will be awarding funds to two types of Applicants:
 - A. **Completed Accreditation.** Applicants who have completed Accreditation and will use these grant funds for reimbursement of allowed costs incurred after October 1, 2019, and to maintain their Accreditation.
 - B. **Pursuing Accreditation.** Applicants who will be or are pursuing Accreditation and will use these grant funds to complete their Accreditation.

See RFA Section 1.1, Executive Summary for additional details.

RFA HHS0013604

Qualified Residential Treatment Program (QRTP) Accreditation



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Available Funding

- The total amount of State funding available for this RFA is \$1,100,000 and DFPS intends to make multiple awards. DFPS will award a maximum amount of \$100,000 per grantee. At the end of the grant period, grantee must repay any unspent funds from the grant award
- Applicant will apply for one of the following:
 1. If **Completed Accreditation**, apply for a one-time Amount not to exceed \$100,000.00 to be reimbursed for approved expenditures that were incurred after October 1, 2019, and Applicant has already paid during the Accreditation Process and/or the maintenance of the Accreditation; or
 2. If **Pursuing Accreditation**, apply for a one-time amount not to exceed \$100,000.00 to be used towards the offset the costs of pursuing Accreditation.

See RFA Section 2.2, Grant Term and Funding for additional details.

RFA HHS0011288

Qualified Residential Treatment Program (QRTP) Accreditation



Grant Term

The term of this grant will be from the date of execution through August 31, 2025.



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See RFA Section 4.2, Grant Term and Funding for additional details.

Scope of Grant Award

- The purpose of this grant is to provide supplemental funds to HHS licensed GROs that have achieved, are maintaining, or are pursuing Accreditation. DFPS is awarding these funds to further the goal of increasing the number of QRTPs, which will provide more 24-Hour Residential Child Care (RCC) options for DFPS Children.
- Grantees will receive financial support to assist with costs associated with the Accreditation as allowable under federal guidelines in the Family First Transition Act funds.
- This may include:
 - A. Accreditation related costs including:
 1. Fees to the accreditation entity; and
 2. Providing technical assistance needed to plan for new program requirements due to Accreditation.



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Scope of Grant Award (Continued)

- B. Paying staff and/or consultant costs tied directly to the Accreditation Process, including:
 - 1. Salary;
 - 2. Travel;
 - 3. Fringe benefits; and
 - 4. Preparing standards-compliant policies, procedures, and protocols.
- C. Costs of supplies, controlled assets, equipment, and software.
- D. Incidentals which are directly associated with the cost of Accreditation.

See RFA Section 2.1, Scope for additional details.



Grant Requirements

If awarded a grant, as part of the grant agreement, both Completed Accreditation and Pursuing Accreditation Applicants will execute and agree to:

- Use the full amount of the award solely toward Accreditation expenditures;
- Expend full grant amount no later than September 30, 2025;
- Timely submit required or requested financial documents to ensure grant funding can be applied toward or reimbursed for its intended purpose; and
- Timely submit the required reports.

See RFA Section 2.4, Grant Requirements for additional details.



Required Report

- **Completed Accreditation: Annual Report** – Annual written report must be submitted to DFPS to report any status changes to Accreditation process and include an updated Form E: Financial Proposal.
- **Pursuing Accreditation:**
 1. **Quarterly Report** - Quarterly narrative summary must be submitted to DFPS to report progress on Accreditation status and projected date for completion; and
 2. **Annual Report** - Annual written report must be submitted to DFPS to report any status changes to Accreditation process and include an updated **Form E: Financial Proposal**.



See RFA Section 2.4, Grant Requirements for additional details.



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Eligibility to Apply

RFA HHS0013604

Eligible Applicants

To be awarded a grant as a result of this RFA, an Applicant must meet the following requirements:

- Applicant must be licensed by HHSC CCR as a GRO providing Treatment Services or RTC (GROs);
- Applicant's HHS license must be in good standing with HHS CCR;
- Applicant must have completed Accreditation or be pursuing Accreditation from one of the three Accreditation Entities approved by DFPS (See Section 1.2: Definition – Accreditation Entity); and
- Applicant must agree that they intend to provide placement and services for Children involved with HHSC, DFPS or TJJD.

See RFA Section 2.3, Eligible Applicants for additional details.





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Administrative Applicant Information

RFA HHS0013604

Required Applicant Information

Applicants must provide the following information as part of their Response.

1. The Applicant with completed Accreditation will need to submit the following on **Form F: Completed Accreditation Narrative Proposal** –

- Proof of Accreditation including certificate or document, name of Accreditation Entity, date of certification, and expiration;
- Detailed description of how Applicant will maintain Accreditation over a five-year grant term, which includes submission of an annual written report to DFPS regarding how the Applicant plans to maintain Accreditation and who will be responsible for submission of this grant's required reports; and
- Identify and describe the experience and qualifications of the individuals who will oversee the maintenance of Accreditation.

2. The Applicant pursuing Accreditation will need to submit the following on **Form G: Pursuing Accreditation Narrative Proposal**-

- The planned name of the selected DFPS approved Accreditation Entity;



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Required Applicant Information (Continued)

- A detailed projected timeline of Accreditation Process;
- How the Applicant will provide quarterly updates on Accreditation certification progress to DFPS;
- Detailed description of how Applicant will maintain Accreditation over a five-year grant term, which includes submission of an annual written report to DFPS regarding how the Applicant plans to maintain Accreditation and who will be responsible for submission of this grant's required reports;
- Identify and describe the experience and qualifications of the individuals who will oversee the Applicant's Accreditation application, administration, and supervision of the Applicant's organization before, during and after Accreditation certification; and
- Describe the long and short-term goals the Applicant has achieved or desires to achieve during the process of completing and maintaining their Accreditation.





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Closing Comments

RFA HHS0013604

Closing Comments

- All changes, amendments, modifications or cancellation will be posted by Addendum on the [HHS Grants RFA website](#).
- It is the responsibility of each Applicant to periodically check the [HHS Grants RFA website](#) for any additional information regarding this RFA.
- See RFA Section 7.6, Changes, Amendment or Modification to RFA for additional details.

HHS Grants RFA Website:

<https://resource.hhs.texas.gov/rfa/hhs0013604-0>



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Questions

All questions must be submitted in writing to the Sole Point of Contact at:

Michele.Rivers@hhs.texas.gov

- Do not submit in PDF
- Do not password protect.

Reminder: All additional questions, requests for clarification, etc., are due in writing no later than October 13, 2023, at 5:00 p.m. Central Time.

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Thank you!

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