

Conference Minutes

New Capital Grant Awardees Call for October 20, 2010 @ 1 p.m. Eastern 1-800-767-1750 # 58099

I. Announcements

A. The next call will be November 17, 2010.

1. The 2010 New Awardees Capital Grant training conference will be held in Tampa, Florida, in February, 2011.

B. Reminders:

1. Project Development Quarterly Reports are due October 1, 2010.
2. GPD New Capital Grant Awardees Call 3rd Wednesday of the month at 1PM. 1800-767-1750 access code 58099
3. Agenda items for future calls should be sent to Susan Langer at Susan.langer@va.gov
4. Notify the GPD Program Office in writing when projects are 90 days to completion. Request that a GPD liaison be assigned to the project.
5. Complete the Per Diem Request Form located on the GPD Provider Website and send to the GPD Program Office.
6. All correspondence, forms, and e-mails should contain your project number and the official name of your agency/organization.

II. Agenda

A. Frequently asked questions:

1. What do I need to do to draw down on my capital grant award?
 - a. Get set up with HHS DPM
 - b. Pass Facilities Management with Dennis Hancher
 - c. Demonstrate site control (unless VA is doing acquisition)
 - d. If there was a long delay between when you were awarded the grant and beginning to draw down then GPD program office may ask you to re-submit an updated Construction budget (424C), match documents, and documentation of total project costs.
2. How long is my funding available?
 - a. Projects have 1 year to demonstrate site control and 3 years to become operational. Organizations that fail to meet those milestones risk having their grant terminated. Extensions beyond that point are up to the discretion of the GPD Program Office and are typically dependent on the organizations ability to demonstrate project viability and ability to complete the project in a timely way. Even if extensions are granted, all funding is returned to the treasury after 5 years, which means the program office must start closing out those accounts May 1st of the year the funds expire.
3. Can per diem be retro paid and if so how far back?
 - a. By law per diem can only be retroactively paid 3 days. We typically go back three days from the last date on the legal document (MOA) to establish a program start date.

- b. There are specific instances where an MOA is signed and the site has not been inspected. In that case a review will be done and a date established by the GPD Program Office.
- 4. When can I start admitting Veterans to my program following the initial inspection?
 - a. Admitting Veterans to your program before receiving the Per Diem Action Sheet (PDAS) is done at your own risk. The Per Diem Action Sheet will be sent to you, which includes the admission start date and your per diem rate.
- 5. Do I need to have a Pre-Disbursement review?
 - a. We strongly recommend you have your project reviewed by the local VA medical center fire/safety/engineering department prior to incurring any costs. This can save both time and money by having them review the project on the front end rather than on the back end.
 - b. The Pre-disbursement Review consist of a site visit conducted by the VA medical center to ensure the scope of the project is reasonable considering funds requested, and that the plans submitted reflect the work that is to accomplished. In some cases the Pre-disbursement Review will not be necessary (i.e., if the project is funded for acquisition only).

Here is a list of web pages that you may find helpful:

GPD Website: <http://www.1.va.gov/HOMELESS/GPD.asp>

GPD Regulations: http://www1.va.gov/HOMELESS/docs/GPD_Intranet/GPD_38CFR61

GPD Provider Site: http://www1.va.gov/HOMELESS/GPD_Provider_Website.asp

Federal Register Site: <http://www.gpoaccess.gov/fr/browse.html>

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