

Grant and Per Diem (GPD) Operational Conference Call

December 11, 2018

Introduction

- › The call today is being lectured for the benefit of all participants
- › You can participate in today's call via Adobe Connect
 - <http://va-eerc-ees.adobeconnect.com/gpdbh/>
 - Chat box available for questions comments
- › Slides also available on GPD Provider website
 - https://www.va.gov/HOMELESS/GPD_ProviderWebsite.asp

Agenda

- › Announcements
- › Office of Business Oversight – Omar Ochoa
- › Change of Scope/Change of Site

Announcements

- › Per diem rate increase information is posted on the GPD Provider website
 - Forms and instructions also on the website
 - Increases must be requested and approved by our office
 - Effective date of increase is noted on the Per Diem Action Sheet that is sent to your organization and the GPD Liaison once approved

- › GPD Case Management NOFA in concurrence
 - Late January-February 2019 timeline for publication

Office of Business Oversight

- › The upcoming SF-425 training Wednesday December 12, from 10-12 pm and 2-4 pm
- › Allowable and unallowable cost training within the next few months
- › Suggestions about topics for our audit group email GPDfiscal@va.gov
- › Upcoming GPD reviews

Change of Scope/Change of Site

- › Modifications in what was awarded in the original grant application require prior approval from the GPD National Program Office before changes made
- › Change of Scope- programmatic changes from the original grant application
 - Types of services being offered
 - Frequency of services being offered
 - Staffing changes
 - › Number and type of staff
 - › Education/credentialing expected of staff
 - › Hours devoted to project

Change of Scope/Change of Site

- › Change of Site – Location where services are being provided are different than those noted in the grant application
 - Moving site
 - Additional locations for service
 - Changes of sites that are approved are contingent upon passing an inspection
- › New sites should be comparable or better than current location

Change of Scope/Change of Site - Process

- › Prior to submitting any proposed changes discuss with GPD liaison for input
- › Write up your proposed change of scope/site on agency letterhead
 - Note current state, proposed change, rationale for change
 - How your change will ensure the same level/comparable level of service (or setting for site change)
 - If there is a site change proposed what is the timeline
 - Support for GPD liaison/VAMC
 - › ***Note: Support from GPD liaison/VAMC does not constitute approval***

Change of Scope/Change of Site - Process

- › Change of Scope/Site sent via email to GPDgrants@va.gov
- › Requests to GPD National Program Office are reviewed weekly
- › Written responses/disposition of requests are completed within 30 days
 - Additional information may be requested
- › Requests and written responses are part of the grant record

Change of Scope/Change of Site - Tips

- › Be sure what is in your grant application
 - At times staff responsible for implementing the grant are not aware of what the organization has committed
- › If your organization originally received a capital grant from GPD moving to a new location may be difficult
 - Consult the GPD Office prior to submitting a proposed change for clarification
- › Build in the time it takes for the change of scope process when submitting changes

Change of Scope- Tips

- › Don't make changes prior to approval
 - Could result in the corrective action process if change not approved
- › Do not try to re-write your grant
- › Think about re-structuring versus reducing services

Questions

