

Frequently Asked Questions
Application Process for Access to Home, RESTORE, and Access to Home for Medicaid
Updated January 13, 2015

Will there be an AHC Webinar soon?

A webinar has not been scheduled for AHC. A PDF of a presentation is available on the funding round of the web page, and we encourage you to reach out to AHC staff directly with questions.

Do you have templates for service provider agreements?

We do not have templates for service provider agreements.

The RESTORE application requests an Admin Plan (worth 60 points) but we are told that HCR will provide the admin plan. Please explain.

The RESTORE application does not request applicants to craft an administrative plan. The 60 points in RESTORE is for Program Design and Implementation Capacity. The applicant provides responses to several different questions, including narrative sections, which we consider as program design and capacity. These responses should demonstrate a strong understanding of the RESTORE program requirements and demonstrate sufficient organizational capacity to implement the program.

Where can I find Medicaid data mentioned in the Access to Home for Medicaid webinar?

Medicaid Enrollees and Expenditures by County is available on the New York State Department of Health website at http://www.health.ny.gov/statistics/health_care/medicaid/eligible_expenditures/.

Can an applicant submit an application for both Access to Home and Access to Home for Medicaid?

Yes, applicants may submit an application for Access to Home and Access to Home for Medicaid. The applications may be for the same or different service areas. However, if awarded the programs must be implemented separately and distinctly from each other. Access to Home and Access to Home for Medicaid funds may not be used for renovations in the same unit and/or household.

Can a Medicaid recipient with a disability receive assistance through the Access to Home Program?

Yes, a Medicaid recipient with a disability may still be eligible to receive assistance through the traditional Access to Home Program. However, the potential recipient of assistance must meet the Access to Home Program requirements.

Does the \$25,000 per unit cap for Access to Home (and Access to Home for Medicaid) for construction only or does it include administrative funds and program delivery fees as well?

The per unit cap of \$25,000 for Access to Home and Access to Home for Medicaid includes construction costs and program delivery costs. Administrative funds are not counted towards the \$25,000 per unit cap.

It is important to remember that the Administrative funds available to award recipients are part of the total program award. So, for example, an award recipient receives \$100,000 grant and uses the full 7.5 percent of administrative funds. The award recipient retains \$7,500 and the balance of \$92,500 is available for potential clients.

Is the Program Delivery five (5) percent of each project? Is Administrative Fee 5 percent of each project or overall award?

Program delivery is available for up to five (5) percent of total costs for each project. Note the program delivery is included in the \$5,000 cap. So, if a unit is being renovated and will cost \$5,000 then the LPA may allocate up to \$250 for program delivery. As a result, \$4,750 is available for construction repairs.

The administrative fee is five (5) percent of the total RESTORE award. If an LPA is awarded \$5,000 then up to \$2,500 may be used for administration. The balance of \$47,500 must be used for specific projects.

What are the application limits and per unit limits for each program?

For Access to Home the program award limit is \$150,000. No more than \$25,000 of Access to Home funds may be allocated to any one unit.

For RESTORE the program award limit is \$50,000. No more than \$5,000 in RESTORE funds may be allocated to any one unit.

For Access to Home for Medicaid the program award limit is \$150,000. No more than \$25,000 of Access to Home for Medicaid funds may be allocated to any one unit.

What are the lifetime limits for program assistance?

There are no longer lifetime limits for units receiving assistance in Access to Home and RESTORE. As of the 2013 funding round, units may not exceed the per unit cap for Access (\$25,000) and RESTORE (\$5,000) for the duration of the regulatory period; which is five (5) years for Access to Home and three years (3) for RESTORE. Upon expiration of the regulatory period a unit may be eligible for additional assistance. Access to Home for Medicaid will implement a \$25,000 per unit cap for the duration of the five year regulatory period.

Are a certain number of bids required? How does bidding work with the 72 hour response time for RESTORE?

If awarded, the local program administrator (LPA) is required to determine the acceptable bid procedure, including the minimum number of bids that will be accepted for a project.

From the date of the emergency referral, the LPA has 72 hours to respond to the referral and inspect the subject home. From the date of the inspection and assessment of emergency repair need the LPA must start the repairs within 7 calendar days. All repairs must be completed within 30 calendar days of the start of the repairs. As a reminder, *the use of "in-house" crews/bids is prohibited.*

Can a Preservation Company apply for program funds to work in a target area outside of the preservation company service area?

Yes, Neighborhood and Rural Preservation Companies (N/RPC) may apply for funding to provide services outside of their approved N/RPC service area. If awarded, it is strongly recommended that the Preservation Company speak with N/RPP program staff regarding any reporting requirements.

Is there a blackout date for submitting questions?

There is no blackout date for submitting questions. However, it is strongly recommended that potential applicants submit questions as soon as possible. While program staff make every effort to respond promptly we cannot guarantee response times as the application deadline approaches.

When will awards be made?

The deadline for submitting applications is Friday, February 13, 2015, at 4:00 pm. It is anticipated that scoring will take 6-8 weeks. Recommendations will then go to the HTFC Board for approval. The tentative timeline anticipates awards in May 2015. Please note this is tentative and may change without notice.

Will filing the Property Maintenance Declaration Form with the County Clerk be required under the Access to Home for Medicaid Program?

Yes, the LPA shall execute a Property Maintenance Declaration Form with each Access to Home for Medicaid client that defines the terms and conditions for assistance and that contains a deferment schedule over which the grant is to be forgiven.

Submit additional questions to OCRinfo@nyshcr.org.