

Community Capacity Building Funds: Frequently Asked Questions (FAQ) for CCOs

February 29, 2024

What's New

Information on CCBF:

Through Oregon's 1115 Medicaid waiver, the state will be able to cover new services for eligible Oregon Health Plan (OHP) members called health-related social needs (HRSNs).

HRSNs are social and economic needs that impact an individual's ability to maintain health and well-being. HRSN services under Oregon's Medicaid waiver will include climate-related resources (March 2024), housing supports (November 2024) and nutritional services (January 2025) and outreach and engagement (March 2024).

Community-based organizations (CBOs) and partners will be integral to this work and may be able to receive funding to help with these efforts. Oregon has been approved to spend up to \$119 million in community capacity building funds (CCBF), specifically to support investments to enable partners to provide HRSN services.

More information is available on the [OHA's 1115 Medicaid Waiver website](#).

What is the goal of CCBF?

CCBF will support HRSN service providers and organizations that will become HRSN providers to develop what they need to be able to participate in the Medicaid delivery system and deliver HRSN services to qualified OHP members.

CCO Role in Administering CCBF

Who will administer CCBF?

[Coordinated Care Organizations \(CCOs\)](#) will administer the majority of CCBF, via grants, except for those funds reserved for Tribal Governments. CCOs will be responsible for activities including conducting outreach to entities regarding the

funding opportunity, receiving and reviewing applications and awarding funding eligible entities.

What are the essential roles and responsibilities of the CCO related to CCBF?

CCOs across the state will be responsible for the application process and disbursement of funds. CCOs will have a CCBF contact email and/or webpage listed on OHA's CCBF webpage. The CCO contact and webpage is where organizations are encouraged to look for more information on the application process and other important information about CCBF in a specific CCO region.

CCBF Eligibility

Who is eligible to apply for CCBF?

Organizations eligible for CCBF include those that:

- intend to serve eligible populations
- have strong community relationships
- have the ability to provide HRSN services in a way that is culturally responsive and ensures meaningful access to language services
- meet Centers for Medicare & Medicaid Services (CMS) requirements ¹:

What are the specific organization types that are eligible for CCBF?

Organization types eligible for CCBF¹:

- Tribal Governments and Providers
- Community Based Organizations (CBOs)
- Social-services agencies
- Housing agencies and providers
- Food and nutrition service providers
- Case management providers
- Traditional health workers
- Child welfare providers
- City, county, and local governmental agencies
- Outreach and engagement providers
- Providers of climate devices and services

¹ In accordance with parameters set by the Centers for Medicare & Medicaid Services (CMS) and outlined in OHA's 1115 Oregon Health Plan Demonstration Waiver Special Terms and Conditions (STCs) and associated [HRSN Infrastructure Protocol](#).

- Network Manager(s) to support HRSN contracting, implementation, invoicing and service delivery

What is a HRSN provider?

HRSN providers are organizations that will provide HRSN services in a way that is culturally and linguistically appropriate, responsive, and trauma-informed². All contracted HRSN providers must meet certain provider qualifications. These qualifications are further defined in the HRSN Provider Guidance document that will become available on the [OHA's 1115 Medicaid Waiver website](#).

Is an organization required to be a not-for-profit organization for CCBF?

An organization does not need to be a not-for-profit organization to be eligible for CCBF. An organization DOES need to be one of the eligible entity types listed above.

Are there organizations that are not eligible to apply for CCBF?

Organizations not located on the [above list](#) will not be eligible. Also, any organization found to be on one of the following [exclusion lists](#) is not eligible to apply: U.S. Department of the Treasury's Office of Foreign Assets; Control (OFAC) Sanction Lists; Social Security Administration Death Master File (SSADM); System of Award Management (SAM); U.S. Department of Health and Human Services, Office of Inspector General's (HHS-OIG) List of Excluded Individuals and Entities (LEIE); and Oregon's Medicaid Exclusion List

Can organizations that are on the System of Award Management (SAM) apply for CCBF?

Yes. Organizations that participate in SAM are eligible to apply. If an organization is on the SAM exclusion list, they are not eligible to apply.

Does an applicant need to be a current Medicaid provider to apply?

No, organizations do not need to be current Medicaid providers to access CCBF or to provide HRSN services. Qualifications necessary to serve as an HRSN provider will be distinct from those required to serve as a Medicaid provider due to the significantly different nature of these service types (e.g., housing supports vs. specialty care). However, current Medicaid providers are eligible to apply, so long as they meet CCBF eligibility requirements and are not already receiving other funds to support the provisions of these services.

² "Trauma Informed" means a program, organization, or system that realizes the widespread impact of trauma and understands potential paths for recovery; recognizes the signs and symptoms of trauma in clients, families, staff, and others involved with the system; responds by fully integrating knowledge about trauma into policies, procedures, and practices; and seeks to actively resist re-traumatization.

Funding Uses:

What can CCBF be used for?

The CMS approved [HRSN Infrastructure Protocol](#) outlines the specific allowable uses of these funds. The funds can *only* be spent on the specific allowable uses³. There are four main categories that the funds can be used for:

- Technology
- Development of business or operational practices
- Workforce development
- Outreach, education and convening

Can CCOs provide CCBF to an organization that is only providing HRSN Outreach and Engagement?

Yes. Organizations that will provide HRSN Outreach and Engagement Services can apply for CCBF. HRSN Outreach and Engagement service definition is further defined in the HRSN Guidance Document which can be found on the [OHA 1115 Waiver website](#) soon.

Can an organization apply for CCBF if they only need funding to support one of the four categories?

Yes. Organizations may apply for one or multiple of the categories needed to support their capacity to become HRSN providers.

What happens if an organization does not spend all its funds?

Organizations that do not spend all the funds they are awarded may request extensions from the awarding CCO. In some cases, organizations may need to return unspent funds to the CCO. All the funds **MUST** be spent by the end of the waiver demonstration period.

³ In accordance with parameters set by the CMS and outlined in OHA's [Oregon Health Plan 1115 demonstration waiver STCs](#) and associated [HRSN Infrastructure Protocol](#), the Recipient must only provide Community Capacity Building Funding for activities to eligible entities (i.e., current or prospective HRSN Providers) that fall under the following allowable use categories.

Promoting the Availability of CCBF

What is the CCO role in promoting the availability of CCBF?

CCOs must publicize the availability of CCBF prior to the launch of the first application window. CCOs may coordinate with other organizations and partners (including other CCOs) to promote the availability of CCBF and how to apply.

CCOs are expected to conduct culturally specific outreach and education regarding the availability of CCBF to varying organization types operating in their regions. OHA acknowledges that not every CCO region will include all the organization types listed as priority populations in the OHA CCO CCBF grant agreement.

In addition to proactively outreaching to the organization types listed above, CCOs are encouraged to engage other qualifying organizations (including those they may already contract or have relationships with).

How should CCOs promote the availability of CCBF?

CCOs are expected to use existing community and culturally specific channels to promote the availability of CCBF. Existing channels should include partnerships with Community Advisory Councils (CACs), Regional Health Equity Coalitions (RHECs) and other culturally specific and responsive organizations in the CCO's service area.

Outreach efforts should include:

- Regular email communications with organization types listed above regarding CCBF administration process, key dates and best practices.
- Webinars providing details to interested entities on the CCBF administration process, key dates and best practices.
- Other efforts deemed effective and necessary by the CCO.

Application and Funding Disbursement Process

Will the CCBF Application and Budget Template be standardized?

Yes. The CCBF Application and Budget Template are standardized across the state. CCOs are not permitted to make significant changes to the application and budget template at this time. Minor updates to conform to grant processing platforms can be requested via ccbf.info@oha.oregon.gov. The CCBF Application and Budget Template may be found on the CCBF webpage. OHA will provide a version of the CCBF application in Spanish. CCOs are encouraged but not required to utilize the Spanish CCBF application.

What is the timeline for the first CCBF application window?

The first application window opens on March 1, 2024, and closes on May 31, 2024. There will be additional CCBF funding windows open in the first half of 2025.

Proposed Timeline

OHA's draft timeline for 2024 CCBFs is:



Who reviews CCBF Applications?

CCOs are required to include community partners in the application review process. However, organizations applying for funds in a particular round are excluded from the decision-making process in that same round. CCOs must also share their proposed funding amounts by applicants with OHA for review and approval.

How will CCOs evaluate CCBF applications received during the first funding window?

CCOs must ensure that applicants meet minimum eligibility criteria, and evaluate all applications across the following dimensions:

- **Completion:** Are filled out in their entirety and meet minimum eligibility requirements;
- **Need:** Include a strong justification for why CCBF is needed to support delivery or bolster capacity to support HRSN, and request articulates permissible uses of funding.
- **Experience:** Articulate relevant experience providing HRSN or similar services or intends to develop new capacity to offer one or more HRSN services.
- **Intent to contract:** Include documentation of an existing contract or intent to contract with the Recipient or the FFS administrator to provide one or more HRSN services in a timely manner or provide HRSN services in the fee-for-service delivery system.
- **Equity plan:** Details on how the entity intends to promote health equity through the use of CCBF.

- **Non-Duplication:** Attestation that funding will not duplicate or supplant other funding sources.

How will CCOs work with OHA to review proposed funding amounts/recipients prior to disbursing funds?

CCOs will be required to submit to OHA, using a state-standardized template, high-level, essential information about 1) organizations that applied for funding, 2) proposed funding awards by organization and permitted use category for each awardee and 3) other information deemed essential by the state. The state will be reviewing for major and funding discrepancies and will not provide a detailed review of individual applications/budget templates unless otherwise required. Submission of additional materials beyond the standardized template is not required.

When will an organization know if it has been approved for funding?

CCOs will be reviewing CCBF applications in batches. In 2024, there are two times where CCOs may notify organizations of their award:

- Batch 1 by July 31st and
- Batch 2 by September 15th.

CCOs have the discretion to determine how to split applications between the Batch 1 and Batch 2 review process.

Is there a maximum amount that any organization can apply for?

Each CCO receives an annual “not to exceed” amount of CCBF funding that they can disburse to applicants. There is no State-determined limit on how much funding any individual organization can apply for. CCOs will be responsible for determining how funding is equitably disbursed to various applicants based on a variety of dimensions (e.g., whether the organization serves priority populations, needs of the community being served, etc.).

If an organization doesn't apply for funding this year will there be more opportunities?

Yes, at a minimum, there will be one other CCBF application window open during the first half of 2025.

How long will organizations have to use the funds?

Organizations can apply to use the funds for one, two or three years. However, all funds must be spent before the end of the waiver demonstration period which ends in 2027.

If an organization already applied to one CCO, can it apply to another CCO?

Yes. Organizations may apply to multiple CCOs for different purposes, as long as the funding requests are not duplicative with one another or other funding opportunities. For example, an organization can apply to different CCOs to address capacity to serve different regions or specific populations within a particular region.

Can an organization apply with another organization as the lead?

Yes. Organizations can apply as a lead entity alongside other organizations that will benefit from the requested CCBF funding. An example of when this would be appropriate is if an organization needs a fiscal sponsor organization to demonstrate financial stability, two organizations might partner and apply together. Another example might be if an organization wants to act as a billing hub and partner with other organizations to provide HRSN services. Applicants will need to provide adequate details in the application and budget template that articulate how funding will be utilized and shared amongst the co-applicants.

Are there certain things that CCBF can't be used for?

CCBF may **not** be used on the following:

- Activities for which other federal, state, or local funding is available and allocated for use for the same purposes. Duplication of funding is not allowed.
- Real estate investments, developments and other capital projects (e.g., construction of a new facility or significant renovation to existing facilities).
- Funding to cover ongoing financial losses
- Ongoing lease or utilities payments (e.g., for office space that is currently under a lease agreement)
- Staff time devoted to non-HRSN related responsibilities or services
- Debt restructuring and bad debt
- Defense and prosecution of criminal and civil proceedings, and claims
- Donations and contributions
- Entertainment (e.g., receptions, parties, conferences, sporting events, etc.)
- Food and beverage (including alcohol)
- Fines and penalties
- Fundraising and investment management costs
- Goods or services for personal use
- Idle facilities or infrastructure
- Interest expense
- Marketing materials not otherwise related to HRSN

- Lobbying
- Memberships and subscription costs not related to HRSN
- Patent costs
- Insurance costs (e.g., liability insurance, rental insurance, etc.)
- Individual-level incentives