

Money Follows the Person Planning Grant  
Project Title: Montana Community First  
Funding Opportunity Number: CMS-1LI-12-001  
Competition ID: CMS-1LI-12-001-013934

**PROJECT NARRATIVE**

The Money Follows the Person Planning Grant falls in line with Montana's efforts to rebalance long term care services and increase funding for community placements for individuals with disabilities and Montana elders. The community must become the first – the primary long term care service setting. Since the mid 1990's, Montana has worked toward moving individuals into the least restrictive settings by combining the expansion of HCBS waiver services and transitions of persons from nursing facilities to the community, with funding following the individual (our homegrown version of Money Follows the Person). Nursing facility occupancy has steadily fallen over the last several years and currently Montana facilities are at about 69% occupancy statewide. Over a 10 year period there has been a 10% decline in residents utilizing nursing facilities. In contrast, there has been a 53% increase in the number of waiver recipients over that same 10 year period, from 1686 individuals being served in the waiver in 2001, to approximately 2588 today.

For this planning grant, the Medicaid agency will partner with stakeholder groups representative of a broad spectrum of organizations and consumers. These groups will include consumers with disabilities and family members, independent living centers, vocational rehabilitation program staff, mental health advocates, disability advocates, Aging Networks, other long term care advocacy groups, and State program staff that are subject matter experts in their respective areas. A Stakeholder Advisory Council will meet 8 times a year. In addition a smaller work groups which will be an off-shoot of the Council will meet more often. Montana

intends to use this grant funding to contract with a grant writer to produce the Draft Operational Protocol (OP) for the MFB rebalancing demonstration effort; a meeting facilitator to facilitate and develop reports of stakeholder meetings; as well as a researcher and administrative support staff. The grant will also and cover expenses resulting from travel, equipment, supplies, personnel as well as other general outreach and marketing activities relative to the grant. Outcomes of stakeholder meetings will be used as the foundation of the OP. It is expected that the first of these meetings will be held in April 2012. The group will be given an overview of the Money Follows the Person (MFP) Demonstration Grant opportunity. The goals for the grant will be provided, and participants will hear an overview of the current status of Montana's Home and Community Based Services as well as institutional care.

Workgroups will be formed to focus on following areas:

- Options for the organizational and structural administration needed to implement, monitor and operate the demonstration effectively
- Stakeholder Involvement – the role of the Stakeholder Advisory Council will be defined including its mission statement. Goals, objectives and tasks established and draft agenda items gleaned.
- A discussion of consumer supports needed to enhance the State's success in the rebalancing initiative including transitioning consumers to less restrictive settings.
- Housing; how can Montana best partner with others to identify and promote available, affordable and accessible housing for consumers.
- Maintenance of effort to ensure continuity of care and promote sustained demonstration outcomes post transition.

**BUDGET NARRATIVE**

<p><b>Personnel</b></p> <p>James Driggers</p> <p>Cecilia Cowie</p> <p>Robin Homan</p> <p>Abigail Holm</p> <p>Marcia Armstrong</p> <p>Jeff Sturm</p> <p>Jim Marks</p> <p><b>Total</b></p>	<p>14,000.00</p> <p>12,000.00</p> <p>12,000.00</p> <p>6,000.00</p> <p>5,000.00</p> <p>5,000.00</p> <p>5,000.00</p> <p><b>59,000.00</b></p>	<p>Senior and Long Term Care Division, Disability Services Division and Addictive and Mental Disorders Divisions' staff will dedicate a percentage of their time towards research, outreach activities and the development of the OP for the Demonstration grant.</p>
<p><b>Contracts</b></p> <p>Grant Writer</p> <p>Meeting Facilitator</p> <p>5 Town Hall Mtgs.</p> <p>Research Assistant</p> <p>Admin Support</p>	<p>30,000.00</p> <p>15,000.00</p> <p>5,000.00</p> <p>10,000.00</p> <p>5,000.00</p>	<p>A grant writer will be hired to assist in the development of the proposal to be submitted August 2012 for the MFP Demonstration Grant. The meeting facilitator will be in charge of facilitating all of the Stakeholder Advisory Council meetings, recording the meetings and preparing reports for and from these meetings. Town hall meetings will target all groups and be held at various locations across the state to gather input from consumers, families and the public. The researcher will gather information and data from other states on their rebalancing efforts to ensure the success of the Demonstration proposal. General</p>

<b>Total</b>	<b>65,000</b>	administrative support will assist staff and contractors.
<b>Travel</b>		Stakeholder Advisory Council Meetings, staff and
8 Stakeholder Meetings	9,000.00	consumer and family travel expenses; work group
Consumer/Family Travel	8,000.00	meetings; trip to a state that has a proven track
8 Workgroup Meetings	5,000.00	record in rebalancing long term care services; travel
Out of state Travel State	3,000.00	to a national conference or another relevant national
National Conference	3,000.00	conference; and in state travel for state staff to meet
In-state travel	3,000.00	with other organizations and consumer groups.
<b>Total</b>	<b>31,000</b>	
<b>Equipment</b>		Equipment will be utilized to facilitate communication
audio/visual communication & adaptive assistive devices	34,500.00	for Stakeholder Advisory Council and state staff. It may include: laptop and projector, video conferencing and other audio visual communication equipment
<b>Total</b>	<b>34,500</b>	and/or assistance devices.
<b>Supplies</b>		General office supplies and promotional materials for
<b>Total</b>	<b>2,500</b>	the grant such as binders, flip charts and paper, document protectors, markers and pens.
<b>Indirects Total</b>	<b>8,000</b>	
<b>GRAND TOTAL</b>	<b>\$200,000</b>	

**STAFFING PLAN**

**ORGANIZATIONAL STRUCTURE:** This grant will be awarded to the Department of Public Health and Human Services, Senior and Long Term Care Division, Community Services Bureau.

**NARRATIVE STAFFING PLAN:**

<b>Staff Name</b>	<b>Title</b>	<b>Percent of Time/Hrs.</b>
James Driggers	Bureau Chief Community Services Bureau	15%
Cecilia Cowie	CSB Program Manager	15%
Robin Homan	CSB Program Manager	15%
Abigail Holm,	CSB Program Manager	10%
Marcia Armstrong	AMDD Program m Manager	10%
Jeff Sturm	Disability Services Division	5%
Jim Marks	Disability Services Division	5%
4 Contracted Individuals, TBD		Negotiated

**ROLES AND RESPONSIBILITIES:** James Driggers will provide Operational Oversight. Cecilia Cowie (resume attached), will be the Project Director responsible for grant activity and workgroup and contract oversight. Robin Homan and Abigail Holm will be Project Consultants and workgroup liaisons. Staff from the Disabilities Services Division and Addictive and Mental Disorders Division will participate to ensure that their respective constituency is adequately represented. The contractors will be hired to write the draft OP, facilitate stakeholder meetings, research model rebalancing initiatives and provide general administrative support for program managers , consultants and contractors.