

# Welcome!

- Thank you for attending, we will start soon.

A few reminders:

- Please put all questions in the Chat or Q&A boxes. We will address questions at the end of the webinar.
- Please stay muted during the webinar and enter any feedback in the chat box.
- A copy of this presentation will be posted on the Bridge to Recovery (BTR) Grant Opportunities website.



# Bridge to Recovery Overview of Permissible/Impermissible Items & Application Errors

November 9, 2023

# Today's Agenda

Hosted by the California Department of Aging (CDA)

<b>Webinar Topics</b>	<b>Slides</b>
<b>Goals, Brief Overview of the Bridge to Recovery (BTR) History and Current Status</b>	<b>4 - 8</b>
<b>Eligible Activities that Meet the Bridge to Recovery (BTR) Program Goals</b>	<b>9 - 12</b>
<b>Permissible Items</b>	<b>13 - 18</b>
<b>Impermissible Items</b>	<b>19 - 22</b>
<b>Application Errors</b>	<b>23 - 25</b>
<b>Questions and Resources</b>	<b>27 - 28</b>



# Goals, Brief Overview of the BTR History, and Current Status

# Goals of the Webinar

- ✓ Applicants will have a better understanding of permissible items that meet the goals of the BTR grant program, and the impermissible items that do not meet the goals of the grant program.
- ✓ Guidance document will be posted on the BTR Grant Opportunities website.
- ✓ Awardees will have a better understanding of why applications need to be updated and/or corrected and re-submitted to execute the grant agreement.

## History:

- The Bridge to Recovery (BTR) Grant funding is a \$55.84 million grant program administered by the California Department of Aging (CDA) to support in-center congregate services for at-risk older adults and people with disabilities.
- AB 178 - Grants shall be awarded for the purposes of preventing COVID-19 infection, preparing for public health emergencies and to improve workforce recruitment and retention.
- Eligible providers could request funding up to \$100,619 per site.

## Eligibility:

- Adult Day Health Care (ADHC) centers, licensed by the California Department of Public Health,
- Adult Day Programs (ADPs), licensed by the California Department of Social Services, and
- Program of All Inclusive Care for the Elderly (PACE) sites, eligible at the nursing home level of care by the Department of Health Care Services
- License must be in good standing
- Letter of Intent (LOI) submitted by the deadline
  - LOI must have identified the facility

# Current Status

- 406 Applications Received
- 354 Approved Applications
  - 87% approval ratio
- Award Letters sent October 20, 2023
- Total Awarded Amount:  
\$20,273,200.68

## Round 2

- Round-two funding: Stay tuned for information regarding round-two BTR funding.
- Information on eligibility, deadlines, and how to apply will be posted on the BTR Grant Opportunities website.

# Goals of the Grant

- **Goal of the BTR Grant Program:** To improve the health, safety, and well-being of at-risk older adults and people with disabilities and reduce isolation by supporting safe access to in-center congregate services.
- Grant funds are intended to help eligible centers adopt more aggressive infection mitigation measures such as:
  - **Ventilation Systems:** Adding or improving these systems and physical spaces to meet recommended Center for Disease Control (CDC) standards and prevention standards.
  - **Re-purpose Outdoor Areas:** To expand safe, usable program areas or modify indoor spaces to promote health and safety while encouraging participant engagement.
  - **Improve Workforce Shortages:** For core staff for licensing purposes such as RNs & Social Workers which centers cannot legally operate.





# Eligible Activities that Meet the Bridge to Recovery Grant Program

# Eligible Activities - Facilities

**Facilities:** Applicants can use grant funds to invest in needed infection prevention measures in their facilities. This includes but is not limited to:



- Building ventilation: adding or improving ventilation/air flow filtration to meet recommended CDC standards.
- Air flow and filtration: repairing or installing air filters to meet recommended CDC standards.
- Modifying usable space: repurposing outdoor areas to expand safe, useable program space or modifying indoor spaces to promote health and safety while encouraging participant engagement.
- Sanitation and infection control: increasing sanitation and infection control measures.
- Telehealth: improving participant access to telehealth services.

## Vehicle Modifications and or Preservation



- Sanitation and infection control for Vehicles: purchasing sanitation kits, wipeable surface seat covers, HEPA filters, auxiliary air purifiers, etc.
- Vehicle modifications and/or preservation: modifying/repairing facility vehicles used in transporting participants and/or installing surveillance equipment.



# Eligible Activities - Staffing

**Staffing**: Applicants can use grant funds to stabilize their workforce and comply with mandated staffing ratios.



- Staff recruitment and retention: costs associated with posting jobs and sign-on bonuses, retention bonuses.
- Temporary workers: salary for temporary workers when there is a vacancy or absence in key required positions, such as nurses, social workers, therapists, or transportation drivers, in order to comply with regulations, licensing, and staffing ratios
- Wage differentials: raises for direct support staff (based on licensing requirements) to ensure equity among similar roles/skill sets. Funding is only for the difference between the previous wage and the new wage. Final wages from salary increases should comport with or be comparable to local labor laws, standards, and prevailing wages.
- Staff training: providing training in infection prevention and control, health, and safety (as it pertains to infection prevention and public health emergencies).



# Permissible Items for the Bridge to Recovery Grant Program Goals

# Examples of Permissible Items: Infection Prevention

- Upgrade or replace Ventilation Systems/HVAC system to maximize efficiency (must meet CDC standards).
- Install Air Filter System/Upgrade or replace duct system.
- HEPA filtration system, Ultraviolet Germicidal Irradiation Device (air/surface treatment tool) to enhance clean air.
- Maintain back-up equipment such as: portable in-room air cleaners/air purifiers, fans, A/C units, HEPA cleaners, filters, etc.
- Carbon monoxide detectors
- Replace/purchase air supply & exhaust fans.
- Replace carpet with vinyl/wood wipeable flooring.

# Examples of Permissible Items: Infection Prevention (Continued)

- Cleaning service focusing on mitigation of viruses (floors, counters, doorknobs, high touch areas)
- Personal Protective Equipment (PPE) such as:
  - Disposable gloves, aprons, gowns, eye protection, masks/respirators, face shields, etc.
  - Cleaning supplies focusing on sanitation of center.
  - Soap/hand sanitizer.
- Cleaning service focusing on sanitation to mitigate against viruses and the spread of diseases, cleaning high touch areas (not for general cleaning of blinds, windows inside or outside, etc.).
- Installing plexiglass shield
- Signs for patients/workers (6 feet apart on floor or chairs) for social distancing.

# Examples of Permissible Items: Modifying Usable Space

- Modifying usable space by repurposing outdoor areas or modifying indoor space to promote health & safety as it pertains to infection prevention and mitigation, such as:
  - Adding or removing walls inside existing building to re-create space for social distancing.
  - Re-purposing existing space to allow for safe participant distance for exercise, learning activities, group gatherings etc.
    - Examples: pouring concrete for a new patio addition and/or extending existing patio, adding a permanent shade structure.
  - Outdoor area: Add permanent fixed benches, tables, patio cover or pergola for learning, or social activities.
- Required Documentation for Building Modifications:
  - Proof of landlord approval or lease/deed.
  - Bid or cost estimate



# Examples of Permissible Items: Addressing Workforce Shortages

- Hiring Temporary Workers in Key Required Positions Eligible for Salaries, Bonuses, or Wage Differentials:
  - Salaries for workers where there is a vacancy in key required positions (pursuant to facility type licensing requirements) to comply with regulation and staffing ratios. Such as: registered nurses, social workers, therapists, or transportation drivers.
  - All centers do not have the same licensing and job title requirements.
  - Eligible staff was based on individual center licensing requirements.
  - Salaries, bonuses & wage differentials were allowed for key required positions
    - For example: All sites require a director for licensing purposes, but not all sites require a dietician or center manager.

# Examples of Other Permissible Items:

- **Staff Recruitment & Retention:** Costs associated with posting jobs and sign-on/retention bonuses (key positions only) such as, posting job advertisement on internet, banners, flyers, etc.
- **Training:** Costs associated with training for infection prevention and control, health and safety (as it pertains to infection mitigation measures and disease control).
- **Vehicle Modifications and/or Preservation** (a bid or cost estimate was required at time of application, such as:
  - Vehicle Maintenance-oil changes, tire rotation, change fluids, change air filters, etc.
  - Upgrade cloth upholstery to wipeable surface such as vinyl, or purchase of vinyl seat cover(s)
  - Install security fencing around cars only to protect from theft (not around entire facility)
  - Sanitation cleaning kit or cleaning supplies
  - Installation of surveillance equipment to protect from theft.



# Impermissible Items

that do not align with the Goals of the  
Bridge to Recovery Grant Program

# Impermissible Item Examples

- Build out for new construction to add onto existing building (this is not repurposing an existing area).
- Installation or repair of elevator, stairs, ramps, railings, etc.
- Bathroom remodel or upgrade (touchless sinks, toilets, dispensers, stainless steel stalls, etc.).
- Kitchen remodel or purchase of appliances.
- Replace outdated vinyl or wood flooring (safety issue/possible code violation).
- Remodel existing bathroom from several stalls to one stall (code/health & safety requirements based on participant use; must be in alignment with licensing and regulatory requirements)
- Furniture (indoor or outdoor), including patio umbrellas, office cubicles.
- ADA compliancy (modifications to become or make something ADA compliant).

# Impermissible Item Examples - Continued

- Exercise equipment, medical equipment including mobility devices, medical tables/chairs, pool Hoyer lift, etc.
- Monthly facility fees (internet, maintenance etc.).
- Purchasing or leasing a vehicle.
- Bonus that exceeds \$1,000 per employee and/or bonus for positions other than licensing required positions.
- Installation of a sport court, basketball court, tennis court, baseball field.
- Window cleaning (inside and out), blinds, etc. (this is general cleaning, not for sanitation for infection control of high touch areas).
- Paving or re-design of center parking lot.
- Installation of center perimeter fencing and or entrance gate.

# Impermissible Item Examples - Continued

- Replacing or fixing doors/hardware, automatic doors, bumpers.
- Purchase of new windows/screens or repair of windows.
- Security bars on windows.
- Landscaping, gardens, garden boxes, trees.
- Appliances.
- Hiring contract employees such as: trainers, coaches, etc.
- Temporary agency fees, staffing & recruitment service fees.
- Laptops, computers, printers (office equipment).
- Bonuses/salaries/wage differentials for employees that are not in key required positions, (based on licensing requirements) such as: kitchen staff, office personnel, office administrators, training staff, executive leaders, managers, etc.



# Application Errors

# Examples of Application Errors:

- Did not submit a bid or cost estimate for construction, contractual, HVAC or vehicle modifications with the application.
- Did not provide a lease or proof of ownership for contractual work.
- Did not provide approval from landlord to modify space.
- Did not submit an LOI prior to submitting an application or the LOI submitted did not identify the application facility
- Type of site not eligible for funding, or site not licensed by the application deadline.
- Retroactive funding request (items were purchased prior to execution of grant agreement).



# Application Error Examples - Continued

- Staff titles not provided (salaries/fringe section of application).
- Staff titles ineligible for salary/bonus/fringe (not in key required position for licensing).
- Itemized details not provided and lumping several items together:  
Example: salary increases, purchase of PPE supplies, employee bonuses total \$8,000 (all 3 items lumped together without breaking out costs for each item requested).
- Bid included permissible and impermissible items with a lump sum (cost details for each item not broken out) therefore unable to decipher costs for permissible items.

# Application Error Examples - Continued

Application directions not followed, such as:

- Missing information such as, not providing staff titles and descriptions, item descriptions, costs for each item, scope of work and how it connects to the goals of the grant, etc.
- Lack of adequate detail in order to approve goals and or items requested.
- Lack of adequate detail for training request (what is the training for and how does it relate to goals of the grant for infection prevention and mitigation).
  - Impermissible training requests (requesting for staff hourly salary to attend trainings, etc.)
- Lump sum request for training (details not broken out, cost of training, travel, etc.).
- Project goals and or items requested do not align with the BTR goals.
- Impermissible Request (vans, laptops, phones and other items identified as impermissible in the RFA)

# Questions

- We will do our best to answer as many questions as possible
- Please put all questions in the Chat or Q&A boxes
- All questions asked will be saved and used for the development of future support materials

# Reaching Grant Assistance

- If you have any questions regarding the application revisions, award decision, or the grant execution process, please visit or call:



**Program Web Page**



**866-535-8669**



**CDA\_BridgeToRecovery@pcgus.com**

**\*Office Hour: Monday, November 13: 11AM - 12 PM PST\***



**Thank you for your participation and interest in the BTR grant program!**

For future grant opportunities, please visit:  
<https://www.aging.ca.gov/>