



INFORMATIONAL MEMO

Title: FY 2024-25 County Grant Program	Topic: Competitive Applications
Audience: County Departments of Human/Social Services	Sub-Topic: N/A
Supersedes Number: IM 23-017	Division: Partner Relations And Administration
Effective Date: April 25, 2024	Office: Policy, Communications & Administration Office
Expiration Date: June 30, 2025	Program Area: County Grant Program
Key Words: FY 2024-25, County Grants, Grant Program, Grant Funding	
Legal Authority: HB 24-1430	
Memo Author: Kate Philips	
Informational Memo Number: HCPF IM 24-010	
Issue Date: April 25, 2024	
Approved By: Joshua Montoya	

HCPF Memo Series can be accessed online: <https://www.colorado.gov/hcpf/memo-series>

Purpose and Audience:

The purpose of this Memo is to inform county departments of human/social services of grant funding available through the FY 2024-25 County Grant Program.

Information:

Pending approval from the General Assembly, \$1 million is proposed to the Department of Health Care Policy and Financing (HCPF) in funding for the FY 2024-25 County Grant Program. The total amount of funding available for competitive applications in FY 2024-25 is \$500,000; the remaining appropriation of \$500,000 is withheld for Targeted Grants, to be determined later. All county departments of human/social services are eligible to apply through the competitive application

process. Please note that only applications from county departments of human/social services are accepted for this program.

The Grant Application is for all proposed projects. Potential applicants can submit proposed projects from either the preferred projects list, previous grant projects, or a project of their own making. Preferred projects are potential projects that align with HCPF's [Strategic Pillars](#) which are part of HCPF's [Performance Plan](#). Preferred projects are granted additional points in the scoring process and may be ranked higher than other potential projects. Previous grant project summaries can be found on the [County Administration](#) website. If an applicant chooses a project of their own making, the applicant must show how the project is in alignment with HCPF's Strategic Pillars.

Applications are scored based on specific sections of each application, an interview score, and additional score for projects selected from the HCPF Strategic Pillars or the preferred projects list. HCPF staff are responsible for reviewing, scoring the applications and participating in the applicant interviews. Through the scoring process, a hierarchy of projects is created, with the highest-scoring projects eligible for funding first until all grant funding is exhausted.

Applications must be submitted through the OnSpring public portal by the close of business **June 7, 2024**. Once the applications are received, the HCPF staff will schedule an interview with the applicant. Interviews will be conducted during selected hours. Once all applications are scored by the HCPF staff, applicants will receive either an approval or denial notice for their grant application. HCPF's final determination of funding for all projects is final and not subject to appeal.

Potential applicants should thoroughly review the Conditions of Funding and Monitoring Plan, to ensure compliance with County Grant Program processes and rules. Applicants approved for funding must agree to the Conditions of Funding and Monitoring Plan to be granted access to the County Financial Management System (CFMS) coding necessary to complete the proposed project. Finally, by accepting the Conditions of Funding and Monitoring Plan, the potential applicant is agreeing to quarterly check-ins by call, submit a thorough online quarterly matrix report, site visit, respond to follow-up questions from HCPF, and travel to Denver for participation in the Year End Report Out.

To Apply:

To apply for funding, the county must submit a Grant Application available through the OnSpring public portal. Currently, project interviews are scheduled for the mornings of June 10 and June 17, 2024. Additional interview dates will be dependent on the number of grant applications received.

Counties can access the public application by using the OnSpring link:

<https://ohcpf.onspring.com/Survey/8dd5c1b1-cb9e-46c9-ad8e-6382347e8f09>

Counties are encouraged to use the "Save Progress" at the bottom of the screen regularly, to ensure their progress isn't lost. Counties can leave the application to finish it at a later time using the same link; however, they can only re-access their application through the same computer/IP address. They cannot start the application on one machine, and continue it on another. The application also cannot be delegated or sent to another user to complete. Counties should be advised that the County Relations team does not have the capability to recover any applications that are "In Progress" or were not submitted.

Any questions regarding potential projects, the application or scoring process, or general County Grant Program inquiries should be directed to the HCPF contact listed below.

Attachment(s):

Data and Metrics Template: FY 2024-25 HCPF County Grant Program

Project Work Plan Template: FY 2024-25 HCPF County Grant Program

Project Budget Template: FY 2024-25 HCPF County Grant Program

HCPF Contact:

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<https://hcpfdev.secure.force.com/HCPFCountyRelations>