

Health Care Provider Stabilization Grant Program: Terms & Conditions of the Award¹

Vermont Health Care Provider Stabilization Program

The Vermont Health Care Provider Stabilization Grant Program Grant has been awarded on a one-time basis from the Coronavirus Relief Fund (CRF) established under the federal Coronavirus Aid, Relief, and Economic Security (CARES) Act to address necessary expenditures and revenue loss with respect to the Coronavirus Disease 2019 (COVID-19) public health emergency. This grant is being issued for COVID-19 related lost revenue and specific incurred expenses during the COVID-19 public health emergency for the time period March 1, 2020 to September 15, 2020.

Background

The Vermont Agency of Human Services is authorized to issue grant funds to health care and human service providers experiencing financial hardship due to the COVID-19 State of Emergency to ensure a stabilized system of care that will continue to serve Vermonters.

Conditions of Receipt

You, the Grantee, do not need to take any action to accept the grant funds, but you must comply with the below conditions of receipt. If you are unable to comply with these conditions, you will be required to return the grant funds.

The funds from this grant can be used to cover costs and lost revenues associated with COVID-19 disaster. It is your responsibility to ensure funds awarded meet the program criteria and are in compliance with requirements included in the Health Care Provider Stabilization Grant Program Guidance, which can be accessed at: <https://dvha.vermont.gov/health-care-provider-stabilization-grant-program>.

The Vermont Health Care Provider Stabilization Grant Program is funded by Coronavirus Relief Funds. This grant may only be used to cover demonstrated COVID-19 related economic need or expenditures that:

- 1) are necessary expenditures incurred due to the public health emergency with respect to COVID-19, and
- 2) are incurred during the period that begins on March 1, 2020 and ends on December 30, 2020.

The State of Vermont has granted these funds to cover these additional COVID-19 related costs, and the funds do not replace any previously budgeted funds from the most recent State budget. Eligible uses are based on current federal law and relevant guidance from the US Treasury found [here](#).

¹ Version One, Round Two: October 12, 2020

Under the express terms of Vermont Act 136, which authorizes this grant program, grant funds may be used only to cover expenses that are not compensable by other federal funding sources. Other federal funding sources include FEMA-Public Assistance (FEMA-PA). All FEMA-PA eligible entities receiving funding through this grant program are required to apply for FEMA-PA funding for all FEMA-PA eligible costs.

The order of precedence of the grantee in spending funds is as follows:

1. Pro-rated (65% per this application process) other federal financial assistance such as direct payments from federal Health & Human Services (HHS), federal Health Resources & Services Administration (HRSA), and the federal Paycheck Protection Program (PPP);
2. Vermont CRF award (this award and earlier relief from Vermont);
3. Balance of other federal financial assistance same as sources in #1 above.

If the Grantee is a non-Federal entity, *the Grantee* will complete the Subrecipient Annual Report annually within 45 days after its fiscal year end, informing the State of Vermont whether a Single Audit is required for the prior fiscal year. If a Single Audit is required, Grantee will submit a copy of the audit report to the State of Vermont within 9 months. For fiscal years ending on or after December 25, 2015, a Single Audit is required if the subrecipient expends \$750,000 or more in Federal assistance during its fiscal year and must be conducted in accordance with 2 CFR Chapter I, Chapter II, Part 200, Subpart F.

Grantee will submit reports as required by the State of Vermont, Agency of Administration, and/or Agency of Human Services.

Agency of Human Services may share the information on this grant with other Vermont state agencies, and other Vermont agencies can share information with Agency of Human Services for the purpose of verifying Grantee's eligibility for this or another grant or stimulus payment related to the COVID-19 pandemic.

The Grantee must repay the grant or portion of the grant to the Agency of Human Services if: any grant funds received were issued in error; are based on incorrect representations made to the Agency of Human Services; or any costs forming the basis of a grant award under this program are covered by other federal grants or federally forgiven loans received by the Grantee. The final determination of whether there has been an error in grant award or any duplication of benefits, and the final calculation of the amount to be repaid, if any, will be made by the Agency of Human Services.

A reconciliation of your total costs vs. total assistance from all sources may identify that you have received funding for the same costs/losses from multiple sources. Entities applying for assistance from multiple sources are responsible for this reconciliation and identifying excess/duplicate funding. All unspent/duplicate grant funds must be reported to the Vermont Agency of Human Services by December 1st, 2020, and unspent funds must be returned by December 15, 2020, to the Vermont Agency of Human Services.

If, at any point, you determine that this grant award was based on incorrect information or representations made to the Agency of Human Services in your application, you must immediately inform

the Vermont Agency of Human Services and return the granted funds. Checks must be mailed to the address below and made out to: State of Vermont Agency of Human Services

Mailing address:

State of Vermont Agency of Human Services
Office of the Secretary Attn: AHS CO Accounts Payable
280 State Drive, Center Bldg
Waterbury, VT 05671-1000

Include the Grant # on the memo line of the check.

If Grantee is already participating in a value-based payment initiative in calendar year 2020, this award is contingent on maintaining participation in a value-based payment initiative through calendar year 2021.

Records Available for Audit

The Grantee shall maintain and make available to the State of Vermont and/or United States Department of the Treasury, upon request, all documents and financial records sufficient to establish compliance with subsection 601(d) of the Social Security Act, as amended, (42 U.S.C. 801(d)). Records must be maintained for 5 years after final payment is made using Coronavirus Relief Funds. Records to support compliance with subsection 601(d) may include, but are not limited to, copies of the following:

- a. General ledger and subsidiary ledgers used to account for (a) the receipt of Coronavirus Relief Fund payments and (b) the disbursements from such payments to meet eligible expenses related to the public health emergency due to COVID-19;
- b. Budget records for 2019 and 2020;
- c. Payroll, time records, human resource records to support costs incurred for payroll expenses related to addressing the public health emergency due to COVID-19;
- d. Receipts of purchases made related to addressing the public health emergency due to COVID-19;
- e. Contracts and subcontracts entered into using Coronavirus Relief Fund payments and all documents related to such contracts;
- f. Grant agreements and grant subaward agreements entered into using Coronavirus Relief Fund payments and all documents related to such awards;
- g. All documentation of reports, audits, and other monitoring of contractors, including subcontractors, and grant recipient and subrecipients;
- h. All documentation supporting the performance outcomes of contracts, subcontracts, grant awards, and grant recipient subawards;
- i. All internal and external email/electronic communications related to use of Coronavirus Relief Fund payments; and
- j. All investigative files and inquiry reports involving Coronavirus Relief Fund payments.