

HB 5202: Frequently Asked Questions (FAQ)

The Oregon Health Authority, Health Systems Division (“OHA”) on behalf of Social Determinants of Health (“SDOH”), will periodically update grantees, through this published FAQ document, on pertinent information regarding grant deadlines, grant language clarifications, and other issues and concerns that arise during the grant cycle. Grantees should routinely review this document for updates. Please refer to the [Grantee Resources](#) web page as needed for this FAQ document and other helpful resources.

Nothing in this document changes or is intended to change the terms and conditions in any grant agreement.

Project Kick-Off

What is HB 5202?

The Oregon State Legislature, for the biennium ending June 30, 2023, appropriated \$100,000,000 out of the General Fund for increasing behavioral health housing in House Bill 5202, section 364. The goals of this funding are to provide an array of supported housing and residential treatment, relieve bottlenecks in the continuum of care, and address health inequities and housing access disparities, among others. To increase accessibility and put greater power into the hands of communities designing, providing, and consuming services, these funds were intentionally distributed in a manner designed to be low barrier.

Where should Project Milestone deliverables be sent (e.g., Certificates of Insurance)?

Required documents should be sent to SDOH.HB5202@odhsoha.oregon.gov. Please include your organization’s name, grant agreement number (if one exists) AND associated project name in the subject line in all email communications.

Project Funding and Reimbursement Process

When can our organization begin submitting invoices?

Partners can begin submitting invoices for project-related expenses once they have received a signed executed grant agreement. Invoices are submitted monthly and are due by the 15th of the month for the previous month’s expenses.

When can our organization begin using grant funds?

Grant funds cannot be used to cover any costs incurred prior to the date of the conditional award letter, unless expressly authorized in the letter. (GA Exhibit A, Part 2 Payment and Reporting Requirements, Section 1.b)

Project Procedures

When can I use grant funds budgeted for start-up costs?

Grant funds budgeted for start-up costs can only be used during the first two months of startup once the construction or renovation of a project is complete.

What categories fall under start-up costs?

Operational and administrative costs to manage housing are considered start-up costs. If you are unsure if something is a start-up cost, please contact the [OHA SDOH Team](#) by email.

What if our organization is running out of time to fully utilize their start-up budget?

If a Partner needs more than two months to utilize their start-up budget, they should contact the [OHA SDOH Team](#) to request an extension, however one is not guaranteed.

What if the scope our organization's project changes or may change such as change of property/building to be purchased or the total beds/units?

Please notify the OHA SDOH team by email immediately at SDOH.HB5202@odhsoha.oregon.gov. Make sure to include your organization's name, grant agreement number (if one exists) AND associated funding project in the subject line in all email communications.

What do I do if there is a change to my organization's budget?

Although Partners are not required to get prior approval for budget reallocation of less than 20%, they must still inform the [OHA SDOH Team](#) if their budget changes for any reason.

What if our organization has delays to construction, renovation, or other project items that negatively impact project completion timelines?

If your project completion is delayed, contact the [OHA SDOH Team](#) by email immediately to inform them of the reason.

5202 Project Amendments

What if we need to change or update our Grant Agreement?

If you have a change or update to your Grant Agreement, please email us immediately at SDOH.HB5202@odhsoha.oregon.gov to inform us of the needed change using an updated Exhibit D. Please refer to the SDOH HB 5202 Webpage for the Exhibit D template and instructions to make this change or update. As a reminder, the entirety of the proposal needs to be attached to the updated Exhibit D, not just the changes that were made.

How do we request an amendment?

If you have a change or update to your Grant Agreement, please email us immediately at SDOH.HB5202@odhsoha.oregon.gov to inform us of the needed change. Please refer to the SDOH HB 5202 Webpage for the template and instructions to make this change or update.

Partner Project Reporting

On what timeline will HB 5202 Grant Partners submit fiscal and other data reports?

Beginning April 2023, Grant Partners will now only be required to complete ONE consolidated report per quarter on expenditures and progress. Partner organizations should submit the Consolidated Quarterly Report using the template and instructions provided by the HB 5202 Team.

What should my organization include in our Quarterly Consolidated Report?

Partner organizations should submit quarterly consolidated reports using the template and instructions linked on the HB 5202 webpage. These reports must detail the use of grant fund expenditures with declining balances for each budget line and describe the grant activities for the quarter and any other information that OHA SDOH may reasonably require. Please refer to Exhibit A Part 2 Section 1.d of the Grant Agreement for the submission schedule.

What is a UEI Number and how can I get one?

The UEI Number is the Unique Entity Identifier. Partners can request their UEI Number for free on SAM.gov.

Subcontracting

Are there any requirements my organization should be aware of when preparing to select an organization for subcontracting?

To the best of your knowledge, your organization should ensure that they have not discriminated against and will not discriminate against a minority, women or emerging small business enterprises certified under ORS 200.055 in obtaining any required subcontracts.

Do I need approval from the SDOH Team to enter into a subcontract?

As per the grant agreement, a HB 5202 grantee should not enter into any subcontracts for any part of the program supported by the agreement without the prior written consent of OHA SDOH. Subcontractors may be subject to BOLI laws depending on the nature of your project as well.

What is the process for requesting approval of a subcontract?

As per the grant agreement, the HB 5202 grantee will not enter into any subcontracts for any part of the program supported by this Agreement without OHA SDOH's prior written consent. Prior to disbursing any grant funds to a Subcontractor, the grantee will execute a subcontract that includes and is consistent with the grant requirements set forth in this Agreement. OHA SDOH's consent to any subcontract shall not relieve the grantee of any of its duties or obligations under this Agreement.

Before grant funds in the amount of \$100,000 and above are to be used for purchase or renovation of real property by a Subcontractor, the grantee shall notify OHA SDOH and subsequently shall require the Subcontractor to execute all documents necessary to secure the real property funded with this Agreement, as determined by the Social Determinants of Health team of OHA SDOH, including but not limited to, a Declaration of Restrictive Covenants.

General Questions

What if we have questions not addressed in this FAQ?

Please email us at SDOH.HB5202@odhsosha.oregon.gov. Make sure to include your organization's name, grant agreement number (if one exists) AND associated funding project in the subject line in all email communications.