

Frequently Asked Questions (FAQ): Community Capacity Building Funds

Information about Community Capacity Building Funds (CCBF), available under Oregon's 1115 Medicaid waiver. Please note this FAQ document will be updated regularly as more questions are asked.

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What's New

Information on CCBF:

Through Oregon's 1115 Medicaid waiver, the state will be able to cover new services for eligible Oregon Health Plan (OHP) members called health-related social needs (HRSNs).

HRSNs are social and economic needs that impact an individual's ability to maintain health and well-being. HRSN services under Oregon's Medicaid waiver will include climate-related resources (March 2024), housing supports (November 2024) and nutritional services (January 2025) and outreach and engagement (March 2024).

Community-based organizations (CBOs) and partners will be integral to this work and may be able to receive funding to help with these efforts. Oregon has been approved to spend up to \$119 million in community capacity building funds (CCBF), specifically to support investments to enable partners to provide HRSN services.

More information is available on the [OHA's 1115 Medicaid Waiver website](#).

What is the goal of CCBF?

CCBF will support HRSN service providers and organizations that will *become* HRSN providers to develop what they need to be able to participate in the Medicaid delivery system and deliver HRSN services to qualified OHP members.

Who will administer CCBF?

[Coordinated Care Organizations \(CCOs\)](#) will administer the majority of CCBF, via grants, except for those funds reserved for Tribal Governments. CCOs will be responsible for activities including conducting outreach to entities regarding the funding opportunity, receiving and reviewing applications and awarding funding eligible entities.

CCBF are distinct from other CCO related funding opportunities to support investments in community capacity via the [SHARE Initiative \(Supporting Health for All through REinvestment\)](#) and/or [Health-Related Services](#). More information is available [below](#).

CCBF Eligibility

Who is eligible to apply for CCBF?

Organizations eligible for CCBF include those that:

- intend to serve eligible populations
- have strong community relationships
- have the ability to provide HRSN services in a way that is culturally responsive and ensures meaningful access to language services
- meet Centers for Medicare & Medicaid Services (CMS) requirements¹:

What are the specific organization types that are eligible for CCBF?

Organization types eligible for CCBF¹:

- Tribal Governments and Providers
- Community Based Organizations (CBOs)
- Social-services agencies
- Housing agencies and providers
- Food and nutrition service providers
- Case management providers
- Traditional health workers
- Child welfare providers
- City, county, and local governmental agencies
- Outreach and engagement providers
- Providers of climate devices and services

What is a HRSN provider?

HRSN providers are organizations that will provide HRSN services in a way that is culturally and linguistically appropriate, responsive and trauma-informed². All contracted

¹ In accordance with parameters set by the Centers for Medicare & Medicaid Services (CMS) and outlined in OHA's 1115 Oregon Health Plan Demonstration Waiver Special Terms and Conditions (STCs) and associated [HRSN Infrastructure Protocol](#).

² "Trauma Informed" means a program, organization, or system that realizes the widespread impact of trauma and understands potential paths for recovery; recognizes the signs and symptoms of trauma in clients, families, staff, and others involved with the system; responds by fully integrating knowledge about trauma into policies, procedures, and practices; and seeks to actively resist re-traumatization.

HRSN providers must meet certain provider qualifications. These qualifications are further defined in the HRSN Provider Guidance document that will become available on the [OHA's 1115 Medicaid Waiver website](#).

Is an organization required to be a not-for-profit organization for Community Capacity Building Funding?

An organization does not need to be a not-for-profit organization to be eligible for CCBF. An organization DOES need to be one of the eligible entity types listed above.

Are there organizations that are not eligible to apply for CCBF?

Organizations not located on the [above list](#) will not be eligible. Also any organization found to be on one of the following [exclusions lists](#) is not eligible to apply: U.S. Department of the Treasury's Office of Foreign Assets; Control (OFAC) Sanction Lists; Social Security Administration Death Master File (SSADMF); System of Award Management (SAM); U.S. Department of Health and Human Services, Office of Inspector General's (HHS-OIG) List of Excluded Individuals and Entities (LEIE); and Oregon's Medicaid Exclusion List

Can organizations that are on the System of Award Management (SAM) apply for CCBF?

Yes. Organizations that participate in SAM are eligible to apply. If an organization is on the SAM exclusion list, they are not eligible to apply.

Does an applicant need to be a current Medicaid provider to apply?

No, organizations do not need to be current Medicaid providers to access CCBF or to provide HRSN services. Qualifications necessary to serve as an HRSN provider will be distinct from those required to serve as a Medicaid provider due to the significantly different nature of these service types (e.g., housing supports vs. specialty care). However, current Medicaid providers are eligible to apply, so long as they meet CCBF eligibility requirements and are not already receiving other funds to support the provisions of these services.

What if my organization works primarily with fee-for-service members?

Organizations that work primarily with fee-for-service members are eligible for CCBF. They should apply for CCBF through the [CCO](#) in the region they serve. Details of the CCO contact for CCBF can be found on the CCBF webpage.

Funding Uses:

What can CCBFs be used for?

The CMS approved [HRSN Infrastructure Protocol](#) outlines the specific allowable uses of these funds. The funds can *only* be spent on the specific allowable uses³. There are four main categories that the funds can be used for:

- **Technology**
- **Development of business or operational practices**
- **Workforce development**
- **Outreach, education and convening**

Technology:

- Procuring IT infrastructure/data platforms/systems needed to enable, for example:
 - Authorization of HRSN services
 - Documentation of eligibility for HRSN services and track enrollment
 - Closed loop referral to HRSN services
 - Record plans of care
 - HRSN service delivery
 - HRSN service billing
 - HRSN program oversight, monitoring and reporting, including for activities beyond HRSN infrastructure (e.g., reporting on HRSN services delivered, monitoring to ensure members receive the services for which they were authorized, activities to prevent fraud, waste and abuse across the HRSN program)
 - Determine eligibility for other federal, state and local programs including Supplemental Nutrition Assistance Program (SNAP) and/or Women, Infants and Children (WIC)
- Modifying existing systems (e.g., community information exchange) to support HRSN
- Development of an HRSN eligibility and services screening tool
- Integration of data platforms/systems/tools
- Onboarding to new, modified or existing systems
- Training for use of new, modified or existing systems

Development of business or operational practices:

- Development of policies/procedures related to:
 - HRSN referral and service delivery workflows
 - Billing/invoicing
 - Data sharing/reporting
 - Program oversight/monitoring
 - Evaluation
 - Privacy and confidentiality

³ In accordance with parameters set by the CMS and outlined in OHA's [Oregon Health Plan 1115 demonstration waiver STCs](#) and associated [HRSN Infrastructure Protocol](#), the Recipient must only provide Community Capacity Building Funding for activities to eligible entities (i.e., current or prospective HRSN Providers) that fall under the following allowable use categories.

- Training/technical assistance on HRSN program and roles/responsibilities
- Administrative items necessary to perform HRSN duties and/or expand HRSN service delivery capacity (e.g., purchasing of a commercial refrigerator to expand capacity to provide additional medically tailored meals to qualifying members)
- Procurement of administrative supports to assist implementation of HRSN

Workforce development:

- Cost of recruiting, hiring and training new staff to provide HRSN
- Salary and fringe for staff that will have a direct role in overseeing, designing, implementing and/or executing HRSN responsibilities, time limited to a period of 18 months.
- Necessary certifications, training, technical assistance and/or education for staff participating in the HRSN program (e.g., on culturally competent and/or trauma informed care)
- Privacy/confidentiality training/technical assistance (TA) related to HRSN service delivery
- Production costs for training materials and/or experts as it pertains to the HRSN program

Outreach, education and convening:

- Production of materials necessary for marketing, outreach, training and/or education related to HRSN.
- Translation of materials
- Planning for and facilitation of community-based outreach events to support awareness of HRSN services
- Planning for and facilitation of learning collaboratives or stakeholder convenings for HRSN
- Community engagement activities necessary to support HRSN program implementation and launch (e.g., roundtable to solicit feedback on guidance documents)
- Administrative or overhead costs associated with outreach, education or convening directly tied to HRSN

Can an organization apply for CCBF if they will facilitate access to HRSN services but don't provide the service itself?

Organizations that will provide HRSN Outreach and Engagement Services can apply for CCBF. HRSN Outreach and Engagement service definition is further defined in the HRSN Guidance Document which can be found on the [OHA 1115 Waiver website](#) soon.

Can an organization apply for CCBF if they only need funding to support one of the four categories?

Yes. Organizations may apply for one or multiple of the categories needed to support their capacity to become HRSN providers.

What happens if my organization does not spend all its funds?

Organizations that do not spend all the funds they are awarded may request extensions from the awarding CCO. In some cases, organizations may need to return unspent funds to the CCO. All the funds **MUST** be spent by the end of the waiver demonstration period.

Can organizations who are awarded CCBF spend funds prior to receiving funding and use CCBF to get reimbursed for expenses?

CCBF can only be used for future expenses. CCBF cannot be used retroactively to reimburse for expenses already incurred.

Can CCBF be used to pay in advance for HRSN services (climate, nutrition services or housing costs) that the organization plans to provide?

CCBF can only be used towards the listed allowable expenses and cannot be used to pay for HRSN services themselves.

Are there certain things that CCBF can't be used for?

CCBF may **not** be used on the following:

- Activities for which other federal, state, or local funding is available and allocated for use for the same purposes. Duplication of funding is not allowed.
- Real estate investments, developments and other capital projects (e.g., construction of a new facility or significant renovation to existing facilities).
- Funding to cover ongoing financial losses
- Ongoing lease or utilities payments (e.g., for office space that is currently under a lease agreement)
- Staff time devoted to non-HRSN related responsibilities or services
- Debt restructuring and bad debt
- Defense and prosecution of criminal and civil proceedings, and claims
- Donations and contributions
- Entertainment (e.g., receptions, parties, conferences, sporting events, etc.)
- Food and beverage (including alcohol)
- Fines and penalties
- Fundraising and investment management costs
- Goods or services for personal use
- Idle facilities or infrastructure
- Interest expense
- Marketing materials not otherwise related to HRSN
- Lobbying
- Memberships and subscription costs not related to HRSN
- Patent costs
- Insurance costs (e.g., liability insurance, rental insurance, etc.)
- Individual-level incentives

What are other ways to fund social determinants of health?

The CCBF funds may only be spent on activities in the allowable use categories by organizations that are eligible HRSN providers.

There are other OHA and CCO funding ways to support social determinants of health and equity. Some additional funding ways include:

- [OHA's Public Health CBO Funding](#)
- [Behavioral Health Housing/ Social Determinants of Health Funding](#),

CCO Specific:

- [SHARE Initiative \(Supporting Health for All through REinvestment\)](#)
- [Health-Related Services](#) (HRS).

Some of the activities that CCBF funds can support are similar to what SHARE Initiative funding can support. OHA encourages CCOs to utilize all available federal CCBFs before funding similar activities through SHARE. OHA also encourages organizations and CCOs to braid different funding streams like CCBF, SHARE and HRS to meet community needs. However, using different funding streams for the same activity is not allowed. An organization can apply for multiple funding options, as long as it is for unique and not duplicative activities. HRS community benefit initiatives must meet HRS criteria as outlined in the [OHA HRS Brief](#). Additionally, CCOs may not report funds outside of the CCOs' general Medicaid budget, including these CCBF dollars and other external grant sources, as HRS. More information will be available in a CCO specific FAQ document.

Application Process

Will the CCBF Application and Budget Template be standardized?

Yes. The CCBF Application and Budget Template will be standardized across the state. No matter which CCO your organization is applying to, the templates will be the same. The CCBF Application and Budget Template may be found on the CCBF webpage.

How can my organization apply for funds?

CCOs across the state will be responsible for the application process and disbursement of funds. CCOs will have a CCBF contact email and/or webpage listed on OHA's CCBF webpage. The CCO contact and webpage is where organizations are encouraged to look for more information on the application process and other important information about CCBF in a specific CCO region.

Where can I find more information about the application and budget process?

While the application and budget templates will be standardized across the state, CCOs may have different processes for how applications are submitted (e.g., via email vs. a portal), so check with the CCO to which your organization is applying for any specific or unique instructions. Organizations should direct specific questions to the CCO CCBF contact listed on OHA's CCBF webpage.

Is there a maximum amount that my organization can apply for?

Each CCO will receive an annual “not to exceed” amount of CCBF funding that they can disburse to applicants. There is no State-determined limit on how much funding any individual organization can apply for. CCOs will be responsible for determining how funding is equitably disbursed to various applicants based on a variety of dimensions (e.g., whether the organization serves priority populations, needs of the community being served, etc.).

What is the timeline for applying to the CCOs for CCBF?

The first application window will open on March 1, 2024 and close on May 31, 2024. There will be additional CCBF funding windows open in the first half of 2025.

Proposed Timeline

OHA’s draft timeline for 2024 CCBFs is:



If my organization doesn’t apply for funding this year will there be more opportunities?

Yes, at a minimum, there will be one other CCBF application window open during the first half of 2025. The state is considering additional windows in 2026 and 2027; however, after 2025, the funding amounts available will be smaller.

How long will my organization have to use the funds?

Organizations can apply to use the funds for one year, two or three years. However, all funds must be spent before the end of the waiver demonstration period which ends in 2027.

If our organization already applied to one CCO, can it apply to another CCO?

Organizations may apply to multiple CCOs for different purposes, as long as the funding requests are not duplicative with one another or other funding opportunities. For example, an organization can apply to different CCOs to address capacity to serve different regions or specific populations within a particular region.

Can an organization apply with another organization as the lead?

Yes. Organizations can apply as a lead entity alongside other organizations that will benefit from the requested CCBF funding. An example might be if an organization wants to act as a hub and partner with other organizations to share the responsibilities of providing HRSN services. Applicants will need to provide adequate details in the application and budget template that articulate how funding will be utilized and shared amongst the co-applicants.

Where can I go if I have questions or concerns about the application process?

General information can be found on the OHA CCBF webpage. There you can also find the CCBF contact information for each CCO. Questions about the specific application process for the CCO, should be directed to that CCO. You can also email the OHA CCBF team by sending an email to: CCBF.info@oha.oregon.gov.

When will my organization know if it has been approved for funding?

CCOs will be reviewing CCBF applications in batches. In 2024, there are two times where CCOs may notify organizations of their award:

- Batch 1 by July 31st and
- Batch 2 by September 15th.

CCOs have the discretion to determine how to split applications between the Batch 1 and Batch 2 review process.

Who is reviewing the application?

CCOs are required to include community partners in the application review process. However, organizations applying for funds in a particular round are excluded from the decision-making process in that same round.

By what measures are my application being reviewed?

The general evaluation document by which applications and budget are reviewed may be found on the OHA CCBF webpage. However, the CCO to which you are applying may have additional guidelines for review.

If my organization gets awarded, when can we expect to receive funding?

Depending on when your organization was notified of its award, you can expect to receive funding from the CCO no later than August 31st or September 16th.

Grant Report Process

If my organization gets awarded, what will we be required to report on?

At a minimum, organizations awarded CCBF will be asked to report:

- Amount of CCBF funds spent

- Specific activities and items that the funding was used for during the reporting period
- Any modification requests to activities or the budget
- Attest that the funding has not duplicated any funding received from other sources

CCOs may request additional information at their discretion from each awarded organization.

How can people stay informed about CCBFs?

Additional information about CCBFs will be provided on OHAs CCBF webpage. Additional information will be shared via the 1115 waiver external newsletter in the coming weeks. People can subscribe to OHA's bi-weekly waiver external newsletter by going here <https://public.govdelivery.com/accounts/ORHA/signup/37696>

Where can people find additional information now?

The Nov. 1 “all come” webinar was dedicated to this topic and a [recording](#) and [slides](#) are posted to the [1115 waiver web site](#).