

Local Grantee Implementation Guidelines

Background/introduction

This document provides guidance for implementing the contractual obligations for LHAs and Tribes who receive Title V MCH Block Grant funds under PE 42 and 45 related to:

- Submission of an annual plan demonstrating how Title V funds will be used to support activities that are directly related to Oregon's Title V priorities and action plan (PE 42, sec 4.b.2, PE 45, sec 4.d.1);
- Provision of MCAH services and activities funded by Title V which align with the State Title V action plan, state and national Title V priorities and performance measures, and state-selected evidence-informed strategies and measures (PE 42, sec4.b.3 PE 45, sec 4.d.2); and
- Reporting on MCAH services and activities funded by Title V in an annual Title V progress report. (PE 42, sec 6a, PE 45, sect 6).

Overview of Oregon's Title V Block Grant

The Maternal and Child Health Bureau (MCHB) Title V work aligns with Federal health care transformation, and the evolving role of maternal and child health.

Under the Federal guidance, Oregon is required to:

- Conduct a 5-year needs assessment
- Choose one national priority areas/performance measure in each of 5 domains, plus optional state-specific priorities
- Develop strategies and strategic measures to "move the needle" on the national priorities
- Align use of funds with these priorities and strategies

Oregon's Title V MCH program recently completed its 5-year needs assessment and stakeholder engagement to select 4 National MCH priorities and 3 state specific MCH priorities for our Title V MCH work over the next five years. Two priorities specific to children and youth with special health needs (CYSHN) are funded separately through the Oregon Center for Children and Youth with Special Health Needs and are not addressed in this guideline. Each national priority has associated performance measures which are federally determined.

(See attached list of priorities and performance measures)

Required Title V-funded activities: priorities and strategies

Each Title V Grantees is required to work on a minimum of 1-3 Title V priorities as follows:

Title V Funding level	Minimum # of priorities
Less than \$25,000 per year	1
\$25,000 - \$99,999 per year	2
\$100,000 or more per year	3

Required Title V-funded activities: priorities and strategies (continued)

Grantees may request an exemption to work on fewer than the required number of priorities in writing from OHA

- Grantees may choose priorities from either the national or cross-cutting state priority lists
- For each priority selected, grantees will select one or more evidence-informed strategies to implement from the Title V strategy menu provided for that priority.
- Grantees will report to OHA which strategies they plan to implement and collect data needed to report on each strategy annually.
- Activities for carrying out each strategy and related measures can either be chosen from a drop-down list provided, or locally determined and tailored to community and target population-specific needs.
- All grantees are encouraged to use a variety of strategies and activities which reflect the foundations of public health and diverse levels of influence: individual/family, community, institutional, or societal.
- Grantees working on more than one priority and/or strategy must select at least one strategy at the community, institutional, or societal level.

Level of influence	Examples (spectrum of prevention)
Individual/relationship level	Strengthening individual knowledge and skills
Community level	Promoting community education; fostering coalitions or networks
Institutional level	Changing organizational practices, educating providers
Societal level	Influencing policy and legislation

Use of Title V funds

- Title V funds must be used in alignment with Federal Title V parameters: at least 30% for child or adolescent health and no more than 10% for indirect costs.
- Up to 20% of Title V funds can be used for locally-identified MCH work that falls outside of Oregon's Title V priorities and/or strategy menu. Any Title V funded work on locally identified priorities outside of state Title V parameters must be described in the grantee's annual Title V MCH plan and approved by OHA. If more than 20% of funding is needed for locally identified needs, such as for COVID-related support for the MCH population, an exception can be made.
- Title V funds may be used to contract with other programs or agencies, or to support cross-county or regional collaborations, so long as the work conducted aligns with identified Title V priorities and strategies. In such cases, accountability for data collection and reporting, as well as communication with OHA, will rest with the Title V grantee (not the sub-recipient).
- Local Agencies and Tribes that are recipients of Title V funds are encouraged to find ways to leverage work and resources and collaborate on strategies.
- As long as funds are used for identified Title V priorities and strategies, with appropriate tracking and reporting there are no further constraints regarding new work or use of Title V funds to support ongoing work previously funded by another source. Note: If needed, Title V funding can be used for COVID-related support for the MCAH population.

Planning and selection of Title V priorities and strategies

- Each local agency will select priorities, strategies, activities and measures from the Title V menu to implement with their Title V funds, based on examination of local data and self-determined local need.
- An annual plan reflecting selected priorities, strategies, activities and measures in alignment with Oregon's Title V Block grant is required of all Title V grantees.
- The plan will be submitted using the Title V Online Report Form.
- The plan will be due annually on April 1st, and will reflect activities for the upcoming state fiscal year (July 1 – June 30).
- For tribes, the annual MCH Title V plan will replace the triennial Title V plan.
- A brief description of the justification for priority/strategy selection will be included in the annual MCH Title V plan.
- Local agencies will decide on an individual basis whether to continue work on a priority/strategy over multiple years or replace them with new priority/strategy work.
- Local grantees will be required to include the percent of Title V funds used in support of different priorities and strategies in their annual MCH Title V plan.

Data tracking and reporting

- Grantees must track and report on at least one measure for each of the strategies that they choose to implement. Measures may be selected from a set of pre-defined measures, or locally-defined. Locally defined measures will be reviewed and approved by OHA as part of the MCH plan.
- An MCH Title V progress report will be due on September 30th each year. The report period will include Title V activities and measures from the prior State fiscal year (July 1-June 30th).

Questions?

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Revised February 18, 2021