

ARPA Home Modification Grants for Foster and Agency Provider Homes

ODDS, as a part of the ARPA funding, will offer through a grant process home modifications to 24-hour residential home agencies and adult and child foster homes that are currently licensed by ODDS. **These grant awards are being awarded under the ODDS American Rescue Plan Act of 2021 (Pub. L. 117-2), Section 9817 (ARPA) grant CMS requirements and are not under the K-Plan and Waiver home modifications that are authorized for Individuals through the ISP process.** For purposes of this announcement, 24-hour Agency Residential Providers, Adult Foster Care and Child Foster Care will be referenced as Providers unless indicated.

These grant awards may be used to improve accessibility of homes Individuals with intellectual and/or developmental disabilities (I/DD) reside in currently and in the future. The goal of these grants is to improve Individuals with I/DD lives and increase their independence. Examples of home modifications that are eligible for these funds include, but are not limited to:

- Fire sprinklers (new or updated),
- Ramps,
- Fences,
- Locked cabinet(s) in kitchen,
- Roll-in showers for bathrooms,
- Installing grab bars in bathrooms,
- Making sinks accessible in bathrooms or kitchens,
- Waterproofing flooring in bathrooms,
- Widening doors,
- Hardening walls,
- Removing carpet and installation of hard flooring,
- Improve an egress so people can get out of the home from upper floors in the event of a fire,
- Stairlifts, and
- Ceiling lift.

Examples of non-approved modifications:

- Repairs or maintenance; maintenance and general repairs are the responsibility of the homeowner.
- Electrical,
- HVAC/Heating/AC,
- Landscaping,
- Parking lot paving or repair for staff parking,
- Improvements to things that benefit the staff such as office space or breakrooms,
- Furniture,
- Roofs, including roof repairs,
- House painting,
- Appliances,
- Carpeting installation,
- Kitchen appliances,
- Multiple bathrooms,
- Updating lighting,
- Window coverings or other accessories such as shower curtains, shelving, etc.
- No work resulting in changes or improvements to support beams of the home,
- Modifications that increase the square footage of the home or the layout of the home i.e. 3 bedroom, 2 bath to a 4 bedroom, 1 bath or 2 bedroom, 2 bath (additions, changing bedrooms to office space, converting a basement or attic into bedrooms, making a half or $\frac{3}{4}$ bathroom into a full bathroom), and
- Dry rot repair and/or water damage.

Application Requirements:

1. All Agency and Adult Foster Home Providers must have a current license issued by ODDS, be in good standing for the site and have individuals with I/DD currently residing in the home to be eligible for this grant. All Child Foster Home Providers must have a current license, be in good standing for the site and accepting applications for children to reside in the home.

2. Provider must own the home they are submitting an application for. ODDS may request proof of ownership.
3. Providers must submit the attached application to ODDS.HomeMods@odhsoha.oregon.gov **no later than end of business on September 21, 2023.** Late applications will not be accepted.
4. Providers needing interpretation services can email ODDS.HomeMods@odhsoha.oregon.gov to request an appointment with the ODDS representative and an interpreter.
5. Applications must include a description of the proposed home modification and an explanation of the work the Provider intends to have completed.
6. A separate application must be submitted for each home that the Provider wishes a home modification completed.
7. Modifications must be for the benefit of the individuals living in the home. Applications received for projects that mainly benefit the Provider and/or their employees will be rejected.
8. ODDS will encumber a property with a Covenant, substantially in the form attached to this Announcement, that will last for 10 years for agency providers and 5 years for Adult and Child Foster Homes. If the Provider ceases providing I/DD services in the modified home they will owe ODDS the remaining balance of the modification. The formula that will be outlined in the trust deed will be:
$$\text{Amount}/120 \text{ months} = \text{amount}/\text{month}.$$

Example:
 $\$50,000 \text{ project}/120 \text{ months} = \$416.67/\text{month}$ Let's say they stop providing services 6.5 years $\$416.67 * 42 \text{ months remaining} = \$17,500.14$ Provider would owe ODDS.
9. Provider will have 15 business days from the time of the execution of the Covenant to file with the County the home resides in.
10. If Provider stops using the modified home as housing for Individuals with I/DD – the Provider must pay back monthly at the established rate as outlined in the Covenant.
11. Provider must acknowledge that all home modifications work must be completed no later than **February 28, 2025.**
12. Provider must schedule an inspection by ODDS staff a minimum of 7 business days prior to the work being completed. ODDS staff must inspect

the work completed prior to approving for payment. All inspections and payments must be issued by **March 31, 2025**.

13. Providers will be notified if awarded the week of **October 15, 2023**.

Awarding and Grant Award Process:

1. ODDS will award Providers based on type of home modification, benefit to individual(s) living in the home and location of the home. Priority will be given to Providers that reside in rural areas of the State.
2. ODDS will complete a scope of work for awarded home modification. Provider must use this scope of work to solicit Contractors bidding on the identified home modification.
3. Providers must get three (3) bids from licensed Contractors that can also do business in Oregon regardless of the cost and submit them to ODDS for review. Contractors cannot be related to anyone that has 5% or more controlling interest in or ownership of the agency or foster provider, or to a board member or executive leadership of the agency or foster provider. The Contractor cannot have any knowledge of the other bids being received for the home modification to be completed or have any advantage in submitting the bids. ODDS cannot recommend any Contractors to complete the work.
4. Contractors must bid using the most cost-effective materials. Bids must be valid for 90-days to account for the award and contracting process.
5. Providers will track all Contractors they connect with to get bids and document their due diligence in obtaining three bids.
 - a. Provider will have to demonstrate and show the effort that they have put into getting three bids before ODDS will consider granting an exception to the three bids. Whether or not to grant such an exception is in the sole discretion of ODDS.
6. ODDS will award home modification to the lowest bid that can complete the work timely; has an active Construction Contractors Board (CCB) license with no substantial complaints, disciplinary history or suspensions in the past 10 years; is registered with the Oregon Secretary of State's (SOS) office and able to do business in the State or Oregon; is the most cost-effective and aligns with the scope of work.

7. All Contractors and their subcontractors must be licensed and be in good standing with Construction Contractors Board (CCB) and Oregon Secretary of State (SOS) office. Any plumbing or electrical work must be completed by a licensed plumber or electrician.
8. ODDS will contract directly with each Provider. ODDS may award Provider with upfront costs for materials and to start construction. The Provider will need to contract with the Contractor and will be responsible to pay the Contractor.
9. Provider must maintain all records, including all receipts, for the project.
10. Provider must submit all receipts, invoices, permits and pictures of the work to ODDS upon completion.
11. ODDS will inspect each home to ensure work has been completed as outlined in the scope of work and to the proper standards.
12. ODDS will process payments within 45 days through service element 56 in eXPRS to Provider once work is inspected and approved by ODDS.

ODHS reserves all rights regarding this announcement, including, without limitation, the right to:

1. Amend or cancel this announcement without liability if it is in the best interest of the ODHS to do so;
2. Waive any minor informality or non-conformance with the provisions or procedures of this announcement.
3. Seek clarification of any Application.
4. Negotiate the program activities described in this announcement.
5. Amend or extend the term of any Agreement that is issued as a result of this announcement.
6. Recover funds due to misexpenditures.