



North Dakota Home and Community Based Services (HCBS) Agency Transportation Development Grant Overview

The North Dakota Department of Health and Human Services (HHS) invites enrolled **Qualified Service Provider (QSP) Agencies and Licensed Developmental Disability (DD) providers to apply for a Transportation Development Grant**. This grant aims to enhance accessible transportation services for older adults, adults with a physical disability, and individuals with an intellectual disability in North Dakota, supporting their right to live in the most integrated setting possible. The goal is to ensure individuals can receive necessary care in their chosen setting while maintaining access to the broader community.

The grant will reimburse no more than \$75,000 for the cost of purchasing a new or used accessible vehicle that will be used to provide one of the qualified services listed below. The grant funds cannot be used for vehicle registration, insurance, or other costs.

Through the Transportation Development Grant, HHS intends to expand the availability of transportation that will allow state and federally funded care recipients to get to doctor appointments, essential community services, and community engagement activities.

Eligibility to Apply

HHS is seeking proposals from:

QSP agencies who have been operating for a minimum of two years and intend to enroll or are currently enrolled in at least one of the following services:

- Non-Emergency Medical Transportation (NEMT);
- Non-Medical Transportation (NMT);
- Residential Habilitation;
- Community Supports; or
- Adult Residential Services

DD licensed providers who have been licensed for a minimum of two years in at least one of the following services:

- Residential Habilitation;
- Day Habilitation;
- Small Group Employment;
- Prevocational Services;
- Independent Habilitation; or
- Individual Employment Supports

Entities who apply for these funds must show proof of means to purchase a vehicle. HHS cannot provide the funds up-front to purchase a vehicle. Reimbursement will only be made after the expense has incurred and the necessary documentation of the purchase is provided to HHS. The vehicle purchased must be Americans with Disabilities Act (ADA) compliant and be used to support HCBS-eligible recipients in accessing community activities and services, which may include medical appointments, shopping, and events that promote community engagement and integration.

Agencies that have received previous incentive grants and are in good standing, may apply for this grant opportunity if they meet the eligibility requirements.

Priority Consideration

Priority points will be offered to agencies that expand their service territory for one of the qualifying services they already provide.

HHS is offering the grant to align with the provision of services under these HCBS funding sources:

- HCBS 1915(c) Waiver (QSP)
- Medicaid State Plan-Personal Care (MSP-PC)
- HCBS Medicaid Waiver (HCBS MW)
- Service Payments to the Elderly and Disabled (SPED)
- Expanded-Service Payments to the Elderly and Disabled (EX-SPED)
- Intellectual Disability/Developmental Disability Medicaid Waiver (DD MW)

How to Apply

Agencies must submit a completed North Dakota HCBS Agency Transportation Development Grant Application (Attachment A) that outlines the service the agency currently provides that makes them eligible to apply for the grant. The way the agency intends to utilize and promote the availability of the new/used accessible vehicle as a way for eligible individuals to access the broader community and essential community services. Proposals must include a project budget that outlines the cost and type of vehicle the agency intends to purchase (new or used). The agency must attest that they have the financial means to purchase the vehicle at the cost listed in the Budget Template (Attachment B). The purchase must be made within the four-month grant period.

Unresponsive Applications

- Incomplete applications may not be considered for review.
- Handwritten applications or applications that do not address all criteria may not be considered for review.
- A business plan submitted in lieu of the application will not be considered for review.
- The budget must be included with the application to be considered for review and the agency must have the ability to purchase the vehicle outright and be reimbursed.

Funding

HHS intends to award a minimum of two QSP Agencies **and** a minimum of two DD provider grants in an amount not to exceed \$75,000 per qualified application. The number of QSP or DD grants awarded may change depending on the number of qualified applications received. An entity cannot be awarded a grant for both a QSP Agency and a DD provider; an agency can only be awarded one grant upon approval of application.

Approval Criteria

Each application will be evaluated by committee members using evaluation criteria identified in the North Dakota HCBS Agency Transportation Grant Evaluation Tool (Attachment C).

Summary

- Maximum funding per application is no more than \$75,000.
- Grants are one-time only and will not be renewed.
- Funding will be dependent upon availability of dollars.

Upon receipt of a North Dakota HCBS Agency Transportation Development Grant Application, HHS Program Administrators will review the application to determine whether the application is responsive to all requirements as described in this North Dakota HCBS Agency Transportation Grant Overview and the accompanying application documents.

Reimbursement Requirements

Grantee may be eligible for reimbursement upon verification of vehicle purchase if:

- The vehicle is paid in full.
- Only the down payment is paid on a vehicle that is financed.

Payments made on a vehicle loan are **not** eligible for reimbursement under this grant.

Expectations of Grantee

- Meet with the appropriate HHS Program Administrator before the grant begins to review the financial capacity plan, budget, and timeline.
- Enter into a Grant Agreement and abide by 2 CFR Part 200.
- Submit a report of approved services provided for at least one recipient within the contract effective dates.
- Provide evidence of costs incurred as documentation for grant funds.
- Timely respond to correspondence from Grantor throughout the grant contract period.
- If Grantee fails to maintain its status as an active enrolled or licensed provider of HCBS services for at least three months after receiving required approval to do so, all grant funds must be returned.
- Grantee must enter into a Memorandum of Understanding and agree to continue to use the vehicle for the purposes of the grant for an additional five (5) years after the expiration of the Grant Agreement or return the vehicle to HHS.

Schedule

Applications are due to HHS by:

Type	Due Date	Email Application Submission
QSP/DD	April 21, 2025	carechoice@nd.gov

HHS will send notification of award(s) to this HCBS Agency Transportation Development Grant on June 1, 2025, as funds are available. Vehicle purchase must be final by September 30, 2025.

If all available funds are not awarded to applicants submitting applications by the deadline, then a notification will be issued informing funding is still available and applications will be accepted until all funds have been awarded, or until June 1, 2025, whichever occurs first.