

**NORTH DAKOTA RURAL EMS ASSISTANCE FUND
NOTICE OF GRANT AWARD
JULY 1, 2019 - JUNE 30, 2021 BIENNIUM
YEAR 1 FUNDING**

Overview of Funding

Available funding for the 2019 – 2021 biennium as determined by the 2019 North Dakota State legislative session is in the amount of \$6,875,000, with one half of this (\$3,437,500) available for distribution during the first year of the biennium. Year 1 funding will be awarded by the North Dakota Department of Health (Department) with contracts beginning September 11, 2019.

Year 1 funding distribution is based on a formula put into statute through HB 1268. This formula takes into consideration factors such as the average run volume, budget information, cost per ambulance run (as determined by actual data submitted to the Department), and local revenue potential determined by taxable valuation. The basis of this formula was designed through discussions between the North Dakota Department of Health, the EMS Advisory Council (EMSAC) and the Rural EMS Assistance (REMSA) Subcommittee.

No ambulance service is required to accept the maximum eligible amount if the full funding is not needed. Eligible funding above and beyond the need/request of an ambulance service will be reallocated according to Department discretion.

Any funding that has been awarded to an EMS agency that goes out of existence during the grant year may be reallocated at the discretion of the Department.

Purpose of Funding

The intent of this funding is to facilitate the development of a reliable EMS system within the state of North Dakota. The intent is not to financially sustain each individual ambulance service.

Eligibility Requirements

- Operation as an ambulance district, a government operated entity or be registered as a legal entity with the N.D. Secretary of State.
- Enrollment with N.D. Workforce Safety & Insurance.
- Billing for services at the minimum equivalent to the appropriate Medicare fee schedule.
- Up-to-date and accurate information reported in the State licensing management software.
 - It is necessary to have up-to-date information, including personnel rosters and vehicle rosters, as well as general service information. If information is found to be inaccurate, the funds allocated may be withdrawn and reallocated per Department discretion.

- Up-to-date run reporting through ESO or other third-party ePCR is required for the ambulance service and substation as appropriate.
- A run volume of 700 runs per year or less.
- Compliance with all state and federal regulations.
- A medical director that provides for quality improvement activities.

Requirements of Grant Acceptance

- **Notice of Grant Awards that are issued must be delivered or emailed to the Division or postmarked by 5 p.m. September 25, 2019, or they will not be accepted, and monies awarded will be retracted and reallocated.**
- Grantee must submit a proposed budget to the Division on the supplied 'Budget Template' form referred to as Attachment B.
- Grantee must receive approval of Budget Template from the Division prior to submission of the initial reimbursement request.
- Grantee **MUST** be current in submitting ePCR data to the state EMS data repository.
- Grant awardees and their partners must be in compliance with all state and federal regulations.
- Requests for reimbursement must be made through the NDDoH Program Reporting System (PRS) after expenses are incurred.
 - Reimbursement will be based on documentation of expenses.
 - Reimbursement requests and accompanying documentation will be made to the NDDoH on a quarterly basis (at a minimum).
 - Reimbursement requests must be received by the 15th of the month following the end of the quarter (October 15, January 15, April 15, July 15) or the reimbursement may be forfeited.
 - Grantee is responsible for maintaining receipts for all expenses incurred unless written approval is received from the Division.
 - **Reimbursement requests for the period ending June 30, 2020 will not be accepted after July 15, 2020 and payment may be forfeited.**
- Awardees must maintain all financial and operational records for at least three years following the completion of the contract.
- Grant awardees will be obligated to repay any funds spent which are not in compliance with state laws or not in accordance with legislative intent.
- The funding period will be July 1, 2019, to June 30, 2020. Final reimbursement requests must be received by July 15, 2020, in order to be processed.

Audit Requirements

- State audit requirements will be included in the 'Notice of Grant Award Requirements Addendum and Grantee Assurances' provided by the Division.
- The ambulance service must be able to provide invoices for all expenses claimed.