



HRSA Maternal, Infant, and Early Childhood Home Visiting (MIECHV) Program

FY 2021 American Rescue Plan (ARP) Act

Award Instructions

Purpose

The [American Rescue Plan Act of 2021 \(P.L. 117-2\)](#) (ARP), in section 9101, added new section 511A of the Social Security Act and appropriated \$150,000,000, to remain available through September 30, 2022, to enable Maternal, Infant, and Early Childhood Home Visiting (MIECHV) Program recipients to address the needs of expectant parents and families with young children during the COVID-19 public health emergency. The purpose of the MIECHV Program, authorized by section 511 of the Social Security Act, is to support the delivery of coordinated and comprehensive high-quality and voluntary early childhood home visiting services to eligible families.

The Health Resources and Services Administration (HRSA) issued ARP awards to current MIECHV Formula Award grant recipients to support activities directly related to COVID-19 public health emergency response, in alignment with allowable uses of funds as set forth in section 511A(c) (see below). HRSA intends for these funds to support home visiting activities that address immediate needs of parents, children, and families related to the COVID-19 public health emergency. HRSA encourages recipients to promote equity by allocating ARP funds to at-risk communities disproportionately impacted by COVID-19, including communities of color. An additional round of ARP awards is planned for early FY 2022 to continue to support recipients in responding to ongoing COVID-19 related needs, including the expansion of services for families.

HRSA encourages recipients to continue to help slow and stop the spread of COVID-19 by promoting testing, contact tracing, and vaccine confidence among the home visiting workforce and families served. For example, recipients can reinforce practices to prevent the spread of COVID-19 and discuss concerns about the safety and effectiveness of vaccines among individuals and communities served.

Funding Summary

HRSA issued \$40 million in ARP awards to 56 current MIECHV grant recipients¹ to address the needs of expectant parents and families with young children during the COVID-19 public health emergency. Recipients will have the opportunity to relinquish funds if they choose to decline

¹ Eligible entities are those entities that were conducting a MIECHV program under Section 511, as of the date of the enactment of the American Rescue Plan Act, 2021 (P.L. 117-2)

part or all of their award; instructions are included in the Notice of Award. HRSA distributed the MIECHV Program ARP awards among eligible entities based on the following formula approach:

- Need Funding – One-half of the grant allocation available under this funding opportunity was distributed based on COVID-19 cases and childhood poverty.
 - 25 percent of the award was distributed across states and 5 territories based on the proportion of total U.S. COVID-19 cases as calculated by the Centers for Disease Control and Prevention (CDC) and available through the CDC COVID-19 Data Tracker², retrieved on March 23, 2021.
 - 25 percent of the award was distributed across states based on the proportion of children under 5 years of age living in poverty in the United States as calculated by the Census Bureau’s Small Area Income and Poverty Estimates (SAIPE). SAIPE data from 2019 was used to the extent available, and these data may vary from previous year’s SAIPE data. The Puerto Rico Community Survey (PRCS) data was used as a proxy to determine child poverty data for Puerto Rico.
 - A \$100,000 minimum need-based award for recipients was applied.
- Base Funding – One-half of the grant allocation available under this funding opportunity was proportionally distributed based on each recipient’s base funding portion of the FY 2020 MIECHV Formula grant award ceiling amount.³

The period of performance for this award is May 1, 2021 – September 30, 2023.⁴

Eligibility

As specified in ARP, current MIECHV recipients, as of the time of the enactment, are eligible to receive ARP awards. ARP identifies additional eligibility requirements. Specifically, to be eligible to receive ARP awards:

- Recipients must establish modifications to contracts and other agreements with local implementing agencies (LIAs)/sub-recipients as necessary to ensure that during the period of performance:
 - Funding or staffing levels of a funded LIA will not be reduced on account of reduced enrollment in the program.
 - Recipients will ensure coordination with local diaper banks when using funds to provide emergency supplies to eligible families, to the extent practicable.
- Recipients must reaffirm that, in conducting the program, the recipient will focus on priority populations.⁵

² CDC COVID Data Tracker, total case count accessed March 23, 2021: https://covid.cdc.gov/covid-data-tracker/#cases_totalcases. More information on how CDC collects COVID-19 case surveillance data can be found at [CDC’s COVID-19 FAQ webpage](#).

³ Note: Unlike the formula approach that is used to award annual MIECHV formula funds, guardrails and de-obligations were excluded from the formula for the ARP awards.

⁴ See Social Security Act, Title V, § 511(j)(3)(A)

⁵ See Social Security Act, Title V, § 511(d)(4)

Uses of Funds

This award provides flexibility in how recipients may use the funding to respond to COVID-19 as needs evolve. ARP identifies seven categories of required uses of funding. When developing your budget and work plan, HRSA encourages recipients to focus on these required uses, including those activities that will support current home visiting services, participants, and immediate response to the COVID-19 public health emergency, as well as planning activities related to future service expansion.

1. **Service delivery.** Funds may be used to serve families with eligible service delivery model(s) to provide in-person or virtual home visits and other program activities.⁶ This includes service expansion to new families and/or new at-risk communities, as identified in your current statewide needs assessment update.⁷⁸
2. **Hazard pay or other staff costs.** Fund hazard pay or other additional staff costs associated with providing home visits or administration for programs. Examples of this could include:
 - Additional compensation for performing hazardous duty or work involving physical hardship;
 - Hiring costs, or incentive or overtime pay; and
 - Efforts related to service expansion and family engagement and support, such as planning, hiring and onboarding additional staff, administrative supports, and other activities related to building staff and program capacity.
3. **Home visitor training.** Funds may be used to develop, conduct, and evaluate training of home visitors who are employed by the recipient or subrecipient. Training topics might include:
 - Conducting a virtual home visit;
 - Emergency preparedness and response planning for families;
 - Safely conducting intimate partner violence screenings; and
 - Safety and planning for families served to improve family outcomes in the MIECHV benchmark areas.⁹
4. **Technology.** Acquire the necessary technological means, for families enrolled in the program, to conduct and support virtual home visiting. Examples might include:
 - Tablets, laptops, and cell phones to enable enrolled families to participate in virtual home visits; and

⁶ See Social Security Act, Title V, § 511(d)(3)(A)

⁷ See Social Security Act, Title V, § 511(b).

⁸ At-risk communities are defined in Social Security Act, Title V, § 511(b)(1)(A) as communities with concentrations of the following indicators: premature birth, low-birth weight infants, and infant mortality, including infant death due to neglect, or other indicators of at-risk prenatal, maternal, newborn, or child health; poverty; crime; domestic violence; high rates of high-school drop-outs; substance abuse; unemployment; or child maltreatment. Throughout these instructions, the terms “at-risk community” and “community” refer to communities with high concentrations of these indicators.

⁹ See Social Security Act, Title V, § 511(d)(2)(B)

- Necessary auxiliary supplies, such as prepaid phone cards and/or data plans, chargers, mobile hot spots to support internet access, and program-specific software.
5. **Emergency supplies.** Provide emergency supplies to eligible families.¹⁰ If you choose to budget funds for family emergency supplies, you are required to coordinate with local diaper banks to the extent practicable.¹¹ Some examples of emergency supplies that may be provided to eligible families include:
 - Diapers and diapering supplies, including diaper wipes and diaper cream, necessary to ensure that a child using a diaper is properly cleaned and protected from diaper rash;
 - Infant formula;
 - Face masks and other personal protective equipment;
 - Food and water; and,
 - Hand soap and hand sanitizer.
 6. **Diaper bank coordination.** Provide enrolled families with emergency supplies from diaper banks, through reimbursement to, or purchase from, diaper banks when feasible.
 7. **Prepaid grocery cards.** Provide prepaid grocery cards to an eligible family participating in the MIECHV program for the purpose of meeting the emergency needs of the family.

HRSA intends to issue an additional round of ARP awards in early FY 2022 to continue to support recipients in responding to ongoing COVID-19 related needs including the expansion of services for families residing in at-risk communities, as identified in the current approved needs assessment update.¹²

Required Supporting Documents

As stated in your Notice of Award, submit the following information via the HRSA Electronic Handbooks (EHBs) within 21 days of the award release date. Your submission must not exceed 10 pages (Budget narrative, SF-424A budget form, and work plan timeline are excluded from the 10 page limit).

1. Project Narrative

- a. **Assurances.** To affirm eligibility for ARP awards, provide the following assurances:
 - **No reduction in funding or staffing** - Provide a statement of assurance that funding and/or staffing levels of a funded LIA will not be reduced on account of reduced enrollment in the program.
 - **Diaper bank coordination** - Provide a statement of assurance that if using the ARP award to provide emergency supplies to families, LIAs will coordinate with local diaper banks to the extent practicable.

¹⁰ See Social Security Act, Title V, § 511(k)(2)

¹¹ Diaper banks typically provide diapers and diapering supplies, training pants, period supplies, and adult incontinence supplies.

¹² See Social Security Act, Title V, § 511(b).

- If LIA coordination with local diaper banks is not feasible, describe the barriers to this coordination. (e.g., if there are no local diaper banks that serve at-risk communities).
- **Priority populations** - Provide a statement of assurance that all funded activities will focus on MIECHV priority populations.¹³

b. Activity Overview.

- Provide a brief narrative describing how ARP award funding will be used to support activities to advance COVID-19 response efforts, support the home visiting workforce, promote equity, and benefit families served by the MIECHV Program per the seven categories of allowable activities below:
 1. Service delivery
 2. Hazard pay or other staff costs
 3. Home visitor training
 4. Technology
 5. Emergency supplies
 6. Diaper bank coordination
 7. Prepaid grocery cards
- Provide a list of the at-risk communities, as identified in the most recent approved statewide needs assessment update, that will be served with ARP award funding across any of the allowable uses of funds.
 - Describe how funds will be allocated to serve those at-risk communities disproportionately impacted by COVID-19, including communities of color.
- If ARP award funds will be used for service delivery, describe:
 - Eligible evidence-based models and promising approaches that will be supported with ARP funds;
 - New at-risk communities to be served, if applicable;
 - Any specific target population group(s) or areas to be served within currently served communities, or plans to expand services of current LIAs, if applicable; and
 - Total proposed caseload of MIECHV family slots (see Appendix D of [HRSA-21-050](#) for a definition of caseload of MIECHV family slots) to be served with these funds (i.e., slots in addition to those proposed in your MIECHV FY 2021 formula application) for each federal fiscal year within the period of performance.
- Provide a work plan timeline that includes a list of key activities, anticipated outputs, and identifies responsible staff and timelines for completion. (Optional template attached)

NOTE: HRSA acknowledges that plans to use ARP awards may change over time in response to changing circumstances. Re-budgeting is allowable as long as the revised budget complies with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards (45 CFR part 75) available at

¹³ See Social Security Act, Title V, § 511(d)(4)

<http://www.ecfr.gov/cgi-bin/text-idx?node=pt45.1.75>, and proposed uses of funds continue to support in-scope COVID-19-related activities, consistent with the terms and conditions of the award.

2. **Budget Form.** Provide an SF-424A budget form that includes only the ARP award funds, not to exceed the amount on the Notice of Award. This award amount must be tracked separately from any other MIECHV Program grant funds or other awards issued to your organization.
3. **Budget Narrative.**
 - a. Provide a budget narrative that clearly details costs for each federal object class category. The budget narrative must describe how each line item will support COVID-19 response efforts and provide calculations for how each cost is derived. Line-item information must equate to and explain the costs entered in the SF-424A.
 - b. Your budget narrative should clearly state if you plan to relinquish part of this award.

Program Requirements and Funding Restrictions

As per HRSA's Standard Terms, ARP awards are subject to applicable MIECHV Program requirements. Refer to [HRSA-21-050](#), the FY 2021 MIECHV Formula Notice of Funding Opportunity, for more information on HRSA's MIECHV Program expectations and requirements.

Performance Reporting and Monitoring

To support monitoring of the ARP awards, recipients are required to submit quarterly reports on the activities funded through this award, such as the number of families served; the types and amounts of emergency supplies, technology, prepaid grocery cards purchased; coordination with diaper banks; hazard pay and other staff costs; etc. HRSA will provide additional reporting guidance after award.

Further, activities funded through ARP awards are subject to typical MIECHV annual and quarterly performance reporting requirements. Recipients will provide demographic, service utilization, select performance indicators, and systems outcomes measures that represent activities occurring during the respective reporting periods into the Home Visiting Information System (HVIS) accessed through the EHBs. Refer to [HRSA-21-050](#) and the [MIECHV Data, Evaluation, and Continuous Quality Improvement technical assistance website](#) for additional information about performance reporting requirements.

Technical Assistance

Questions regarding your ARP award should be submitted via email to your assigned Project Officer or Grants Management Specialist.

HRSA has scheduled the following technical assistance webinar:

Day and Date: Thursday, May 13, 2021
Time: 3:00-4:00pm ET

Call-in number and registration for this webinar will be available here:

<https://mchb.hrsa.gov/maternal-child-health-initiatives/home-visiting/program-implementation-and-fiscal-management-resources>

HRSA will record the webinar and archive the recording on the same webpage.