

**STATEMENT OF BASIS AND PURPOSE
AND SPECIFIC STATUTORY AUTHORITY FOR
AMENDMENTS TO 6CCR 1014-5 STATE BOARD OF HEALTH RULES FOR THE
HEALTH DISPARITIES GRANT PROGRAM**

November 20, 2013

Basis and Purpose.

The proposed amendments consist of updating and repealing obsolete language and aligning the language for reporting with the evaluation plan. The proposed changes update the name of the entity responsible for advising and assisting the grant program in making recommendations to the Board of Health regarding grants as well as the new name of the office administering the program. The changes will provide clarity and direction for more effective administration and implementation of the program. Changes to the names of the entity serving as the program's review committee and the office administering the program are requirements from HB 13-1088.

Specific Statutory Authority. These rules are promulgated pursuant to the following statutes: C.R.S. 25-4-2203.

Major Factual and Policy Issues Encountered.

No major factual or policy issues were encountered as these are technical revisions that align effort and align the rules with current statute. Stakeholders include any nonprofit or for-profit, private, public, or governmental organization representing healthcare, workplace, or community settings, community-based organizations, faith-based organizations, local health departments and other groups or entities effectively serving racial and ethnic minorities and underserved and underrepresented groups.

Alternative Rules Considered and Why Rejected.

No alternative rules were considered as we are simply updating and aligning the rules with the new statute.

1 1.1 Definitions

2 (1) ~~“Advisory Commission” means the Minority Health Advisory Commission appointed by the Executive~~
3 ~~Director of the Colorado Department of Public Health and Environment that advises and assists~~
4 ~~the grant program in making recommendations to the Board regarding grants.~~

5 (2) ~~“Board” means the State Board of Health.~~

6 (3) ~~“Department” means the Colorado Department of Public Health and Environment.~~

7 (4) “Grant program” means the Health Disparities Grant Program created in Section 25-4-2203, C.R.S. to
8 provide financial support for statewide initiatives that address prevention, early detection, and
9 treatment of cancer and cardiovascular and pulmonary diseases in underrepresented
10 populations.

11 (5) ~~“Health disparities” means an unequal burden of cancer, cardiovascular disease or chronic~~
12 ~~pulmonary disease impacting specific populations, including but not limited to racial and ethnic~~
13 ~~populations, minority populations, rural populations, urban populations, low-income populations or~~
14 ~~any other underserved population, as set forth in Section 25-20.5-301(1), C.R.S.~~

15 (2) “HEALTH DISPARITIES GRANT PROGRAM PRIORITIES” MEANS AREAS OF EMPHASIS FOR
16 GRANTEES AS DETERMINED FOR THE GRANT CYCLE.

17 1.2 GRANT Program Goals and Services

18 (1) ~~Program Goals . The grant program is created for the purpose of funding statewide initiatives that~~
19 ~~address prevention, early detection, and treatment of cancer and cardiovascular and pulmonary~~
20 ~~disease in underrepresented populations. The department shall administer the program with the~~
21 ~~goal of developing a comprehensive approach that will bring together stakeholders at the~~
22 ~~community and state levels who are interested in impacting cancer, cardiovascular disease~~
23 ~~and/or chronic pulmonary disease in underrepresented populations.~~

24 (2) ~~Program Services. The department shall fund grants. Grant applications shall address at least one~~
25 ~~of the following program criteria:~~

26 (a) ~~Translating evidence-based strategies regarding the prevention and early detection of cancer,~~
27 ~~cardiovascular disease, and chronic pulmonary disease into practical application in~~
28 ~~healthcare, workplace and community settings.~~

29 (b) ~~Providing appropriate diagnosis and treatment services for anyone who has abnormalities~~
30 ~~discovered in screening and early detection programs funded through this initiative.~~

31 (c) ~~Implementing education programs for the public and healthcare providers regarding the~~
32 ~~prevention, early detection and treatment of cancer, cardiovascular disease and chronic~~
33 ~~pulmonary disease; and~~

34 (d) ~~Providing evidence-based strategies to overcome health disparities in the prevention and~~
35 ~~early detection of cancer, cardiovascular disease and chronic pulmonary disease.~~

36 1. Procedures for Grant Application

37 (1) Grant Application Contents.

38 (a) At a minimum, all applications shall be submitted to the department in accordance with these
39 rules and shall contain the following information:

40 (i) A description of the specific needs of the community or population to be served.

41 (ii) A description of:

42 A) how the application meets at least one of the FOLLOWING program criteria
43 ~~specified in 25-20.5-302(1), C.R.S., which is also set forth in section 1.2 (2)~~
44 ~~of these regulations; and~~

45 1. TRANSLATING EVIDENCE-BASED STRATEGIES REGARDING
46 THE PREVENTION AND EARLY DETECTION OF CANCER,
47 CARDIOVASCULAR DISEASE, AND CHRONIC PULMONARY
48 DISEASE INTO PRACTICAL APPLICATION IN HEALTHCARE,
49 WORKPLACE AND COMMUNITY SETTINGS.

50 2. PROVIDING APPROPRIATE DIAGNOSIS AND TREATMENT
51 SERVICES FOR ANYONE WHO HAS ABNORMALITIES
52 DISCOVERED IN SCREENING AND EARLY DETECTION
53 PROGRAMS FUNDED THROUGH THIS INITIATIVE.

54 3. IMPLEMENTING EDUCATION PROGRAMS FOR THE PUBLIC
55 AND HEALTHCARE PROVIDERS REGARDING THE
56 PREVENTION, EARLY DETECTION AND TREATMENT OF
57 CANCER, CARDIOVASCULAR DISEASE AND CHRONIC
58 PULMONARY DISEASE; AND

59 4. PROVIDING EVIDENCE-BASED STRATEGIES TO OVERCOME
60 HEALTH DISPARITIES IN THE PREVENTION AND EARLY
61 DETECTION OF CANCER, CARDIOVASCULAR DISEASE AND
62 CHRONIC PULMONARY DISEASE, AND;-

63 B) ~~how the above identified~~ application addresses the prevention, early
64 detection, and treatment of cancer, cardiovascular disease, or chronic
65 pulmonary diseases, in underrepresented populations-, AND;

66 C) THE HEALTH DISPARITIES GRANT PROGRAM PRIORITIES IDENTIFIED
67 FOR THE GRANT CYCLE.

68 (iii) A detailed scope of work describing goals, objectives, implementation steps and
69 timelines.

70 (iv) A description of the roles and responsibilities of all staff funded through the
71 application.

72 (v) A detailed operating budget and budget narrative.

73 (vi) A DETAILED SUSTAINABILITY PLAN INCLUDING ANY OTHER FUNDING TO
74 SUPPORT THE PROJECT.

75 (VIII) A WRITTEN ~~detailed~~ evaluation plan.

76 (2) Timelines for Grant Application.

77 (a) Grant applications may be solicited on dates determined by the department.

78 1. Criteria for Selecting Entities

79 ~~(1) The department shall solicit applications and, in consultation with the Advisory Commission, shall~~
80 ~~make recommendations for grant awards to the Board.~~

81 ~~(1)(2) At a minimum, the department and Advisory Commission shall use the~~ THE following criteria
82 SHALL BE USED for selecting potential grantees:

83 (a) The applicant submits a completed application in accordance with the requirements in
84 Section 1.3;

- 85 (b) The applicant does not use grant monies to supplant funding for existing programs;
- 86 (c) The applicant has the capacity to adequately administer and implement the GRANT;
- 87 ~~(d) The applicant demonstrates compliance with the requirements of Section 1.2;~~
- 88 ~~(e) The applicant demonstrates that its geographic service area and/or the population served is~~
89 ~~consistent with the goal of establishing programs statewide that address the needs of~~
90 ~~Colorado's populations with health disparities as well as the needs of both urban and~~
91 ~~rural residents of the state; and.~~
- 92 ~~(f) The applicant demonstrates that the proposed program assists in the implementation of a~~
93 ~~comprehensive, statewide program that addresses the prevention, early detection, and~~
94 ~~treatment of cancer, cardiovascular disease, or chronic pulmonary diseases in~~
95 ~~underrepresented populations.~~

96 ~~(3) (2) The department and Advisory Commission shall APPOINT A REVIEW COMMITTEE TO review~~
97 ~~and evaluate the applications received. The Advisory Commission shall AND make~~
98 ~~recommendations to the COMMISSION REGARDING THE ENTITIES THAT MAY RECEIVE~~
99 ~~GRANTS, THE AMOUNTS OF THE GRANTS, AND THE DURATION OF THE GRANT, WHICH~~
100 ~~CANNOT EXCEED THREE YEARS. THE COMMISSION department and the department shall~~
101 ~~make FINALIZE THE recommendations FOR FUNDING AND PROVIDE THEM to the STATE~~
102 ~~Board. regarding those applicants that may receive grants and the amounts and duration of said~~
103 ~~grants. The Board shall ensure that awards are CONSISTENT WITH THE PURPOSE OF THE~~
104 ~~GRANT PROGRAM.~~

105 ~~(4) The moneys shall not be used for the purposes of lobbying as defined in Section 24-6-301 (3.5) (a),~~
106 ~~C.R.S. or to support or oppose any ballot issue or ballot question.~~

107 ~~(5) The Board shall ensure that awards are given to applicants that address cancer, cardiovascular~~
108 ~~disease including diabetes or other precursors, and pulmonary disease. In addition, projects~~
109 ~~shall include community-based strategies, demonstrate cultural competence in their design, and~~
110 ~~address one or more of the following areas:~~

111 ~~(a) Implementation of strategies to overcome health disparities in prevention and early detection.~~
112 ~~Provision of evidence-based or best practice interventions when feasible.~~

113 ~~(b) Implementation of educational programs for the public.~~

114 ~~(c) Training for health care providers and the workplace.~~

115 ~~(d) Interventions implemented or coordinated through community-based organizations.~~

116 ~~(e) Needs assessment and referral for treatment.~~

117 ~~1.5 Awarding of Program Grants. The Board shall award grants to the selected entities, specifying the~~
118 ~~amount and the duration of the grant.~~

119 ~~(1) Criteria for the Grant Amount. At a minimum, the Board shall consider the following factors, as~~
120 ~~appropriate:~~

121 ~~(a) The recommendation or rating of the application by the department;~~

122 ~~(b) The needs of populations with health disparities; and~~

123 ~~(c) The availability of funds.~~

124 ~~(2) Criteria for Duration of Program Grants. The Board shall specify the duration of the grant; however,~~
125 ~~no grant shall be awarded for a period that exceeds three years.~~

126 4-6 1.4 Responsibilities of Grantees

127 (1) Program Evaluation and progress reports. Grantees shall be responsible for ongoing program
128 evaluation and reporting consisting of the following:

129 (a) Written evaluation plan at the inception of the program;

130 (b) Quarterly progress reports

131 (c) ANNUAL EVALUATION UPDATES; and

132 ~~(e)~~(d) Final evaluation report at the end of the grant cycle.

133 (2) All evaluation plans/reports and progress reports shall be submitted to the Office of Health EQUITY.
134 Reports may be submitted electronically or in paper format at the grantees' discretion. Electronic
135 reports shall be provided in any word processing software program compatible with Microsoft
136 Word OR HIGHER FORMAT, and may be sent via electronic mail to cdphe.edohd@state.co.us.
137 Reports submitted in paper format shall be submitted to the Office of Health Disparities, Colorado
138 Department of Public Health and Environment, 4300 Cherry Creek Drive South, Denver,
139 Colorado 80246-1530.

140 (3) The Written Evaluation Plan shall be developed AND SUBMITTED WITH THE APPLICATION and
141 implemented by AT the inception of the program. At a minimum, the Written Evaluation Plan
142 shall describe:

143 (a) How the grantee will measure the ~~effects~~ OUTCOMES of the GRANT against the goals AND
144 OBJECTIVES it set out to accomplish;

145 (b) A determination of how the results achieved by the ~~program~~ PROJECT will contribute to the
146 achievement of the HEALTH DISPARITIES GRANT program goals AND OBJECTIVES
147 as stated in THE APPLICATION Section 1.2;

148 (c) Agreement to participate, AT THE REQUEST OF THE DEPARTMENT, in state-level
149 evaluation or surveillance studies regarding the impact of the overall program ~~at the~~
150 ~~request of the department~~;

151 (d) The number of people and target population the grantee anticipates will be served and the
152 services provided;

153 (e) A description of the measures or indicators that will be used to evaluate the project, ALONG
154 WITH THE DATA METHODOLOGY AND DATA VARIABLES;

155 (f) A description of how the results of the evaluation will be used, disseminated and
156 communicated;

157 (g) The interventions or approach selected and the desired outcomes;

158 (h) Why this approach was chosen;

159 (i) specific disease category(ies) focus for the project; and

160 (j) How the grantee will address cultural competence.

161 (4) During the grant cycle, grantees shall submit Quarterly Reports no later than two weeks following the
162 end of each 3-month quarterly cycle, as based on when the grant started within the state fiscal
163 year (the State Fiscal year runs July 1 through June 30). At a minimum, each Quarterly Report
164 shall include:

165 (a) Outlines of OBJECTIVES, IMPLEMENTATION STEPS, ACTIVITIES, activity
166 ACHIEVEMENTS, OCCURRING during the quarter. ~~It is essential to include specific~~

167 USING THE MEASURES, INDICATORS AND data IDENTIFIED IN THE WRITTEN
168 EVALUATION ~~the impact of the project, because achieving the program goals and~~
169 ~~objectives is linked to reporting and evaluation.~~

170 (b) An explanation if a ~~program~~ PROJECT goal, objective or activity was not met. The grantee
171 should describe what hindered the accomplishment of the ~~program~~ PROJECT goal or
172 objective and what was done to overcome the barriers. The narrative should also
173 describe activities undertaken as an alternative or substituted for the original activity.

174 (c) Revisions to approved work plans. Requests for revision of program goals and objectives
175 must be submitted in writing to the OFFICE OF HEALTH EQUITY. Grantees will receive
176 a written response regarding the approval of the change. If the requested change is
177 substantial, it may be necessary to revise the budget. ~~All reports submitted after the~~
178 ~~approval must include the revised program goals and objectives and/or budget.~~

179 (d) A copy of any material developed during the project, such as brochures or manuals, must be
180 included with the progress reports. All such materials should include proper credit for
181 the type and source of funding.

182 (5) A Final Evaluation Report shall be submitted within 30 days of the end of the grant cycle. At a
183 minimum, each Final Evaluation Report shall include:

184 (a) A determination of how the results achieved by the ~~program~~ PROJECT contributed to the
185 achievement of the ~~program~~ PROJECT goals and objectives;

186 (b) Whether the grantee participated in state-level evaluation or surveillance studies regarding
187 the impact of the overall ~~grants program~~ HEALTH DISPARITIES GRANT PROGRAM at
188 the request of the department, and if so, a description of each evaluation or study;

189 (c) The number of people and target population the grantee served and the services provided;

190 (d) A summary of OUTCOMES ACHIEVED AND the lessons the grantee learned from the
191 implementation of the grant services;

192 (e) Measures or indicators used ALONG WITH THE DATA METHODOLOGY AND DATA
193 VARIABLES;

194 (f) Methods/strategies used to determine effectiveness and impact on health disparities;

195 (g) How results will be used, disseminated and communicated;

196 (h) Whether plans for sustainability after the grant period ends have been implemented, and if
197 so, what those plans are; and

198 (i) How grantees impacted the target population.

199 (J) EXPLANATION OF HOW CULTURAL COMPETENCE WAS ADDRESSED.

200 (6) Grantees who fail to submit any of the required reports may be terminated from the grant program for
201 non-performance. In the event that grantees fail to submit a Final Evaluation Report after the
202 conclusion of their grant, future applications of the grantee may be denied based on non-
203 performance.

204 (7) THE MONEYS SHALL NOT BE USED FOR THE PURPOSES OF LOBBYING AS DEFINED IN
205 SECTION 24-6-301 (3.5) (A), C.R.S. OR TO SUPPORT OR OPPOSE ANY BALLOT ISSUE OR
206 BALLOT QUESTION.