

MiHIN Shared Service Sub-state HIE Funding Program

Purpose: In the MiHIN Shared Services budget from the State HIE Cooperative agreement there is funding available to ensure that Michigan's sub-state HIEs are able to thrive, expand and keep costs affordable for providers seeking meaningful use. The MiHIN Shared Services Board of Directors (the "MiHIN Shared Services Board" or the "Board") is seeking to work directly with sub-state HIEs to determine what resources are needed for each sub-state HIE to expand to provide greater functionality and choice for Michigan's providers.

General Process: Each sub-state HIE will have the opportunity to submit one proposal for funding with a cap of \$250,000. Based on the discretion of the Board, a sub-state HIE can apply for a second award based on funding availability within the budget approved by the Office of the National Coordinator for HIT ("ONC")_ for sub-state HIEs. Awards may cross fiscal years. The proposals that are approved by the MiHIN Shared Services Board will be forwarded in summary format to the ONC for final approval. A sub-state HIE is considered eligible if it can demonstrate that it is working toward the criteria outlined in the approved MiHIN Shared Services Strategic Plan on pages 31 and 32 and is specifically named in the MiHIN Shared Services Strategic and Operational Plan Amendment posted at www.michigan.gov/mihin.

Proposal: In less than 8 pages (single spaced, standard margins), the sub-state HIE must provide:

- A description of service in Michigan today – number of providers served, functionality available and in use today, number of independent (non-affiliated) data sources, and current service area by county.
- A description of the use of the funding. This description should specifically address how this funding will assist providers in meeting meaningful use requirements; include the measures of stage 1 meaningful use that will be addressed; be very specific in what technology and/or resources this funding is being used to purchase; and specify how many providers this funding will/could impact. Proposals should support one or more of the following functionality: e-prescribing, exchange of structured lab results, or sharing of patient care summaries across unaffiliated organizations. Be sure to include any points of collaboration with other ARRA HIT programs in Michigan.
- A detailed budget (must use the standard forms in Appendix A). Please submit a separate budget for every fiscal year ending in September 30. Please include \$1 in matching/in-kind for every \$10 spent until September 30, 2011 and then \$1 for every seven dollars until September 30, 2012. See Appendix C for ONC matching guidelines. It is recommended that pricing and other proprietary information be kept separate from the base document. To the extent reasonably possible, pricing and other proprietary information which is segregated and marked as confidential will be kept confidential.

- A table of potential risks and mitigation strategies for the project(s) and/or technology that will be funded with State HIE Cooperative Agreement funding.
- A project timeline that details the projected steps and due dates for deliverables that are completed with this grant.
- Milestones that will be used to stage payments. Each milestone will be tied to a dollar amount to be received when the milestone is complete. Along with each milestone, please propose a milestone payment. The MiHIN Shared Services Board may choose to edit the proposed milestone payments. There may be some cost required (i.e., purchase technology) in order to complete a project milestone. If this is the case, please also include the rationale for the advance funding and the amount of funding that is needed to reach the proposed milestone. It is the intent of the MiHIN Shared Services Board to release the majority of funding after a milestone is complete.
- Baseline data on “Success Measures” in Appendix B. Each grantee will need to report on the improvements to the baseline data on a quarterly basis.
- A summary of the procurement process if new technology needs to be purchased with this funding. This does not include technology that will be added to an existing contract. Procurement processes must comply with all legal and regulatory requirements.
- An attestation that the sub-state HIE will comply with all state and federal financial reporting requirements as applicable and necessary.
- The sub-state HIE must agree to adhere to federal standards for Health Information Technology and Exchange as promoted through the ONC’s Federal Advisory Committees : Health IT Policy & Health IT Standards committees.

Approval Process: The MiHIN Shared Services Board will evaluate the proposals. A member of the MIHIN Shared Services Board representing a sub-state HIE whose proposal that is being evaluated, will not be present for or participate in the discussion of the evaluation and will not be allowed to vote on the proposal.

At the beginning of each discussion the Board will be reminded of their duties to the state as a whole while acting in the capacity of a MiHIN Shared Services Board Member.

The proposals will be evaluated based on the following criteria:

- Does the proposer meet the criteria for a sub-state HIE? If not, the application is disqualified.
- Does the proposal agree to comply with all necessary state and federal financial reporting and contracting requirements? If not, the application is disqualified.

- Does the proposal have a description of the services that are being provided today?
- Does the proposal have a description of the use of the funding?
- Does the proposal have a detailed budget?
- Does the proposal have a detailed timeline?
- Does the proposal include milestones and suggested milestone payments?
- Does the proposal include baseline data for the success metrics in Appendix B?
- Does the proposal include a summary of the procurement process if new technology needs to be purchased?

If the proposal does not meet the criteria or is not approved by the ONC, then written feedback will be provided and the sub-state HIE will have an opportunity to revise and resubmit their proposal.

The amounts granted under this solicitation are funded by the State HIE Cooperative Agreement. All obligations of MiHIN Shared Services to pay the funds awarded to a sub-state HIE is conditional upon the actual receipt of funds by MiHIN Shared Services from the ONC and the State of Michigan under the State HIE Cooperative agreement, and MiHIN Shared Services shall have no obligation to pay any amounts granted to a sub-state HIE unless and until it has actually received funds from the State HIE Cooperative Agreement for such purpose.

A summary of the funding decisions will be provided to the Michigan Health Information Technology Commission.

Funding proposals should not be considered confidential as the proposals will be shared with the ONC and are thereafter subject to disclosure under the Freedom of Information Act.

Submission Process: Please submit proposals via electronic mail to info@mihin.org after June 20th and before 4:00pm July 15th.

Appendix A

Michigan Department of Community Health Standard Program Budget Summary:



MDCH Standard
Budget

Click on Icon for imbedded budget forms.

Appendix B

Please provide the baseline data for the following measures. These measures will be collected from each awardee on a quarterly basis along with program specific milestone data.

Name of Sub State HIE	
MI Counties of Operation	
Measure	2011 Quarter 2
# of providers meeting HIE specific MU criteria by utilizing the following sub-state HIE capabilities:	
structured lab results	
CCDs	
# of hospitals/health systems meeting HIE specific MU by utilizing the following sub-state HIE capabilities:	
structured lab results	
CCDs	
# of MI providers utilizing your sub-state HIEs services	

Appendix C

The Office of the National Coordinator Grants Management Advisory on Matching and Cost Sharing dated January 31, 2011



ONC GMA Matching
1-31-11