



# FY 2021 Navigator Outreach and Enrollment Grant Program Letter of Intent: Responses to Applicant Questions

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February 6, 2020

## Eligibility

**Q: Is a "navigator agency" defined as an agency that has one or more trained navigators?**

A: A navigator agency is an agency that has an executed navigator contract with MNSure. An agency with an executed contract is still considered a navigator agency, even if they do not have any staff currently certified as navigators. Interested entities can find more information on [contracting with MNSure](#) as a navigator agency on MNSure.org.

**Q: Can an organization that is contracted with MNSure as a certified application counselor apply for the Navigator Outreach and Enrollment Grant?**

A: The purpose of the Navigator Outreach and Enrollment Grant program is to ensure a robust network of navigators around the state who are available to assist any Minnesotan who needs help getting coverage or maintaining coverage. It is the expectation that any agency receiving a grant will have a navigator contract and work to fulfill the [duties of a navigator](#) agency.

However, entities that are not currently contracted as a navigator agency, including agencies that currently have a certified application counselor agreement, may submit a letter of intent and apply for a grant with the understanding that if the agency advances to Stage 3 of the grant selection process, MNSure would work with them to execute a navigator contract.

Agencies can review the [duties of the navigator contract](#) on MNSure.org.

## Letter of Intent Process

**Q: Is there merit criteria for selecting agencies?**

A: Responses to MNSure's Request for Letters of Intent (LOI) are not scored. LOI is not intended to limit the number of applicants for the forthcoming Navigator Outreach and Enrollment Grant Request for Proposals (RFP). All eligible organizations that submit an LOI will be invited to submit a proposal in response to the RFP. The LOI process enables MNSure to

determine the level of interest in the grant program and the geographic areas and populations that would be served by the proposals.

Proposals received in response to the forthcoming RFP will be scored by a review committee that will evaluate the merits of each proposal (refer to pgs. 12-13 of MNsure's [Request for Letters of Intent](#)). Additional details regarding the merit review process will be included in the RFP.

**Q: Do you upload the letter of intent in Word format?**

A: All LOIs must be submitted online through Foundant by completing the online form. MNsure recommends that applicants draft responses to the LOI in a Word document, then copy and paste text responses into the required text fields in Foundant.

## **Funding Areas**

**Q: Are the geographic and population funding areas equally funded?**

A: MNsure has not predetermined how the available grant funds will be allocated between the funding areas. The \$4 million in anticipated available funds will be allocated during the contract negotiation process.

**Q: To what extent does the capacity building funding area interact with the geographic funding area, particularly with respect to the last bullet point describing training and mentorship opportunities. Will grant awards to geographic grantees be increased if geographic grantees provide mentorship to a capacity building grantee?**

A: MNsure anticipates that geographic grantees may provide training and/or mentorship to capacity building grantees. These relationships would be formalized during Stage 3 of the RFP process (Financial Review). More details will be included in the forthcoming RFP.

## **General Funding**

**Q: How does MNsure anticipate the changes in per enrollment payments for Medical Assistance (from \$25 to \$70) will impact navigator organization budgets and the balance of per enrollment payment with grant funds?**

A: MNsure has two sources of funding available to support a vibrant statewide network of navigators to assist Minnesotans with applying and enrolling in health insurance coverage.

Per enrollee payments are a key source of funding available to all navigator agencies. In state fiscal year 2019, MNsure and the Department of Human Services issued \$2 million in per enrollee payments to Minnesota's navigator community. With the increase in the Medical Assistance payment amount from \$25 to \$70 effective July 1, 2019, the amount of per enrollee payments issued doubled in the first quarter of FY 2020.

The Navigator Outreach and Enrollment Grant program enables MNSure to strategically supplement navigator per enrollee payments to ensure Minnesota has experienced navigators throughout the state helping to reduce disparities in health insurance coverage.

Historic and projected navigator per enrollee payments will be considered during negotiations with applicants that make it to Stage 3 of the RFP process (Financial Review).

**Q: If we receive any grant funding, would this will reduce our current contracted 70 dollars per application we receive within our current navigator contract?**

A: No. Grant funding is in addition to per-enrollment payments that navigator organizations receive for successful applications and enrollments.

**Q: If we apply and are approved for additional staff to service areas that are under insured or uninsured, will we continue to receive the 70 dollars per application, for current staff not funded by the grant but part of our current navigator contract?**

A: Yes. Agencies that receive grant funding continue to receive per-enrollment payments for all staff that are MNSure-certified navigators.

**Q: If an agency can only receive funds from one grant area; and an existing agency wants to increase capacity, can the existing agency be a sub-grantee of a new grantee that is under the capacity building option?**

A: No. Agencies are only eligible to receive grant funding from one funding area.

Q: Does MNSure have a sustainability plan in place that enables experienced navigator agencies to increase wages for navigators who are experienced? If MNSure grants don't increase, how will MNSure sustain the navigator population?

A: MNSure assumes that grant applicants will include expected staff salaries for FY 2021 in their budget proposal. Grant proposals that advance to Stage 3 of the RFP process (Financial Review) will be reviewed for budget reasonableness, budget justification and use of funds.

**Q: Are there ineligible expenses that we should be aware of?**

A: The forthcoming RFP will include more information on grant budgets, including allowable and unallowable expenses. For an example of what was allowable and unallowable for the FY2019-2020 grant cycle, refer to MNSure's [FY 2019 Navigator Outreach and Enrollment Grant RFP](#). Please note that requirements are subject to change.

**Note:** Some questions have been edited for clarity or to maintain the confidentiality of the potential respondent.