



St. Louis County
Children's Service Fund

Keeping Kids First

Opportunities for Alternative Use of Core Funding & 2022-2023 Contract Extension

Core Partner Meeting

- Emergency Grants
- Telehealth Expansion
- Performance & Reimbursement Obligation (PRO) Funding
- St. Louis County CARES Humanitarian Effort
- Alternative Use of Core Funding & Contract Extension

Overview of the Opportunities

Paulette Foerster, Chief Program Officer

- Alternative Uses of Core and 2022-2023 Contract Extension:
 - Both opportunities are tied to Covid-19 Pandemic
 - Response to Core Partner survey last winter
 - After review and approval by CSF staff and Board, changes require contract amendments

- Opportunity to use current allocated dollars in other ways
- It will not result in new dollars or increased allocation
- More effective ways to deliver services
- Allow greater access to clients
- Allow continuity of service
- Decrease barriers created by Covid-19

2022-2023 Core Contract Extension

- Approved extension request amount for 2022-2023 will increase the award by one year
- New contract from July 1, 2022 – June 30, 2023.
- Requires contract amendment that must be requested by agency for each program

Developing an Amendment Request


Jenny Lynch, Program Officer

Examples of Contract Amendment Requests

- Temporarily modify or expand a unit of service definition
- Add an activity to the program
 - New-to-your-program unit
 - Service for which CSF does not have a unit (grant model)
- Redirect money from existing program(s) to a newly proposed program (unit or grant model)
- Make changes to the program's details
- Request some other amendment not listed

Tips in crafting your amendment requests

- Amendment requests and extensions are optional; the form is not 😊
- Flexibility
- Keep it simple
- 2022-2023 projections for extension

- 
- April 28: Request form open on SMAApply
 - May 5: Informational meeting with CSF
 - Questions: keepingkidsfirst@stlouisco.com
 - June 11: Request forms close on SMAApply
 - July 21: Projected CSF Board decision date

Completing the Budget Worksheet

Patrick Fox, Accounting Manager

- Separate budget worksheets are required for each request.
- One budget worksheet per program, even if multiple changes are requested.
- Some sections of worksheet are optional
- Read instruction document for more detail

Next: Budget worksheet walkthrough

Requested Amounts

- New Programs
- Currently Funded Programs
 - Unit Budget Changes
 - Non-Unit Budget Changes

Utilization

- Existing Funding Program Changes
- New Program Funding Changes
- Program Extension

- Billing Non-Unit Activity
- Regular Transfer and New Unit Requests
- Non-Unit Budget Expense Flexibility
- Non-Unit Request Clarification
- Hybrid (Unit and Non-Unit) Utilization
- Extensions

SMApply Structure and Tips

Meghan Jendusa, Data and Performance Analyst

Visit the [landing page](#) for more information and review the [Guidance Document](#) for help accessing and completing the forms in SMAApply!

All partners must complete **three forms** for each funded program:

1. Intro: Alternative Use of Core Funding
2. Agency Assurance
3. Contract Extension Request

✓ Authorized Signatures is optional; please complete if you need to update your authorized signatories as listed in your 2020-2022 Core contract.

Must complete this form first!

Intro: Alternative Use of Core Funding Opportunity

Please select the type of amendment(s) the agency intends to request for the 2020-2022 Core funded program. Check all that apply.

The funded program intends to propose an amendment to the original 2020-2022 Core contract in order to:

- request an exception to the minimum staff qualifications as written in the unit of service definition in Schedule B
- alter or modify the eligible activities as defined for a unit of service
- expand the minimum/maximum time limits to invoice for a unit of service
- add new activities or services to an existing funded program, including new unit requests for activities that were not originally included in the 2020-2022 Core contract
- make changes to the program's details as originally stated in the 2020-2022 Core contract (e.g. update service projections, edit outcome statement, redefine program setting or logistics)
- redirect existing funding from CSF to the agency for currently funded programs to a newly proposed program
- request a change to the contract or program not listed above; please describe
- This program does not wish to make any amendments or changes to the program as described in the 2020-2022 Core contract.

- Select the types of amendments you would like to request for that specific Core program. You may select more than one.
- Additional forms may be generated for you to complete based on your selections once you “*Mark as Complete*” this form.
- You may choose not to request any amendments to the program as it currently exists in the Core contract (last choice on the page).
- The ‘22-’23 Core Extension request is located on a separate form!

These SMAApply forms are dynamic!

Other forms that you may be required to complete based on the selections and responses you choose include:

- [Flexibility in unit of service definition](#)
- [Add or change program services or activities](#)
 - [Traditional grant request details \(non-unit of service model\)](#)
 - [Budget Worksheet.xlsx](#)
- [Modify details of the program \(projections, outcome statements, etc\)](#)
- [Redirect funding to a newly proposed program](#)
 - [Traditional grant request details \(non-unit of service model\)](#)
 - [Budget Worksheet.xlsx](#)
- [Other amendment request not listed](#)

Additional Questions & Answers

Please enter your questions in the Chat bar!