



# School Based Dental Sealant Programs Request for Applications

## Nevada Department of Health and Human Services Division of Health Care Financing and Policy



The Nevada Department of Health and Human Services (DHHS) Division of Health Care Financing and Policy (DHCFP) was awarded ARPA funds by the state to support the expansion of school-based dental sealant programs and improve the oral health of Nevada's school-age children and youth. The DHCFP is promoting Requests for Applications (RFA) from Nevada's health districts, community and non-profit organizations, FQHCs and other community-based health clinics, and school-based health centers as well as educational institutions, school districts, and other Nevada licensed providers that are interested in being awarded one-time ARPA funds for this school-based oral health prevention program.

### Project Description

The purpose of this one-time funding appropriation is to rebuild and expand school-based dental sealant programs throughout the state. Sealants are an evidence-based approach to preventing tooth decay by 80% over a two-year period in permanent molar teeth, where most cavities occur. Unfortunately, dental sealants are underutilized with less than half of school-age children and youth having at least one sealant. Fortunately, evidence shows that school sealant programs are an effective means to deliver these effective preventive services.

Once the one-time ARPA funds are expended, it is expected that grantee school-based sealant programs or their sponsor will be sustained through Medicaid reimbursable services for children and youth both as a dental benefit and/or as a school health service. DHHS is releasing this Request for Applications (RFA) and will review applications based on funds available and projects selected. Applications for facilities within a rural, Health Professional Shortage Area (HPSA), and those serving students enrolled in Title 1 schools will receive additional consideration.

Funding may be used for the start-up of **new** school-based sealant programs, though the new school sealant program must be open and operational by January 15, 2024. New school-based sealant programs are responsible for providing proof of operation to DHCFP within 30 days of opening.

Established school-based oral health programs may use the funding to expand their current operations to newly proposed school sites and/or the expansion of sealant services at existing school sites (e.g., additional grades, after school programs).

Funding may be used for the acquisition of:

- **Equipment** including portable dental systems, portable patient chairs, portable operator stools, portable lights, or medical/dental headlamps as well as teledent equipment (e.g., MouthWatch), patient record software compatible with Dentrix, portable autoclave sterilizer, portable tables and chairs, and privacy screens.
- **Hard and soft dental supplies** including curing lights, infection control supplies (e.g., Caviwipes, Lysol, chair covers), dental instruments (e.g., disposable mirrors/explorers), cotton rolls, saliva ejectors, etc.
- **Dental materials** including sealant material, etch, fluoride varnish.
- **Personal protective equipment/supplies** including masks, gloves, gowns, eye protection.



# **School Based Dental Sealant Programs Request for Applications**

## **Nevada Department of Health and Human Services Division of Health Care Financing and Policy**



- **Consumables and education materials:** oral hygiene supplies (e.g., toothbrushes, toothpaste, floss), typodont and similar models for classroom education.
- **Emergency medical supplies** and equipment (e.g., AED, Epi-pen, CPR mask, etc.).
- **Printed promotional materials** (e.g., informational sheets, consent forms, parent referrals) and **translation services**. Note, written materials should be ADA compliant.
- **Personnel** includes clinical and administrative staffing. ARPA funds used for personnel may not supplant funds being used to support existing personnel.

Funded programs will be required to provide regular data/updates on performance including program expansion and sustainability by June 30<sup>th</sup> for school year 2023 - 2024 through school year 2027 - 2028, inclusive – See Attachment C.

### **Funds Available**

- A total of \$2.6 million was made available to support school dental sealant programs serving Nevada's children and youth.
- Previously awarded ARPA funded oral health programs are eligible to apply.
- Funds will be distributed based on program needs up to \$70,500 per program. There is a potential for additional funds to be expended based on the number of applicants funded.
- No cost-sharing/match is required.
- Funds will be distributed through a request for reimbursement (RFR). All final requests for reimbursement must be received by 5:00pm PST on Wednesday, May 22, 2024, at **dental@dhcfp.nv.gov**
- All sub-awardees must be enrolled in the System for Award Management (SAM.gov) as required by the Federal Funding Accountability and Transparency Act and have a Unique Entity ID as well as a Nevada Vendor ID.

### **Timeline**

**Applications for funding consideration are due no later than Friday, October 6, 2023, at 5:00pm PST.** Complete applications should be emailed to **dental@dhcfp.nv.edu**

All applicants will be notified of their selection by email, no later than Friday, October 20, 2023, at 5:00pm PST.

### **How to submit Request for Application to DHCFP**

Interested organizations must electronically submit a complete application with the following eight components to the DHCFP to **dental@dhcfp.nv.gov**, to be considered for a subaward/funding. Applications should be no more than 10 pages (12-point, Times New Roman), not including the budget and budget justification.

1. Cover Letter - Attachment A
2. Scope of Work
3. Timeline
4. Workforce



# School Based Dental Sealant Programs Request for Applications

## Nevada Department of Health and Human Services Division of Health Care Financing and Policy



5. Sustainability Plan
6. Budget– Attachment B
7. Budget Justification
8. Letters of Support - New proposed programs only

**Cover Letter:** Complete Attachment A

**Scope of Work:** Data on the oral health status/unmet dental needs of children/youth in the service area(s), with a focus on the student population where services are planned or where expansion is proposed.

1. Describe the service expansion activities you will be conducting to increase the number of students receiving sealants, fluoride varnish, and referrals to a dental home, as applicable. Additionally, if you are proposing a new school-based sealant program, describe specific activities you will be conducting to be operational by January 15, 2024.
2. Describe the expanded or new school oral health preventive (sealants/fluoride) services you will provide with the assistance of the ARPA funding. Specifically address:
  1. School-based site(s) where oral health preventive service will occur, if each site is new or existing and/or if the student population at existing sites is expanding (e.g., expansion to 7<sup>th</sup> grade in a school system where services are already provided in 3<sup>rd</sup> grade).
  2. Identify, which schools are classified as Title I and/or serving children with 50% or more eligible for free/reduced school lunch.

Using the following table, describe the new program or expanded program you are proposing for school year 2023-2024. If you are an existing program, only include information describing the proposed expansion.

Nevada County	# of School(s)	Grade(s) Served	# of Children who could be Screened (August 2023 – June 2024)

3. Describe how the equipment and/or supply purchases will enable you to expand the delivery of dental sealants and fluoride varnish and increase the number of students served at the school-based site(s). This information should align with the proposed budget.

**Timeline:** Include a timeline for implementing expanded or new school-based dental sealant program(s) during the second half of school year 2023-2024 and plans for follow-up (sealant retention checks) during school year 2023-2024. Include at least two proposed objectives that will be used to track progress increasing the number



# School Based Dental Sealant Programs Request for Applications

## Nevada Department of Health and Human Services Division of Health Care Financing and Policy



of students receiving dental sealants via school-based sealant programs. The objectives:

- Must be tangible, measurable, and achievable outcomes specific to what the proposed project intending to accomplish – expanding the number of children and youth receiving dental sealants.
- Funded applicants will be required to report measurable results from the objectives during the semi-annual updates.
- Should be child-centered with the focus on the targeted population and not on organization activities.
- Should pertain to what will happen within the target population, not what the applicant will “do,” (Applicant duties are activities with the scope of work).
- Must include a current base percentage or number so that intended change is clear and measurable.

Examples: By March 2024, 400 7<sup>th</sup> graders will be screened for dental sealants compared to no 7<sup>th</sup> graders screened in school year 2022 – 2023.

By June 2024, 80% of the 7<sup>th</sup> grade students screened, will receive dental sealants compared to 50% of 7<sup>th</sup> graders who received sealants during school year 2022 – 2023.

**Workforce:** Describe the experience of the applicant organization/agency to provide school-based oral health services, and the proposed expertise, skill of the workforce (existing and new) to deliver expanded/start-up school-based sealant program services.

**Sustainability:** Describe the plan for sustaining the expansion of the school-based sealant program to other schools or within the same schools currently served. If a new school-based sealant program is proposed, describe the plan for sustaining the school-based program at the schools served. In addition, if funds are requested to cover personnel, describe how those positions will be maintained once the ARPA funding has ended. Remember, ARPA funds may not supplant current funding for existing personnel.

**Budget:** The Budget Form is available as **Attachment B**. The cost of items included in the ARPA Funds Requested column are those that would be supported by ARPA funds. The budget should be specific to only listing those items included in the school-based sealant program/project that is described in the Scope of Work and Timeline. The budget should **not** represent the applicant organization's total budget for the school-based program.

Indirect costs may be included if the applicant organization has an existing negotiated indirect cost rate agreement. The indirect cost rate agreement must be included with the application. If the applicant organization does not have a current negotiated indirect cost rate, a charge of no more than 10% of the total direct costs requested may be included. The total contracted or non-contracted negotiated indirect costs and direct costs may not exceed \$70,500.

**Supplemental Budget** – While supplemental ARPA funding is not guaranteed, applicants may request ARPA funds not exceeding a maximum amount of \$70,500, by including a second Attachment B, clearly labeled “Supplemental Budget,” detailing only the additional supplemental request, following the guidelines



# **School Based Dental Sealant Programs**

## **Request for Applications**

### **Nevada Department of Health and Human Services**

### **Division of Health Care Financing and Policy**



outlined for the primary budget request.

**Justification:** This should be a narrative explanation for each of the line-item costs for which ARPA funds are being requested on the Budget Form (Attachment B). Explanations for each line-item cost should include:

- The total ARPA funds requested for the cost item as shown on the budget form.
- Details on how the budgeted cost item(s) was calculated.

The justification for each cost item should be clearly detailed (e.g., portable dental unit - \$4,500; portable patient chair - \$7,000.00) and should provide information on how the budgeted direct and indirect cost items were calculated. Each cost item that funds are being requested to cover should clearly tie to the school-based sealant program/project described in the Scope of Work and Timeline.

Supplemental Justification: If the applicant is requesting supplemental funding, a second justification clearly labeled “Supplemental Justification,” should be included and follow the guidelines outlined for the primary budget justification.

**Letters of Support:** At least three letters of support should be included with a new program’s application (e.g., organizational leadership, school district, school principal/nurse where services are proposed).

**Reimbursement:** Reimbursement is the method for making ARPA grant payments. The DHCFP will review each request for reimbursement, which must correspond to the approved ARPA funded budget, grant expenditures to-date, and the latest grant progress report before approving payment.

#### **Expectations**

Each sub-awardee organization/entity will be required to submit the following deliverables to the DHCFP:

- Unique Entity ID\*\*, if not included with this application.
- Nevada Vendor ID\*\*, if not included with this application.
- EIN Number, if not included with this application.
- Final requests for Reimbursement (RFR) shall be received no later than Wednesday, May 22, 2024.
- Newly established school-based sealant programs - notification of start-up within 30 days of becoming operational. – See Project Description for further information
- Semi-annual Qualitative & Quantitative Data Reports (December 31<sup>st</sup> and June 30<sup>th</sup> inclusive of school year 2027 - 2028). – Attachment C
- Annual Progress Report (June 30<sup>th</sup> through school year 2027 - 2028). – Attachment C

#### **Technical Assistance**

DHCFP will post a pre-application technical assistance (TA) webinar for applicants seeking funding through this opportunity no later than Thursday, September 7<sup>th</sup>. The webinar will provide an overview of this RFA. The posted webinar may be found **here**.

#### **Questions**

Questions may be emailed to Lynn Ann Short, RDH, MPH, at [dental@dhcfp.nv.gov](mailto:dental@dhcfp.nv.gov) or you may contact the Nevada Division of Health Care Finance and Policy at **775-684-3730**.

**School Based Dental Sealant Programs  
Request for Applications**  
**Nevada Department of Health and Human Services  
Division of Health Care Financing and Policy**



**Attachment A – Cover Letter**

**1. Applicant Organization**

**Legal Name:**  
**Street, City State Zip:**  
**NV Vendor ID\*\*:**  
**Unique Entity ID\*\*:**  
**EIN#:**

**2. Contact Person for School-based Sealant Program**

**Name/Title:**  
**Email Address:**  
**Phone:**

**3. Director of Applicant Organization**

**Name/Title:**  
**Email Address:**  
**Phone:**

**5. ARPA Funding Request**

**Total Request:** \_\_\_\_\_ **Supplemental Request (if funds are available):** \_\_\_\_\_

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**6. Select the appropriate response:**

\_\_\_\_\_ Funds will be used to establish a new school-based sealant program.  
\_\_\_\_\_ Funds will be used to expand an existing school-based sealant program.

**7. Select the appropriate response(s): Funds will be used to serve schools in -**

\_\_\_\_\_ Rural communities                      \_\_\_\_\_ HRSA Designated Dental Health  
Professional Shortage Areas (DHPSA)





**School Based Dental Sealant Programs**  
**Request for Applications**  
**Nevada Department of Health and Human Services**  
**Division of Health Care Financing and Policy**



8. Select the appropriate response: The proposed program will provide services to children and youth with/without dental insurance/Medicaid? \_\_\_\_\_ Yes \_\_\_\_\_ No

9. For existing school-based sealant programs, what year did you first begin providing preventive oral health services in Nevada schools? \_\_\_\_\_

10. For existing programs wanting to expand, briefly summarize the preventive oral health services currently provided.

Nevada County	# of School(s) Served	Grade(s) Served	# of Students Screened (August – December 2022)	# of Students Receiving Sealants (August – December 2022)	# of Permanent Teeth Sealed (August – December 2022)

10. I certify that the information contained herein is true and accurate to the best of my knowledge and that I am submitting this application on behalf of the applicant organization.

**Signature of Authorized Agency Representative:**

**Title:**

**Date:**

\*\* If you do not have a Unique Entity ID, you may apply for one after the awarded applicants are announced. To apply for a Unique Entity ID visit, [www.SAM.gov](http://www.SAM.gov)

\*\* If you are not a vendor with the State of Nevada, you may apply after the awards are announced. To apply for vendor status with the state’s Controller’s Office visit, <https://controller.nv.gov/Vendor/VendorServices/>



**School Based Dental Sealant Programs**  
**Request for Applications**  
 Nevada Department of Health and Human Services  
 Division of Health Care Financing and Policy



**Attachment B – Primary Budget Request**

<b>CATEGORY</b>	<b>ARPA FUND REQUEST</b>	<b>TOTAL</b>	
<b>Direct Costs</b>			
<b>Equipment</b>			
<b>Hard Dental Supplies</b>			
<b>Soft Dental Supplies</b>			
<b>Dental Materials</b>			
<b>Personal Protective Equipment/Supplies</b>			
<b>Consumables</b>			
<b>Education Materials</b>			
<b>Emergency Medical Supplies</b>			
<b>Printing</b>			
<b>Translation Services</b>			
<b>Direct Costs Total</b>			
<b>Personnel</b>			
<b>Administrative Salary</b>			
<b>Administrative Fringe</b>			
<b>Clinical Salary</b>			
<b>Clinical Fringe</b>			
<b>Personnel Total</b>			
<b>Indirect Costs</b>			
<b>Negotiated % _____</b>			
<b>Non-Negotiated % _____</b>			
<b>Total Budget Request</b>			





# **School Based Dental Sealant Programs**

## **Request for Applications**

### **Nevada Department of Health and Human Services**

#### **Division of Health Care Financing and Policy**



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#### **ATTACHMENT C – Reporting Requirements**

##### **Semi-Annual Quantitative Reporting**

**(Due semi-annually - December 31<sup>st</sup> and June 30<sup>th</sup> inclusive of school year 2027 - 2028)**

- List the Nevada County(s), school(s), and grade(s) where oral health services were provided. Identify locations where the school-based sealant program was providing new and/or expanded.
- Total number of children screened.
  - Of this, note the number of children newly screened due to ARPA funding.
- Total number of children receiving any oral health service.
  - Of this, note the number of children newly screened due to ARPA funding.
- Total number of children receiving dental sealants
  - Of this, note the number of children newly receiving dental sealants due to ARPA funding.
- Total number of children who received at least one sealant on a permanent molar.
  - Of this, note the number of children newly receiving at least one sealant on a permanent molar due to ARPA funding.
- Total number of teeth receiving sealants.
  - Of this, note the number of teeth newly receiving sealants due to ARPA funding.
- Total number of children receiving fluoride varnish.
  - Of this, note the number of children newly receiving fluoride varnish due to ARPA funding.
- Total number of children screened with untreated tooth decay.
- Total number of children screened with treated tooth decay (i.e., restoration or extraction).
- Total number of children referred for dental treatment.

##### **Annual Qualitative Reporting**

**(Due annually - June 30<sup>th</sup> inclusive of school year 2027 – 2028)**

- Describe the activities implemented using the ARPA funding.
- Describe any successes experienced by the school-based sealant program due to the ARPA funding.
- Describe any challenges the school-based sealant program encountered while implementing the planned activities.
- Describe how the school-based program mitigated those challenges.
- Submit copies of any promotional/educational materials created with ARPA funding, in addition to the translated version of the same materials created with ARPA funding.