

This set of forms will be used by state agencies to request approval for a grant proposal or to purchase an item that is not already on the list of items pre-approved by the Arkansas CARES Steering Committee.

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## Request For Approval to Submit Grant Proposal -State Agency

The attached form should be used by state agencies to request approval to provide grants necessary to respond to the public health emergency that have not already been pre-approved by the Arkansas CARES Act Steering Committee. Such items include, but are not limited to, emergency medical response expenses, testing supplies, information technology needs or expenses associated with communication and enforcement of health orders related to COVID-19.

Instructions for completing the Approval of Grant Proposal form:

1. Provide the Business Area and Name of the Cabinet/Division and the Date of request
2. Description/Purpose of Grant: provide a detailed description of the proposed grants and entities/individuals eligible for assistance
3. Estimated Total Cost: provide an estimate of the total grants to be awarded
4. Estimated Appropriation Needs: provide an estimate of appropriation needs; transfers from the DFA- Disbursing Officer CARES Act holding appropriation require prior approval from Arkansas Legislative Council
5. Estimated Funding Needs: provide an estimate of funding needs after all other funding sources have been considered
6. Justification of Need: provide the anticipated economic impact of the grant program including the individual grant amounts/number of grants to be awarded, the benefits to the State and possible consequences if the grant proposal is not approved
7. Additional Documentation - provide any additional information necessary to help the CARES Act Steering Committee make a recommendation to the Governor
8. Authorized Signatures - if being requested by a Division, the Cabinet Secretary's signature is required
9. Form(s) and additional documentation may be scanned and emailed to [OAS.CARES@dfa.arkansas.gov](mailto:OAS.CARES@dfa.arkansas.gov)
10. Form(s) and additional documentation may also be mailed/messenger mailed to:

Arkansas Department of Finance and Administration  
Office of Administrative Services  
CARES Act- Request for Approval  
1515 W. 7<sup>th</sup> Street, Suite 700  
Little Rock, AR 72201

Request for Approval of Grant Proposal by the Arkansas CARES Act Steering Committee - State Agency

Form No.

**AR-KARES-StAgency-001G**

ARKANSAS CARES ACT STEERING COMMITTEE

0035

**Arkansas Department of Inspector General**

Business Area

Cabinet Name/ Division Name

Description/Purpose of Grant:

The grant is requested for acquisition and implementation of a Microsoft PowerApp solution.

Estimated Total Cost:

\$11, 298.40

Estimated Appropriation Needs:

\$8,024.20

Estimated Funding Needs:

\$8,024.20

Before the start of the recent pandemic, the physical Office of the Arkansas Medicaid Inspector General (OMIG), which is part of the Arkansas Department of the Inspector General, received documentation from providers that contain medically confidential information, and which had to conform to HIPAA standards. OMIG was able to adhere to those standards by physically restricting the documentation and sharing it via controlled and acceptable manner.

However, OMIG has had to vacate the office due to the pandemic and have the staff work remotely. This has inhibited the staff's ability to share the documentation because there is no current solution for adhering to the HIPAA standards while maintaining the current pandemic rules. Therefore, personnel have been required to be physically present in the office and to scan each of the documents as they come in. This is an unacceptable risk to the safety of state employees.

By implementing the Microsoft PowerApp solution, OMIG will be able to electronically receive HIPAA restricted documentation from medical providers and to electronically control access to that documentation. This will allow personnel to work remotely and not be publicly exposed to the current pandemic.

*Elizabeth Smith*

Signature of Secretary

061120

*Tony Beeler*

Signature of Division Director

06/12/2020

Request for Approval of Items by the Arkansas CARES Act Steering Committee - State Agency

Form No.

CARES-St Agency-001A

0035

Arkansas Department of Inspector General – Office of Medicaid Inspector General

Business Area

Cabinet Name/ Division Name

Microsoft PowerApp Acquisition, implementation and support for secure documentation sharing solution. Please see the below pricing table:

Justification of Need:

To Ensure adherence to HIPAA Requirements during required Remote operations.

*Elizabeth Smith*

Signature of Secretary

*Tony Beeler*

Signature of Division Director

Date:

061120

06/12/2020

ARKANSAS CARES ACT STEERING COMMITTEE

Description	DIS Cost	2%	Customer Mthly Rate	Qty Needed	Customer Annual Amt	Notes
PowerApp License	\$ 9.00	\$ 0.18	\$ 9.18	10	\$ 1,101.60	ongoing monthly fee
PowerApp Access*	\$ 177.50	\$ 3.55	\$ 181.05	1	\$ 2,172.60	ongoing monthly fee
PowerApp Implementation (hrly charge)			\$ 95.00	20	\$ 1,900.00	one time charge
PowerApp Initial Support (hrly charge est at 10 hrs/mth for 3 mths) **			\$ 95.00	30	\$ 2,850.00	one time charge
<b>Total 1st year cost</b>					<b>\$ 8,024.20</b>	
<b>Estimated Yr 2 Cost</b>					<b>\$ 3,274.20</b>	

*\*rate up to 1k users, if access increases over 1k additional access points will need to be purchased*

*\*\* Initial support provided for 3 months, up to 30 hours. After this period, support will be provided on an ad hoc basis and billed at the current hourly labor rate)*