

While the CMS-developed application is not required, its use is helpful in guiding the collection of required information. If you are not using the application, please be aware that in order for a project proposal to be considered for funding, it must include all of the following components*.

1. **Purpose and Summary:** Project title, purpose, and project summary;
2. **Expected Outcomes:** Short description of the intended outcomes, deliverables, and sustainability;
3. **Results Measurement:** A description of the methods by which the project results will be assessed (including specific measures);
4. **Benefits to NH Residents:** A brief description of the manner in which the project will benefit nursing home residents;
5. **Non-Supplanting:** A description of the manner in which the project will not supplant existing responsibilities of the nursing home to meet existing Medicare/Medicaid requirements or other statutory and regulatory requirements;
6. **Consumer and other Stakeholder Involvement:** A brief description of how the nursing home community (including resident and/or family councils and direct care staff) will be involved in the development and implementation of the project;
7. **Funding:** The specific amount of CMP funds to be used for this project, the time period of such use, and an estimate of any non-CMP funds that the State or other entity expects to be contributed to the project;
8. **Involved Organizations:** List all organizations that will receive funds through this project (to the extent known), and organizations that the State expects to carry out and be responsible for the project;
9. **Contacts:** Name of the State contact person responsible for the project and contact information.

* Per [CMS S&C 12-13-NH, Section C](#)

Reminders:

- Submit your completed application or proposal to the department at dhcs.hflc@alaska.gov Attention: CMP Proposal