National Monitoring Standards
Ryan White HIV/AIDS Program Part B
Administrative Reverse Site Visit Meeting
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Presentation Agenda

- The Purpose of the National Monitoring Standards (NMS)
- The Implementation of the NMS
- Resource Tools for Implementation
What are the NMS?

- Compilation of all major Ryan White HIV/AIDS Program documents used for COMPLIANCE, OVERSIGHT, and EXPECTATIONS

- Set of minimum expectations for use by all Part A & Part B (including ADAP) grantees and subgrantees on administration, program, and fiscal monitoring

- Developed by: HRSA/HAB and Expert fiscal and program consultants

- Contributions and Involvement:
  - HAB legal counsel
  - Government Accountability Office
  - HRSA Office of Communications
  - Part A & B grantee workgroups
What are the NMS?

• Dissemination:
  – Draft in July of 2010
  – Published in April 2011
  – Updated April 2013
  – 2014 Update Underway

• Location: HRSA HIV/AIDS Programs – Grantee Basics

http://hab.hrsa.gov/manageyourgrant/granteeebasics.html
Purpose of the NMS

• To *aid* grantees in meeting minimal expectations for:
  • Fiscal and Program Management
  • Monitoring providers/subgrantees
  • Reporting

• To *streamline, standardize, and improve program efficiency and responsiveness.*
Purpose of the NMS

- Compliance, Oversight, and Expectations in one place with references to:
  - Ryan White HIV/AIDS Legislation
  - Code of Federal Regulations
  - HHS Grants Policy Manual
  - HRSA/HAB Policies
  - Parts A and B Program Guidance
  - Part A and Part B Manuals (clarification, best practice)
  - Program Terms and Conditions of Award
  - OIG/GAO Reports and Recommendations
• National Monitoring Standards Packet for Ryan White HIV/AIDS Part B contains:
  – Universal Monitoring Standards
  – Fiscal Monitoring Standards
  – Program Monitoring Standards
  – Frequently Asked Questions

• Each individual monitoring standard
  – Performance Measure/Method
  – Grantee Responsibility
  – Provider/Subgrantee Responsibility
  – Source Citation
Grantee implementation steps include:

- Review the Standards
- Share the standards and supporting materials with program and fiscal staff who have monitoring responsibilities
- Review current monitoring systems, procedures, and tools for potential revision
- Meet with legal, contracts, procurement, finance and other local government entities to familiarize them with the National Monitoring Standards
- Review RFPs and contract language to assure that they specify services to be provided, data collected and reported in accordance with the National Monitoring Standards
Grantee implementation steps include (cont’d):

- Implement grantee and subgrantee responsibilities *make sure alternate approaches meet standards*

- Begin integrating the National Monitoring Standards into contracting and monitoring efforts – monitoring tools, site visit schedules and scopes as needed

- Hold meetings with subgrantees to introduce the Standards and clarify compliance issues

- Make standards easily accessible to subgrantees

- Fully implement any needed changes in your subgrantee monitoring *policies, procedures, tools, management and reporting*

- Contact Project Officer if there are additional questions or concerns
Technical Assistance

- Work with your project officer

- Technical Assistance
  - Consultant, Peer to Peer, HAB staff
  - Cooperative Agreements
  - Target Center Resources (tools, samples, AGM presentations)

- Individualized conference calls

- National webinars/conference calls
QUESTIONS
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