

**State Innovation Model**

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To: Core Team  
Fr: Georgia Maheras  
Date: May 5, 2014  
Re: Proposed VCHIP Grant Program Roll-Out Process and Timeline- Second Round of Funding

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In March 2014, the Core Team approved the first round of grant program awards. This memo discusses the timeline and proposed process for the second, and final, round of awards.

***Proposed Process:***

Step 1. Core Team discusses grant program at May Core Team meeting. (Proposed revisions in attached draft application).

Step 2: VHCIP work groups provide input to Core Team regarding Grant Program criteria: June and July 2014.

Step 3: Core Team approval of and suggested changes to the Grant Program criteria and application: June and July 2014.

Step 4: Grant Program Application released: late July 2014.

Step 5: Grant applications accepted. DVHA is the agency responsible for the operational act of grant application receipt and distribution of funds. DVHA will receive applications then the VHCIP Project Director will work with staff to assemble application packets with executive summaries.

Step 6: Core team review of applications and selection of grantees.

