

## Frequently Asked Questions (FAQ) Civil Money Penalty (CMP) Reinvestment State Conference Applications

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**1. What is a State Agency (SA) sponsored conference?**

A SA sponsored conference is a training where a State Agency (SA) applies for CMP funds to provide statewide or regional training to certified nursing homes. State-sponsored trainings may be offered through in-person trainings, virtual trainings (pre-recorded or live), and webinars.

**2. When does a SA use the Civil Money Penalty (CMP) Reinvestment State Conference Application Template?**

The SA may use the Civil Money Penalty (CMP) Reinvestment State Conference Application Template when the State intends to use CMP funds to sponsor a statewide or regional training to certified nursing homes. CMS is working with states separately on state-sponsored trainings, and to ensure these training will not impact each facility's maximum amount, CMS has created a separate application. States can apply for training for up to three (3) years.

**3. May non-certified nursing facilities attend a CMP funded SA sponsored conference?**

CMS cannot prevent non-certified nursing facilities from attending CMP funded SA sponsored conferences. However, CMP funds for approved SA sponsored conferences may only be used for certified nursing facilities attending the conference.

**4. What topics can be covered at a SA sponsored conference?**

The SA determines the topics to be covered at a SA sponsored conference.

**5. Do I need to provide a detailed line-item budget Excel with my CMP Reinvestment State Conference Application?**

Yes, applicants must provide a detailed line-item budget breakdown (using the CMP State Agency Conference Budget Template or similar spreadsheet) outlining specific conference cost requirements.

**6. Do I include funds obligated to the state conference in my State Plan?**

Yes, any funds obligated to a SA sponsored state conference should be included in the relevant calendar year's State Plan Section 7. Obligated Funds.

**7. Do I have to report the state conference in the annual Project Tracker?**

Yes, SAs will include SA sponsored state conference information and results in their relevant annual CMP Reinvestment State Plan Project Tracking Sheet. The submitted metrics and outcomes will be published annually in the State CMP Reinvestment Projects Funded by Calendar Year resource on the CMS CMPRP website.

**8. If a nursing home attends a state conference, does it impact their CMP funds training allowance for the year?**

No, if a nursing home attends a SA sponsored state conference, it does not impact their CMP funds training allowance for the year.

**9. Does the SA need a letter of support from each certified nursing home attending the state conference?**

No, letters of support from each certified nursing home attending a SA sponsored state conference are not

required.

**10. How far in advance does a SA need to submit an application to provide a state-sponsored conference, statewide or regional?**

Applications must be received by the CMPRP Team at least 90 days in advance of the proposed conference date(s) to allow adequate time for review. The proposed conference date(s) shall not take place while the application is still under CMP Review.

**11. If a State Agency (SA) wants to apply for a CMP state conference training every year, would that be considered an extension project?**

No, this would not be considered an extension project. A new CMP State Conference Application must be submitted for each planned conference. Each state conference application is evaluated based on its own merit.

**12. Do CMP state conference applications have a funding ceiling amount?**

Yes, SA sponsored state conferences are limited to \$300 in CMP funds per participating certified nursing home. SAs may submit justification as to why the budget needs to be increased for their state conference application. Applicants must clearly demonstrate the need and reasonableness for any funds requested. CMS may make exceptions to the funding cap at its discretion.

**13. Are there prohibited uses of CMP funds on CMP state conference applications?**

Yes, CMP funds may not be used for uses prohibited by law, regulation, or CMS policy and are cited in the Non-Allowable Uses document.

**14. Who makes the final decision to approve or deny a SA sponsored state conference application?**

The CMS Location makes the final decision to approve or deny a CMP SA sponsored state conference application.

**15. Can CMP funds be used for SA personnel travel expenses that are related to the implementation of a SA sponsored state conference?**

Yes, travel costs are permitted when it is required to implement the state conference training and must not exceed the maximum funding per category. Travel expenses must be reasonable. Examples of reasonable rates include but are not limited to the published U.S. government allowance rates (available from the [www.gsa.gov](http://www.gsa.gov) website) for mileage and per diem, and standard commercial rates for airfare. Nursing Homes staff are not able to apply for travel costs.

**16. May veterans' homes and Indian Health Service (HIS)/tribal LTC facilities attend a SA sponsored conference?**

Yes, if the LTC facility/nursing home is CMS-certified and subject to Federal CMPs through the survey and enforcement process, then they are eligible to attend CMP-funded SA sponsored conferences.