

Standards and procedure for awarding grants.

- (A) In accordance with this rule, the director shall make grants to poison prevention and treatment centers. Subject to the availability of an appropriation for grants, the director shall make grants annually on a fiscal year (July first to June thirtieth) basis.
- (B) To be eligible to receive a grant under division (D) of section 3701.20 of the Revised Code and this rule, an entity shall:
- (1) Be designated as a poison prevention and treatment center under division (A) of section 3701.20 of the Revised Code and rule 3701-41-02 of the Administrative Code; and
 - (2) Agree in writing that the level of the total funds, labor and services devoted by the entity to the center during the period of the grant will approximate, as determined by the director, the level of total funds, labor and services devoted by that entity in the fiscal year preceding the fiscal year in which the grant begins. The entity shall submit verifiable financial data demonstrating its compliance with this paragraph. In determining whether grant period funds, labor and services devoted by the entity approximate the previous level, the director shall consider, among other relevant matters, the degree to which the preceding fiscal year's funds resulted from irregular revenues such as donations, bequests, grants and contracts.
- (C) An application for a grant shall be filed with the director no later than May first for the fiscal year beginning on the following July first. The applicant for a grant shall file an original and one copy of a completed application form prescribed by the director, which shall include:
- (1) The name and address of the applicant, its project director and its fiscal contact person;
 - (2) A narrative description of:
 - (a) The scope of poison prevention and treatment services provided and proposed to be provided by the applicant, directly and through contract, and a description of the applicant's experience in providing poison prevention and treatment services;
 - (b) The effectiveness of poison prevention and treatment services for the applicant's target population, including an analysis of the extent of poisoning and past and present service and educational efforts; and
 - (c) The applicant's proposals to provide additional services or educational programs or, subject to paragraph (B)(2) of this rule, to pay for services or programs currently provided, including identification of the proposed target population, the high-risk behaviors to be addressed and the methods and anticipated results of intervention;

- (3) An itemized budget for the center, with supporting narrative explanation, and descriptions of the center's accounting system, procurement practices and auditing arrangements;
 - (4) Information about the qualifications and responsibilities of personnel and letters of support and commitment from other entities;
 - (5) The written agreement required by paragraph (B)(2) of this rule; and
 - (6) Statements of the applicant's compliance with Title VI of the "Civil Rights Act of 1964," 78 Stat. 252 (1964), 42 U.S.C. 2000d, as amended, and section 504 of the "Rehabilitation Act of 1973," 84 Stat. 394 (1973), 29 U.S.C. 794, as amended.
- (D) The director may request additional information necessary to review a grant application and the applicant shall provide the requested information within the time specified by the director.
- (E) In determining the amount of money to award to each eligible grant applicant, the director shall consider:
- (1) The amount of money available for grants for the fiscal year for which grants are being awarded;
 - (2) The percentage of the total state population that resides in the region served by the applicant;
 - (3) The anticipated effectiveness of the applicant's proposal to expand poison prevention and treatment services;
 - (4) The applicant's demonstrated ability to form collaborative relationships with other providers of poison prevention and treatment services in the region;
 - (5) The appropriateness of the budget for the proposed activities;
 - (6) The effect of the region's economic condition on the center's ability to generate other funding;
 - (7) The degree to which grant money will be spent to provide direct services to health care professionals and the general public; and
 - (8) Any other factors that the director considers to be significant to advancing the purposes of the Ohio poison control network established under division (A) of section 3701.20 of the Revised Code.
- (F) The director shall provide written notice by certified mail of grants awarded under this rule. If the amount of money awarded is less than was requested, the notice shall contain an explanation of the reason for the reduction.

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CERTIFIED ELECTRONICALLY

Certification

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Date

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