

# Web-Based Grants Management: Using Apricot for Funders in Partnership With the Maryland Department of Health's Office for Genetics and People with Special Health Care Needs

Authors: Megan Reed, MS; Monika Piccardi, RN, BSN; and Jed Miller, MD, MPH

This poster describes the data system developed by the Maryland Center for Developmental Disabilities (MCDD) and the Maryland Department of Health's Office for Genetics and People with Special Health Care Needs (MDH). Apricot for Funders, an internet-based grants management system, has streamlined capacity for MDH grantees to apply for and submit grant applications, submit progress reports and receive grant-related communications. Apricot for Funders has also provided a dynamic platform for funder needs.

## Background:

The federal Health Resources and Services Administration's (HRSA's) Title V Maternal and Child Health Services Block Grant Program provides funding to states to promote and improve the health of mothers and children, including children and youth with special health care needs (CYSHCN). The Maryland Department of Health's Office for Genetics and People with Special Health Care Needs uses these funds to support new and innovative initiatives to improve the health and well-being of Maryland's CYSHCN. These system development grants are awarded to applicants to fill gaps in services and support infrastructure building in the systems of care for CYSHCN.

### Grant focus areas include:

- Medical home
- Genetic services
- Health care transition
- Respite care

MDH provided a grant to MCDD to create an internet-based, multi-stage grants management and reporting system to replace the standard paper application submission and to house email correspondence between grant monitors and their respective grantees. The software used for this system is Apricot for Funders, a product of Social Solutions Global.

## Apricot for Funders: System Capacity

The Apricot for Funders system provides MDH with an interface that:

- Allows for customizable forms, reports, email triggers and bulletins that can be tailored to meet changing needs.
- Provides a platform for program evaluation, including the ability to:
  - Track multiple aspects of each grantee's progress;
  - Identify programmatic needs; and
  - Assess programmatic outcomes.
- Supports programmatic growth and expansion opportunities, including capacity for initiatives such as quality improvement efforts and for additional data capture to address priority needs.

## How University Centers for Excellence in Developmental Disabilities Education, Research, and Service (UCEDD) can provide technical assistance to a state Title V system:

MCDD's role is to provide consultation, implementation, specialized reporting, administration and technical assistance to the funder and grantees.

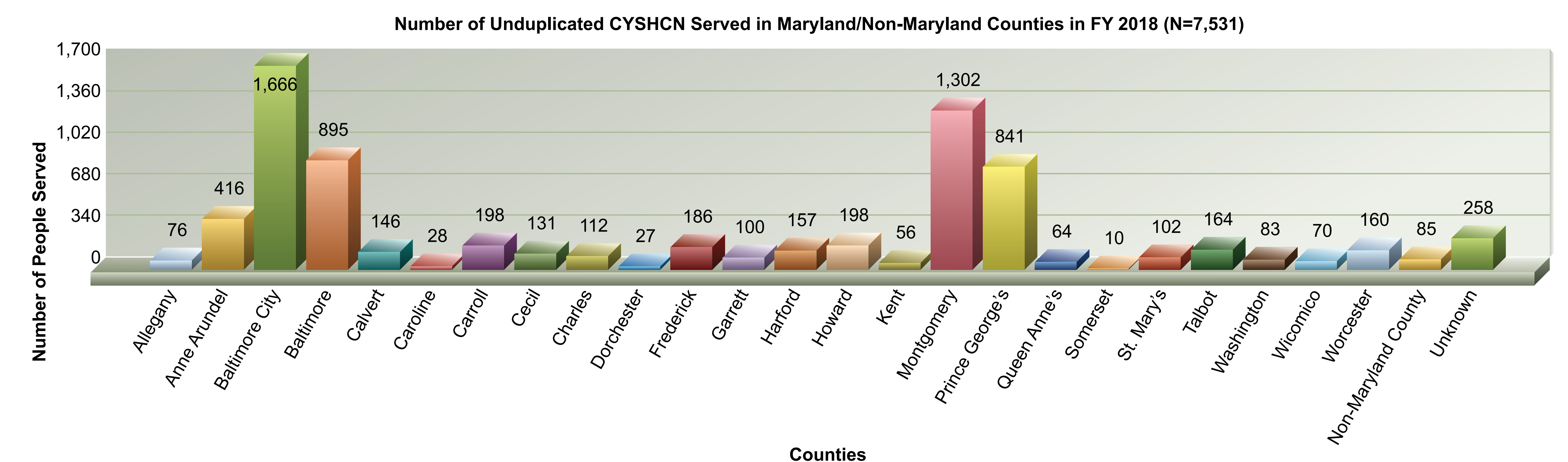
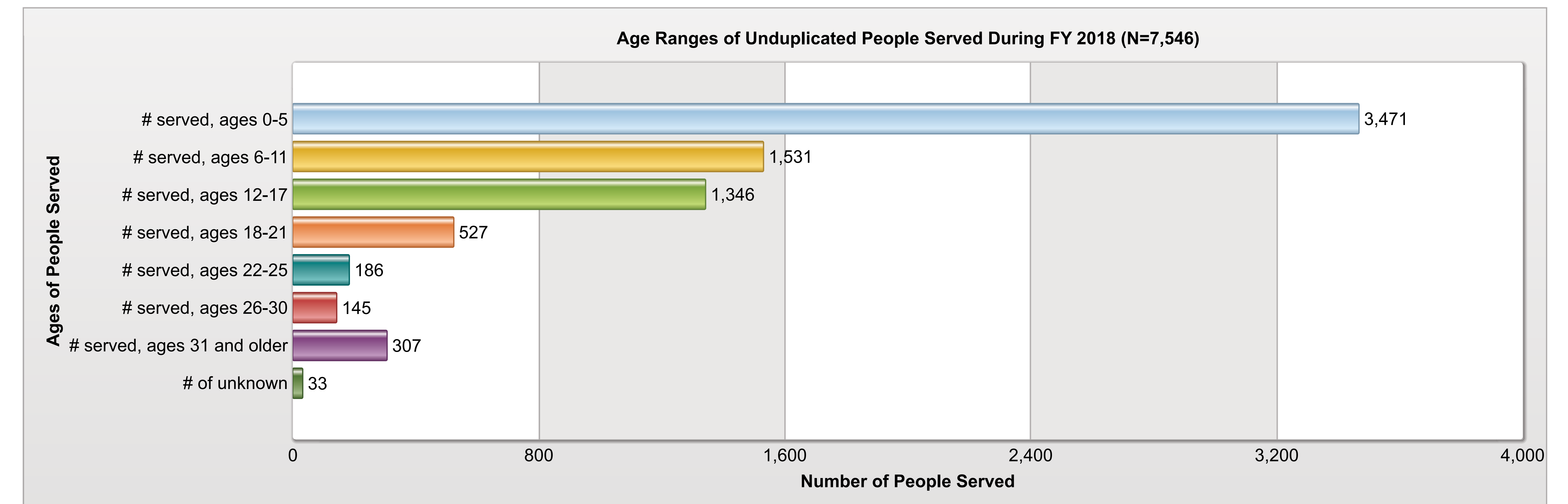
### Year One

- In the exploratory discovery phase, we determined the components of each grant offered by the funder.
- Within the Apricot for Funders software system, we created a total of five grants, 31 forms, 36 reports, 24 email triggers, six bulletins, 37 logins and three permission sets that limit or grant user access to forms and reports.

### Year Two

- MCDD provided 19 trainings (in-person and webinar) to the 30 grantees receiving funding in Maryland state fiscal year 2018.
- MCDD successfully trained all end-users and MDH grant monitors on using the Apricot for Funders system.
- Survey results obtained from grantees indicated overall satisfaction with the training and technical assistance provided.
- Several grantees provided written and oral communication indicating they value the system and the training they received, and feel competent using the system for reporting needs. Three grantees have also offered useful ideas and suggestions for improving upon the system in the coming years, including expressing interest in a case management system format.

This software provides real-time access to data regarding medical homes, healthcare transition, genetic services and respite care for Maryland's CYSHCN. Fifteen of Maryland's 24 local health departments currently receive grant funding to serve children and youth in their communities, 11 of which are in rural regions of Maryland. Additionally, 14 organizations—including the University of Maryland, Children's National Health System, Kennedy Krieger Institute and The Johns Hopkins University—currently receive funding to support CYSHCN in their communities.



## Discussion:

The partners view data as a necessity to inform practice and help programs continue to serve and support CYSHCN, including individuals with intellectual and developmental disabilities. The data also provide MDH and the grantees the ability to identify disparities, illustrate needs and highlight successes at multiple geographic levels.

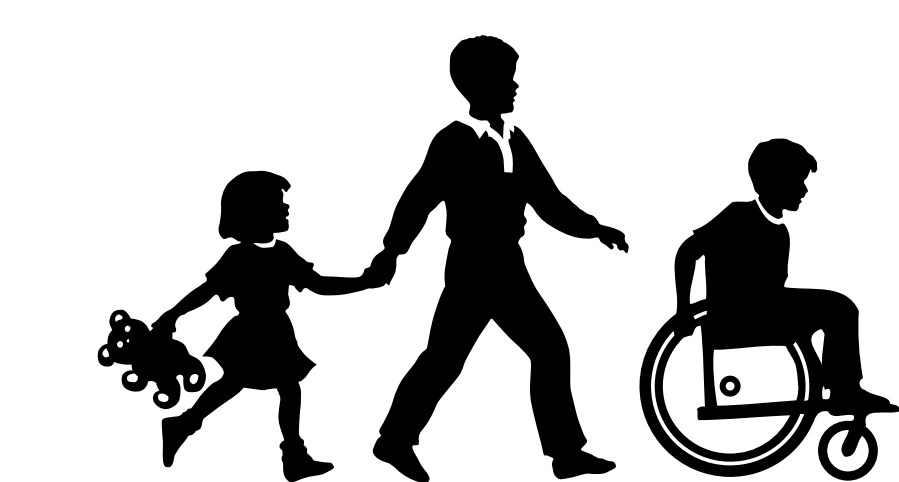
This partnership has provided the opportunity to streamline grant management practices for the funder, while also creating standardization in data collection and reporting for grantees. This allows both funder and grantees to serve CYSHCN in a more informed way.

## References:

Social Solutions Global | Apricot-Nonprofit Case Management Software (2018). Retrieved from: [www.socialsolutions.com/software/apricot/](http://www.socialsolutions.com/software/apricot/)



MARYLAND  
Department of Health



Maryland Center for Developmental Disabilities  
at Kennedy Krieger Institute

*Building Partnerships. Changing Lives.*

For more information, visit our website at  
[MCDD.KennedyKrieger.org](http://MCDD.KennedyKrieger.org)