

CREATE FY16 Annual Report

The CREATE (Colorado Resource for Emergency and Trauma Education) Fiscal Year 2016 concluded on June 30, 2016. CREATE assists public and private entities in improving and expanding the emergency medical and trauma system in Colorado. Over the course of the grant year, 985 students were trained through CREATE funding. Below are some overarching highlights from FY16:

FY 2016 At-A-Glance

- 116 applications submitted
- 91 applications reviewed by the ERC
- 78 applications approved by the ERC
- 164 courses funded
- 985 students trained

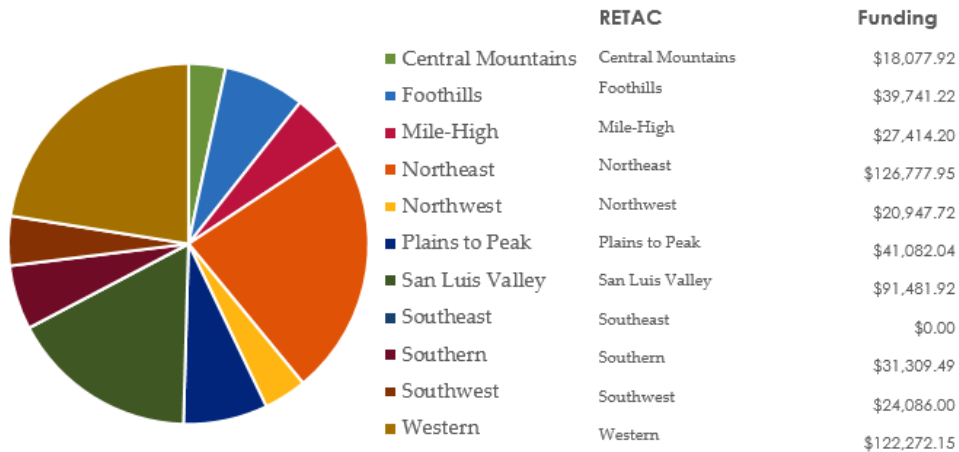


Photo: Chaffee County EMS

Applicants requested \$593,687.16 in CREATE funds and the Expert Review Committee (ERC) approved \$543,190.61. The table on page two outlines where the funds were allocated by each Regional Emergency Medical and Trauma Advisory Council (RETAC).

Funding by RETAC

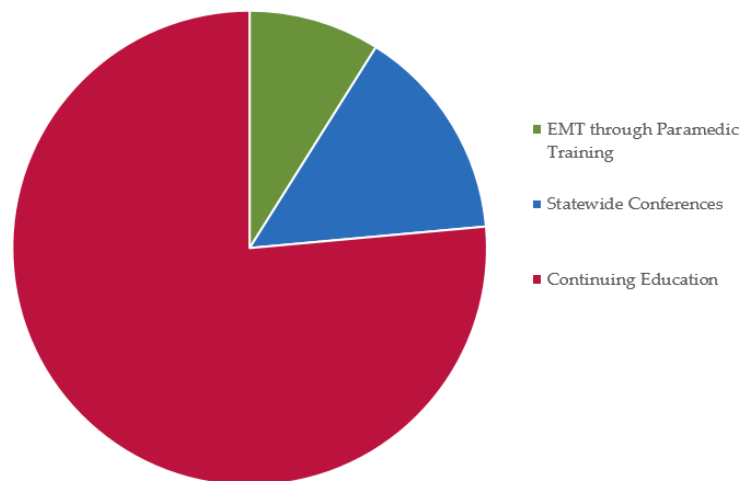
Funding



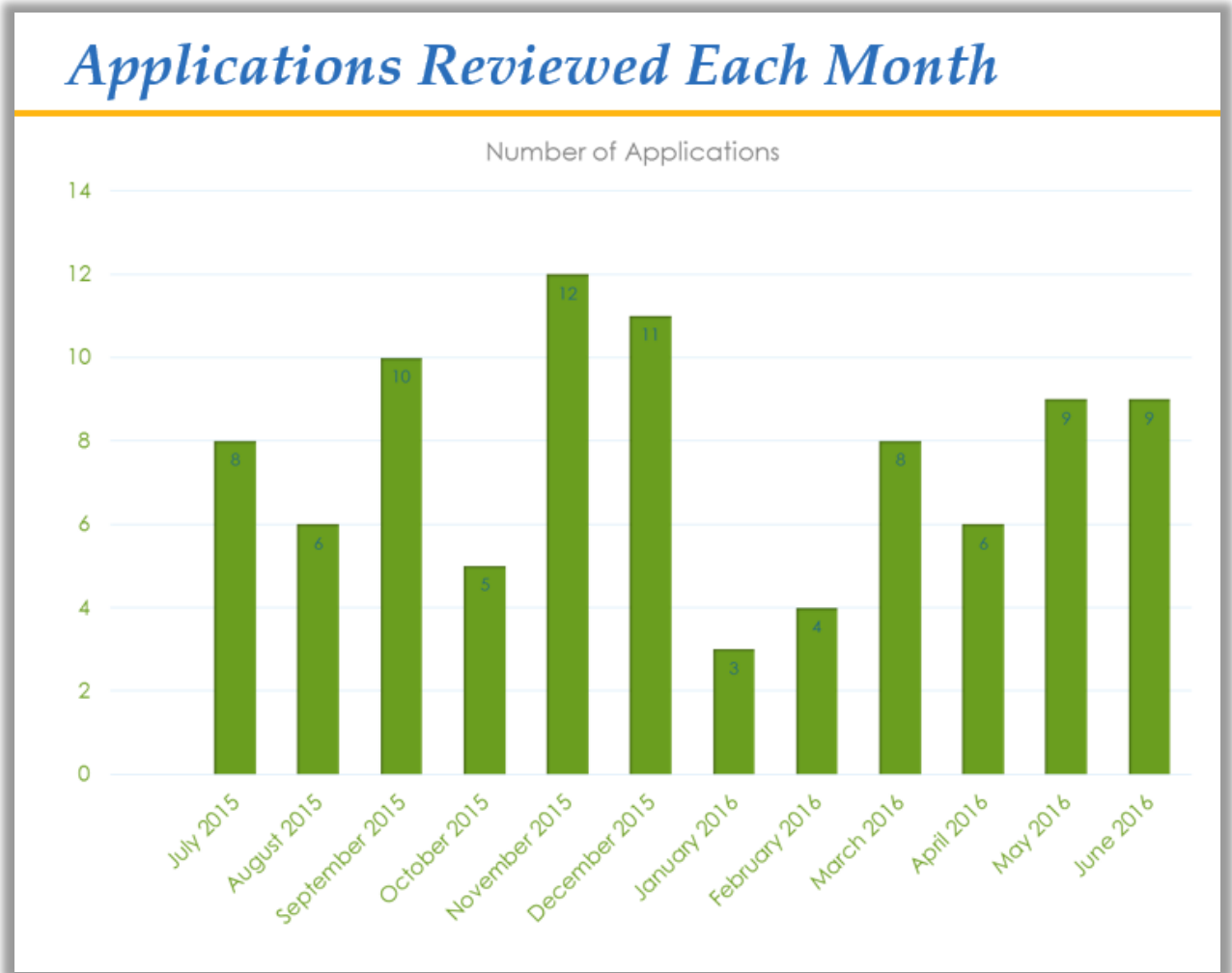
Of the 78 approved applications, there were 164 courses funded outlined by training type in the diagram below. Overall, 249 EMTS providers were able to attend an emergency and/or trauma conference, there are 88 new Nationally Registered EMS providers, and 648 EMTS providers received continuing education.

Who was trained?

Type of Training



The CREATE Expert Review Committee (ERC) met on a monthly basis to review a total of 91 applications:



CRHC CREATE staff continued outreach efforts throughout FY16 to raise awareness about the program and provide technical assistance to current and potential applicants.

Consolidated FY16 Meetings and Activities:

Date	Event	Activity / Discussion
7/2/15	Weekly CREATE Bulletin Blog Post	
7/9/15	Weekly CREATE Bulletin Blog Post	
7/16/15	Weekly CREATE Bulletin Blog Post	

7/23/15	Weekly CREATE Bulletin Blog Post	
7/28/15	ERC Monthly Review	July Statistics Update Reviewed 8 applications
7/30/15	Weekly CREATE Bulletin Blog Post	
8/6/15	Weekly CREATE Bulletin Blog Post	
8/13/15	Weekly CREATE Bulletin Blog Post	
8/25/15	ERC Monthly Review	
8/26/15 – 8/28/15	Attended National EMS Safety Summit	Hosted informational booth at National EMS Safety Summit Answered questions and handed out information about the program
8/30/15	CREATE RETAC update and announcements sent	
9/3/15	Attended Quarterly RETAC Forum	Provided updates and discussed individual RETAC reports and workshops
9/8/15	Submitted Quarterly EMSAC article	
9/11/15	Attended and volunteered for Annual 9/11 Stair Climb	Promoted CREATE and answered questions about the program
9/20/15	Hosted webinar on budgets and finance	Covered budgets, program planning and reimbursement information
9/24/15	Traveled to San Luis Valley RETAC and provided one-on- one support as well as presented to RETAC meeting	Answered questions and provided program details to current and potential grantees
9/29/15	ERC Monthly Review	August Notes Statistics Reviewed 3 applications

9/30/15	CREATE RETAC update and announcements sent	
10/8/2015	Attended SEMTAC meeting in Ft. Collins	Provided information about CREATE and answered individual constituent questions
10/13/2015	CREATE Financial Waiver Review Call	Reviewed 3 applications
10/15/15 – 10/16/15	Attended Colorado Rural Health Center Annual Rural Health Conference	Hosted a CREATE booth Provided CREATE education to potential grantees and disseminated information to a significant number of new contacts
10/22/15	Attended Foothills RETAC meeting	Provided one-on-one assistance to grantees
10/27/15	ERC Monthly Review	October Review Statistics Update Reviewed 9 applications
11/5/15 – 11/7/15	Attended Colorado State EMS Conference	Hosted a CREATE booth Provided CREATE education to potential grantees and disseminated information to a significant number of new contacts
11/9/15	Attended NW RETAC meeting and held individual meetings with grantees	Provided one-on-one assistance to grantees Presented CREATE information to NW RETAC
11/17/15	ERC Monthly Review	November Review Reviewed 12 applications
11/9/15	Attended quarterly RETAC Forum	Presented on CREATE updates Answered questions and provided information to RETAC Forum attendees
12/18/15	ERC Monthly Review	December Review Reviewed 12 applications
1/14/2016	Attended Quarterly SEMTAC Meeting	Announced current Grants Manager would be leaving position and CRHC would transition to new Grants Manager

1/14/2016	Hosted ERC/Financial Waiver Training	Discussed guidelines Discussed opportunities to expand CREATE Discussed suggestions for how to improve in FY2017
1/26/2016	ERC Monthly Review	January Review Statistics Update Reviewed Applications
2/23/2016	RETAC Forum	Call into RETAC Forum to provide quarterly update
2/24/16	Submitted EMSAC Newsletter	
3/29/2016	ERC Monthly Review	March Review Statistics Report Reviewed Applications
April 13-14, 2016	Attended Quarterly SEMTAC Meeting	Gave update for P P & F committee and the SEMTAC meeting, New ERC member determined
April 13-14, 2016	Outreach table and materials at the CRHC Forum Conference	Shared guidelines, marketing materials and spoke with potential applicants
April 20, 2016	ERC new member training	Met with Zane Laubhan to review ERC information
April 21-22, 2016	NWRETAC Leadership Conference in Glenwood Springs, CO	Outreach and presentation to current and potential applicants
April 26, 2016	ERC Review Meeting	Review applications Statistics report
May 6, 2016	Submitted EMSAC Newsletter	See additional documents below
May 16-20, 2016	National EMS Week	Collected and shared stories from CREATE students across the state – featured on social media and CRHC website
May 23, 2016	Mile High RETAC Golf Tournament	Attended event
May 24, 2016	ERC Review Meeting	Review applications Statistics report
June 1, 2016	Meeting with Denver Health	Review CREATE guidelines and brainstorm outreach ideas
June 1, 2016	RETAC quarterly meeting	Phone update on statistics and general programmatic updates

June 3, 2016	Meeting with CDPHE and CRHC CFO	Discuss fiscal year end details to plan ahead
June 14, 2016	Financial Waiver Meeting	Reviewed 1 application for month (not approved)
June 16-17, 2016	Rocky Mountain Trauma and Emergency Medicine Conference	Outreach table to distribute CREATE guidelines and marketing materials
June 28, 2016	ERC Review Meeting	Review applications Statistics report

FY16 Issues and Resolutions

Date	Issue Encountered	Issue Resolution
September 2015	Financial Waiver scheduling issue	CRHC staff rescheduled the FW call with grantees timeline in mind. Applications were subsequently reviewed.
October 2015	Confusion about committee members and alternates	CREATE Staff and CDPHE clarified membership and alternate lists Members and their alternates will coordinate scoring prior to call
February 2016	Questions about reimbursement procedures and time frames	Worked with CDPHE, CRHC Staff and grantee to explain reimbursement policy
May 2016	Issues around two applications not properly coming through the CREATE website	Spoke to CDPHE, updated CREATE process to pull application list from website to ensure no applications are overlooked.

Statistical Report as of June 30, 2016

Total Application Statistics

Application Category	Category Description	Number of Applications Currently in Each Category
Pre-Application Phase	# of entities in the pre-application phase: has not completed all 5 pre-application steps to receive access to CREATE applications/ Waiting to receive completed applications	13
Total Financial Waiver Applications Received	# of applicants whose applications were reviewed by the FW Committee	4
Total Applications Reviewed by ERC	# of applicants whose applications were reviewed by ERC	91
Total Applications Approved by ERC	# of applications approved	78
Total Applications Denied by ERC	# of applications denied	14
Total Applications Withdrawn	# of applications withdrawn	5
Total Applications Completed	# of grantees that successfully met the program requirements and received payment	57
Total Applications Not Completed	# of applications reverted, withdrawn, or auto-withdrawn	7

Total Applications Received in FY16: 116

Overall FY16 program statistics

Total number of students trained	Students completing CREATE funded courses	985
----------------------------------	---	-----

Total number of courses funded	Types of courses, by type funded	164
Number and location of entities funded	Number and location of entities funded	36 – Fire Services 3 – Search and Rescue 19 – Ambulance Services 3 – RETACs 14 – Hospitals 3 – Education Facility 2 – Other 80 – Total

Financial Report – Part 1 – Grants

July 1, 2015 – June 30, 2016

100% of the grant year

Expense	Budget	Amount Committed YTD	% of Budget Committed	Actual Disbursed YTD	% of Budget Disbursed
FY 16 CREATE Grant Awards	410,000.00	\$543,190.61	132.4%	\$209,066.46	50.99%
Total	410,000.00	\$543,190.61	132.4%	\$209,066.46	50.99%

Please note that the amount committed is larger than the budgeted amount based on the number of reversions that came in throughout the year.

Financial Report – Part 2 – Operations

April 28, 2015 – April 21, 2016 (CREATE Contract Year)

Expense	Budget	Total Actual YTD	% of Budget Item
Total Personnel and Fringe	73,390	72,573	98.89%
Contractors	400	0	0.0%
Supplies	580	2743	472.85%
Telephone/Webinars	800	300	37.52 %
Travel	6,685	5,505	82.35%
Indirect	8,145	8,879	109.01%
Total Program Administration Costs	90,000	90,000	100%

Total Personnel and Fringe – To cover program personnel. Within budget parameters

Contractors – There was no contractor work for technical support since CRHC hired internal IT support

Supplies – Purchased marketing supplies

Telephone – For ERC meeting teleconferencing and applicant webinars. Slightly under budget since the Financial Waiver Committee did not meet many times over the course of the year

Travel – Within budget parameters

Indirect – Funds used from other line items that were not fully utilized