



Fiscal Year (FY) 2014

**State and Regional Primary Care Association (PCA)
Funding Opportunity Announcement (FOA)
for Alaska, Georgia, and Wyoming**

HRSA-14-032

BPHCPCA@hrsa.gov

301-594-4300



Agenda



- Overview
- Electronic Submission Process
- Project Narrative and Review Criteria
- Attachments
- Budget (Forms & Justification)
- Project Work Plan
- Performance Measures
- Resources
- TA Contacts



Overview



Purpose: To establish cooperative agreements with state and regional organizations in Alaska, Georgia, and Wyoming to provide training and technical assistance (T/TA) to potential and existing Health Center Program grantees.

- New and Competing Continuations
- Approximately \$2.5 million available for funding approximately three cooperative agreements serving Alaska, Georgia, or Wyoming
- Project period: April 1, 2014 – March 31, 2017
- Grants.gov due date: September 18, 2013
- EHB due date: October 30, 2013



Electronic Submission Process



Grants.gov

- SF-424: Application for Federal Assistance Form
 - Upload Project Abstract on line 15
- Project/Performance Site Location(s)
- Grants.gov Lobbying Form
- SF-424B Assurances for Non-Construction Programs
- SF-LLL Disclosure of Lobbying Activities (as applicable)



Electronic Submission Process



Electronic Handbook (EHB)

- Project Narrative
- SF-424A Budget Information Non-Construction Programs
- Program Specific Forms
 - Form 1A: General Information Worksheet
 - Project Work Plan
 - Budget Justification
- Attachments 1-6



Project Narrative & Review Criteria



- Project Narrative provides a comprehensive descriptive narrative of all aspects of the proposed project
- Review Criteria are utilized by reviewers to assess the application:
 - Need (15 points)
 - Response (25 points)
 - Collaboration (10 points)
 - Evaluative Measures/Impact (15 points)
 - Resources/Capabilities (25 points)
 - Support Requested (10 points)



Attachments



- Attachment 1: Staffing Plan
- Attachment 2: Position Descriptions for Key Personnel
- Attachment 3: Biographical Sketches for Key Personnel
- Attachment 4: Letters of Support
- Attachment 5: Summary of Contracts and Agreements (as applicable)
- Attachment 6: Other Relevant Documents (as applicable)

Section A: Budget Summary

- Use rows 1 - 3 to provide the budget amounts for each year of the three-year project period
- Enter the amounts in the “New or Revised Budget” column
- Do not provide information on non-federal sources of funding (i.e., leave “column d” blank)

Section B: Budget Categories

- Provide the object class category breakdown for the annual amounts specified in Section A

Section F: Other Budget Information (if applicable)

- Section F should be completed as necessary



Budget Justification



- Provide a detailed line-item budget justification that explains each cost for each budget year in the upcoming 3-year project period (April 1, 2014 through March 31, 2017)
- Additional narrative for the budget justification should describe each cost element

Line items (object class categories):

- Personnel Costs
- Fringe Benefits
- Travel
- Equipment
- Supplies
- Contracts
- Other
- Indirect Costs



Project Work Plan – 4 Sections



Requirement 1: Statewide/Regional Health Center T/TA Activities

Section A – Program Requirements T/TA Focus Areas

- XX% of Health Center Program grantees with no program conditions on their Notice of Awards (NoAs).

Section B1 – Performance Improvement T/TA Focus Areas: Clinical Performance Measures

- XX% of Health Center Program grantees in the state/region that meet or exceed performance on one or more Healthy People 2020 performance measure goal(s).
- XX% of Health Center Program grantees in the state with Patient-Centered Medical Home (PCMH) recognition.



Project Work Plan – 4 Sections



Section B2 – Performance Improvement T/TA Focus Areas: Financial Performance Measures

- XX% of Health Center Program grantees with cost per patient increase less than national average.
- XX% of Health Center Program grantees without going concern issues on their audits.

Requirement 2: Statewide/Regional Program Assistance

Section C – Statewide/Regional Program Assistance



Project Work Plan – Focus



- The **Year 1 (12-month) work plan** should address:
 - **ONLY** the Activities to be supported under the cooperative agreement
 - Short-term and long-term T/TA needs of potential and existing health centers in the state/region
 - Projected target goals for the end of the project period



Project Work Plan



Current PCA Recipients

- Report progress in the FY 2013 Project Work Plan Progress Report that will be prepopulated with information entered in the FY 2013 non-competing continuation (NCC)
 - All fields in this form will be locked, except the Progress field, to facilitate reporting progress on the work plan since April 1, 2013
- Complete the FY 2014 Project Work Plan by revising an unlocked version of the FY 2013 Project Work Plan to focus on Activities planned for FY 2014



Project Work Plan



New Applicants

- Complete a blank FY 2014 Project Work Plan by entering the required Key Factors, Focus Areas, and Activity details



Project Work Plan



- A sample FY 2014 Project Work Plan and FY 2013 Project Work Plan Progress Report are available at <http://www.hrsa.gov/grants/apply/assistance/pca/>

Project Work Plan Fields:

- Goal
- Projected Goal Percentage
- Key Factors
- T/TA Focus Areas
- Activity
- Person/Area Responsible
- Time Frame
- Expected Outcome
- Comments
- Progress (Project Work Plan Progress Report only)



Resources



- **PCA TA Webpage**

<http://www.hrsa.gov/grants/apply/assistance/pca>

- **Health Center Program Requirements**

<http://bphc.hrsa.gov/about/requirements>

- **Performance Measures**

<http://bphc.hrsa.gov/policiesregulations/performance-measures/>



Technical Assistance Contacts



Application assistance:

Beth Levitz or Vesnier Lugo

BPHCPCA@hrsa.gov or 301.594.4300

Budget related questions:

Vera Windham

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EHB related questions:

BPHC Helpline

BPCHelpline@hrsa.gov or 877.974.2742