



HRSA
Health Resources & Services Administration

Post-Award Technical Assistance Webinar

Community Project Funding/Congressionally Directed Spending (CPF/CDS): Construction (CE1) and Non-Construction (GE1) Projects

October 15, 2026

Office of Special Activities (OSA)
Office of Federal Assistance & Acquisition Management (OFAAM)

Vision: Healthy Communities, Healthy People



Agenda

- Program Overview
- Notice of Award (NOA)
  - Terms and Conditions
  - HRSA Points of Contact
- Reporting Requirements
- Other Considerations
- Questions
- Reminders and Resources



Webinar Details

How to access the webinar recording and today's slides:

- A recording of today's webinar and a copy of today's slides will be available on the CPF/CDS website within two weeks (by 10/31/26)
- Our office will email CE1 and GE1 recipients with links to these resources once they are available online

Questions?

- Contact your Project Officer and/or Grants Management Specialist

CPF/CDS Program Overview

CPF/CDS Program Overview

- Community Project Funding/Congressionally Directed Spending (CPF/CDS) projects include construction, renovation, and/or equipment purchases for health care and other facilities (CE1), as well as non-construction projects supporting health-related activities (GE1).

- Awards were made through the Consolidated Appropriations Act, 2026 (P.L. 119-75).



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Award Information 2026

- **Total Funding:** $857.8 million
- **Total Number of FY 26 Awards:** 384
- **Period of Performance:** One year (GE1) or Three years (CE1)
- **HRSA Activity Code**: GE1 (Non-Construction), CE1 (Construction)

Construction (CE1) Project Types

Construction and Modernization projects with or w/o equipment

- New construction of building, structure, or facility
- Modernization - alteration, repair, remodeling, and/or renovation of a building

Design-Only (planning portion of a construction project)

- Funds limited to allowable design/planning-related costs for overall construction project

Moveable Equipment Only

- Lose, movable equipment that is not affixed to the physical building structure, has a useful life of more than one year, and has a unit cost of $10,000 or more

Non-Construction (GE1) Projects

Moveable Equipment

- Can be readily shifted from place to place
- Has a useful life of more than a year
- Not affixed to building or permanently installed
- Includes Information Technology (IT) systems, including Health IT

Health-Related Activities

- Programmatic
- Training
- Health promotion

Notice of Award (NOA)

Notice of Award (NOA)

- Your NOA Includes the following:
  - Unique Award Number
  - Award amount
  - Approved project budget and period of performance
  - Award recipient Project Director and Authorized Official
  - HRSA Points of Contact
    - ✓ Program Official (aka Project Officer)
    - ✓ Grants Management Specialist
    - ✓ Assignments may change. Confirm current contacts: EHBs > Contacts > HRSA Contacts
  - Terms, Conditions, and Reporting Requirements



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Role: HRSA Program Official (PO)

- The NOA identifies the HRSA Program Official, also known as the Project Officer (PO), assigned to your award

- The PO provides guidance to recipients on overall programmatic objectives:
  - Reviews and processes certain grantee submissions, including schematic drawings, concept/site plans, and timelines
  - Reviews and processes prior approval requests (i.e., changes to project scope, project period extensions, Project Director changes, etc.)
  - Provides ongoing program/project monitoring and technical assistance

Role: Grants Management Specialist (GMS)

- The NOA also identifies the HRSA Grants Management Specialist (GMS) for your award. The GMS is responsible for the business management and other non- programmatic aspects of an award:
  - Subject matter expert on project budgets; reviews and approves recipient budget submissions
  - Provides ongoing consultation and technical assistance to recipients on grants administration policies and procedures
  - Serves as the primary point of contact for the recipient when dealing with grant administration issues
  - Issues NOAs
  - Reviews and monitors receipt of Federal Financial Reports (FFRs)
  - Administers the closeout of grants

NOA Terms and Conditions

- Review **ALL** NOA terms and conditions **before** drawing down any funds
- Award **cannot be transferred** to another entity
- All grant conditions for the project must be addressed and lifted in a revised NOA **before** drawing down funds
- CE1: Limited pre-construction activities may be undertaken to address certain award conditions, when permitted by your NOA and approved budget:
  - ✓ Completing architectural and engineering plans
  - ✓ Meeting licensing and permitting requirements
  - ✓ Historic preservation consultation with the State Historic Preservation Office/Tribal Historic Preservation Office
  - ✓ Preparing the Environmental Assessment (EA)

Common NOA Conditions

Project Timeline-
60 days of the NOA

Property Documentation-
60 days of the NOA

Landlord Letter of Consent-
60 days of the NOA

Notice of Federal Interest
120 days of the NOA

Budget Revisions-
60 days of the NOA

Schematic Drawings-
60 days of the NOA

Property Information-
60 days of the NOA

Environmental/Historical Preservation-
120 days of the NOA

Condition (CE1): Environmental and Historic Preservation

- Recipients must provide additional information to demonstrate compliance with all Federal environmental and historic preservation laws, as they apply to CDS projects
- HRSA environmental reviewers will contact awardees to inform them of the environmental/historic preservation documentation needed for their project:
  - Environmental Assessment (EA)
  - Consultation under Section 106 of the National Historic Preservation Act (NHPA)
  - Hazardous materials survey
  - Coastal Zone Consistency Determination
  - Floodplain Management
- **NOTE:** Your award's environmental condition must be **approved** and **lifted** by way of NOA prior to using funds and initiating any physical site preparation, demolition, alteration and renovation, or construction. Construction-related costs incurred prior to the approval and lifting of the award condition(s) are at the organization's risk.
  - Questions? Please contact your assigned HRSA Project Officer

Condition (CE1): Notice of Federal Interest (NFI)

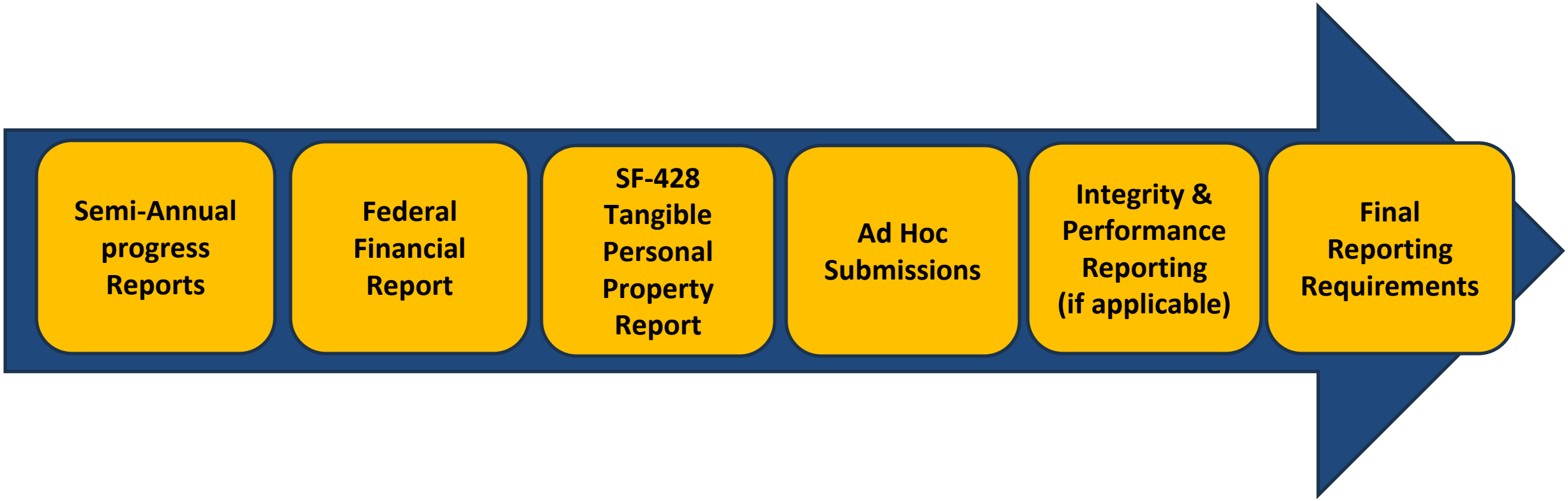
- A Notice of Federal Interest (NFI) is a legally binding document that protects the federal government's interest in real property constructed, renovated, or improved with federal funds.
- The federal interest can continue after the active award period and remains in effect for the applicable period of federal interest.
- An NFI is not required for alteration/renovation projects with total federal and non-federal project costs under $500,000. However:
  - Federal interest still exists
  - Maintain documentation regarding protection of all federal interest
- Equipment-only projects are not required to file an NFI
- An NFI template can be found on the CPF/CDS website; **please adhere to this template when preparing your NFI**
- If you have questions about the NFI condition, please contact your assigned HRSA Grants Management Specialist (GMS)

Reporting Requirements

Semi-Annual Progress Reports (SAPR)

- CE1 and GE1 recipients will be prompted to submit a Semi-Annual Progress Report (SAPR) every 6 months, until the project is completed
- The SAPR gives HRSA a snapshot of the current project status and presents HRSA with the opportunity to offer additional guidance, as needed
- Progress report instructions and submission guidelines will be delivered via the Electronic Handbooks (EHBs) system
- Questions on the SAPR will ask about:
  - Project status: % completed and 1-3 sentences of narrative
  - Remaining award conditions
  - Any changes to project budget, location, or scope

Construction (CE1) Reporting and Review Activities



Federal Financial Report

- Federal Financial Report (FFR) – SF-425
  - Reviewed by Grants Management Specialist
  - Submitted in the Payment Management System (PMS)
  - Annual FFRs are due 90 days after the budget period ends; final FFRs are due 120 days after the period of performance ends. Refer to your NOA for specific due dates.

SF-428 Tangible Personal Property Report

- SF-428 Tangible Personal Property Report
  - Reviewed by Grants Management Specialist
  - Due within 120 days of the period of performance end date
  - Tangible personal property means property of any kind, except real property, that has physical existence
    - ✓Includes equipment and supplies
    - ✓Does not include copyrights, patents, or securities

Division of Financial Integrity (DFI)

- DFI, within HRSA's Office of Federal Assistance & Acquisition Management, is responsible for ensuring grant recipients adequately administer their federal awards through their financial management systems. DFI accomplishes this via multiple post-award oversight and monitoring activities:
  - Financial Management Reviews
  - Fiscal Technical Assistance
  - Grant Reviews
  - Single Audit Resolution

Closeout and Property Reports

- Closeout documentation is required within 120 days of the period of performance end date
- Closeout documentation includes the following:
  - Project Completion Certification
  - A certificate of occupancy or evidence of acceptance by the permitting authority
  - A certificate of substantial completion
  - Photos of the completed project (including before, during, and after photographs)
  - Final Federal Financial Report (FFR)
  - Tangible Personal Property Report (SF-428)

Prior Approval Requests

- Award recipients may be required to request **prior approval** from HRSA for **changes** that occur during the grant period
  - Prior Approval (PA) review and approval by HRSA will result in the issuance of a new NOA
  - Should additional information be needed, the recipient will be notified, and the PA request will be change requested back to the recipient via EHBs to allow for the recipient to make revisions
  - If you are not sure that your project change requires you to submit a Prior Approval, please reach out to your HRSA PO and/or GMS



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Examples of Prior Approval Requests

- Change of project site location or project type (Construction, Alterations/Renovations, Equipment, etc.)
- Changes to project scope
- Changes to project budget that exceed 25% of the approved federal budget
- Changes to the Project Director and/or Authorizing Official
- Extensions to the project period
- Changes that expand a building's footprint or the area of renovation
- New costs (must be reviewed by HRSA to determine if allowable)
- Use of Force Account Labor
- All pre-award costs

Prior Approval Scenarios (CE1)



Example #1

CDS recipient wishes to change the scope of their project from a new building/structure (i.e., brick and mortar) to a mobile unit to provide the same services indicated in the approved award application

This requires a basic Prior Approval review and processing by HRSA

Example #2

CDS recipient wishes to change the location of their project and add 3,000 square feet of additional construction

This requires a more complex Prior Approval review, as this scenario may require additional environmental assessments and significant revisions to the project budget

HRSA Electronic Handbooks (EHBs) Registration

- HRSA Electronic Handbooks (EHBs) Registration
- Visit HRSA Electronic Handbooks
- **Additional help** is available online and/or from the HRSA Call Center at 877-Go4-HRSA/877-464-4772.

Electronic Document Submission into EHBs

- Award recipients are **required** to submit all documentation in response to the conditions of award and reporting requirements listed on the NOA via HRSA's Electronic Handbooks (EHBs) by the designated due date (extensions can be requested)
- By default, the award recipient's Project Director as shown on the NOA will have access to all EHBs submissions
- **All other users must be granted privileges** (to view, edit, or submit) by the Project Director or other user with the ability to Administer User Privileges in the Grant Handbook
- Your HRSA PO or GMS may also request additional information through the EHBs by either requests for information or by adding additional conditions to the award

Failure to respond to submission requirements in a timely manner may result in a drawdown restriction

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Payment Management System (PMS)

- Award funds are made available in a grant-specific subaccount in the Payment Management System (PMS)
  - ✓ PMS allows recipients to identify the specific award associated with each drawdown and assists HRSA in monitoring award activity
- Grant recipients access PMS using ID.me. If you do not have access, select Request Access from the PMS login page and follow the new-user instructions.
- If you have any questions about accessing PMS, please contact the PMS Liaison Accountant as identified at: https://pms.psc.gov/find-pms-liaison-accountant.html
- Additional Help: Visit the PMS Help Desk PMS Self-Service Web Portal or call 877-614-5533

Procurement Rules

- Recipients must follow their organization's documented procurement procedures, applicable state/local requirements, and federal requirements in 2 CFR Part 200 and 2 CFR Part 300.
  - Procurement methods vary based on the dollar value and circumstances of the purchase; follow 2 CFR § 200.320.
- For simplified acquisitions, obtain price or rate quotations from an adequate number of qualified sources.
  - Do not split purchases or artificially reduce quantities to avoid applicable procurement thresholds.
- The Davis-Bacon Act does not apply to CPF/CDS awards; applicable state and local prevailing wage requirements still apply.

Key Reminders

- Review **ALL** the terms and conditions on your NOA.
- Respond to grant conditions as applicable.
- Submit all reporting requirements within the applicable timeframe.
- Grant funds may only be used for your approved CPF/CDS project. Contact your Project Officer and Grants Management Specialist before using funds for costs not included in the approved budget or scope.
- If significant revisions to the approved budget are needed (>25% of the approved federal budget), recipients must submit a Prior Approval through the EHBs.
- All requested changes must be approved before recipients implement project modifications.
- **Contact your Program Official and/or Grants Management Specialist with any questions or concerns.**

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Key Resources

Resource:	Link:
Consolidated Appropriations Act, 2026 and relevant Program Guidances	- FY26 LHHS CDS PUBLIC LAW - Guidance for Construction (HRSA-26-107) - Guidance for Non-construction projects (HRSA-26-106)
CDS homepage and FAQs	https://www.hrsa.gov/grants/manag e-your-grant/training/community- project-funding-congressionally- directed
Electronic Handbooks (EHBs)	https://grants.hrsa.gov/EAuthNS/internal/home/EHBHome
Payment Management System (PMS)	https://pms.psc.gov/
HRSA Manage your Grant	https://www.hrsa.gov/grants/manage-your-grant

Live Q&A

- Please enter your **general** questions into the Q&A module. HRSA staff will work through submitted questions and respond back to your question in writing.
- If you have *project-specific questions*, especially those that are complex or that might require HRSA staff to review documents, we will likely be unable to answer those questions during the live Q&A.
- Please send your project-specific questions to your assigned Project Officer and/or Grants Management Specialist. You can find their contact information on your NOA or when logged into the Electronic Handbooks (EHBs).

Thank You!

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