

## RESOLVING CONDITIONS ON CAPITAL IMPROVEMENT PROGRAM AWARDS

Through the Capital Improvement Program (CIP), Health Center Program grantees were allowed to request funding for five (5) different projects identified below:

1. Construction (with/without IT/equipment)
2. Alteration/Repair/Renovation (with/without IT/equipment)
3. Equipment/IT-only
4. HIT-only
5. Certified EHR-only

The Health Resources and Services Administration (HRSA) issued Notices of Grant Awards (NGA) for the CIP on June 29, 2009. Conditions on NGAs were generated based on the project types identified in the CIP application. The process to resolve conditions on CIP NGAs is summarized in the table below. Please note:

- HRSA recently activated the submissions functionality with the Electronic HandBook (EHB). CIP recipients will be notified when they can start uploading documentation to the EHB. While a number of grantees have already submitted several NGA deliverables, please follow the submission instructions outlined below to ensure that condition requirements are processed in the most timely manner.
- Revised NGAs will **not** be issued until all applicable conditions are met for each project. Grantees are encouraged to wait until the issuance of a revised NGA.
- Grantees are reminded to comply with procurement regulations that apply to Federal grantees. Refer to Frequently Asked Questions (FAQ) number 117 and 118 available at [http://bphc.hrsa.gov/recovery/cip/ta\\_assistance/CIPFAQs.pdf](http://bphc.hrsa.gov/recovery/cip/ta_assistance/CIPFAQs.pdf), FAQ number 58 at [http://bphc.hrsa.gov/recovery/cip/postaward/CIP\\_NGA\\_FAQs.pdf](http://bphc.hrsa.gov/recovery/cip/postaward/CIP_NGA_FAQs.pdf), and special topic FAQ on Procurement Standards at [http://bphc.hrsa.gov/recovery/cip/ta\\_assistance/faqstandards.htm](http://bphc.hrsa.gov/recovery/cip/ta_assistance/faqstandards.htm).

CONDITIONS	NEXT STEPS
<b>CONSTRUCTION</b>	
<p><b>SHPO Consultation</b>—If you have not submitted a SHPO letter for the proposed Construction project, you must submit this within 60 days of this Notice of Grant Award. To insure that the requirements of the Act are met, a letter from the State Historic Preservation Officer (SHPO) or Tribal Historic Preservation Officer (THPO) indicating the SHPO’s finding of no adverse impact on historic or cultural resource must be submitted. If it is determined that there</p>	<ul style="list-style-type: none"> <li>– HRSA will be reviewing <b>all CIP construction projects</b> for Historic Preservation and other Cultural Resources. If additional information is required, grantees will be notified directly by a HRSA consultant.</li> <li>– Once a CIP recipient has a SHPO/THPO determination, the documentation can be submitted to <a href="mailto:OFAMRecovery@hrsa.gov">OFAMRecovery@hrsa.gov</a>, include the organization’s name and C81 grant number on the request.</li> <li>– Technical assistance materials related to historic preservation are available online at <a href="http://bphc.hrsa.gov/recovery/cip/postaward/Delegation_Notice.pdf">http://bphc.hrsa.gov/recovery/cip/postaward/Delegation_Notice.pdf</a></li> </ul>

CONDITIONS	NEXT STEPS
<p>will be an impact, a signed Memorandum of Agreement (MOA) between the SHPO/THPO and the (grantee) detailing a plan to reduce the adverse effects must be submitted to the Grants Management Specialist at HRSA for review and approval.</p>	<p>and <a href="http://bphc.hrsa.gov/recovery/cip/postaward/Section106.pdf">http://bphc.hrsa.gov/recovery/cip/postaward/Section106.pdf</a>.</p> <ul style="list-style-type: none"> <li>– Refer to FAQ numbers 42 thru 46 at <a href="http://bphc.hrsa.gov/recovery/cip/postaward/CIP_NGA_FAQs.pdf">http://bphc.hrsa.gov/recovery/cip/postaward/CIP_NGA_FAQs.pdf</a>.</li> <li>– If additional time is needed beyond the 60 days recommended in the NGA, please send an email to <a href="mailto:BPHCRecovery@hrsa.gov">BPHCRecovery@hrsa.gov</a>, include the organization’s name and C81 grant number on the request.</li> </ul>
<p><b>NEPA Checklist</b>—If you have not submitted an Environmental Information Documentation (EID) Checklist for your proposed Construction Project, you must submit this within 30 days of this Notice provide to BPHC and DGMO. The National Environmental Policy Act of 1969 (NEPA), 42 USC 4321 (P.L. 91-190, Sec 2, Jan 1, 1970. 83 Stat.852), and Executive Order 11514, requires Federal Agencies to assess the environmental impacts of major Federal actions, including construction projects supported in whole or in part through Federal grants or other forms of funding assistance.</p>	<ul style="list-style-type: none"> <li>– HRSA will be reviewing <b>all CIP projects</b> for potential environmental impact. If additional information is required, grantees will be notified directly by a HRSA consultant.</li> <li>– If a complete and accurate EID was included with the CIP application, it is not necessary to resubmit.</li> <li>– Completed/Revised EIDs can be submitted to <a href="mailto:OFAMRecovery@hrsa.gov">OFAMRecovery@hrsa.gov</a>, include the organization’s name and C81 grant number on the request.</li> <li>– Refer to FAQ numbers 35 thru 41 at <a href="http://bphc.hrsa.gov/recovery/cip/postaward/CIP_NGA_FAQs.pdf">http://bphc.hrsa.gov/recovery/cip/postaward/CIP_NGA_FAQs.pdf</a>.</li> <li>– If you need to correct the EID, a corrected EID can be submitted through the EHB. A blank EID is available for download online at <a href="http://bphc.hrsa.gov/recovery/cip/postaward/CIPEnvironInfoDocChecklist.doc">http://bphc.hrsa.gov/recovery/cip/postaward/CIPEnvironInfoDocChecklist.doc</a>.</li> </ul>
<p><b>NEPA Environmental Assessment</b>—A draft Environmental Assessment (EA) in compliance with NEPA, for your proposed Construction Project, must be completed and submitted to HRSA for review and adoption within 60 days of this Notice of Grant Award. Funds may be drawn down for activities such as the completion of architectural and engineering plans, licensing and permitting requirements, SHPO consultation, and preparation of the EA. HRSA has determined that an Environmental Assessment must be completed prior to initiating construction or alteration/repair/renovation.</p> <p>If an existing Environmental Assessment at the Federal, State or local level, is available, a copy of the analysis and the Finding of No Significant Impact, or Memorandum of Decision must be sent to the HRSA Program Office. The National Environmental Policy Act of 1969 (NEPA), 42 USC 4321 (P.L. 91-190, Sec 2, Jan 1, 1970. 83 Stat.852), and</p>	<ul style="list-style-type: none"> <li>– <b>All CIP construction projects are required to submit a draft EA.</b></li> <li>– HRSA will be reviewing <b>all CIP projects</b> for environmental impact, including materials related to the draft EA. If additional information or a draft EA is required, grantees will be notified directly by a HRSA consultant.</li> <li>– Draft EAs can be submitted by email to <a href="mailto:OFAMRecovery@hrsa.gov">OFAMRecovery@hrsa.gov</a> or by overnight delivery to Office of Federal Assistance Management, Health Resources and Services Administration, ATTN: A. Piesen, RM 11A-33, 5600 Fishers Lane, Rockville, MD 20857. Include the organization’s name and C81 grant number.</li> <li>– Technical assistance material is available on the draft EA online at <a href="http://bphc.hrsa.gov/recovery/cip/ta_assistance/fagdraftassessment.htm">http://bphc.hrsa.gov/recovery/cip/ta_assistance/fagdraftassessment.htm</a>.</li> <li>– Refer to FAQ numbers 35 thru 41 at <a href="http://bphc.hrsa.gov/recovery/cip/postaward/CIP_NGA_FAQs.pdf">http://bphc.hrsa.gov/recovery/cip/postaward/CIP_NGA_FAQs.pdf</a>.</li> <li>– The 60 days established for this deliverable is flexible. If additional time is needed beyond the 60 days recommended in the NGA, please send an email to <a href="mailto:BPHCRecovery@hrsa.gov">BPHCRecovery@hrsa.gov</a>, include the organization’s name and C81 grant number on your request. Also, in some situations (i.e., where a grantee is expanding a building), it is possible that HRSA may be able to meet the EA</li> </ul>

CONDITIONS	NEXT STEPS
<p>Executive Order 11514, requires Federal Agencies to assess the environmental impacts of major Federal actions, including construction projects supported in whole or in part through Federal grants or other forms of funding assistance.</p>	<p>requirement on behalf of the grantee. This can only be determined on a case-by-case basis, please send an email to <a href="mailto:BPHCRecovery@hrsa.gov">BPHCRecovery@hrsa.gov</a>, include the organization's name and C81 grant number on the request.</p>
<p><b>Notice of Federal Interest—BEFORE CONSTRUCTION BEGINS</b> on your proposed Construction Project, the grantee shall record a Notice of Federal Interest in the appropriate official records of the jurisdiction in which the property is located. <b>Please submit to the Grants Management Specialist a notarized and recorded copy of the Notice.</b> When the Notice of Federal Interest has been properly recorded in the appropriate public records, it should contain the date and place of recordation, the document number, and/or the book and page number. The Notice is designed to notify any prospective buyer or creditor that the Federal Government has a financial interest in the real property acquired under the aforementioned Federal grant and that the property may not be: (1) used for any purpose inconsistent with that authorized by the grant program statute and applicable regulations, (2) mortgaged or otherwise used as collateral without the written permission of the Associate Administrator of the Office of Federal Assistance Management, Health Resources and Services Administration (OFAM, HRSA), or (3) sold or transferred to another party without the written permission of the Associate Administrator of OFAM, HRSA.</p>	<ul style="list-style-type: none"> <li>– The NFI is required <b>BEFORE</b> construction can start. The NFI should accurately and correctly reflect the proposed CIP construction project.</li> <li>– NFIs can be submitted through the EHB.</li> <li>– A sample NFI is available online at <a href="http://bphc.hrsa.gov/recovery/cip/postaward/Sample%20NFI%20for%20CIP.pdf">http://bphc.hrsa.gov/recovery/cip/postaward/Sample NFI for CIP.pdf</a>.</li> <li>– Refer to FAQ numbers 27 thru 34 at <a href="http://bphc.hrsa.gov/recovery/cip/postaward/CIP_NGA_FAQs.pdf">http://bphc.hrsa.gov/recovery/cip/postaward/CIP_NGA_FAQs.pdf</a>.</li> <li>– If additional time is needed for submission of the NFI, please send an email to <a href="mailto:BPHCRecovery@hrsa.gov">BPHCRecovery@hrsa.gov</a>, include the organization's name and C81 grant number on the request.</li> </ul>
<p><b>Lease-Letter of Consent—</b>If the site is being leased for your proposed Construction Project, the grantee is responsible for providing a letter of consent from the property landlord/owner. If you have not submitted this letter of consent, the grantee must provide this document within 30 days of this Notice of Grant Award. Construction may not begin until receipt of this letter of consent.</p>	<ul style="list-style-type: none"> <li>– If a Statement of Agreement/Letter of Consent was included with the CIP application, it is not necessary to resubmit.</li> <li>– The Statement of Agreement/Letter of Consent can be submitted through the EHB.</li> <li>– If the project is occurring in a facility that is owned by the grantee, this condition will be removed.</li> <li>– A sample Statement of Agreement/Letter of Consent is available online at <a href="http://bphc.hrsa.gov/recovery/cip/ta_assistance/Owner_Statement_of_Agreeme">http://bphc.hrsa.gov/recovery/cip/ta_assistance/Owner Statement of Agreeeme</a></li> </ul>

CONDITIONS	NEXT STEPS
	<p><a href="#">nt_template.pdf</a>.</p> <ul style="list-style-type: none"> <li>– If additional time is needed beyond the 30 days recommended in the NGA, please send an email to <a href="mailto:BPHCRecovery@hrsa.gov">BPHCRecovery@hrsa.gov</a>, include the organization's name and C81 grant number on the request.</li> </ul>
<b>A/R/R</b>	
<p><b>SHPO Consultation</b>—Please consult with your Project Officer to determine if a SHPO consultation is required for your proposed Alteration/Repair/Renovation Project. If it is determined that a consultation is necessary, funds in this award cannot be drawn down from the Payment Management System (PMS) until the requirements of Section 106 of the Historic Preservation Act are met. To insure that the requirements of the Act are met, a letter from the State Historic Preservation Officer (SHPO) or Tribal Historic Preservation Officer (THPO) indicating the SHPO's finding of no adverse impact on historic or cultural resource. If it is determined that there will be an impact, a signed Memorandum of Agreement (MOA) between the SHPO/THPO and the (grantee) detailing a plan to reduce the adverse effects must be submitted to the Grants Management Specialist at HRSA for review and approval.</p>	<ul style="list-style-type: none"> <li>– HRSA will be reviewing <b>all CIP projects</b> for Historic Preservation and Cultural Assessment. If a SHPO/THPO consultation is required, grantees will be notified by a HRSA consultant.</li> <li>– If a CIP recipient has a SHPO determination, the documentation can be submitted to <a href="mailto:OFAMRecovery@hrsa.gov">OFAMRecovery@hrsa.gov</a>, include the organization's name and C81 grant number on the request.</li> <li>– Technical assistance materials related to historic preservation are available online at <a href="http://bphc.hrsa.gov/recovery/cip/postaward/Delegation_Notice.pdf">http://bphc.hrsa.gov/recovery/cip/postaward/Delegation_Notice.pdf</a> and <a href="http://bphc.hrsa.gov/recovery/cip/postaward/Section106.pdf">http://bphc.hrsa.gov/recovery/cip/postaward/Section106.pdf</a>.</li> <li>– Refer to FAQ numbers 42 thru 46 at <a href="http://bphc.hrsa.gov/recovery/cip/postaward/CIP_NGA_FAQs.pdf">http://bphc.hrsa.gov/recovery/cip/postaward/CIP_NGA_FAQs.pdf</a>.</li> <li>– If additional time is needed beyond the recommended 60 days, please send an email to <a href="mailto:BPHCRecovery@hrsa.gov">BPHCRecovery@hrsa.gov</a>, include the organization's name and C81 grant number on your request.</li> </ul>
<p><b>NEPA Checklist</b>—If you have not submitted an Environmental Information Documentation (EID) Checklist for your proposed Alteration/Repair/Renovation Project, funds in this award are restricted and cannot be drawn down from the Payment Management System (PMS) until the requirements of NEPA are met. Within 30 days of this Notice provide to BPHC and DGMO the EID checklist found in the program guidance. The National Environmental Policy Act of 1969 (NEPA), 42 USC 4321 (P.L. 91-190, Sec 2, Jan 1, 1970. 83 Stat.852), and Executive Order 11514, requires Federal Agencies to assess the environmental impacts of major Federal actions, including construction projects supported in whole or in part through Federal grants or other forms of funding assistance.</p>	<ul style="list-style-type: none"> <li>– HRSA will be reviewing <b>all CIP projects</b> for environmental impact. If additional information is required, grantees will be notified directly a HRSA consultant.</li> <li>– If a complete and accurate EID was included with the CIP application, it is not necessary to resubmit.</li> <li>– Completed/Revised EIDs can be submitted to <a href="mailto:OFAMRecovery@hrsa.gov">OFAMRecovery@hrsa.gov</a>, include the organization's name and C81 grant number on the request.</li> <li>– Refer to FAQ numbers 35 thru 41 at <a href="http://bphc.hrsa.gov/recovery/cip/postaward/CIP_NGA_FAQs.pdf">http://bphc.hrsa.gov/recovery/cip/postaward/CIP_NGA_FAQs.pdf</a>.</li> <li>– A blank EID is available for download online at <a href="http://bphc.hrsa.gov/recovery/cip/postaward/CIPEnvironInfoDocChecklist.doc">http://bphc.hrsa.gov/recovery/cip/postaward/CIPEnvironInfoDocChecklist.doc</a>.</li> </ul>

CONDITIONS	NEXT STEPS
<p><b>NEPA Environmental Assessment</b>—Please consult with your Program Contact to determine if a NEPA Environmental Assessment is required for your proposed Alteration/Repair/Renovation Project. If it is determined that an Environmental Assessment is necessary you will be instructed to prepare a draft Environmental Assessment (EA) in compliance with NEPA. The draft EA must be completed and submitted to HRSA for review and adoption before funds can be drawn down for activities other than completion of architectural and engineering plans, licensing and permitting requirements, SHPO consultation, and preparation of the EA. HRSA has determined that an Environmental Assessment must be completed prior to initiating construction or alteration/repair/renovation.</p> <p>If an existing Environmental Assessment at the Federal, State or local level, is available, a copy of the analysis and the Finding of No Significant Impact, or Memorandum of Decision must be sent to the HRSA Program Office. The National Environmental Policy Act of 1969 (NEPA), 42 USC 4321 (P.L. 91-190, Sec 2, Jan 1, 1970. 83 Stat.852), and Executive Order 11514, requires Federal Agencies to assess the environmental impacts of major Federal actions, including construction projects supported in whole or in part through Federal grants or other forms of funding assistance.</p>	<ul style="list-style-type: none"> <li>– HRSA will be reviewing <b>all CIP projects</b> for environmental impact, including materials related to the draft EA. If an A/R/R project requires a draft EA, grantees will be notified. If no draft EA is needed, the condition will be removed.</li> <li>– Draft EAs can be submitted by email to <a href="mailto:OFAMRecovery@hrsa.gov">OFAMRecovery@hrsa.gov</a> or by overnight delivery to Office of Federal Assistance Management, Health Resources and Services Administration, ATTN: A. Piesen, RM 11A-33, 5600 Fishers Lane, Rockville, MD 20857. Include the organization’s name and C81 grant number.</li> <li>– Technical assistance material is available on the draft EA online at <a href="http://bphc.hrsa.gov/recovery/cip/ta_assistance/faqdraftassessment.htm">http://bphc.hrsa.gov/recovery/cip/ta_assistance/faqdraftassessment.htm</a>.</li> <li>– Refer to FAQ numbers 35 thru 41 at <a href="http://bphc.hrsa.gov/recovery/cip/postaward/CIP_NGA_FAQs.pdf">http://bphc.hrsa.gov/recovery/cip/postaward/CIP_NGA_FAQs.pdf</a>.</li> <li>– If additional time is needed beyond the 60 days recommended in the NGA, please send an email to <a href="mailto:BPHCRecovery@hrsa.gov">BPHCRecovery@hrsa.gov</a>, include the organization’s name and C81 grant number on the request.</li> </ul>
<p><b>Notice of Federal Interest</b>—For projects over \$500,000 a Notice of Federal Interest is required. If the total costs (federal and non-federal) excluding equipment is more than \$500,000, for your proposed Alteration/Repair/Renovation Project, a Notice of Federal Interest must be recorded in the appropriate official records of the jurisdiction in which the property is located before A/R/R begins. Please submit to the Grants Management Specialist a notarized and recorded copy of the Notice. When the Notice of Federal Interest has been properly recorded in the appropriate public records, it should contain the date and place of</p>	<ul style="list-style-type: none"> <li>– The NFI is required <b>BEFORE</b> work can start on the A/R/R project. The NFI should accurately and correctly reflect the proposed CIP A/R/R project.</li> <li>– If the total costs (federal and non-federal) excluding equipment is less than \$500,000, Federal Interest applies but the NFI is not required and the condition will be removed.</li> <li>– NFIs can be submitted through the EHB.</li> <li>– A sample NFI is available online at <a href="http://bphc.hrsa.gov/recovery/cip/postaward/Sample_NFI_for_CIP.pdf">http://bphc.hrsa.gov/recovery/cip/postaward/Sample_NFI_for_CIP.pdf</a>.</li> <li>– Refer to FAQ numbers 27 thru 34 at <a href="http://bphc.hrsa.gov/recovery/cip/postaward/CIP_NGA_FAQs.pdf">http://bphc.hrsa.gov/recovery/cip/postaward/CIP_NGA_FAQs.pdf</a>.</li> <li>– If additional time is needed for submission of the NFI, please send an email to</li> </ul>

CONDITIONS	NEXT STEPS
<p>recording, the document number, and/or the book and page number. The Notice is designed to notify any prospective buyer or creditor that the Federal Government has a financial interest in the real property acquired under the aforementioned Federal grant and that the property may not be: (1) used for any purpose inconsistent with that authorized by the grant program statute and applicable regulations, (2) mortgaged or otherwise used as collateral without the written permission of the Associate Administrator of the Office of Federal Assistance Management, Health Resources and Services Administration (OFAM, HRSA), or (3) sold or transferred to another party without the written permission of the Associate Administrator of OFAM, HRSA.</p> <p>For projects under \$500,000, in accordance with 45 CFR part 74, "Property Standards," the Federal Government retains interest in property constructed, acquired, or improved with Federal funds unless or until it is compensated for the Federal Interest or takes title to the property. Applicants with costs below \$500,000 are not required to file a Notice of Federal Interest, but will still assume Federal Interest in the property. All applicants with leased property must certify that the existing lease for the proposed project will give the health center reasonable control of the project site, is consistent with the scope of the CIP project, and certify that they are in compliance with all terms and conditions affecting Federal Interest. If the approved project is less than \$500,000, the award recipient shall maintain adequate documentation of regarding Federal Interest in accordance with the standard award terms and conditions. Such documentation shall include communication of Federal Interest between a lessor and recipient, and should be available for subsequent review.</p> <p>If the project site is leased and the project is an alteration/renovation project with a net project cost (total</p>	<p><a href="mailto:BPHCRecovery@hrsa.gov">BPHCRecovery@hrsa.gov</a>, include the organization's name and C81 grant number on the request.</p>

CONDITIONS	NEXT STEPS
<p>project cost less equipment costs) of \$500,000 or less, the health center applicant must certify that the existing lease gives the health center reasonable control of the project site, is consistent with the scope of the CIP project, and is in compliance with all terms and conditions affecting the Federal Interest.</p>	
<p><b>Lease-Letter of Consent</b>—If the site is being leased, for your proposed Alteration/Repair/Renovation Project, the grantee is responsible for providing a letter of consent from the property landlord/owner. If you have not submitted this letter of consent, the grantee must provide this document within 30 days of this Notice of Grant Award. Construction may not begin until receipt of this letter of consent.</p>	<ul style="list-style-type: none"> <li>– If a Statement of Agreement/Letter of Consent was included with the CIP application, it is not necessary to resubmit.</li> <li>– If the project site is leased and the A/R/R project has a net project cost (total project cost less equipment costs) <b>is greater than \$500,000</b>, grantees must submit the Statement of Agreement/Letter of Consent.</li> <li>– If the project site is leased and the A/R/R project has a net project cost (total project cost less equipment costs) <b>is less than \$500,000</b>, this condition will be removed.</li> <li>– If the project is occurring in a facility that is owned by the grantee, this condition will be removed.</li> <li>– The Statement of Agreement/Letter of Consent can be submitted through the EHB.</li> <li>– A sample Statement of Agreement/Letter of Consent is available online at <a href="http://bphc.hrsa.gov/recovery/cip/ta_assistance/Owner_Statement_of_Agreement_template.pdf">http://bphc.hrsa.gov/recovery/cip/ta_assistance/Owner_Statement_of_Agreement_template.pdf</a>.</li> <li>– If additional time is needed beyond the 60 days recommended in the NGA, please send an email to <a href="mailto:BPHCRecovery@hrsa.gov">BPHCRecovery@hrsa.gov</a>, include the organization's name and C81 grant number on the request.</li> </ul>
<p><b>IT/Equipment</b></p>	
<p><b>NEPA Checklist</b>—If you have not submitted an Environmental Information Documentation (EID) Checklist, for your Proposed IT/Equipment Project, funds in this award are restricted and cannot be drawn down from the Payment Management System (PMS) until the requirements of NEPA are met. Within 30 days of this Notice provide to BPHC and DGMO the EID checklist found in the program guidance. The National Environmental Policy Act of 1969 (NEPA), 42 USC 4321 (P.L. 91-190, Sec 2, Jan 1, 1970. 83 Stat.852), and Executive Order 11514,</p>	<ul style="list-style-type: none"> <li>– HRSA will be reviewing <b>all CIP projects</b> for environmental impact. If additional information is required, grantees will be notified directly a HRSA consultant.</li> <li>– If a complete and accurate EID was included with the CIP application, it is not necessary to resubmit.</li> <li>– Completed/Revised EIDs can be submitted to <a href="mailto:OFAMRecovery@hrsa.gov">OFAMRecovery@hrsa.gov</a>, include the organization's name and C81 grant number on the request.</li> <li>– Refer to FAQ numbers 35 thru 41 at <a href="http://bphc.hrsa.gov/recovery/cip/postaward/CIP_NGA_FAQs.pdf">http://bphc.hrsa.gov/recovery/cip/postaward/CIP_NGA_FAQs.pdf</a>.</li> <li>– A blank EID is available for download online at <a href="http://bphc.hrsa.gov/recovery/cip/postaward/CIPEnviroInfoDocChecklist.doc">http://bphc.hrsa.gov/recovery/cip/postaward/CIPEnviroInfoDocChecklist.doc</a>.</li> </ul>

CONDITIONS	NEXT STEPS
<p>requires Federal Agencies to assess the environmental impacts of major Federal actions, including construction projects supported in whole or in part through Federal grants or other forms of funding assistance.</p>	
<b>HIT</b>	
<p>If you have not submitted an Environmental Information Documentation (EID) Checklist for your proposed Health Information Technology (HIT) Project, funds in this award are restricted and cannot be drawn down from the Payment Management System until the requirements of NEPA are met. Within 30 days of this NGA provide to BPHC and DGMO the EID checklist found in the program guidance. The National Environmental Policy Act of 1969 (NEPA), 42 USC 4321 (P.L. 91-190, Sec. 2, Jan. 2, 1970.83 Stat.852), and Executive Order 11514, requires Federal Agencies to assess the environmental impacts of major Federal actions, including construction projects supported in whole or in part through Federal grants or other forms of funding assistance.</p>	<ul style="list-style-type: none"> <li>– HRSA will be reviewing <b>all CIP projects</b> for environmental impact. If additional information is required, grantees will be notified directly a HRSA consultant.</li> <li>– If a complete and accurate EID was included with the CIP application, it is not necessary to resubmit.</li> <li>– Completed/Revised EIDs can be submitted to <a href="mailto:OFAMRecovery@hrsa.gov">OFAMRecovery@hrsa.gov</a>, include the organization's name and C81 grant number on the request.</li> <li>– Refer to FAQ numbers 35 thru 41 at <a href="http://bphc.hrsa.gov/recovery/cip/postaward/CIP_NGA_FAQs.pdf">http://bphc.hrsa.gov/recovery/cip/postaward/CIP_NGA_FAQs.pdf</a>.</li> <li>– A blank EID is available for download online at <a href="http://bphc.hrsa.gov/recovery/cip/postaward/CIPEnvironInfoDocChecklist.doc">http://bphc.hrsa.gov/recovery/cip/postaward/CIPEnvironInfoDocChecklist.doc</a>.</li> </ul>
<b>EHR</b>	
<p>If you have not submitted an Environmental Information Documentation (EID) Checklist for your proposed Electronic Health Records Project, funds in this award are restricted and cannot be drawn down from the Payment Management System until the requirements of NEPA are met. Within 30 days of this NGA provide to BPHC and DGMO the EID checklist found in the program guidance. The National Environmental Policy Act of 1969 (NEPA), 42 USC 4321 (P.L. 91-190, Sec. 2, Jan. 2, 1970.83 Stat.852), and Executive Order 11514, requires Federal Agencies to assess the environmental impacts of major Federal actions, including construction projects supported in whole or in part through Federal grants or other forms of funding assistance.</p>	<ul style="list-style-type: none"> <li>– HRSA will be reviewing <b>all CIP projects</b> for environmental impact. If additional information is required, grantees will be notified directly a HRSA consultant.</li> <li>– If a complete and accurate EID was included with the CIP application, it is not necessary to resubmit.</li> <li>– Completed/Revised EIDs can be submitted to <a href="mailto:OFAMRecovery@hrsa.gov">OFAMRecovery@hrsa.gov</a>, include the organization's name and C81 grant number on the request.</li> <li>– Refer to FAQ numbers 35 thru 41 at <a href="http://bphc.hrsa.gov/recovery/cip/postaward/CIP_NGA_FAQs.pdf">http://bphc.hrsa.gov/recovery/cip/postaward/CIP_NGA_FAQs.pdf</a>.</li> <li>– A blank EID is available for download online at <a href="http://bphc.hrsa.gov/recovery/cip/postaward/CIPEnvironInfoDocChecklist.doc">http://bphc.hrsa.gov/recovery/cip/postaward/CIPEnvironInfoDocChecklist.doc</a>.</li> </ul>

CONDITIONS	NEXT STEPS
<p>Each grantee proposing an Electronic Health Records (EHR) project must demonstrate readiness to implement the project through a completed EHR Readiness Checklist before any funds associated with this project are spent. The completed checklist must certify that the purchase can be completed within the two-year project period for this award. Any EHR system purchased with these funds must be certified by an organization recognized by the Secretary of HHS, and the purchasing process must be executed consistent with Federal procurement rules. The ARRA provides for a process whereby the Secretary develops the definition of “meaningful use of certified EHRs.” The ARRA requires that for the purposes of EHR incentive payments, meaningful use must include the use of electronic prescribing, and the electronic exchange of health information to improve the quality of health care and the submission of clinical quality measures. The Act also requires the Secretary to specify the means by which health professionals can demonstrate that they are meaningfully using EHRs. Until such time as these definitions and requirements have been finalized, grantees are expected—as part of assessing their EHR readiness and formulating their strategic plans—to time their EHR procurement appropriately to ensure that the EHR purchased with this grant funding is able to support the meaningful use of certified EHRs, implementing their EHR in the context of a health outcomes driven system that promotes patient engagement, reduction of health disparities, improved safety, increased efficiency, coordination of care, and improved population health. Grantees must also ensure the privacy and security of all patient information. Finally, grantees must be able to use their EHR systems to collect and report health outcomes information such as the clinical measures required by the annual UDS reporting, using this information to improve quality of care and health outcomes.</p>	<ul style="list-style-type: none"> <li>– If a complete and accurate EHR Checklist was included with the CIP application, it is not necessary to resubmit.</li> <li>– Completed/Revised EHR Checklists can be submitted through the EHB.</li> <li>– The EHR Checklist is only needed for grantees that will be purchasing certified EHR systems as a result of CIP funding. Grantees that will be upgrading currently existing certified EHR systems as a result of CIP funding will not need to provide an EHR Checklist.</li> <li>– Refer to FAQ number 47 at <a href="http://bphc.hrsa.gov/recovery/cip/ta_assistance/CIPFAQs.pdf">http://bphc.hrsa.gov/recovery/cip/ta_assistance/CIPFAQs.pdf</a>.</li> <li>– A blank EHR Checklist is available for download online at <a href="http://bphc.hrsa.gov/recovery/cip/postaward/CIPEHRReadinessChecklist.doc">http://bphc.hrsa.gov/recovery/cip/postaward/CIPEHRReadinessChecklist.doc</a>.</li> </ul>