



## 2018 SAC/SAC-AA Application Completeness and Eligibility

COMPLETENESS CHECKLIST: DOCUMENTS REQUIRED FOR COMPLETENESS	YES	NO	N/A
Attachment 6: Co-Applicant Agreement (required for new public center applicants that have a co-applicant board)			
Attachment 11: Evidence of Nonprofit or Public Center Status (required for new applicants)			

ELIGIBILITY REQUIREMENT	DOCUMENTATION
1. Public or nonprofit private entity, such as a tribal, faith-based, or community-based organization	<ul style="list-style-type: none"> <li>• Attachment 11: Evidence of Nonprofit or Public Center Status</li> </ul>
2. Propose to operate a health center that makes all required primary health care services available and accessible in the service area, either directly or through established arrangements, without regard for ability to pay	<ul style="list-style-type: none"> <li>• Form 5A: Services Provided</li> <li>• Attachment 10: Sliding Fee Discount Schedule(s)</li> </ul>
3. Propose to serve an announced service area and its patients	<ul style="list-style-type: none"> <li>• Form 5B: Service Sites</li> </ul>
a) Project to serve at least 75% of the Patient Target for the proposed service area by December 31, 2019, as identified in the SAAT	<ul style="list-style-type: none"> <li>• Form 1A: General Information Worksheet</li> </ul>
b) <b>New or Competing Supplement Applicants:</b> Propose service area zip codes where at least 75% of current patients reside, as identified in the SAAT	<ul style="list-style-type: none"> <li>• Form 5B: Service Sites</li> </ul>
c) Propose to serve all currently targeted populations (i.e., CHC, MHC, HCH, PHPC) and maintain the funding distribution, as identified in the SAAT	<ul style="list-style-type: none"> <li>• SF-424A: Budget Information Form</li> </ul>
4. <b>New or Competing Supplement Applicants:</b> Propose at least one new full-time permanent, fixed-building service delivery site (MHC-only projects may propose a full-time seasonal service delivery site)	<ul style="list-style-type: none"> <li>• Form 5B: Services Sites – verifiable physical site address must be included</li> </ul>
5. Ensure access to services for all individuals in the service area and target population, as identified in the SAAT	<ul style="list-style-type: none"> <li>• Project Abstract</li> <li>• Project Narrative</li> </ul>
6. <b>Public Housing Primary Care Applicants:</b> Demonstrate continued consultation with public housing residents, beginning with SAC application preparation and continuing with administration of the health center	<ul style="list-style-type: none"> <li>• Project Narrative</li> </ul>

Other - Request annual funding that <u>does not</u> exceed the Total Funding available for a service area, as identified in the SAAT	<ul style="list-style-type: none"> <li>• SF-424A: Budget Information Form</li> </ul>
Other - Cannot apply on behalf of another organization	<ul style="list-style-type: none"> <li>• SF-424: Application for Federal Assistance</li> <li>• Attachment 2: Bylaws</li> </ul>
Other - Submit the application by the posted deadlines in Grants.gov and HRSA EHB	<ul style="list-style-type: none"> <li>• Refer to Section IV.4 of the NOFO</li> </ul>