2019 SAC/SAC-AA Application Completeness and Eligibility

COMPLETENESS CHECKLIST: DOCUMENTS REQUIRED FOR COMPLETENESS
Project Narrative
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. Domestic public or nonprofit private entity, such as a tribal, faith-based, or community-based organization	• Attachment 11: Evidence of Nonprofit or Public Center Status
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	• Project Narrative: Response
3. Propose continuity of services in an announced service area	
a) Project to serve at least 75% of the Patient Target for the proposed service area by December 31, 2020, as identified in the SAAT	• Form 1A: General Information Worksheet
b) **New or Competing Supplement Applicants**: Propose service area zip codes where zip code patient percentages total at least 75 percent of the current patients served, as identified in the SAAT* *Include all SAAT Service Area Zip Codes for the proposed service area, if the sum of all zip code patient percentages is less than 75 percent of the current patients served.	• Form 5B: Service Sites
c) Propose to serve all currently targeted population types (i.e., CHC, MHC, HCH, PHPC) and maintain the current funding distribution from the SAAT	• SF-424A: Budget Information Form

ELIGIBILITY REQUIREMENT	DOCUMENTATION
4. **New or Competing Supplement Applicants**: Propose at least one new full-time (operational 40+ hours per week) permanent, fixed-building service delivery site (MHC-only projects may propose a full-time seasonal service delivery site)	• Form 5B: Service Sites – verifiable physical site address must be included
5. Provide access to services for all individuals in the service area and target population	• Project Narrative: Response
6. **New or Competing Supplement Public Housing Primary Care Applicants**: Demonstrate consultation with public housing residents in the preparation of the SAC application	• Project Narrative: Governance
Other - Request annual funding that <u>does not</u> exceed the Total Funding available for a service area, as identified in the SAAT	• SF-424A: Budget Information Form • Budget Narrative
Other – Submit all documents indicated as "required for completeness"	• Refer to list at the top of the document
Other - Cannot apply on behalf of another organization	• SF-424: Application for Federal Assistance
Other - Submit the application by the posted deadlines in Grants.gov and EHB	• Refer to Section IV.4 of the NOFO