



**Bureau of Primary Health Care (BPHC)
Office of Health Center Investment Oversight (OHCIO)
HRSA COVID-19 Bridge Funding (H8L)
Semi-Annual Report Training
May 23, 2024**

Vision: Healthy Communities, Healthy People



Overview

- Review FY23 COVID-19 Bridge Funding (H8L) Award purpose.
- Provide a summary of the Bridge semi-annual report in the Electronic Handbooks(EHBs), to include a preview of the report questions.
- Provide guidance on and the expectations for documenting progress and activities within the report.
- Explain the Bridge final report section and the opportunity to finalize the Bridge award early.



Funding Purpose

Support health centers to maintain COVID-19 vaccination, testing, and therapeutics services

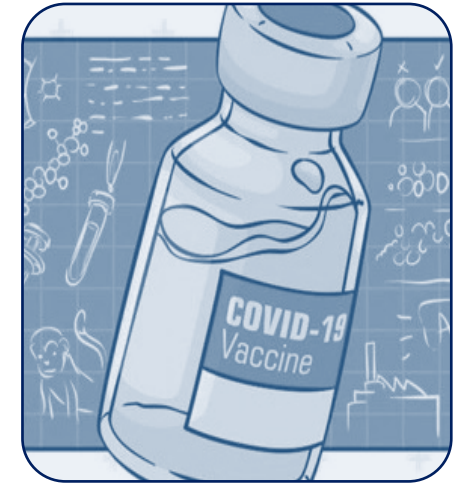


Allowable Activities



Activities must align with your Health Center Program scope of project

- COVID-19 **testing**
- COVID-19 **vaccination**
- COVID-19 **therapeutics**
- **Enabling/patient support services** to support COVID-19-related services
- Community COVID-19 **vaccination events**
- **Personnel** who support COVID-19-related services and care delivery
- **Supplies** that support COVID-19-related services and care delivery



May support costs back to June 1, 2023, if aligned with the allowable activities and necessary for efficient and timely performance of Bridge activities

Ineligible Costs



Funds cannot be used for costs incurred before June 1, 2023

- Costs not aligned with the Bridge funding purpose
- Costs already paid for by any other federal awards, including H80, H8F, H8G and L2C funding
- Costs that are reimbursed or compensated by other federal or state programs
- Equipment purchases
- Construction and alteration/renovation projects
- Facility or land purchases

Bridge Funding Reporting Requirements

- Respond to the [Health Center COVID-19 Survey](#) until HRSA ends the Survey
 - Failure to respond may result in new award terms, conditions, and/or reporting requirements
- Complete an interim **and** final report to document completed activities and use of funds

Note: All health centers will also continue to report COVID-19 testing and vaccination data through [HRSA's Uniform Data System](#)



Bridge Semi-Annual Report Timing

- Available in EHBs on **June 17, 2024** (*health centers can submit report beginning June 17*)
- Final submission deadline is **June 28, 2024**
- Timeline for the semi-annual report is **(9/1/2023-5/31/2024)**

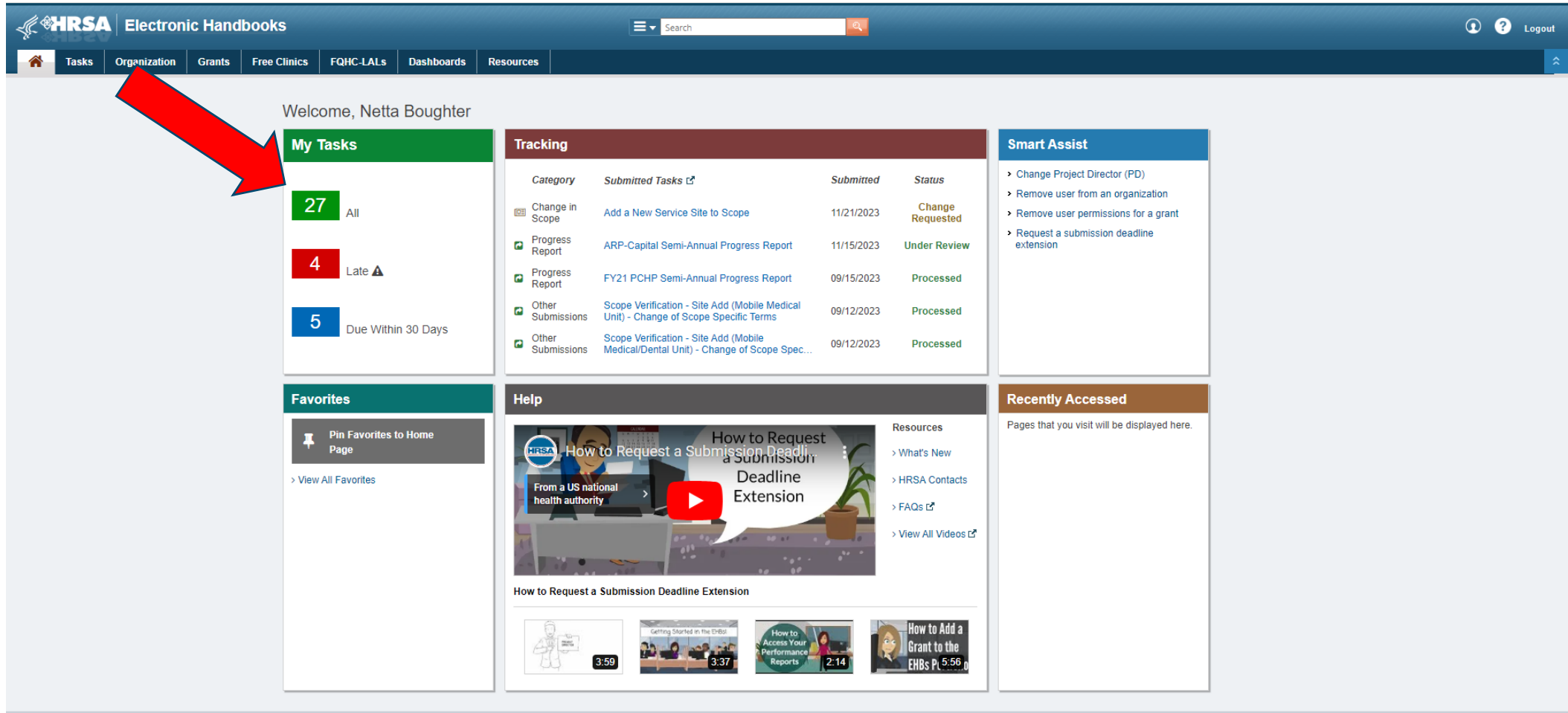
NOTE: For those who have completed Bridge activities, you **MUST** complete the final report section.



Bridge Semi-Annual Report in the EHB



Accessing the Bridge Report – Pending Tasks



The screenshot displays the HRSA Electronic Handbooks user interface. At the top, the navigation bar includes the HRSA logo, the text 'Electronic Handbooks', a search bar, and user options like 'Logout'. Below this, a secondary navigation bar contains links for 'Tasks', 'Organization', 'Grants', 'Free Clinics', 'FQHC-LALs', 'Dashboards', and 'Resources'. The main content area is divided into several sections:

- Welcome, Netta Boughter**: A personalized greeting at the top of the main content area.
- My Tasks**: A section with a green header. It contains three task counts: 27 All, 4 Late (with a warning icon), and 5 Due Within 30 Days. A large red arrow points to this section.
- Tracking**: A table with columns for Category, Submitted Tasks, Submitted, and Status. It lists various tasks such as 'Add a New Service Site to Scope', 'ARP-Capital Semi-Annual Progress Report', and 'FY21 PCHP Semi-Annual Progress Report'.
- Smart Assist**: A section with a blue header containing a list of actions like 'Change Project Director (PD)', 'Remove user from an organization', and 'Request a submission deadline extension'.
- Favorites**: A section with a green header containing a 'Pin Favorites to Home Page' button and a link to 'View All Favorites'.
- Help**: A section with a grey header featuring a video player titled 'How to Request a Submission Deadline Extension' and a list of resources including 'What's New', 'HRSA Contacts', and 'FAQs'.
- Recently Accessed**: A section with a brown header stating 'Pages that you visit will be displayed here.'

Status Overview Page

HRSA Electronic Handbooks

Search [] Logout

Home Tasks Organization Grants Free Clinics FQHC-LALs Dashboards Resources

You are here: Home » Tasks » Browse » Progress Report [] » H8LCS00001Bridge-SAPR1-24

ALL FUNCTIONS

- Search
- Progress Report
- Overview
- Status**
- Progress Data
 - Contact Information
 - Bridge Form
 - Bridge Final Report Narrative Form
- Review and Submit
 - Review
 - Submit

Progress Report - Status Overview

H8LCS00001: MECELEC HYNE STATE BOARD OF NURSING, GERMAN VALLEY, PR Due In: 47 Days


Resources

Submission Report Status

Section	Status	Option
Progress Report		
Contact Information	In Progress	Update
Bridge Progress Report	In Progress	Update
Bridge Final Report Narrative		Not Applicable








Accessing the Bridge Report


 **Pending Tasks - List**





Not Completed | **Recently Completed** | Archived

[Detailed View](#) | [Search](#) | [Saved Searches](#) ▼

 Filters Applied (x Clear)

Navigation:   1   Page size: 15 ▼ Go 2 items in 1 page(s)

Deadline (Due)	Task Category	Tracking #	Task	Entity	Organization	Options
07/10/2021 11:59 PM (31 Days)	Grant Submissions	H8XXBridge-SAPR1-24		H8LCS0000	OFFICE OF HEALTH & HUMAN SERVICES - USA	 Start ▼


Navigation:   1   Page size: 15 ▼ Go 2 items in 1 page(s)

Completing the Contact Form

Contact Information

▶

Due In: | Section Status:

▶ Resources 

Fields with ★ are required


1. Title	★ Name	★ Phone	Fax	★ Email
Point of Contact	<input type="text"/>	<input type="text"/> (e.g. 999-999-9999)	<input type="text"/> (e.g. 999-999-9999)	<input type="text"/> (e.g. username@domain.com)

Go to Previous Page

Save Save and Continue



Question 1 - Project Status

 **Electronic Handbooks**

Search

Log

Tasks

Organization

Grants

Free Clinics

FQHC-LALs

Dashboards

Resources

You are here: Home » Tasks » Browse » Progress Report [] » H8LCS00002Bridge-SAPR1-24

ALL FUNCTIONS <<

Search

Progress Report

Overview

Status

Progress Data

✓ Contact Information


✗ Bridge Form


○ Bridge Final Report Narrative Form

Review and Submit


Review

Submit


 **Bridge Semi-Annual Progress Report (SAPR)**



 **Note(s):**

- The draw down amount field reflects information from the Payment Management System. The data is refreshed every few days and there might be delays in the actual amounts reflected in this report.


 **Success:**

Information saved successfully.

 **H8LCS00002: PUMP FELLMONGERS VOLUNTEER RESCUE SQUAD, LAHASKA, MA** Due In: 47 Days | Section Status: In Progress

 **Resources** 

Fields with * are required

 **1. Bridge Access Program Project Status**

☐ Completed

☐ In Progress

☐ Not Started

☐ N/A: Relinquishment - Prior Approval request submitted to relinquish all Bridge Access Program funding

Your Bridge draw amount will be included at the top of your progress report for reference.

Bridge Report Questions



Question 2 (2a – 2g)

2. Please provide a status report on all activities supported with this funding in the following areas consistent with the HRSA-approved Bridge Access Program for COVID-19 Vaccines and Treatment submission. For each activity included in the approved Activities List, select “Complete”, “In Progress”, or “Not Started”. Select “NA” ONLY if the activity was not included in your approved Activities List. You must describe specific activities conducted during the reporting period as a part of the successes and lessons learned/promising practices.

★ 2a. COVID-19 Testing

- ☐ Activity Completed
- ☐ Activity In Progress
- ☐ Activity Not Started
- ☐ N/A: This activity was not included in my project work plan/proposal

★ Narrative Update

Maximum 5000 characters (with spaces)

Question 2b-2g

★ 2b. COVID-19 Vaccination

★ 2c. COVID-19 Therapeutics

★ 2d. Enabling/Patient Support Services

★ 2e. Community Vaccination events

★ 2f. Personnel that Support COVID-19-Related Services and Care Delivery

★ 2g. Supplies that Support COVID-19-Related Services and Care Delivery

Question 2 - Successes and Lessons Learned

Successes/Promising Practices
Lessons Learned are OPTIONAL
Strongly encouraged!

Question 3 – Project and Budget Changes

★ 3. Are the activities described above and associated uses of the funds consistent with your approved Bridge Access Program for COVID-19 Vaccines and Treatment award submission?

☐ Yes

☒ No

If No, check all that apply:

☒ 3.1 Budget: Reallocation of funds across approved budget categories less than 25% of total award

☐ 3.2 Budget: Reallocation of funds across approved budget categories of 25% or more of total award and/or reallocation of funds into a previously unbudgeted category (e.g., moving funds from Personnel to the Contractual category where Contractual costs were not included in approved budget).

☐ 3.3 Activities: Adding or eliminating approved project work plan activities (whether or not budget impacted).



Question 3.2

★ 3. Are the activities described above and associated uses of the funds consistent with your approved Bridge Access Program for COVID-19 Vaccines and Treatment award submission?

☐ Yes

☒ No

If 3.2. is selected, then prior approval submission was required.

If No, check all that apply:

☐ 3.1 Budget: Reallocation of funds across approved budget categories less than 25% of total award

☒ 3.2 Budget: Reallocation of funds across approved budget categories of 25% or more of total award and/or reallocation of funds into a previously unbudgeted category (e.g., moving funds from Personnel to the Contractual category where Contractual costs were not included in approved budget).

★ Prior Approval Request Submitted?

☐ Yes

☒ No

Question 3.3

★ 3. Are the activities described above and associated uses of the funds consistent with your approved Bridge Access Program for COVID-19 Vaccines and Treatment award submission?

☐ Yes

☒ No

If No, check all that apply:

☐ 3.1 Budget: Reallocation of funds across approved budget categories less than 25% of total award

☐ 3.2 Budget: Reallocation of funds across approved budget categories of 25% or more of total award and/or reallocation of funds into a previously unbudgeted category (e.g., moving funds from Personnel to the Contractual category where Contractual costs were not included in approved budget).

☒ 3.3 Activities: Adding or eliminating approved project work plan activities (whether or not budget impacted).

★ Describe changes:

Maximum 5000 characters (with spaces)

Question 4 – Barriers

★ 4. Did you encounter any significant barriers in the use of the funding and/or implementing the planned activities in this reporting period?

☒

Yes

☐

No

★ If YES, select at least one from the following list.

- ☐ 4.1.1 Recruiting and/or retaining staffing
- ☐ 4.1.2 Staffing shortages due to issues other than recruiting or retention, such as unscheduled absences
- ☐ 4.1.3 Key management staff turnover
- ☐ 4.1.4 Supplies, orders delayed or unfilled/Vendor delays
- ☐ 4.1.5 Supplies, overstock/unable to use before expiration/storage issues
- ☐ 4.1.6 Vaccine confidence, building trust in COVID-19 vaccines
- ☐ 4.1.7 Vaccine or COVID-19 complacency
- ☐ 4.1.8 Language, translation/interpretation, communication barriers
- ☐ 4.1.9 Patient transportation barriers
- ☐ 4.1.10 No show rate or low turnout in planned events
- ☐ 4.1.11 Other:

**At least one choice MUST be selected,
multiple options can be made from
the list**

Question 5 – Objectives Self Assessment

5. Point-in-Time Impact Self-Assessment:

Considering the overall project, please indicate the degree to which the Bridge Access Program Funding supported activities *to date* are achieving the funding purpose as stated in the FY 2023 COVID-19 Bridge Funding Post-Submission Guidance:

Health centers will use these one-time funds to support patients and residents of their communities, including uninsured and underinsured individuals by:

- *Maintaining COVID-19 vaccination, testing, and therapeutics related services; and*
- *Providing enabling services (e.g., outreach, education, enrollment assistance, transportation, translation, care coordination) to support COVID-19 related needs.*

★ 5.1 Objective: Maintaining COVID-19 vaccination, testing, and therapeutics related services.

- ☐ Not yet achieving funding objectives expected at this point
- ☐ Achieving funding objectives somewhat slower than expected this point
- ☐ Activities in planning stages; not yet started
- ☐ Achieving objectives as expected at this point
- ☐ Achieving objectives better than expected at this point

Optional: Please provide any comments about the Impact Self-Assessment:

Maximum 2000 characters (with spaces)

NEW

Question 5 – Objectives Self Assessment (cont'd)

★ 5.2 Objective: Providing enabling services (e.g., outreach, education, enrollment assistance, transportation, translation, care coordination) to support COVID-19 related needs.

- ☐ Not yet achieving funding objectives expected at this point
- ☐ Achieving funding objectives somewhat slower than expected this point
- ☐ Activities in planning stages; not yet started
- ☐ Achieving objectives as expected at this point
- ☐ Achieving objectives better than expected at this point

Respond to 5.1 and/or 5.2 based on your Bridge Activity Areas and Approved Budget.

Optional: Please provide any comments about the Impact Self-Assessment:

Maximum 2000 characters (with spaces)

Question 6 – Technical Assistance

6. Please select all applicable responses below regarding training and technical assistance (T/TA) related to this award.

- ☐ 6.1 I have not utilized any training or technical assistance for this project during the reporting period
- ☒ 6.2 I have utilized the following types of training/technical assistance for this project during the reporting period:
- ☐ 6.2.1 HRSA's Manage the FY2023 COVID-19 Bridge Funding Award technical assistance webpage
 - ☐ 6.2.2 Phone conversation with HRSA staff
 - ☒ 6.2.3 Email communication with HRSA staff
 - ☐ 6.2.4 Consultation with another Health Center (Peer)
 - ☐ 6.2.5 Health Center Program Support
 - ☒ 6.2.6 HRSA Office Hours event
 - ☐ 6.2.7 HRSA Curated Conversation session
 - ☐ 6.2.8 HRSA Webinar
 - ☐ 6.2.9 NTTAP, PCA or NACHC Resources, webinars, or conferences
 - ☒ 6.2.10 OTHER

★ Required if 'OTHER' is selected. Maximum 100 characters (with spaces).

- ☐ 6.3 I am interested in receiving information about available training and technical assistance related to this project



Completing the Bridge Final Report



Bridge Final Report Section

The screenshot displays the HRSA Electronic Handbooks interface. The top navigation bar includes the HRSA logo, the text "Electronic Handbooks", a search bar, and a "Logout" link. Below this is a secondary navigation bar with tabs for "Tasks", "Organization", "Grants", "Free Clinics", "FQHC-LALs", "Dashboards", and "Resources". The "Tasks" tab is selected.

The main content area shows a breadcrumb trail: "You are here: Home » Tasks » Browse » Progress Report [] » H8LCS00001Bridge-SAPR1-24". The left sidebar, titled "ALL FUNCTIONS", contains a search bar and a list of options: "Progress Report", "Overview", "Status", "Progress Data", "Review and Submit", and "Submit". The "Status" option is highlighted, and a red circle is drawn around the "Bridge Final Report Narrative Form" link within the "Progress Data" section.

The main content area is titled "Progress Report - Status Overview". It displays a progress bar for "H8LCS00001: MECELEC HYNE STATE BOARD OF NURSING, GERMAN VALLEY, PR" with a "Due In: 47 Days" indicator. Below this is a "Resources" link. A "Submission Report Status" table is shown with columns for "Section", "Status", and "Option".

Section	Status	Option
Bridge Final Report Narrative	Not Started	Update
Bridge Final Report Narrative	Not Started	Update
Bridge Final Report Narrative		Not Applicable

A red circle is drawn around the "Not Applicable" option in the third row of the table. A tooltip message is displayed over the table, stating: "Note: Bridge Final Report Narrative is not applicable to you as you did not mark this report as complete." The text "Bridge Final Report Narrative" is also circled in red within the tooltip.

Bridge Final Report Section (cont'd)

Overview

Status

Progress Data

☒ Contact Information

☒ Bridge Form

☒ Bridge Final Report Narrative Form

Review and Submit

Review

Submit

H8LCS00001: MECELEC HYNE STATE BOARD OF NURSING, GERMAN VALLEY, PR

Due In: 47 Days | Section Status: In Progress

Resources

1. Is this your final report?

☒ Yes

☐ No

2. Project Status

☒ 2.1 Project completed and all funds expended/encumbered

☐ 2.2 Project completed but will not expend all funds

3. Provide a detailed narrative for all FY2023 Bridge Access Program activities.

Maximum 2000 characters, Minimum 100 characters (with spaces)

Go to Previous Page

Save


Save and Continue

If you select 2.2, a text box will appear to provide a narrative explanation.

Submitting the Bridge (H8L) Report



Submitting the Bridge Report (1 of 2)

 **Electronic Handbooks**

Search

Logout

Tasks

Organization

Grants

Free Clinics

FQHC-LALs

Dashboards

Resources

You are here: Home » Tasks » Browse » Progress Report [] » H8LCS00002Bridge-SAPR1-24

ALL FUNCTIONS

Search

Progress Report

Overview

Status

Progress Data

Review and Submit

Submit Report

H8LCS00002: PUMP FELLMONGERS VOLUNTEER RESCUE SQUAD, LAHASKA, MA

Resources

Submission Report Status

Section	Status	Option
Progress Report		
Contact Information	Complete	Update
Bridge Progress Report	Complete	Update
Bridge Final Report Narrative		Not Applicable

Go to Previous Page

Submit

Both "contact information" and "Bridge Progress Report" status must read "complete". Then select "submit".



Submitting the Bridge Report (2 of 2)

HRSA Electronic Handbooks Search [] Logout

Home Tasks Organization Grants Free Clinics FQHC-LALs Dashboards Resources

You are here: Home » Tasks » Browse » Progress Report [] » H8LCS00002Bridge-SAPR1-24

ALL FUNCTIONS <<

- Search
- Progress Report
- Overview
- Status
- Progress Data
 - ✓ Contact Information
 - ✓ Bridge Form
 - ⊗ Bridge Final Report Narrative Form
- Review and Submit
 - Review
 - Submit

Submit Report - Confirm

You have chosen to submit this report to HRSA. Please check the box to electronically sign the Report. Click the 'Confirm' button below to submit the report. If you do (+ View More)

Confirmation:
This is a confirmation page! You MUST Click on the appropriate button to complete your action.

Fields with * are required

*** Certification** [View Report](#)

I Instasi, Meike certify to the best of my knowledge and belief that this Bridge Semi-Annual Progress Report (SAPR) Report is true and correct.

☒ Please check the box to electronically sign the Report.

[Cancel](#) [Confirm](#)

On the confirmation page, you must check the attestation box to electronically sign the report and select "confirm".

Responding to Change Requests for the Bridge Report



Responding to Change Requests

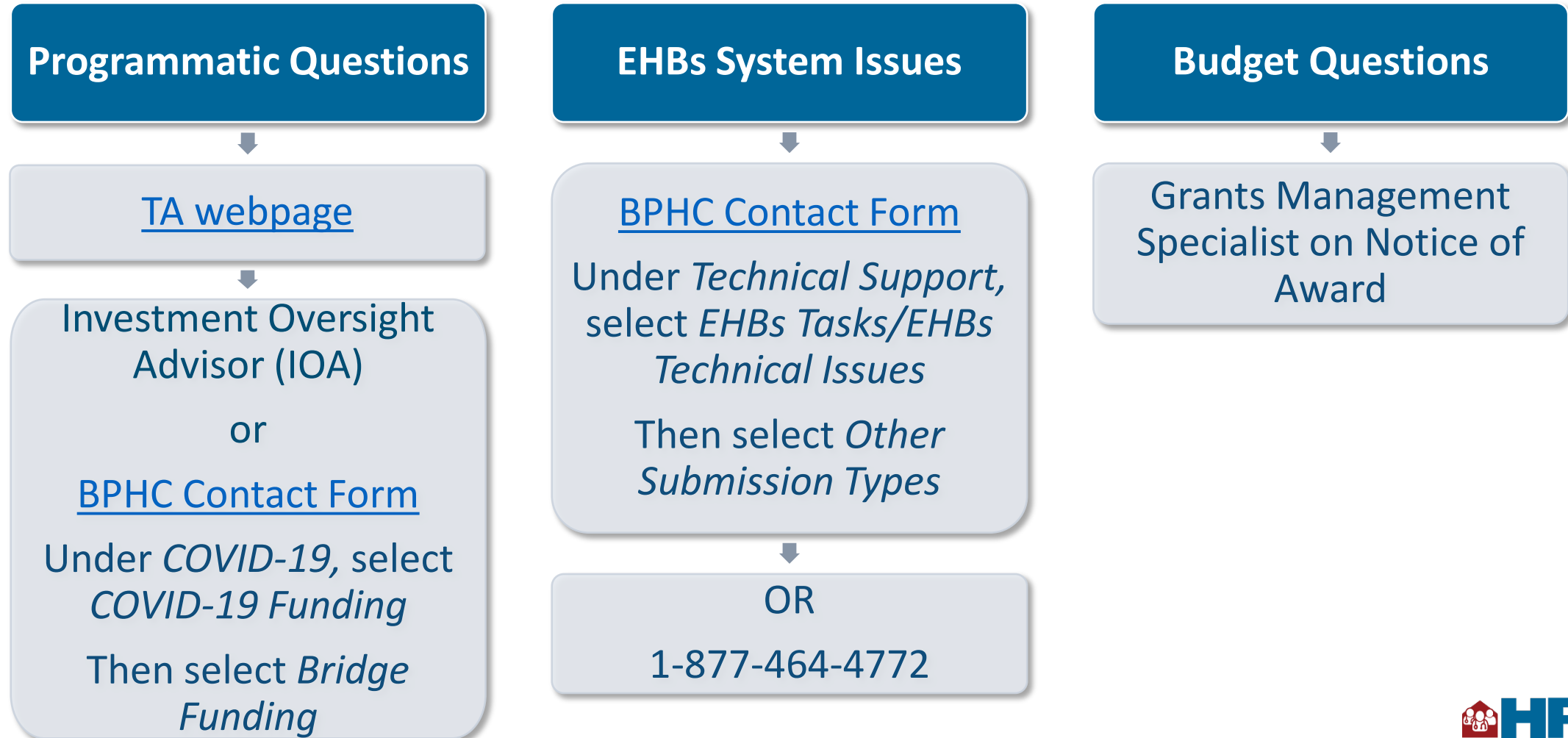
- After submitting the Bridge Report, HRSA may determine that additional information or corrections are needed to what was initially submitted.
 - ✓ In this case, you will receive an EHB email notification requesting more information.
- If a change request is sent, your report will be immediately accessible in your pending tasks queue.
 - ✓ To access your progress report, follow the steps detailed on Slide 9 (Accessing the Bridge Report) and update the report based on the comments included in the **EHB email notification**.



Technical Assistance Resources

- [FY2023 Bridge Funding Technical Assistance Page](#) (allowable costs, submission guidance, templates)
- Bridge Final Report User Guide
- Watch 5-min [animated video](#) for general tips on progress reporting

Technical Assistance Contacts



Grantee Satisfaction Survey

What to Expect:

- Survey Purpose: Provide confidential feedback on the guidance, assistance, and services provided by HRSA.
- Mission Reminder: Your role as a grantee is essential to our mission of improving health outcomes and achieving health equity.
- Stay Tuned: Look out for upcoming communications, including the official survey invitation and additional details on how to participate.



Thank You!

Emergent Health Response Investment Management
Office of Health Center Investment Oversight
Bureau of Primary Health Care
Health Resources and Services Administration

bphc.hrsa.gov



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