



# **FY21 American Rescue Plan – Health Center Construction and Capital Improvements ARP – Capital / C8E Office Hours February 8, 2023 (3:00-4:00 PM EST)**

**Infrastructure Improvement Investment Management  
Office of Health Center Investment Oversight  
Health Resources & Services Administration (HRSA)/Bureau of Primary Health Care (BPHC)**

**Vision: Healthy Communities, Healthy People**



# Agenda

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- Meet the Panelists
- Post-Award FAQs
- “Who You Gonna Call?”
- “When Can We Start Construction”
- Project Changes (Budget and/or Scope)
- Important Reminders
- Capital Close-out Requirements
- We Shall Meet Again
- Q&A Session



# Panelists



CDR Sarah Trinidad

**Director**



CDR Vesnier Lugo

**Deputy Director**



Bill Hemmingson

**Team Lead**



Amy Harbaugh

**Team Lead**



Ilene Lish

**IOA/Engineer**



La Shawna Smith

**GMS**

**Infrastructure Improvement Investment Management  
Office of Health Center Investment and Oversight**

**Division of  
Grants  
Management  
Operations**



# Post-Award FAQs

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- Found here on our Capital Website:

<https://bphc.hrsa.gov/funding/coronavirus-related-funding/fy-2021-american-rescue-plan-construction-capital-improvements/faq>

- FAQs categories:
  - General Award Questions
  - Project Conditions
  - Allowed Uses of Funds
  - Project Changes
  - Equipment



# “Who You Gonna Call?”

- In the EHBs, click on the “Grants” Tab, open the Grant Folder
- Under Resources, View Tab, Click on “HRSA Contacts”

▼ C8ECS12345 Healthy Health Center

Current Budget Period: 09/15/2021 - 09/14/2024      Curren  
Budget Support Year: 1      Projec

▼ Resources 

View

Last NoA | HRSA Contacts | Awarded Funding Opportunities



- HRSA Contacts Listed:
  - Project Officer, also known as Investment Oversight Advisor (IOA)
  - Grants Management Specialist (GMS)



# "When Can We Start Construction?"

- A Revised NoA is issued when conditions are met/lifted.
- All conditions relating to a *project*, as opposed to the overall award, must be lifted before the health center can begin construction activities for that specific *project*. In other words, the health center does NOT need to wait until conditions are met on ALL projects before beginning construction. For example, they can start Project -04 if all conditions are met but cannot begin Project -01 if that project still has unmet conditions.



# Project Changes (Budget and/or Scope)

**PRIOR  
APPROVAL  
REQUIRED**

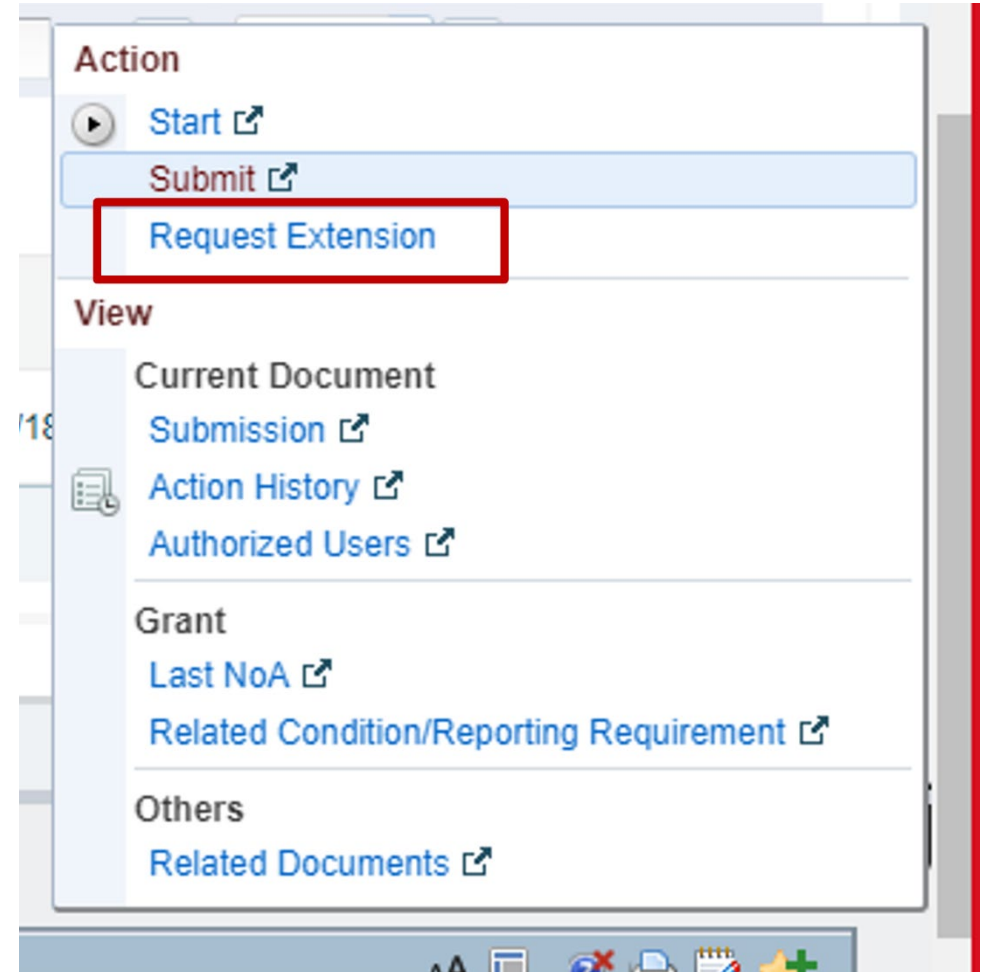
- Summary of Grant Specific Term # 12 in your NoA, a Prior Approval is required for:
  - Rebudgeting of project costs exceeding 25% of the total approved budget
  - Changes in project scope, i.e., change project site location, change of approved design/construction activities
- If considering scope changes to any of your approved projects, reach out to your Investment Oversight Advisor, IOA (also known as Project Officer).
- Once a Prior Approval is approved, a revised NoA is issued and there may be new terms and conditions applied that must be met and lifted prior to implementing work.



# Important Reminders—Submission Deadlines!

- Upload documents for submissions prior to Deadline
- If you can't meet the deadline, request a deadline extension for individual submissions if necessary
- HRSA can approve a submission deadline extension up to 90-days
- HRSA YouTube video link:

<https://www.youtube.com/watch?v=ftV0p60qjx8>





# Capital Projects Close-out Requirements

Sample Submission Forms Found here on our website:

<https://bphc.hrsa.gov/funding/funding-opportunities/capital-development-grants>

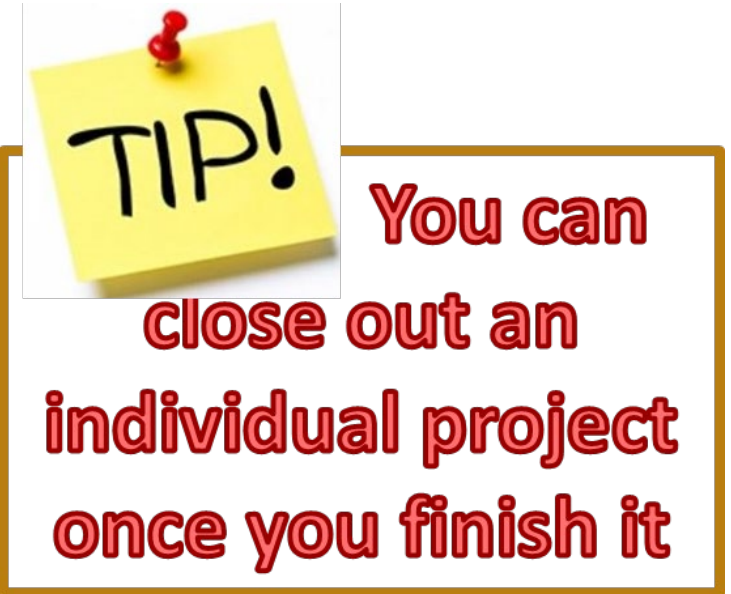
## 1) Project Completion Certification—2 types of letters:

- ✓ Construction-related (A/R, C/E, new facility)
- ✓ Equipment-only

## 2) Final Budget Information—submit:

1. SF-424C
2. Budget Justification Form (Line 11—Miscellaneous and Line 13—Contingencies costs = \$0)
3. Equipment List (if applicable)

## 3) Photographs (before, during and after construction photos)



# We Shall Meet Again...

## Future C8E Office Hours Dates\*:

- Wednesday, 4/26 at 2 PM EST
- Wednesday, 8/2 at 2 PM EST
- Wednesday, 10/25 at 2 PM EST

\*Tentative



# Capital Award Resources

Contact your assigned **Investment Oversight Advisor (IOA)** if you have any specific questions.

Resource	More Information
ARP-Capital Website	The <a href="#">ARP-Capital website</a> includes the funding specific information, including the original NOFO and FAQs.
Reporting Requirements	Find sample forms and templates at <a href="#">Capital Developmental Website</a> .
BPHC Contact Form	Use the <a href="#">BPHC Contact Form</a> to contact the Infrastructure Improvements Team.
EHBs Support	For technical issues related to accessing or logging into the Electronic Handbooks, please <a href="#">submit your question</a> or call 877-464-4772, Monday through Friday from 7 a.m. - 8 p.m. ET (except federal holidays).
Progress Report User Guide	This <a href="#">user guide</a> provides step-by-step guidance on how to complete the Progress Report and is located at the <a href="#">Capital Developmental Website</a> .
Capital Grant Progress Report Video	This is a brief <a href="#">video</a> summarizing the helpful tips and important information on completing the Capital Award Progress Report.



# Questions?

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# Thank You!

## ARP- Capital Team

### Office of Health Center Investment Oversight (OHCIO)

Bureau of Primary Health Care (BPHC)

Health Resources and Services Administration (HRSA)



<https://www.hrsa.gov/about/contact/bphc.aspx>



(301) 594-4300

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