



FY 2024 State and Regional Primary Care Association Cooperative Agreements

Notice of Funding Opportunity – Technical Assistance Webinar

September 2023

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Vision: Healthy Communities, Healthy People



Agenda

Funding Opportunity Overview

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Funding Opportunity Overview



FY 2024 PCA NOFO Purpose

The Health Resources and Services Administration (HRSA) will fund up to 52 eligible organizations to provide training and technical assistance (T/TA) that will support health centers in improving the health of individuals and communities by:

- Increasing access to comprehensive, culturally competent, high-quality primary health care services;
- Recruiting and retaining a diverse health care workforce;
- Preparing for, responding to, and recovering from emergent health events;
- Implementing value-based care delivery and ensuring financial sustainability; and
- Accelerating data-informed improvements to operations, clinical quality, and care coordination.



Training and Technical Assistance Definitions

Training is an educational tool designed to teach key concepts related to a particular topic and is often delivered in small or large group settings.

Technical Assistance is the process of providing targeted advice, assistance expertise, or information to an organization or groups of organizations with a developmental need to facilitate quality or performance improvement.

Examples of T/TA:

- Developing and delivering training to help health centers achieve a higher level of performance.
- Facilitating peer-to-peer learning, exchange of best practices, and mentorship.
- Developing and sharing key resources that respond to health center needs or help to achieve objective targets.
- Identifying, disseminating, and facilitating the implementation of evidence-based and promising clinical and operational practices.



PCA Types

State: PCAs that serve in a single or combination of states or territories.

Rhode Island, Georgia, Hawaii

District of Columbia, Puerto Rico

Multi-State: PCAs that serve more than one state, where the PCA is in either state

** Also considered a state PCA*

Delaware and Maryland

New Hampshire and Vermont

North Dakota and South Dakota

Regional: PCAs that serve an HHS region and coordinate with the state PCAs located in the region.

Region 8: Colorado, Montana, North Dakota, South Dakota, Utah, Wyoming

Region 10: Alaska, Idaho, Oregon, Washington

Eligible Applicants

Organizations **eligible** to apply for PCA funding include:

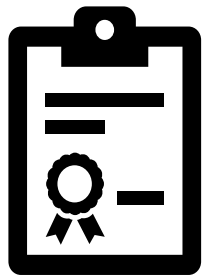
- Public or private entities and Non-profit or for-profit entities
- Community-based organizations, tribes, and tribal organizations
- New organizations and organizations currently receiving funding as PCAs

Applications **will not be considered** if they:

- Fail to satisfy deadline requirements
- Do not include the Project Narrative

Application considerations

- You may only apply for one state or regional PCA award
- Organizations that currently receive other Health Center Program T/TA funding will not be considered for PCA funding.



Funding Details



Approximately \$68.3 million to fund 52 PCAs.



Award amounts will be based on the maximum amounts allowable for each state or region.



Funding will be for a 3-year period of performance (July 1, 2024 – June 30, 2027).



Awards will be made on or around July 1st, 2024.



Funding will be provided in the form of a cooperative agreement with HRSA





Key Changes from Prior Period of Performance

- Competing Continuation applicants are no longer required to submit summary progress reports as part of their application.
- PCAs must designate a Special Population(s) lead and allocate 1.0 FTE to health workforce support.
- PCAs must conduct a T/TA needs assessment in the first budget period, and continually assess T/TA needs throughout the rest of the period of performance.



Key Changes from Prior Period of Performance (cont.)

- Changes to the Project Work Plan (PWP) include:
 - PCAs may support health centers implement multiple supplemental funding opportunities
 - PCAs may provide T/TA on multiple emergency preparedness and response topics.
 - PCAs may include participation in asynchronous T/TA sessions as part of their T/TA Participation Target.
 - PCAs must include in the Activity Description field specific details:
 - How the activity is tailored to the needs of the health centers.
 - The modality, frequency, length, and training purpose/objectives for T/TA offerings.
 - The name of partner organization(s), and how they will support the development and delivery of this activity, if applicable.
 - The Advancing Health Center Excellence Framework performance domain(s) that aligns with the activity.



PCA Requirements and Expectations Summary

- Initiate delivery of training and technical assistance within 60 days of award.
- Collaborate with HRSA to refine, implement, and update the Project Work Plan as necessary, and changes in the health care landscape at the state or regional level.
- Coordinate with other PCAs and HRSA-supported T/TA partners (e.g., NTTAPs, HCCNs) to identify and disseminate resources for health centers in other states or regions.
- Identify, disseminate, and help health centers implement evidence-based and promising practices that address HRSA priorities, improve performance or both.
- Make progress towards your Objective Targets throughout the 3-year period of performance.



This is not a complete list of all PCA Requirements and Expectations. Refer to PCA Requirements and Expectations section in the NOFO for full details.

PCA Requirements and Expectations (continued)

- **Regional PCAs:**
 - Synthesize and prioritize needs that are best addressed at the regional level, and they may differ across states.
 - Actively and continuously collaborate with the state PCAs in your region throughout the period of performance to ensure that your T/TA activities are complementary and not duplicative.
 - Establish a memorandum of agreement (MOA) with all state PCAs in your region.
 - Coordinate and provide T/TA activities across your entire region, and to an audience with varying T/TA needs.
- **State PCAs serving certain states with high HIV transmission (Alabama, Arkansas, Kentucky, Mississippi, Missouri, Oklahoma, and South Carolina)** must propose to develop and deliver T/TA activities to health centers in the state focused on supporting HIV prevention, as noted in relevant objectives.



This is not a complete list of all PCA Requirements and Expectations. Refer to PCA Requirements and Expectations section in the NOFO for full details.

Advancing Health Center Excellence Framework

Performance Domains

HRSA's Advancing Health Center Excellence Framework is a conceptual structure for health center innovation and performance improvement and includes seven domains:

- Access and Affordability;
- Patient Experience;
- Quality, Patient Care, and Safety;
- Population Health and Social Determinants of Health;
- Financial Sustainability;
- Workforce; and
- Governance and Management

For more information visit: <https://bphc.hrsa.gov/focus-areas/advancing-health-center-excellence>



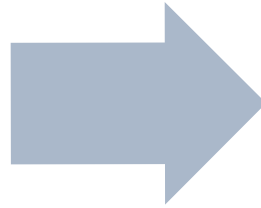
Application Process and Components



Two Phase Application Process

Phase 1: Grants.gov

- Due date extended to **November 3, 2023, 11:59 P.M. ET**
- Access in Grants.gov
- Application posted on Friday, September 1, 2023



Phase 2: Electronic Handbooks (EHBs)

- Due date extended to **December 4, 2023, 5 P.M. ET**
- Access in the EHBs
- Application will be available within **2-3 business days after your Grants.gov submission**

Phase 1: Required Documents

Phase 1: Grants.gov

- Application for Federal Assistance (SF-424)
- Attachment Form*
- Project/Performance Site Location(s)
- Project Narrative Attachment Form*
- Grants.gov Lobbying Form
- Budget Narrative Attachment Form*
- SF-424-A: Budget Information — Non-Construction Programs Form*
- Key Contacts*
- Project Abstract Summary*

* Information entered in Grants.gov will be copied over to the corresponding sections of the EHBs and can be edited in EHBs.



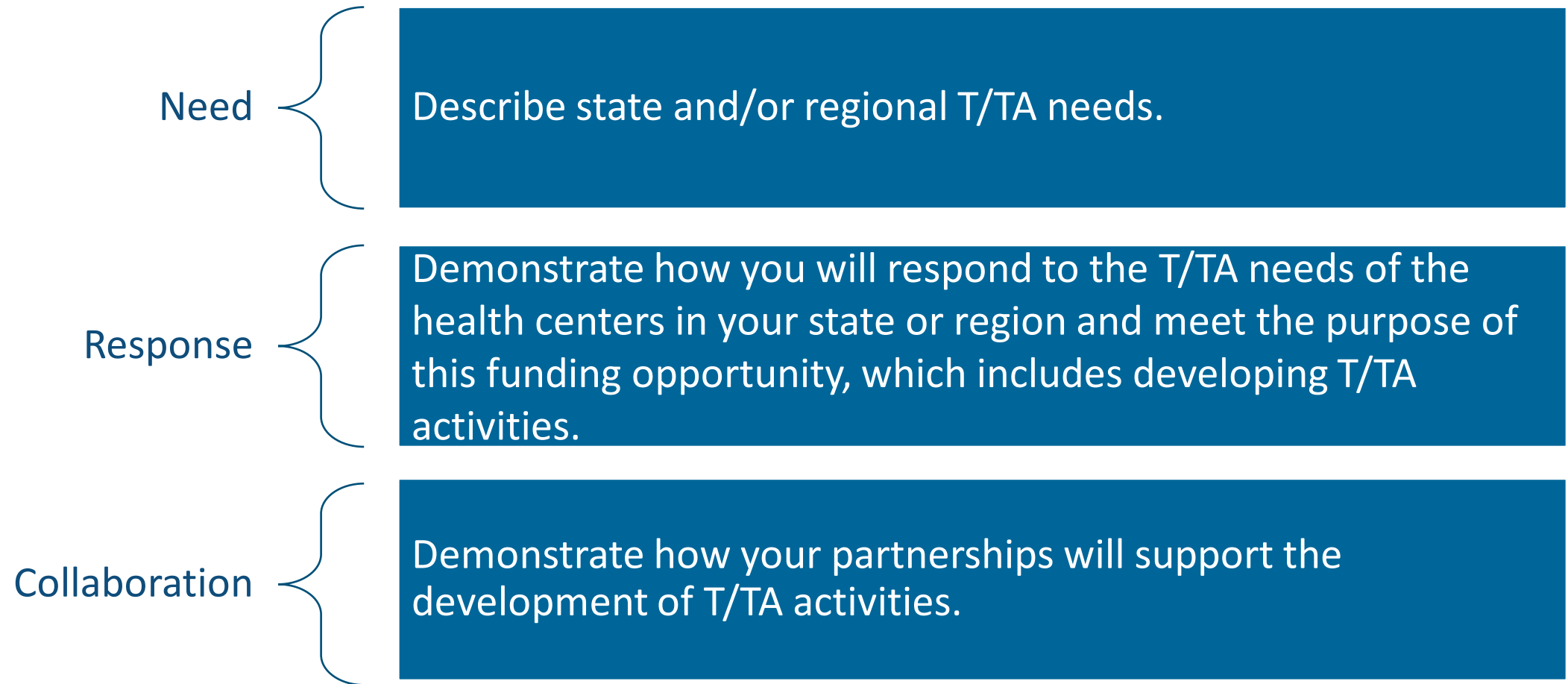
Phase 2: EHBs Application Components

Phase 2: EHBs

- Project Narrative
- SF-424A Budget Information — Non-Construction Programs Form
- Budget Narrative
- Program-Specific Forms
 - Form 1A
 - PWP
- Attachments



Project Narrative



Project Narrative (continued)

Evaluative
Measures

Explain how you will collect, monitor, and measure quantitative and qualitative data to improve the development and delivery of T/TA activities.

Resources and
Capabilities

Demonstrate your ability to ensure overall success in the development and delivery of T/TA.

Support Requested

Demonstrate how the submitted budget will ensure the overall success of your project



Attachments

Attachment 1: Project
Organizational Chart

Attachment 2: Staffing
Plan

Attachment 3: Job
Descriptions for Key
Personnel

Attachment 4:
Biographical Sketches of
Key Personnel

Attachment 5: Letters of
Agreement

Attachment 6: Regional
Memorandum of
Agreement (MOA)
(required for Regional
PCA applicants ONLY)

Attachment 7: Summary
of Contracts and
Agreements (if
applicable)

Attachment 8: Other
Relevant Documents (if
applicable)

Review Criteria

- Need (10 points)
- Response (30 points)
 - Project Work Plan (20 points)
 - Project Narrative (10 points)
- Collaboration (15 points)
- Evaluative Measures (15 points)
- Resources and Capabilities (20 points)
- Support Requested (10 points)

Budget Presentation:

SF-424-A Budget Information – Non-Construction Programs Form

Section A	Section B	Section C	Section D	Section E	Section F
List the line-item costs for each category for budget years 1-3	Provide category amounts for each budget period	Do not include non-federal funding in the budget presentation	Complete only line 13 *No cost sharing/matching is required for the purposes of this funding opportunity	Complete line 16 of the <i>Future Funding Periods</i> columns: 2 nd and 3 rd budget year	Complete other budget information as appropriate



Funding request should **not** exceed maximum annual level for selected PCA type



Budget Presentation:

Budget Narrative

- Include details for each of the three 12-month budget periods.
- Demonstrate that you will use PCA funds for costs that will advance progress on the PCA objectives.
- Detail proposed costs for each category in Section B of the SF-424A Budget Information – Non-Construction Programs form, with calculations for how you derive each cost.
- Include Personnel Justification Table(s) for all direct hire staff and for contractors (as applicable) you propose to support with the award. You will need a separate personnel justification table for contracted staff.
- Highlight planned budget changes in Years 2 and 3 or indicate no substantive changes are planned.
- Include your current indirect cost rate agreement in Attachment 8: Other Relevant Documents or use the 10% de minimums rate, as applicable.
- Do not include ineligible costs or non-federal funding.



Funding Restrictions

PCA funding **may not** be used on the following:



- Direct patient care,
- Construction/alterations/renovation of facilities,
- Activities that do not align with the intent of this cooperative agreement,
- Reserve requirements for state insurance licensure,
- Support for lobbying/advocacy efforts, and/or
- Conference sponsorship (excluding content development of individual program sessions related to the PCA PWP).

Program Specific Forms:

Form 1A: General Information Worksheet

Section 1: Applicant Information:

- Complete all required fields.
- Competing continuation applicants should update pre-populated information as needed.

Section 2: State/Regional Information:

- Indicate the state or region that your organization proposes to serve.
- You may select only one.

Section 3: Budget Information:

- The form will prepopulate the following:
 - The maximum amount of annual funding you may request (based on the PCA type selected in section 2.)
 - The amount of funding you requested on SF-424A.



Program Specific Forms:

Project Work Plan Form

Objective Details

- Objective Name
- Objective Description
- Supplemental Funding
- T/TA Needs Narrative
- T/TA Baseline Number
- Objective Target
- Objective Impact Narrative
- T/TA Session Target
- T/TA Participation Target
- Participant Rating of T/TA Usefulness Target

Key Factors (2-5 for each objective)

- Key Factor Type (contributing or restricting)
- Key Factor Description



Program Specific Forms:

Project Work Plan Form (Continued)

**Activities (2-6 for
each objective)**

- Activity Name
- Activity Description
- Performance Domain(s) (*NEW!*)
- Person/Group Responsible
- Target Start Date
- Target End Date
- Anticipated Outcome
- Comments (optional)

PCA Objective Development

General Objectives (Required)

- Access to Care
- Recruitment and Retention
- Health Professions, Education, and Training (HP-ET)
- Health Professional Education/Training (UDS)
- Health Center Leader and Board Support
- Preparedness, Response, and Recovery
- Value-Based Care Delivery
- Financial Sustainability
- Population Health and Social Risk

Applicant Choice Objectives

- Chronic Disease Management (choose one or more clinical measures)
- Preventive Services Outcome (choose one or more clinical measures)

Health Center Supplemental Funding Objectives (1 Required, 2 Optional)

- Health Center Supplemental Funding Support (Required)
- Health Center Supplemental Funding Support (Optional)
- Health Center Supplemental Funding Support (Optional)



Reminders and Resources



Important Dates

Application Open Date: September 1, 2023



Grants.gov (Phase 1): November 3, 2023, 11:59 PM ET



Supplemental Information – EHBs (Phase 2): December 4, 2023, 5 PM ET



Award Start Date: July 1, 2024 (Period of Performance – 3 years)



Important Application Reminders

- You may only apply to be one state or regional PCA.
- The funding request amount on budget documents must not be higher than the maximum allowable funding amount for your PCA type.
- The Project Narrative is required for your application to be eligible.
- There is a limit of 80 pages, the page limit does not include:
 - Standard OMB-approved forms (e.g., Form 1A, PWP)
 - Abstract (standard form (SF) "Project_Abstract Summary")
 - Indirect Cost Rate Agreement



PCA Technical Assistance Webpage

Notice of Funding Opportunity (HRSA-24-080)

EHBs Application User Guide

Sample Documents: Budget Narrative, Project Work Plan, Staffing Plan

TA Webinar Recording and Slide Deck

Frequently Asked Questions

<https://bphc.hrsa.gov/funding/funding-opportunities/pca>



Technical Assistance Contacts

General Technical Assistance	PCA Technical Assistance Webpage https://bphc.hrsa.gov/funding/funding-opportunities/pca
PCA NOFO Application Questions	Submit a request using the BPHC Contact Form <ul style="list-style-type: none">• Under Funding category, select Applications for Notice of Funding Opportunities (NOFOs)• Select Primary Care Association (PCA)
HRSA EHBs Submission Assistance	Health Center Program Support Submit a request using the BPHC Contact Form <ul style="list-style-type: none">• Under Technical Support category, select EHBs Tasks/EHBs Technical Issues• Select the category that best matches your inquiry
Grants or Budget Questions	Vera Windham vwindham@hrsa.gov or 301-443-6859



Thank You!

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Bureau of Primary Health Care (BPHC)

Health Resources and Services Administration (HRSA)

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