



FY 2025 Expanded Hours

Technical Assistance Presentation for Applicants

Health Resources and Services Administration (HRSA), Bureau of Primary Health Care (BPHC)

Vision: Healthy Communities, Healthy People



Welcome from BPHC





Before Viewing this Presentation...

Read the EH Notice of Funding Opportunity (NOFO) HRSA-25-084

To access the NOFO,
go to Apply for FY 2025 Expanded Hours (EH):

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

- Select **View Grant Opportunity**
- Then select:
 - *Package*
 - *Preview* in the Actions column
 - *Download Instructions* in the Opportunity Package Details

AGENDA

- Funding Opportunity Overview
- Application Development
- Other Considerations and Reporting
- Technical Assistance Resources
- Q&A



Funding Opportunity Overview



Background



Need

- Only 5% of adults get needed preventive health care
- Nearly 50% of households had negative health impacts due to lack of care during the hours needed

Barriers to Timely Care

- Lack of appointments
- Unable to leave work for appointments
- Lack of health insurance
- Lack of transportation



Award Purpose and Summary



Purpose

To expand access to health center services by ***increasing health center operating hours*** to meet identified patient and community needs

Eligibility

Health Center Program award recipients with active H80 grant

- ***Total Funding:*** \$60 million
- ***Estimated Awards:*** Up to 120
- ***Award Amount:*** \$500,000 per year
- ***Period of Performance:***
December 1, 2024, to
November 30, 2026 (2 years)
- ***New Grant Number:*** H8J
- ***NOFO Number:*** HRSA-25-084



Requirements



Expanded Hours: an increase in the number of operating hours over your current operating hours

Follow these steps to expand access to health center services:

1

Consider the needs of patients and residents of your service area

2

Increase hours at one or more in-scope sites to meet the identified needs

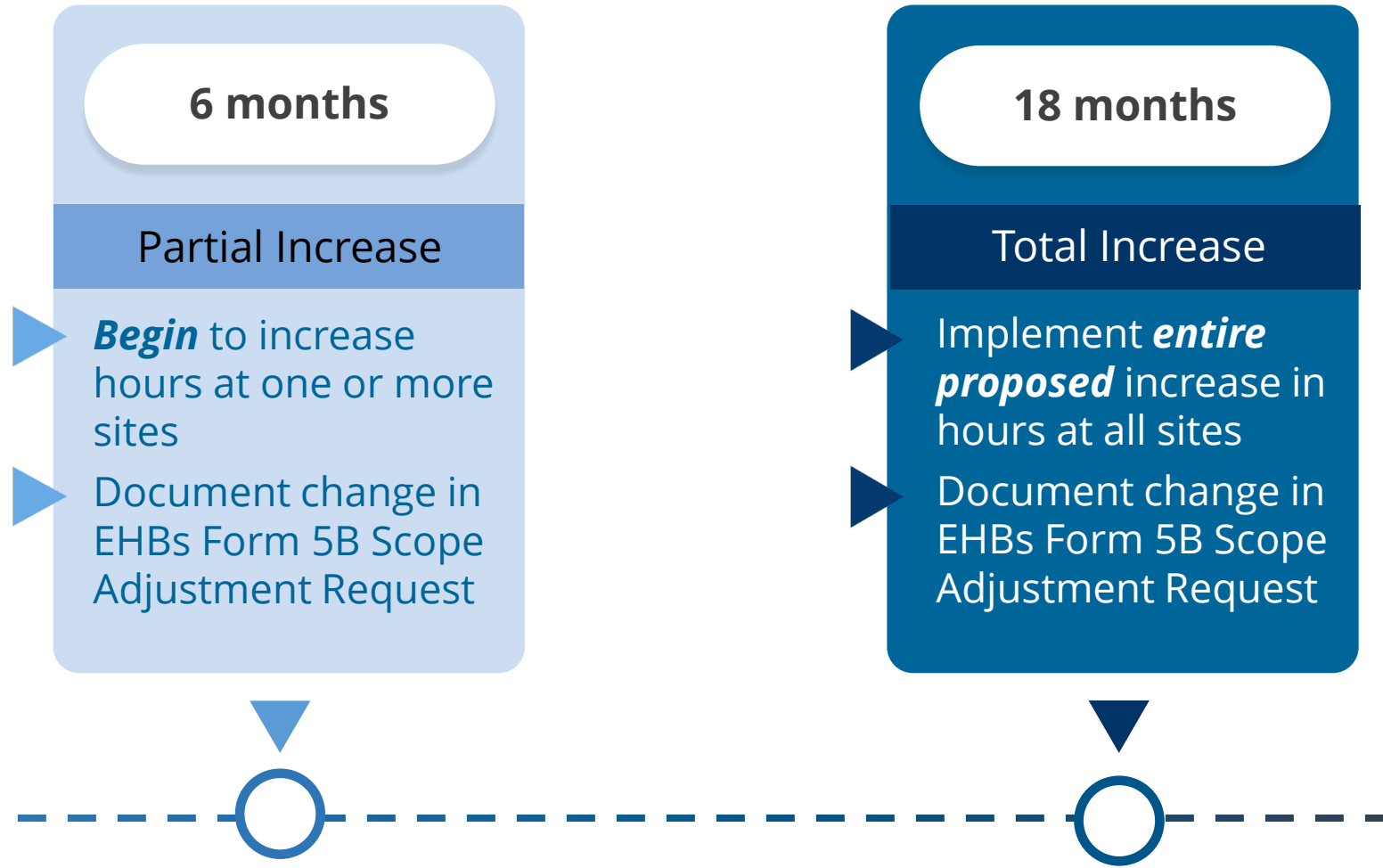
3

Offer in person care during expanded hours

Implementation Timeline



Continued funding requires Form 5B adjustments to show new hours



In your EHBs scope request, note that the change is **due to the EH award**

Application Development



Two-Phase Application Process



Phase 1 - Grants.gov

Due: June 24, 2024 @ 11:59 pm ET

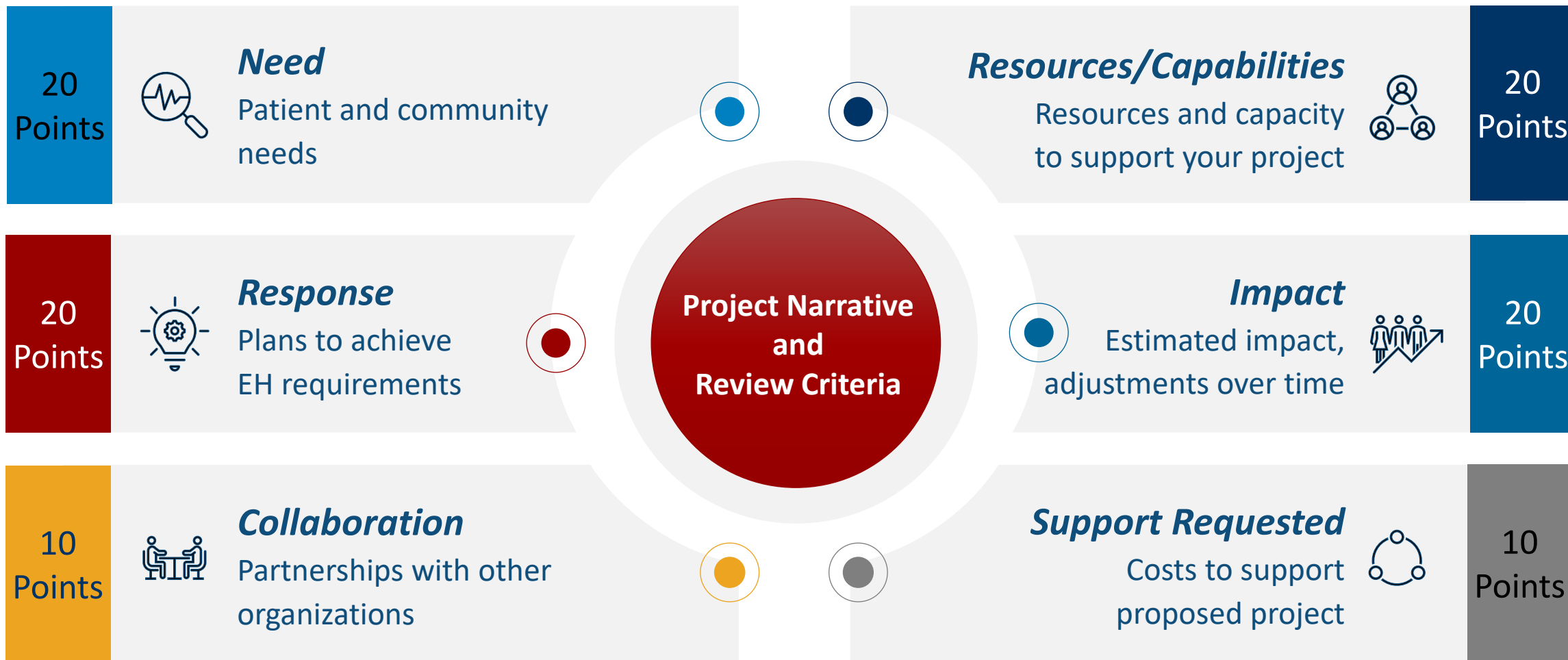
- SF-424 Application for Federal Assistance
- Project Abstract Summary
- Project/Performance Site Locations
- Grants.gov Lobbying Form
- Key Contacts

Phase 2 - EHBs

Due: July 23, 2024 @ 5 pm ET

- Project Narrative
- SF-424A Budget Information Form
- Budget Narrative and Personnel Justification Table
- Program-Specific Forms
- Attachments, if applicable

NOFO Sections and Scoring



**Scale your federal funding request to reflect the size and scope of your proposed project*



EHBs Checklist



- Project Narrative
- SF-424A Budget Information Form
- Budget Narrative & Personnel Justification Table
- Attachment 1: Other Relevant Documents (if applicable)
- H80 Grant Number
- Form 1B – Funding Request Summary
- Form 5B – Select Site(s) from Scope
- Alteration/Renovation (A/R) Information (if applicable)
- Project Overview
- Equipment List (if applicable)

See [EH TA Webpage](#) for sample forms and instructions

SF-424A Budget Information Form (1 of 2)



Year 1

- **Section A:** Federal funding request and non-federal funds with the same subprogram proportions (CHC, MHC, HCH, PHPC) as your H80 grant
- **Section B:** Breakdown of federal and non-federal funds by object class categories (for example, personnel, equipment, supplies)
- **Section C:** Classify non-federal funds by subprogram and source
- **Section D:** Leave blank



Maximum
funding
request:
\$500,000 per
year



SF-424A Budget Information Form (2 of 2)



Year 2

- **Section E:** In the 'First' column only, provide the federal request for *year 2* (up to **\$500,000** total) broken out by subprogram. Leave the other columns blank.

Section E - Federal Funds Needed for Balance of the Project Update

Grant Program	Future Funding Periods (Years)			
	First	Second	Third	Fourth
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
	\$0.00	\$0.00	\$0.00	\$0.00

Enter *subprograms* here

Save and Continue

- **Section F:** If applicable



Budget Narrative



Detailed line-item budget

Outlines and explains all federal and non-federal expenses

Breakdown of each year of the 2-year period of performance

Year 1 breakdown consistent with the SF-424A, Section B

Includes Personnel Justification Table



Form 1B – Funding Request Summary



One-Time Funding

- Up to \$150,000 for equipment and minor A/R in **year 1**
- Select the option that describes your request:
 - Equipment (no minor A/R)
 - Minor A/R with equipment
 - Minor A/R without equipment
 - Not applicable



Complete your SF-424A Budget Information Form before you complete Form 1B

You may conduct minor A/R only at current sites in your scope

Form 5B – Select Site(s) from Scope



Existing Sites from Scope				
Site Name	Site Address	Service Site Type	Location Type	Options
Cyprus Health Center	130 Tarragon Way, Reed, NM	Service Delivery Site	Permanent	Select this Site ▼
Vigil Community Health Care	790 Rockwell Ct., Mason, VA	Service Delivery Site	Permanent	Select this Site ▼

Select which of your current site(s) will have expanded hours ✓

You cannot select temporary and administrative sites ✗

Your selected site(s) populate into the Project Overview Form ✓

Minor A/R and Equipment



Minor A/R:

Alteration/Renovation Project Cover Page

- A/R Project Budget Justification
- Environmental Information and Documentation (EID) Checklist
- Floor Plans/Schematic Drawings

Other Requirements for Sites

- Landlord Letter of Consent, as applicable
- Property Information

Equipment

Equipment List Form

You can propose up to \$150K in the Construction and/or Equipment lines of SF-424A Section B

Project Overview Form



Additional hours per site

Total hours per site (current + additional)

How hours will increase within 6 months (tasks + timeline)

Types of services to be offered

Needed scope changes

New patient estimate




**Estimated new
patient number may
be added to the H80
patient target**



Project Overview Form: Hours

A. Site Summary Table

A1. Name of Service Delivery Site	A2. Service Delivery Site Address	A3. According to Form 5B at the time of NOFO release, this site is open this many hours per week:	A4. How many additional hours (not counting the number in A3) are you proposing this site will be open per week as a result of EH funding?	A5. The proposed new Total Hours of Operation for this site per week as a result of EH funding will be:	Actions
Community Health Center	3917 Corcoran Way, Winchester, MD	40	4.0	44.0	 Update ▾

Populates from your Form 5B: Select Site(s) from Scope

Enter proposed **additional** number of operating hours per week

Enter sum of **current** hours and **additional** hours to show proposed **total** hours per week



Ineligible Costs



Costs already paid for by other HC funds



Facility or land purchases



Trailers, mobile/modular units, vehicles



EHRs not certified by ONC's Certification Program



Major A/R or new construction



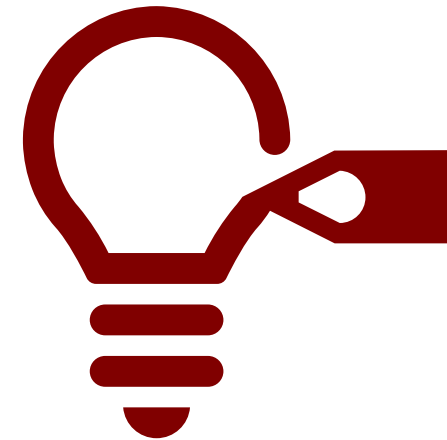
Costs not aligned with the EH purpose



Activities inconsistent with scope of project



Other Considerations and Reporting



Award Factors



1.
Continued
H80 grant
status

2.
No 30-day
requirement
related
conditions

3.
Rural/urban
funding
considerations





Periodic Progress Reports

- Accomplishments and barriers
- References EH scope adjustments

Non-Competing Continuation (NCC)

- Lessons learned, challenges and barriers
- Minor A/R update if applicable
- References EH scope adjustments



Future Funding



Funding beyond year 1, we consider:

- Your increase in operating hours (6 months after award start date)

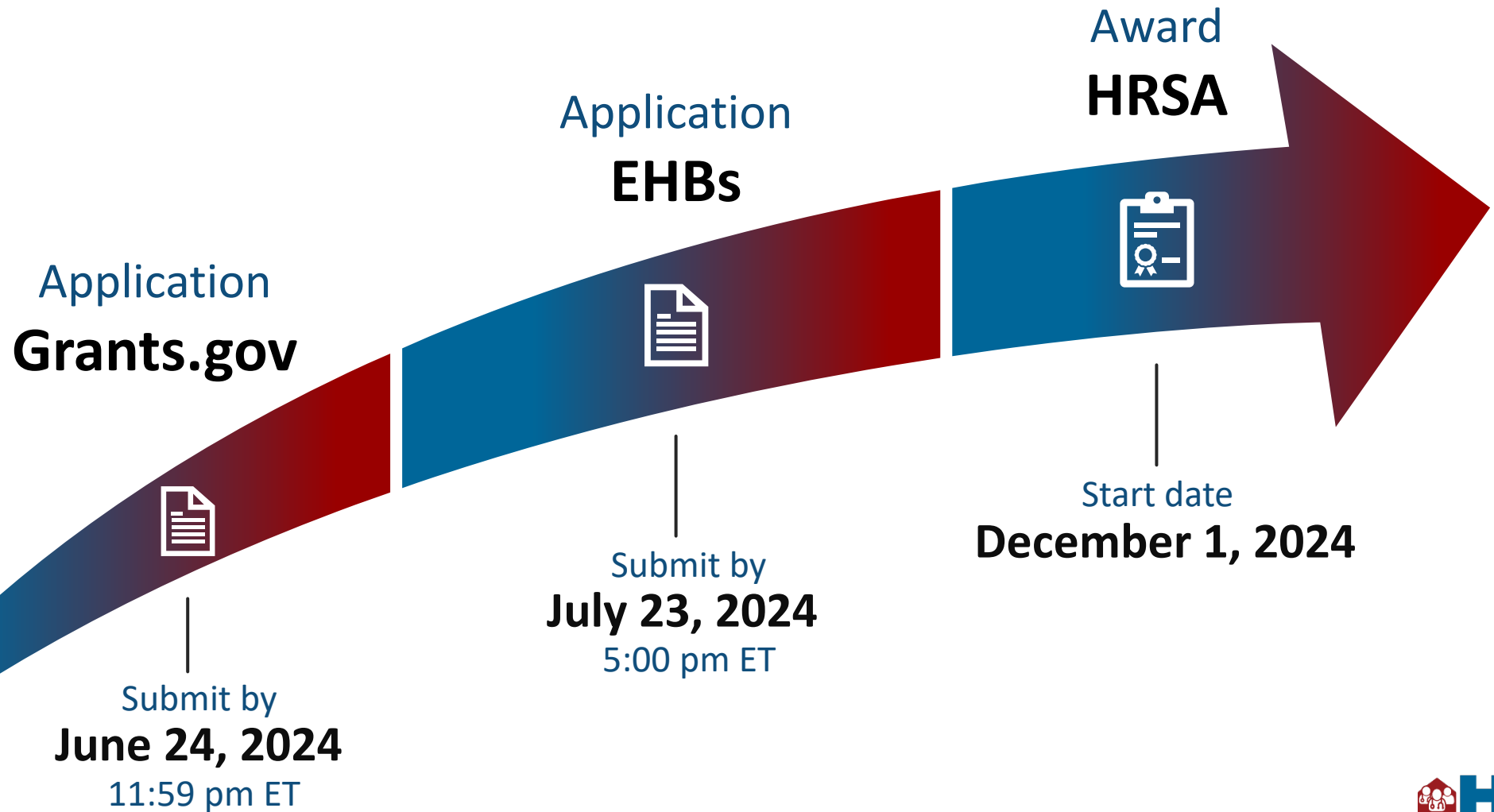
Funding beyond year 2, we consider:

- Your increase in operating hours compared to the increase proposed in your application (18 months after award start date)

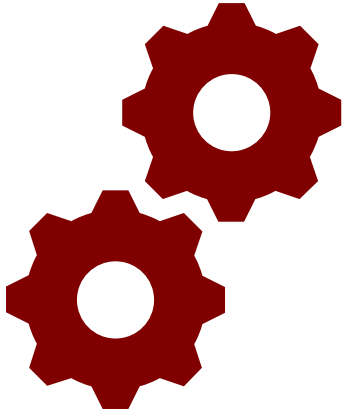
We may also consider:

- Increases in patients, visits, and total hours across all sites
- Increases in number of sites with expanded hours

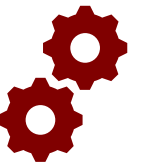
Key Dates



Technical Assistance Resources



EH TA Webpage



[EH Notice of Funding Opportunity](#)

TA Presentation Slides and Recordings

[FAQs](#)

[Example Budget Narrative](#)

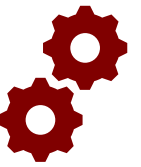
[Example Minor A/R Budget Justification](#)

[Sample Project Overview Form](#)

[Track Your Grant Application](#)



Technical Assistance Contacts



Application Questions

[BPHC Contact Form](#)

Under Funding, Applications for NOFOs, EH

Change in Scope Questions

[BPHC Contact Form](#)

Under Program Monitoring H80, Change in Scope

Grants.gov Questions

[Grants.gov Support Center](#)

support@grants.gov

1-800-518-4726

Budget Questions

Clare Oscar, GMS
coscar@hrsa.gov
301-443-8862

Lucas Dedmon, GMS
ldedmon@hrsa.gov
301-287-2591

EHBs Questions

[BPHC Contact Form](#)

Under Technical Support, EHBs Tasks/EHBs
Technical Issues
1-877-464-4772



Questions and Answers



Thank You!

EH Technical Assistance Team

Bureau of Primary Health Care (BPHC)

Health Resources and Services Administration (HRSA)



[BPHC Contact Form](#)

Under Funding, Applications for NOFOs, EH

bphc.hrsa.gov



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