



Fiscal Year (FY) 2027
Budget Period Progress Report (BPR)
Noncompeting Continuation (NCC)
Technical Assistance Briefing
August 2026

Office of Policy and Program Development (OPPD)

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

Vision: Healthy Communities, Healthy People



Agenda

- Overview
- Access and Deadline Dates
- Submission Components
- Budget Requirements
- Project Narrative Update
- Supplemental Award Update
- Proof of Non-Profit Status
- Resources and Contacts
- Reminders



BPR Overview

- Annual progress report detailing progress made since submission of the last application (SAC or BPR), expected progress for the rest of FY 2026, and projected changes for the upcoming FY 2027 budget period.
- Health Center Program award recipients with a project period end date outside FY 2027 (October 1, 2026 – September 30, 2027) are required to complete an FY 2027 BPR.
- Submit electronically in the HRSA Electronic Handbooks (EHBs)
- Instructions and EHBs User Guide available on the BPR technical assistance (TA) webpage
- Reminder: SAM registration at www.sam.gov
 - Confirm EIN on file is accurate



FY 2027 Access and Deadline Dates

Budget Period Start Date	HRSA EHBs Access	HRSA EHBs Deadline (5:00 PM ET)
January 1, 2027	August 19, 2026	October 19, 2026
February 1, 2027	August 19, 2026	October 19, 2026
March 1, 2027	August 24, 2026	October 23, 2026
April 1, 2027	September 8, 2026	November 9, 2026
May 1, 2027	September 21, 2026	November 20, 2026
June 1, 2027	October 5, 2026	December 7, 2026



Submission Components

Required Forms

- SF-PPR and SF-PPR-2
- Key Contacts/Principal
- SF-424A: Budget Information
- Form 1C: Documents on File
- Form 3: Income Analysis
- Project Narrative Update

Required Attachments

- Budget Narrative
- Supplemental Award Update*
- Proof of Non-Profit Status*

*If applicable

For Reference

- Form 5A: Services Provided
- Form 5B: Service Sites
- Form 5C: Other Activities/Locations



Budget Requirements: SF-424A: Budget Information

- Itemize federal requests and non-federal contributions based on your upcoming FY 2027 12-month budget period
- Must contain costs of each line item within each object class category
- Personnel costs must comply to the salary limitation (currently \$228,000, as of January 2026)



Project Narrative Update: **Key Areas**



Organizational Capacity



Patient Capacity

Project Narrative Update: **Organizational Capacity**

Discuss your progress and any major changes or barriers since the last application (SAC or BPR) that have impacted or may impact your progress. **You should include the following key areas:**

Staffing

Operations

Financial Status

For each key area, discuss:

- **Summary of progress and changes to date**
- **Expected progress for the remainder of the FY 2026 budget period; and**
- **Projected changes for the upcoming FY 2027 budget period.**

The screenshot displays the 'Resources' section of the HRSA BPR application form. It includes links for 'FY27 BPR User Guide', 'Progress Report Instructions', and 'Change in Scope'. Below these, there are tabs for 'Organizational Capacity' and 'Patient Capacity'. The 'Organizational Capacity' tab is active, showing a section titled 'Organizational Capacity Key Areas' with a sub-header 'Staffing, including key management vacancies'. This section contains three narrative text boxes, each with a 'Maximum 2000 characters' limit. The first box is labeled 'Summary of progress and changes to date', the second is 'Expected progress for the remainder of the FY 2026 budget period', and the third is 'Projected changes for the upcoming FY 2027 budget period'. Each box has a red asterisk indicating it is a required field.

The Organizational Capacity question includes separate narrative text boxes, as shown in the screenshot.



Project Narrative Update: Patient Capacity

- Discuss any changes to the service area or your project that have impacted or may impact patient capacity.
- Describe factors that have contributed to any downward patient trend (greater than 5% decrease) and plans for reaching the projected patient target goal.
 - Plans could include (but are not limited to) Changes in Scope (CIS), successor-in-interest arrangements, or contract or agreement changes.

Organizational Capacity

Patient Capacity

Patient Capacity

Discuss any changes to the service area or to your project that have impacted or may impact patient capacity. Describe factors that have contributed to any downward patient trend (greater than a 5% decrease) and plans for reaching the projected patient target goal. Plans could include (but are not limited to) changes in scope (CIS), successor-in-interest arrangements, or contract or agreement changes.

	Patient Target Goal	% of Patient Target Achieved	Patient Target Progress Narrative
Total Unduplicated Patients	9650	73.52%	2000 characters with spaces (Approximately 1 page)

Note(s):

- Patient Target Progress Narrative is required, with up to a maximum of 2,000 character limit.
- The Patient Target Goal is pre-populated from the Patient Target Management Module (PTM) in HRSA EHBs.
- The % of Patient Target Achieved is prepopulated using Total Unduplicated Patients (as reported in UDS), divided by patient projections (from the SAC that initiated your current period of performance plus patient projections from selected supplemental funding awarded after the start of the current period of performance), multiplied by 100.

Supplemental Award Update Instructions

- If your organization received funding for any BPHC supplemental awards since FY 2023 you will:
 - Provide an update on your progress toward meeting the objectives of each award.
 - Include awards rolled into your base funding.
 - Upload a brief narrative as an attachment under “Other Documents” in EHBs.
- For each supplemental award received, describe:
 - How available data demonstrate progress toward achieving the supplemental funding objectives.
 - This may include Uniform Data System (UDS) data showing increases in patients, visits, or services, as well as scope of project data reflecting expanded service hours or the addition of new services.

Updates should include supplemental awards from the last four fiscal years (since FY 2023).



Proof of Non-Profit Status

- If your organization's non-profit status has changed since your last Service Area Competition (SAC) submission, you must upload the relevant documentation.
 - See [Chapter 1: Health Center Program Eligibility](#) of the Health Center Program Compliance Manual for examples of relevant documentation.

Non-Profit Status

As of 08/05/2026 08:26:49 AM
OMB Number: 0915-0285 OMB Expiration Date: 6/30/2029

Has your organization's non-profit or public agency status changed since your last Service Area Competition (SAC) submission?

☐ No, I certify that my organization's non-profit or public agency status **has not changed** since the last SAC submission.

☒ Yes, my organization's non-profit or public agency status **has changed** since the last SAC submission. Documentation supporting my organization's current status, consistent with the Health Center Program Compliance Manual [Chapter 1: Health Center Program Eligibility](#) , is attached.

Attachments

▼ Non-Profit/Public Agency Status Documentation (Minimum 1) (Maximum 1)

Document Name	Size	Date Attached	Description	Uploaded By
Narrative1 (1) (2).doc	26 kB	08/04/2026		Shama Allison

Close Window



BPR Technical Assistance Contacts

Resource	Contact
General Technical Assistance	The BPR TA webpage contains sample forms, the Electronic Handbooks (EHBs) user guide, and other BPR resources.
Budget/Fiscal Questions	Zenaida Bennett - Grants Management Specialist Office of Federal Assistance and Acquisition Management HRSA, Division of Grants Management Operations 301-287-2592 ZBennett@hrsa.gov
BPR Instructions Questions	BPR Response Team 301-945-5300 Submit a request using the BPHC Contact Form • Under <i>Applications and Funding</i>, select <i>Progress Reports (BPR/Non-Competing Continuation)</i> • Select <i>Budget Period Progress Report (BPR)</i>
HRSA EHBs Submission Assistance	Health Center Program Support 1-877-464-4772 Contact Health Center Support using the BPHC Contact Form • Under <i>Technical and System Support</i>, select <i>EHBs Tasks and Technical Issues</i> • Select <i>Non-Competing Continuation Reports</i>



Reminders

REMINDER:

- Health Center Program award recipients with a project period end date outside FY 2027 (October 1, 2026 – September 30, 2027) are required to complete an FY 2027 BPR.
- Ensure SAM registration is active
- Incomplete or non-responsive BPRs will be returned through a Request Change notification
- A late or incomplete BPR **may result in a delay in Notice of Award issuance** or a lapse in funding

Thank You!

Aileen A. Wood, M.P.H.

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Bureau of Primary Health Care (BPHC)

Health Resources and Services Administration (HRSA)



<https://hrsa.my.site.com/support/s/>



301-945-5300

bphc.hrsa.gov



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