



# Fiscal Year 2023 National Health Center Training and Technical Assistance Partners (NTTAPs) Cooperative Agreements Notice of Funding Opportunity (HRSA-23-029)

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

**Vision: Healthy Communities, Healthy People**

*NTTAPs are authorized by the Public Health Service Act, Title III, Section 330(I),  
(42 U.S.C. 254b(I))*



# Agenda

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Funding Opportunity Overview

Application Submission Process

Application Components

Reminders and Resources



# Funding Opportunity Overview



# FY 2023 NTTAP NOFO Purpose

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National Training and Technical Assistance Partners (NTTAPs) develop, deliver, coordinate, and evaluate training and technical assistance (T/TA) to existing and potential health centers nationwide. FY 2023 NTTAP award recipients will receive funding to provide training and technical assistance (T/TA) to support health centers to

- Deliver comprehensive care,
- Address emergent public health issues and health needs,
- Improve operational effectiveness and quality, and
- Advance health equity.



# Summary of Funding Opportunity

HRSA expects approximately \$23.5 million to be available annually to fund 22 NTTAPs.

Individual award amounts will be based on the type of NTTAP.

HRSA will accept competing continuation and new applications.

Awards will be for a 3-year period of performance beginning on July 1, 2023.

Funding will be in the form of a Cooperative Agreement with HRSA.



# Categories and Types of NTTAPs

## National T/TA Center

### Special Populations

- Migratory and Seasonal Agricultural Workers
- People Experiencing Homelessness
- Residents of Public Housing

### Health Center Populations

- Asian Americans, Native Hawaiians and other Pacific Islands
- Lesbian, Gay, Bisexual, Transgender, Queer+ (LGBTQ+)
- School-Aged Children
- Older Adults

### Development Areas

- Capital Development and Growth
- Clinical Quality Improvement and Patient Safety (*new*)
- Clinical Workforce Development
- Health Information Technology and Data
- Health Workforce Recruitment and Retention
- Intimate Partner Violence
- Medical-Legal Partnership
- Oral Health Care



# Key Changes from Prior Period of Performance

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- One new NTTAP type was added to focus on the area of Clinical Quality Improvement and Patient Safety.
- Minimum number of required activities and learning collaboratives align with funding amounts for each NTTAP type.
- Learning collaboratives are no longer required for each objective.
- Publications and asynchronous training sessions may now be included as part of the NTTAP participation target.



# Required Activities and Learning Collaboratives by Funding Level

Base Funding Level	Minimum Number of Activities Across All Objectives per Budget Period	Minimum Number of Learning Collaboratives Led per Budget Period
Up to \$550,000	16	2
\$550,001 -- \$1,000,000	20	3
\$1,000,001 -- \$1,500,000	24	4
\$1,500,001 -- \$2,000,000	32	5
Greater than \$2,000,001	72	10





# Eligible Applicants

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Organizations eligible to apply for NTTAP funding include:

- Domestic public or private, non-profit and for-profit entities, including tribal and faith-based organizations
- New organizations and organizations currently receiving funding as NTTAPs

Organizations will not be considered if the application includes any of the following non-responsive criteria:

- Exceeds the maximum allowable funding for the NTTAP type
- Fails to satisfy deadline requirements
- Does not include the Project Narrative



# Training and Technical Assistance

## Training

- An educational tool designed to teach key concepts, delivered in small or large group settings
- For example, leading learning collaboratives or developing and delivering seminars and workshops

## Technical Assistance

- A process of providing targeted support to facilitate quality or performance improvement
- For example, conducting consultations with health centers to facilitate implementation of best practices or facilitating peer-to-peer mentorship.

# Program Requirements

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All NTTAPs are required to:

- Initiate delivery of training and technical assistance within 60 days of receiving funds,
- Provide all programming to the widest possible health center audience at no charge to participants,
- Have a minimum number of activities and learning collaboratives every budget period,
- Conduct learning collaboratives relevant to project objectives, and
- Make progress towards your Objective Targets throughout the 3-year period of performance.

*This is a summary of Program Requirements. Refer to NTTAP Program Requirements in the NOFO for full details.*



# Program Requirements (continued)

Throughout the term of this award, NTTAPs will:

- Monitor environmental factors to inform training and technical assistance plans,
- Identify and leverage evidence-based and promising practices,
- Engage with other HRSA-supported T/TA partners,
- Collect, analyze and share evaluation results of T/TA with HRSA, health centers and other HRSA T/TA partners,
- Contribute to a national health center T/TA needs assessment, as coordinated by National T/TA Center, and
- Make T/TA available through Health Center Resource Clearinghouse, operated by National T/TA Center.
- **National T/TA Center only:** Conduct national health center T/TA needs assessment, use needs assessment to inform future T/TA offerings, and maintain Health Center Resource Clearinghouse.

*This is a summary of Program Requirements. Refer to NTTAP Program Requirements in the NOFO for full details.*



# Application Process and Components



# Two Phase Application Process

## Phase 1: Grants.gov

- Complete or update SAM.gov registration first. Registration must be updated every 12 months.
- Use registration number from SAM.gov to register for Grants.gov as soon as possible.
- NTTAP package with instructions may be accessed at Grants.gov by searching HRSA-23-029.
- **Due October 14, 2022 by 11:59 p.m. ET**

## Phase 2: EHBs

- Only successful Grants.gov submissions will be able to access EHBs.
- EHBs is available at <http://grants.hrsa.gov/webexternal>
- Information submitted in Grants.gov may be updated in EHBs
- **Accessible starting Friday, September 9, 2022**
- **Due November 14, 2022 at 5 p.m. ET**



# Phase 1 : Required Documents

Phase 1:  
Grants.gov

- **SF-424: Application for Federal Assistance**
  - Box 14: Specify the NTTAP type
  - Box 15: Upload Project Abstract
  - Box 16: Provide the Congressional District where your administrative office is located
- **Project/Performance Site Location(s) Form**
- **Project Narrative Attachment Form**
- **Grants.gov Lobbying Form**
- **Budget Narrative Attachment Form**
- **SF-424B: Assurances - Non-Construction Programs**
- **Key Contacts**
- **Project Abstract Summary**



# Phase 2: EHBs Application Components

Phase 2:  
EHBs

- Project Narrative
- Budget Information
- Budget Narrative
- Program Specific Forms
- Attachments

**Note:** The information from following forms in Grants.gov -- the Attachment Form, the Budget Information, the Key Contacts, and the Project Abstract Summary -- are copied over to the corresponding sections of the EHBs Standard Forms and can be edited in EHBs.





# Project Narrative & Review Criteria

Need (15 pts)

- National health center T/TA needs

Response (30 pts)

- Project Work Plan and Project Narrative

Collaboration (15 pts)

- Collaboration and coordination with partner organizations, including other HRSA T/TA partners

Evaluative Measures (15 pts)

- Quality improvement and dissemination of T/TA

Resources/Capabilities (20 pts)

- Capacity to deliver T/TA

Support Requested (5 pts)

- Budget request aligns with activities and targets



# Budget Presentation: SF-424A

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- List Federal request for Years 1-3.
- Do **not** include non-federal funding in the budget presentation.
- Funding request should **not** exceed maximum annual level for selected NTTAP type.



# Budget Presentation: Budget Narrative

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- Line-item budget and narrative justification for each year of 3-year period of performance
- Must provide detailed justification for amounts requested in each object class category (e.g., personnel, fringe) and must align with SF 424A: Budget Information Form
- For Year 2 and Year 3, highlight changes from Year 1 or indicate no substantive changes
- Personnel Justification Table is required in Budget Narrative for all NTTAP staff
- Sample Budget Narrative available on the NTTAP Technical Assistance webpage



# Funding Restrictions

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

- Direct patient care
- Construction/alterations/renovation of facilities
- Activities not aligned with the intent of the NTTAP cooperative agreement
- Reserve requirements for state insurance licensure
- Support for lobbying/advocacy efforts
- Conference sponsorship

*Note: Content development of individual program sessions related to the NTTAP Project Work Plan is allowable.*



# Program Specific Forms:

## Form 1A: General Information Worksheet

### Section 1: Applicant Information

- Application Information prepopulated for current NTTAPs

### Section 2: NTTAP Type

- Select NTTAP type you are applying for

### Section 3: Budget Information

- Maximum annual funding request will populate after NTTAP type is selected
- The funding you request on the SF-424A should match the maximum annual funding request



# Program Specific Forms:

## Project Work Plan Form: Objectives and Baseline Data

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### Objectives

- Vary by NTTAP Category and Type
- Predefined and Applicant Choice Objectives for each NTTAP type
  - Predefined: Objectives developed and defined in NOFO
  - Applicant Choice:
    - ✓ Applicant develops own objective based on parameters listed in NOFO
    - ✓ Applicant selects one or more outcome measures listed in NOFO

### Baseline Data

- Objectives that count number of health centers that receive T/TA, enter “0”
- Objectives aligned with UDS data, enter data from the listed UDS table
- Report sources of Baseline Data



# Program Specific Forms:

## Project Work Plan Form: Targets and Partner Organization Fields

### Targets

- Achieve by the end of the 3-year period of performance
- T/TA Participation Target Field count individuals that participate
  - In more than one T/TA session more than once
  - In asynchronous T/TA sessions, such as recorded webinars
- T/TA Usefulness Target Field (new field): usefulness of T/TA as measured by participant surveys

### Partner Organization Field (new field):

- Provide names of organizations that will support objective.
- All listed organizations should have a Letter of Support as part of Attachment 5.



# Program Specific Forms:

## Project Work Plan Form: Activities

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### T/TA Activities

- Only activities to be supported under the cooperative agreement in the first 12 months of the period of performance should be included.
- Project Work Plan should include a minimum of 2 activities and maximum of 12 activities per objective.
- The Activity Audience Field will determine if number of learning collaboratives meets the required minimum.
- The Activity Description Field should include the Health Center Excellence Framework domain(s) the activity aligns with to support health centers reach higher levels of performance.

Note: You may document collaborative work related to the Health Resource Clearinghouse as an activity under the Objective 1: Access to Care, and collaborative work related to the national health center T/TA needs assessment as an activity under Objective 2: Emerging Issues.





# Activity Requirements

- Based on the NTTAP type, applicants are expected to address different numbers of objectives.
- Based on their funding level, applicants are required to complete different numbers of activities.
- Two activities are required for each objective, and the remaining required activities may be spread among the objectives at the applicant's discretion.

## Oral Health NTTAP

- Required to complete 16 activities based on expected funding level
- Required to achieve 8 objectives
- Two activities for each of 8 objectives fulfills the required 16 activities.

## Capital Development and Growth NTTAP

- Required to complete 24 activities based on expected funding level
- Required to achieve 7 objectives.
- A minimum of 2 activities over each of 7 objectives would amount to 14 activities. The remaining 10 required activities could be spread among the objectives at the applicant's discretion.

# Activity and Learning Collaborative Example

Oral Health NTTAP Funded at \$550,000  
16 Required Activities and 2 Required Learning Collaboratives

Category	Example 1	Example 2
Objective 1	2	2
Objective 2	2 (1 Learning Collaborative)	3
Objective 3	2	2
Objective 4	2	5 (3 Learning Collaboratives)
Objective 5	2	2
Objective 6	2 (1 Learning Collaborative)	3
Objective 7	2	4
Objective 8	2	2
Total Number of Activities	16 Activities and 2 Learning Collaboratives	23 Activities and 3 Learning Collaboratives



# Attachments

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Attachment 1: Project  
Organizational Chart  
(Required)

Attachment 2: Staffing  
Plan  
(Required)

Attachment 3:  
Job Description for Key  
Personnel  
(Required)

Attachment 4:  
Biographical Sketches  
for Key Personnel  
(Required)

Attachment 5: Letters  
of Agreement  
(Required)

Attachment 6:  
Summary of Contracts  
and Agreements  
(If Applicable)

Attachment 7: Other  
Relevant Documents  
(If Applicable)

# REMINDERS AND RESOURCES



# Important Dates

**EHBs Access Date: September 9<sup>th</sup>, 2022**



**Grants.gov (Phase 1) Deadline: October 14, 2022 by 11:59 p.m. ET**



**EHBs (Phase 2) Deadline: November 14, 2022 by 5:00 p.m. ET**



**Award Start Date: July 1, 2023**



# Important Application Reminders

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- Applications must not exceed 80 pages when printed by HRSA. This includes the Project Abstract but not the EHBs forms.
- Funding request must not exceed the maximum allowable funding amount for your NTTAP type.
- Applications must include the Project Narrative.
- Each applicant can only apply for one NTTAP type.



# NTTAP Technical Assistance Webpage

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

**EHBs Application User Guide**

**Frequently Asked Questions**

**Notice of Funding Opportunity (HRSA-23-029)**

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

**TA Webinar Recording and Slide Deck**



# Technical Assistance Contacts

Assistance	Contact
Technical Assistance Resources	NTTAP Technical Assistance Webpage <a href="https://bphc.hrsa.gov/program-opportunities/funding-opportunities/nttap">https://bphc.hrsa.gov/program-opportunities/funding-opportunities/nttap</a>
Program-Related Questions	NTTAP NOFO Response Team <a href="#">BPHC Contact Form</a>
Grants or Other Budget-Related Questions	Brian Feldman <a href="mailto:bfeldman@hrsa.gov">bfeldman@hrsa.gov</a>
Electronic Submission Issues	Health Center Program Support 1-877-464-4772 <a href="#">BPHC Contact Form</a>
Grants.gov Submission Issues	1-800-518-4726 <a href="mailto:support@grants.gov">support@grants.gov</a>





## **Question and Answer Session**

**September 14, 2022**

**2 – 3 p.m. ET**

**Link will be posted on the NTTAP Technical Assistance Webpage**

