



Fiscal Year (FY 2020) Budget Period Progress Report (BPR) Noncompeting Continuation (NCC) Technical Assistance Briefing

June 2019

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Office of Policy and Program Development

Bureau of Primary Health Care (BPHC)

Health Resources and Services Administration (HRSA)



Agenda

- Overview
- FY 2020 BPR Deadlines
- Submission Requirements
- Budget Requirements
- Project Narrative Update
- BPR Resources & Contacts
- Reminders



Overview

- Serves as an annual progress report
- Submitted via HRSA Electronic Handbooks (EHBs)
- Instructions & EHBs User Guide located on BPR TA Page
- Reminder: SAM registration at www.sam.gov



FY 2020 BPR Deadlines

BPR Cycle Number	Budget Period State Date	EHBs Awardee Access (Mondays)	EHBs Deadline (Fridays at 5:00 PM ET)
5-H80-20-001	January 1, 2019	June 24, 2019	August 16, 2019
5-H80-20-002	February 1, 2019	July 15, 2019	September 6, 2019
5-H80-20-003	March 1, 2019	August 19, 2019	October 11, 2019
5-H80-20-004	April 1, 2019	September 16, 2019	November 8, 2019
5-H80-20-005	May 1, 2019	October 21, 2019	December 13, 2019
5-H80-20-006	June 1, 2019	November 18, 2019	January 10, 2020



Submission Requirements

Form

SF-PPR and SF-PPR-2

Budget Information: Budget Details

Form 1C: Documents on File

Form 3: Income Analysis

Scope Certification

Project Narrative Update

Document

Budget Narrative

Fixed

Forms 5A,
5B, 5C

Budget Requirements: Budget Information

Recommended Federal Budget: \$ 276,567.00 05/01/15 02:15:15 - 05/01/15 02:15:15

Section A - Budget Summary Update

Grant Program Function or Activity	CFDA Number	New or Revised Budget		
		Federal	Non-Federal	Total
Community Health Centers	93.224	\$100,000.00	\$0.00	\$100,000.00
Health Care for the Homeless	93.224	\$176,567.00	\$0.00	\$176,567.00
Total:		\$276,567.00	\$0.00	\$276,567.00

Update Sub Program

★ Section B - Budget Categories Update

Object Class Categories	Grant Program Function or Activity		Total
	Federal	Non-Federal	
Personnel	\$0.00	\$0.00	\$0.00
Fringe Benefits	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00

Budget Requirements: Budget Narrative Attachment

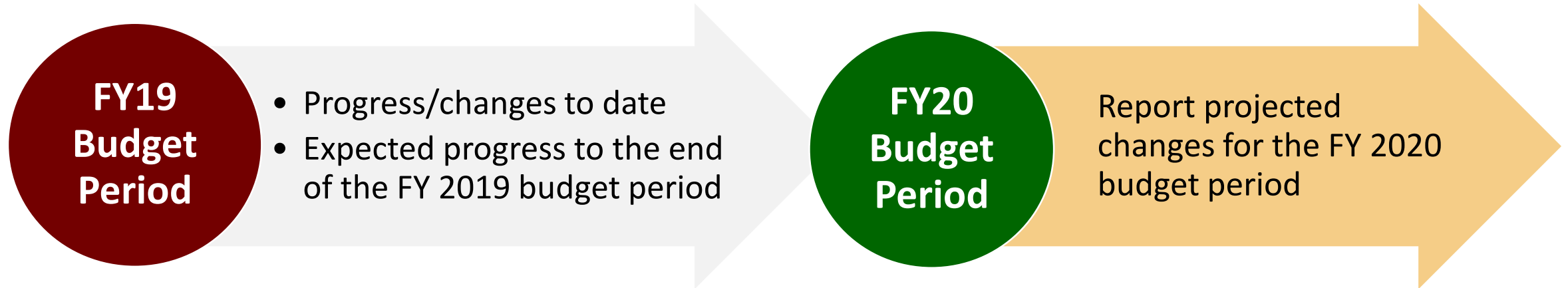
- Breakdown of federal & non-federal costs
- Provide sufficient detail, including costs of each line item within each object class category from the Budget Information: Budget Details form
- Demonstrate adherence to the salary limitation (currently \$192,300)



Reporting the Budget Period Progress

The Project Narrative Update must address the following:

- **Progress** since the FY 2019 award
- **Expected** progress for the rest of the fiscal year
- **Projected** changes for the next fiscal year



Project Narrative Update

- Environment
- Organizational Capacity
- Telehealth
- Patient Capacity
- Supplemental Awards
- One-Time Funding Awards
- Clinical/Financial Performance Measures



Project Narrative Update: **Environment**

Discuss **current major community, state, and/or regional changes** that have directly impacted and/or have the potential to impact the progress of the funded project.



Project Narrative Update: **Organizational Capacity**

Discuss **current major changes in the organization's capacity** that have impacted or may impact the progress of the funded project.



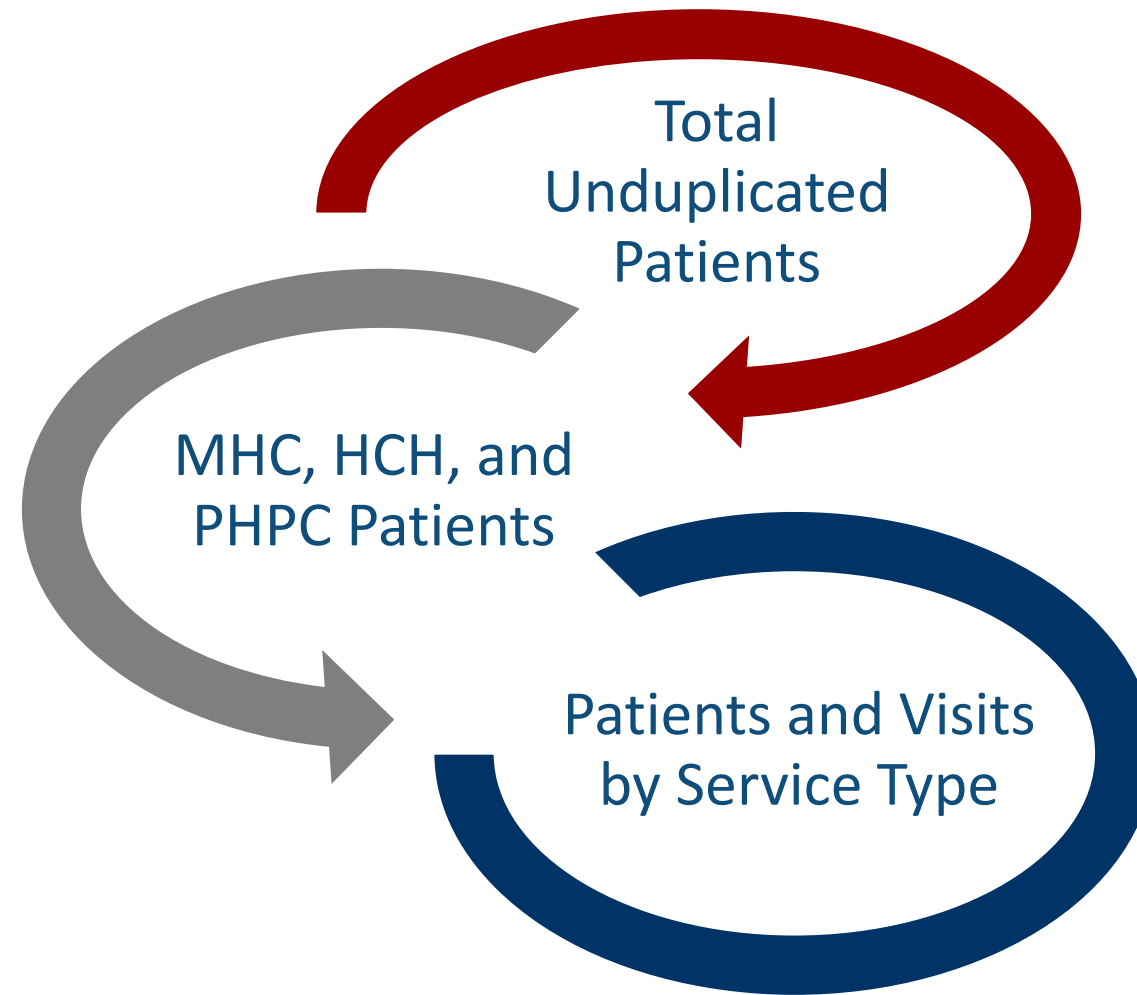
Project Narrative Update: **Telehealth**

Describe how you use telehealth to:

- Communicate with patients at other clinical locations
- Communicate with providers and staff at other clinical locations
- Receive or perform clinical consultations
- Send and receive health care information from mobile devices to remotely monitor patients
- Provide virtual health care services



Project Narrative Update: Patient Capacity



Project Narrative Update: Supplemental Awards

Supplemental Awards	FY 2017	FY 2018
Access Increases in Mental Health and Substance Abuse Services (AIMS)	X	
New Access Points (NAP) Satellite	X	
Substance Use Disorder and Mental Health Services (SUD-MH)		X



Project Narrative Update: **One-Time Funding Awards**

One-Time Funding Awards	Allowable Activities	FY 2017	FY 2018
Access Increases in Mental Health and Substance Abuse Services (AIMS)	Implement health Information technology and/or training investments	X	
Quality Improvement Assistance (QIA)	Develop and improve: (1) health center quality improvement systems and infrastructure, and/or (2) care delivery systems	X	X
Enhancing Behavioral Health Workforce (EBHW)	Increase the number of professionals and/or paraprofessionals trained to deliver opioid use disorder and other substance use disorder services as part of an integrated, interprofessional team		X
Substance Use Disorder and Mental Health Services (SUD-MH)	Implement equipment, minor alteration/renovation, and other one-time costs to support the expansion of evidence-based, integrated SUD-MH services		X



Project Narrative Update: Performance Measures

- Cervical Cancer and Ischemic Vascular Disease (IVD) goals were set and reported in UDS based on different measure definitions → data will not display for some fields
- HRSA Priority Clinical and Financial Performance Measures:
 - Diabetes: Hemoglobin A1c Poor Control
 - Health Center Program Grant Cost Per Patient (Grant Costs)
- For measures with a negative trend $\geq 5\%$:
 - Discuss the data trend
 - Provide plans for improving progress



BPR Resources and Contacts

Resource	Contact
Guidance for completing the BPR and sample TA materials	https://bphc.hrsa.gov/program-opportunities/funding-opportunities/continuation
Instructions-Related Questions	Karen Fitzgerald http://www.hrsa.gov/about/contact/bphc.aspx 301-594-4300
Budget-Related Questions	Travis Wright twright@hrsa.gov 301-594-4244
EHBs Issues	HRSA Health Center Program Support http://www.hrsa.gov/about/contact/bphc.aspx 877-464-4772



Reminders

- ✓ Complete the BPR in the HRSA EHBs, if you do not have a project period end date in FY 2020 (October 1, 2019 – September 30, 2020)
- ✓ Ensure SAM registration is active
- ✓ Incomplete or non-responsive BPRs will be returned through a Request Change notification
- ✓ Failure to submit the BPR by the deadline or submission of an incomplete or non-responsive progress report **may result in a delay in Notice of Award issuance or a lapse in funding**
- ✓ Refer to the FAQs on the BPR TA webpage

Thank You!

Karen Fitzgerald

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Bureau of Primary Health Care (BPHC)

Health Resources and Services Administration (HRSA)



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



301-594-4300

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