



Fiscal Year (FY) 2025 Budget Period Progress Report (BPR) Noncompeting Continuation (NCC) Technical Assistance Briefing June 2024

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Office of Policy and Program Development (OPPD)

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

Vision: Healthy Communities, Healthy People



BPR NCC Technical Assistance Briefing



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- Access and Deadline Dates
- Submission Components
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BPR Overview

- Annual progress report detailing progress made since submission of the last application (SAC or BPR), expected progress for the rest of FY 2024, and projected changes for the upcoming FY 2025 budget period.
- Health Center Program award recipients with a period of performance end date NOT in FY 2025 (October 1, 2024 – September 30, 2025) will complete an FY2025 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 <u>www.sam.gov</u>



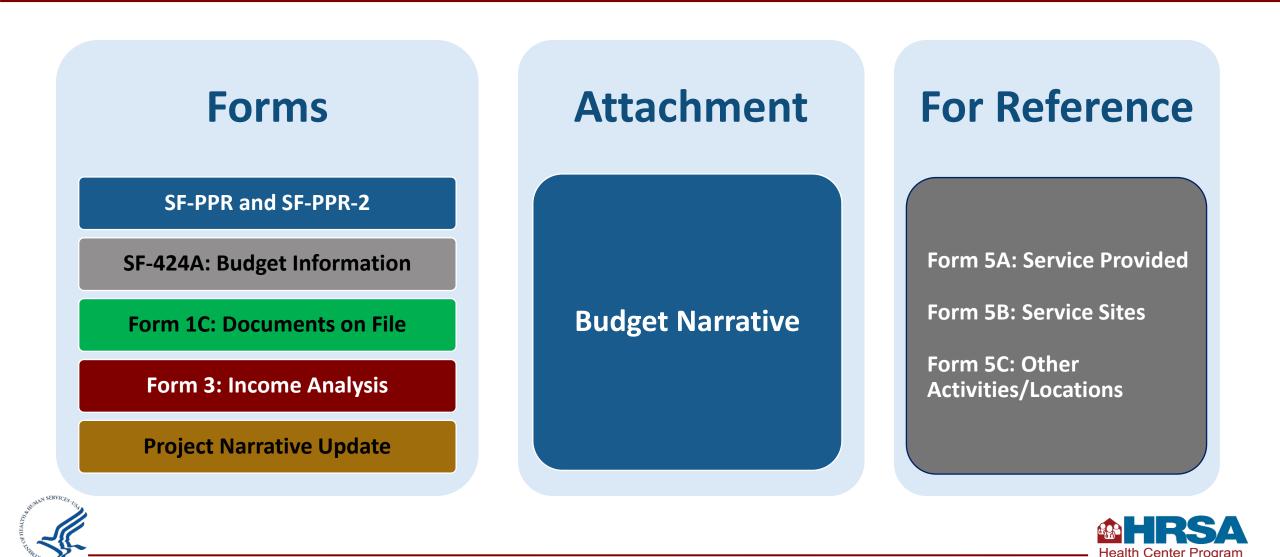


FY 2025 Access and Deadline Dates

	Budget Period Start Date	HRSA EHBs Access	HRSA EHBs Deadline (5:00 PM ET)
	January 1, 2025	June 24, 2024	August 16, 2024
	February 1, 2025	July 15, 2024	September 6, 2024
	March 1, 2025	August 12, 2024	October 4, 2024
	April 1, 2025	September 9, 2024	November 1, 2024
	May 1, 2025	October 14, 2024	December 6, 2024
· .	June 1, 2025	November 4, 2024	December 27, 2024



Submission Components



Budget Requirements: *Budget Information*

Recommended Federal Budget: \$ 199 200 1			815/RH	00005 - 005405 00006	
Section A - Budget Summary				🔗 Update	
	OFFIC Number	New or Revised Budget			
Grant Program Function or Activity 2	CFDA Number	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	
Update Sub Program	Total:	\$276,567.00	\$0.00	\$276,567.00	

Section B - Budget Categories				🔗 Update
Object Class Octomotion	1	Grant Program Fu	nction or Activity	Total
Object Class Categories		Federal	Non-Federal	Total
Personnel	3	\$0.00	\$0.00	\$0.00
Fringe Benefits		\$0.00	\$0.00	\$0.00
Travel		\$0.00	\$0.00	\$0.00

Section C - Non Federal Resources								🅜 Update
Grant Program Function or Activity		Applicant		State	Local	Other	Program Income	Total
Community Health Centers	4		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total:			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

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HRSA Health Center Program

Budget Requirements: SF-424A: Budget Information

- Itemize of federal requests and non-federal contributions based on your upcoming FY 2025 12-month budget period
- Must contain costs of each line item within each object class category
- Personnel costs must demonstrate adherence to the salary limitation (currently \$221,900, as of January 2024)





Project Narrative Update: *Key Areas*



Organizational Capacity



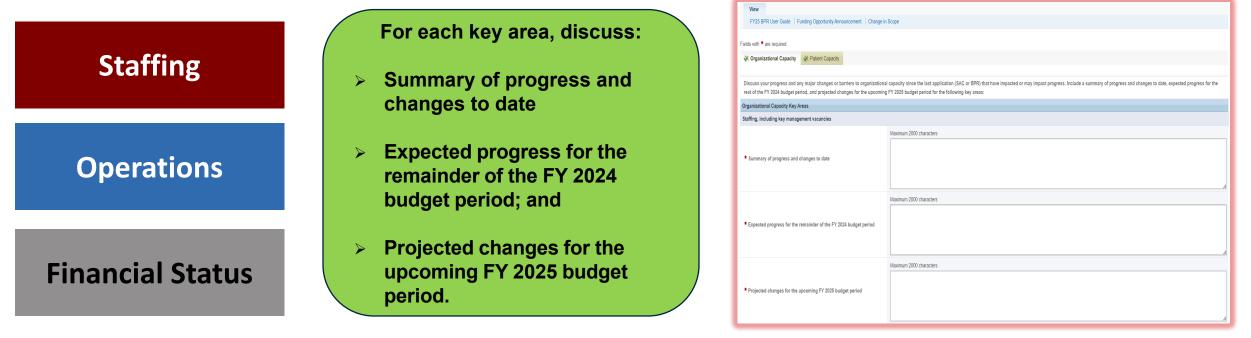
Patient Capacity





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 the progress. **You should include the following key areas:**



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



Project Narrative Update: Patient Capacity

Discuss any changes that have impacted or may impact patient capacity progress, factors that have adversely affected patient trends, and plans for reaching the projected patient target goal, including (but not limited to) Changes in Scope (CIS), successor-in-interest, or contract or agreement changes.

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	Patients			
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BPR Technical Assistance Contacts

Resource	Contact
General Technical Assistance	The <u>BPR TA webpage</u> contains sample forms, the Electronic Handbooks (EHBs) user guide, and other BPR resources.
Budget/Fiscal Questions BPR Instructions Questions	 Saul Arana Grants Management Specialist Office of Federal Assistance and Acquisition Management HRSA, Division of Grants Management Operations 301-443-6555 SArana@hrsa.gov BPR Response Team 301-594-4300
	 Submit a request using the <u>BPHC Contact Form</u> Under Funding, select Non-Competing Continuation (NCC) Progress Reports
HRSA EHBs Submission Assistance	 Health Center Program Support 1-877-464-4772 Contact Health Center Support using the <u>BPHC Contact Form</u> Under Technical Support, select <i>EHBs Task/EHBs Technical Issues</i> Select Non-Competing Continuation (NCC) Progress Reports







- Health Center Program award recipients with a period of performance end date NOT in FY 2025 (October 1, 2024 September 30, 2025) will complete an FY 2025 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.

Public Health Analyst, Office of Policy and Program Development (OPPD)

Bureau of Primary Health Care (BPHC)

Health Resources and Services Administration (HRSA)



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



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