



* Form 8: Health Center Agreements

OMB No.: 0915-0285. Expiration Date:
1/31/2020

DEPARTMENT OF HEALTH AND HUMAN SERVICES Health Resources and Services Administration Form 8: HEALTH CENTER AGREEMENTS	FOR HRSA USE ONLY	
	Grant Number	Application Tracking Number
<p>Note: If a Health Center Program award recipient wishes to enter into an agreement/arrangement post-award that will either (1) result in another organization carrying out a substantial portion of the approved scope of project or (2) impact the governing board's composition, authorities, functions, or responsibilities, a Prior Approval request must be submitted in EHB and approved by HRSA before the agreement/arrangement can be formalized and implemented.</p>		
PART I Health Center Agreements		
1. Does your organization have a parent, affiliate, or subsidiary organization?	[] Yes [] No	
2. Do you currently have, or plan to utilize a) Contract(s) with another organization to perform substantive programmatic work within the proposed scope of project? <i>For the purposes of the Health Center Program, contracting for substantive programmatic work applies to contracting with a single entity for the majority of health care providers.</i> Or b) Subawards to carry out a portion of the proposed scope of project. <i>The purpose of a subaward is to carry out a portion of the Federal award and creates a Federal assistance relationship with the subrecipient.</i> NOTE: Subawards or contracts made to related organizations such as a parent, affiliate, or subsidiary must be addressed in this form. The acquisition of supplies, material, equipment, or general support services (e.g., janitorial services, contracts with individual providers) is not considered programmatic work. If Yes , indicate the number of each agreement by type in 2a and/or 2b below and complete Part II. If No , Part II is Not Applicable .	[] Yes [] No	
2a. Number of contracts with another organization to perform substantive programmatic work within the proposed scope of project.	____(number)	
2b. Number of subawards made to subrecipients to carry out a portion of the proposed scope of project.	____(number)	
2c. Total number of contracts and/or subawards for a substantial portion of the proposed scope of project.	____(number)	

Part II: Attachments

All contracts or subawards, including those which involve a parent, affiliate, or subsidiary organization referenced in Part I **must be uploaded in full**. Uploaded documents will NOT count against the page limit.

Affiliate/Contract/Subaward Organization Name (maximum 50 characters)	
Type of Agreement	<input type="checkbox"/> Affiliation Agreement <input type="checkbox"/> Subaward <input type="checkbox"/> Contract

Public Burden Statement: An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The OMB control number for this project is 0915-0285. Public reporting burden for this collection of information is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to HRSA Reports Clearance Officer, 5600 Fishers Lane, Room 14N-39, Rockville, Maryland, 20857.

Instructions

Complete Part I, by selecting **Yes** if you have:

- 1) A parent, affiliate, or subsidiary organization; and/or
- 2) A current or proposed contract or subaward that will constitute a substantial portion of the proposed scope of project (e.g., a site that is or will be operated by a subrecipient or contractor, as identified on Form 5B: Service Sites).¹

Refer to [Uniform Guidance 2 CFR part 200 as codified by HHS at 45 CFR part 75](#) for more information on the characteristics of a subrecipient or contractor agreement. You must determine whether an individual agreement that will result in disbursement of federal funds will be carried out through a contract or a subaward and structure the agreement accordingly.

If either question 1 or 2 is answered “Yes”, you must upload the associated agreement(s). You may list a maximum of 10 Contract or Subaward Organizations with five document uploads each. Additional documentation that exceeds this limit should be included in Attachment 13: Other Relevant Documents, which will count against the page limit.

Contracts attached to Form 8 must support the HRSA-approved scope of project and include provisions that address:

- Specific activities or services to be performed, or goods to be provided.
- Mechanisms for the health center to monitor contractor performance.
- Requirements for the contractor to provide data necessary to meet applicable Federal financial and programmatic reporting requirements, as well as provisions addressing records retention and access, audits, and property management.²

Subawards attached to Form 8 must support the HRSA-approved scope of project and

¹ For the purposes of the Health Center Program, contracting for substantive programmatic work applies to contracting with a single entity for the majority of health care providers. The acquisition of supplies, material, equipment, or general support services is not considered programmatic work.

² For further guidance on these requirements, see the [HHS Grants Policy Statement](#).

include provisions that address:

- Specific portions of the project to be performed by the subrecipient.
- Applicability of all Health Center Program requirements to the subrecipient.
- Applicability to the subrecipient of any distinct statutory, regulatory, and policy requirements of other federal programs associated with the proposed project.
- Mechanisms for you to monitor subrecipient compliance and performance.
- Requirements for the subrecipient to provide data necessary to meet applicable Federal financial and programmatic reporting requirements, as well as provisions addressing records retention and access, audits, and property management.
- Requirements that all costs paid for by the federal subaward are allowable, consistent with Federal Cost Principles.³

³ See [45 CFR 75 Subpart E: Cost Principles](#).