Applicant Technical Assistance Webinar
Fiscal Year (FY) 2021
Service Area Competition (SAC)

June 12, 2020

Office of Policy and Program Development
Bureau of Primary Health Care (BPHC)

Vision: Healthy Communities, Healthy People

Agenda

- Overview of SAC
  - Tentative FY 2021 SAC Schedule
  - Key Summary of Changes
  - Application Process and Types
- Service Area Announcement Table (SAAT)

- Select Eligibility and Funding Requirements
- Application Components
- Compliance Assessment and Period of Performance
- Technical Assistance Contacts

Overview of SAC

Service Area Competition (SAC)

- Competitive funding opportunity for operational support for announced service areas
- Funds services in communities and populations already served by Health Center Program award recipients
- Ensures continued access to comprehensive, culturally competent, quality primary health care services
- SAC Technical Assistance webpage

Tentative FY 2021 SAC Schedule

Current Period of Performance End Date	NOFO Number	Expected NOFO Release	Grants.gov Deadline (11:59pm ET)	HRSA EHBs Deadline (5:00pm ET)
December 31, 2020	HRSA-21-002	June 11, 2020	August 10, 2020	September 9, 2020
January 31, 2021	HRSA-21-003	June 11, 2020	August 10, 2020	September 9, 2020
February 28, 2021	HRSA-21-004	June 25, 2020	August 24, 2020	September 24, 2020
March 31, 2021	HRSA-21-005	July 16, 2020	September 14, 2020	October 15, 2020
April 30, 2021	HRSA-21-006	August 20, 2020	October 19, 2020	November 19, 2020
May 31, 2021	HRSA-21-007	September 17, 2020	November 16, 2020	December 17, 2020
August 31, 2021	HRSA-21-008	January 7, 2021	March 8, 2021	April 8, 2021

HRSA Health Center Program

Key SAC Summary of Changes

- "Project period" has been replaced with "period of performance"
- To support a focus on COVID-19 emergency response, HRSA extended periods of performance where statutorily permissible, resulting in a small number of service areas being announced for competition
- Two new eligibility requirements:
  - Patients projected by service type on Form 1A: General Information Worksheet
  - General Primary Medical Care proposed on Form 5A: Services Provided directly (Column I) or through formal written contractual agreements in which the health center pays for the service (Column II)

Key SAC Summary of Changes Continued

- Three new clinical performance measures:
  - Depression Remission at 12 Months
  - Breast Cancer Screening
  - HIV Screening
- One revised clinical performance measure:
  - HIV Linkage to Care
- Competing continuation applicants will report on achievement of their previous patient target in the RESOURCES/CAPABILITIES section of the Project Narrative

Two-Phase Application Process

Phase 1: Grants.gov → **Phase 2: EHBs**
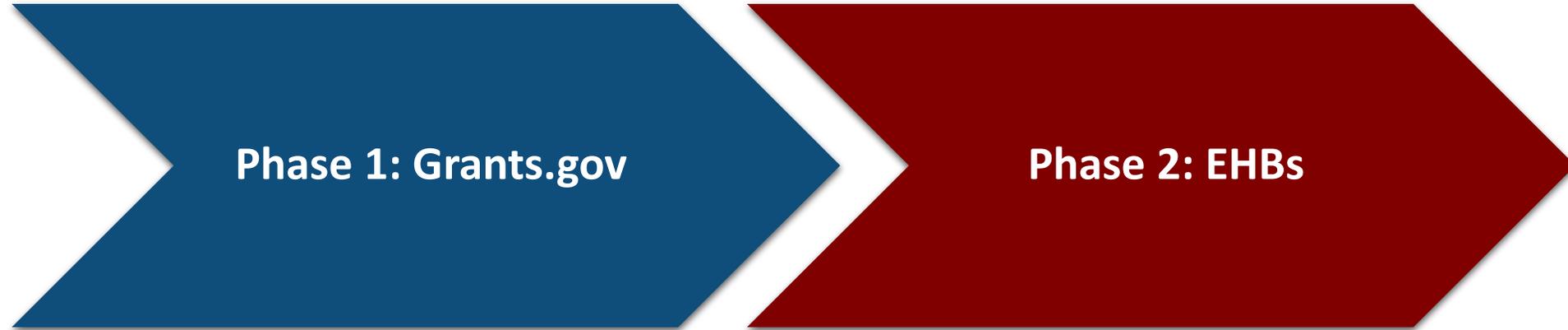
- Register or update registration for Grants.gov as soon as possible
- Requirements for Grants.gov registration:
  - DUNS/Unique Entity Identifier
  - SAM.gov Registration
- Register in EHBs early to ensure access as soon as you submit in Grant.gov

HRSA Health Center Program

Applicant Type

Competing Continuation

- A current Health Center Program award recipient applying to continue serving its current service area

New

- An organization not currently funded through the Health Center Program applying to serve an announced service area

Competing Supplement

- A current Health Center Program award recipient applying to serve an announced service area, in addition to its current service area

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Service Area Announcement Table

Service Area Announcement Table (SAAT)

Lists all service areas announced for competition and includes:

- Patient target for each service area (see Patient Target FAQs for details)

- Zip codes for each service area and the percentage of patients served within each zip code

- Total funding available for each service area and specific populations that are funded

- Service types provided in each service area to ensure continuity of current offerings

SAAT Sample

Service Area Identification (ID) Number	Current Period of Performance End Date	City	State	Notice of Funding Opportunity (NOFO) Number	Total Funding	CHC Funding	MHC Funding	HCH Funding	PHPC Funding	Zip Codes	Zip Code Patient Percentage	Patient Target	Service Type
001	12/31/2020	Seldovia	AK	HRSA-21-002	$2,263,155	$2,263,155	$0	$0	$0	99603	68.40%	2,683	Medical, Dental, Mental Health
										99556	14.70%		
										99663	9.50%		
										99639	1.40%		
										99669	0.40%		
002	12/31/2020	Soldotna	AK	HRSA-21-002	$2,952,507	$2,952,507	$0	$0	$0	99669	38.40%	9,560	Medical, Vision, Substance Use Disorder, Enabling
										99611	35.30%		
										99672	8.30%		
										99610	6.70%		

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For assistance, please email BPHC at BHartmayer@hrsa.gov or call (301) 594-4300.

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12

# Select Eligibility and Funding Requirements

Patient Projection

Project on Form 1A to serve at least 75% of the Patient Target listed in the SAAT by December 31, 2022

Zip Codes	Zip Code Patient Percentage	Patient Target	Service Type
99603	68.40%		
99556	14.70%		
99663	9.50%		Medical, Dental, Mental Health
99639	1.40%	2,683	
99669	0.40%		

2c. Patients and Visits

Unduplicated Patients and Visits by Population Type

How many unduplicated patients are projected to be served by December 31, 2022? (This projection is for calendar year 2022.)

Refer to the Patient Target in the Service Area Announcement Table (SAAT) for the service area proposed in this application to ensure your total unduplicated patient projection meets eligibility requirements. The SAAT is available at the SAC/SAC-AA Technical Assistance web site.
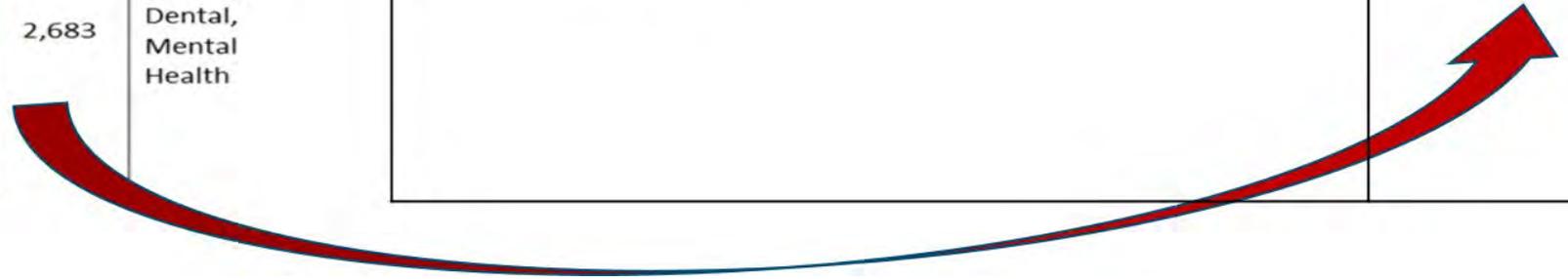
Patient Projection and Funding Request

Patient Projection Compared to Service Area Announcement Table Patient Target (% of patients listed in the SAAT)	Funding Request Reduction
95-100%	No reduction
90-94.9%	0.5% reduction
85-89.9%	1% reduction
80-84.9%	1.5% reduction
75-79.9%	2% reduction
0-74.9%	Ineligible application

A calculator tool is available to determine the maximum funding based on the patient projection

Service Type

Project patients on Form 1A for each Service Type listed in the SAAT for the service area

Service Area Zip Codes

List on Form 5B a combination of SAAT zip codes where the patient percentages total at least 75%

OR

Include all SAAT zip codes if the sum of all patient percentages is less than 75%

Application Components

Budget Presentation: Budget Narrative

- Line-item details for each year of the 3-year period of performance
    - New applicants will only submit a budget narrative for year 1
- Year 1 must show the federal and non-federal portions (aligns with Section B – Budget Categories of the SF-424A)
- Demonstrates that costs are reasonable and necessary
- Provides a table of all federally funded personnel
    - Federal funds may not be used to pay the salary of an individual at a rate in excess of $197,300

Entering the Funding Request on the SF-424A

- The total federal request must not exceed the Total Funding for the service area announced in the SAAT
- Request funding for all service area population types in the same proportion announced in the SAAT

SF-424A Budget Information: Section A – Budget Summary

Grant Program Function or Activity	CFDA Number	Estimated Unobligated Funds		New or Revised Budget		
		Federal	Non-Federal	Federal	Non-Federal	Total *will auto-calculate in EHB*
Community Health Centers	93.224	N/A	N/A	$2,000,000	←	b.
Health Care for the Homeless	93.224	N/A	N/A	$1,000,000	←	d.
Migrant Health Centers	93.224	N/A	N/A	$500,000	←	c.
Public Housing	93.224	N/A	N/A	$500,000	←	e.
Total *will auto-calculate in EHB*				$4,000,000	←	a.

Total Funding available for the service area and support per population type from the SAAT

Total Funding	CHC Funding	MHC Funding	HCH Funding	PHPC Funding
$4,000,000	$2,000,000	$500,000	$1,000,000	$500,000
a.	b.	c.	d.	e.

Sample SF-424A

SAMPLE SF-424A FOR SERVICE AREA COMPETITION (First Page Only)

BUDGET INFORMATION – Non-Construction Programs

SECTION A – BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Fed Domestic Assist No. (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Community Health Centers- 330(e)	93.224			$2,758,334	$7,599,486	$10,357,820
2. Migrant Health Centers - 330(g)	93.224			$1,253,113	$3,452,704	$4,705,817
3.						
4.						
5. TOTALS				$4,011,447	$11,052,190	$15,063,637

SECTION B - BUDGET CATEGORIES

6. Object Class Category	Grant Program Function or Activity					Total (5)
	(1) Federal	(2) Non-Federal				
a. Personnel	$2,400,000	$7,001,600				$9,401,600
b. Fringe Benefits	$552,586	$1,612,079				$2,164,665
c. Travel	100,000	34,200				$134,200
d. Equipment	300,000	375,557				$675,557
e. Supplies	50,000	420,000				$470,000
f. Contractual	500,000	441,200				$941,200
g. Construction	0	0				$0
h. Other	108,861	1,167,554				$1,276,415
i. Total Direct Charges (sum of 6a-6h)	$4,011,447	$11,052,190				$15,063,637
j. Indirect Charges	$0	$0				$0
k. TOTALS (sum of 6i and 6j)	$4,011,447	$11,052,190				$15,063,637
7. Program Income						$10,545,540

Standard Form 424A

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Project Narrative and Review Criteria

- **Need:** 10 points
- **Response:** 25 points
- **Collaboration:** 10 points
- **Evaluative Measures:** 15 points
- **Resources/Capabilities:** 20 points
- **Governance:** 10 points
- **Support Requested:** 10 points

Program Specific Forms: 1A – 4

- Form 1A: General Information Worksheet
  - Project the unduplicated number of patients to be served in calendar year 2022
  - Project patients for each Service Type listed for the service area in the SAAT
- Form 1C: Documents on File
- Form 2: Staffing Profile
  - Collects the number of direct hire staff; contracted staff indicated, but not quantified
- Form 3: Income Analysis
- Form 4: Community Characteristics

Program Specific Forms: 5A – 5C (Scope of Project)

- Form 5A: Services Provided
  - Propose to make General Primary Medical Care available directly (Column I) and/or though formal written contractual agreements (Column II) in which the health center pays for the service
- Form 5B: Service Sites
  - Propose service area zip codes where zip code patient percentages total at least 75% of the current patients served; prepopulated for current award recipients
- Form 5C: Other Activities/Locations (if applicable)

Program Specific Forms: 6A – 12, Summary Page, and Performance Measures

- Form 6A: Current Board Member Characteristics
- Form 6B: Request for Waiver of Board Member Requirements
- Form 8: Health Center Agreements
- Form 12: Organization Contacts
- Summary Page
- Clinical Performance Measures:
  - NEW: Depression Remission at 12 Months, Breast Cancer Screening, and HIV Screening
  - REVISED: HIV Linkage to Care
- Financial Performance Measures

Performance Measure Form Field Highlights

- **Baseline Data**: Zeros are acceptable when data are not available (e.g., revised measures)
- **Goal**: Project for calendar year 2022
- **Key Factor Type**: Specify at least one contributing and one restricting factor
- **Competing continuation applicants**:
  - Baseline data will not prepopulate for the new and revised clinical performance measures
  - For prepopulated baseline data, more current data may be provided in the Comments field, if desired
  - Progress field captures progress since the last submission (SAC or BPR)

HRSA EHBs Attachments

- Attachments **required for completeness** are marked "C":
  - Attachment 6: Co-Applicant Agreement (as applicable)
  - Attachment 11: Evidence of Nonprofit or Public Center Status (new applicants)
- Failure to include attachments required for review, marked "R", may negatively affect application review
- EHBs attachment examples are available on the SAC Technical Assistance webpage

Note: The Project Narrative is required for eligibility

Compliance Assessment and Period of Performance

Compliance Assessment

- [Health Center Program Compliance Manual](#)

- Project Narrative questions, forms, and attachments that will be assessed for determining compliance are noted with a bolded, underlined asterisk (**_*_**)

- Refer to the SAC Compliance Assessment Guide (located at the SAC Technical Assistance webpage) for the Compliance Manual chapters and elements that correspond to items with **_*_**

Period of Performance

- A **1-year period of performance** will be awarded to:
  - New applicants
  - Competing continuation applicants with conditions at SAC award decision time
- HRSA will **not** make a SAC award to a competing continuation applicant that was awarded a 1-year period of performance in FY 2019 and FY 2020, and meets the criteria for a third 1-year period of performance in FY 2021

Technical Assistance Contacts

SAC Technical Assistance Contacts

Resource	Contact
SAC Technical Assistance Webpage	https://bphc.hrsa.gov/program-opportunities/sac
Program Questions	Beth Hartmayer or Chrissy James 301-594-4300 https://bphccommunications.secure.force.com/ContactBPHC/BPHC_Contact_Form
Budget Questions	Terry Hatchett 301-443-7525 thatchett@hrsa.gov
Grants.gov Questions	800-518-4726 support@grants.gov
EHBs Questions	Health Center Program Support 877-464-4772 https://bphccommunications.secure.force.com/ContactBPHC/BPHC_Contact_Form

Thank You!

Beth Hartmayer and Chrissy James

Office of Policy and Program Development

Bureau of Primary Health Care (BPHC)

Health Resources and Services Administration (HRSA)

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