



**FY 2021 Health Center Program Service Expansion -  
School-Based Service Sites (SBSS)  
Application Forms Blank Sample**

**MINOR A/R FORM: OTHER REQUIREMENTS FOR SITES**

OMB No.: 0915-0285. Expiration Date: 3/31/2023

<b>DEPARTMENT OF HEALTH AND HUMAN SERVICES</b> Health Resources and Services Administration  <b>Other Requirements for Sites</b>	<b>FOR HRSA USE ONLY</b>	
	<b>Grant Number</b>	<b>Application Tracking Number</b>
<b>Site Information</b>		
<b>Name of Service Site</b>	<i>prepopulated</i>	
<b>Site Address</b>	<i>prepopulated</i>	

Fields with \* are required

<b>1. *Site Control and Federal Interest</b>
<b>1a. Identify current status of property site (If 'Leased', please answer Question 1b)</b>
<input type="checkbox"/> Owned <input type="checkbox"/> Leased
<b>1b. If Leased, please check the following:</b>
<input type="checkbox"/> The applicant certifies the following: <ul style="list-style-type: none"> <li>• The existing lease will provide the health center reasonable control of the project site.</li> <li>• The existing lease is consistent with the proposed scope of project.</li> <li>• We understand and accept the terms and conditions regarding Federal Interest in the property.</li> </ul>
<b>2. *Cultural Resource Assessment and Historic Preservation Considerations</b>
<b>2a. Was the project facility constructed prior to 1975?</b>
<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>2b. Is the project facility 50 years or older?</b>
<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>2c. Does any element of the overall work at the project site include:</b>
<ul style="list-style-type: none"> <li>• Any renovation/modifications to the exterior of the facility (for example: roof, HVAC, windows, siding, signage, exterior painting, generators, etc.) or</li> <li>• Ground disturbance activity (for example: expansion of building footprint, parking lot, sidewalks, utilities, etc.)?</li> </ul>
<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>2d. Does the project involve renovation to a facility that is, or near a facility that is, architecturally, historically, or culturally significant?</b>
<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>2e. Is the site located on or near Native American, Alaskan Native, Native Hawaiian, or equivalent culturally significant lands?</b>
<input type="checkbox"/> Yes <input type="checkbox"/> No

## Attachments

### Landlord Letter of Consent (Maximum 1 attachment)

If property status is 'Leased', applicant must provide Landlord Letter of Consent.

### Provide a copy of the title, deed or lease for the project

#### \*Property Information (Minimum 1) (Maximum 1 attachment)

If property status is 'Leased' or 'Owned' please provide Property Information.

Public Burden Statement: Health centers (section 330 grant funded and Federally Qualified Health Center look-alikes) deliver comprehensive, high quality, cost-effective primary health care to patients regardless of their ability to pay. The Health Center Program application forms provide essential information to HRSA staff and objective review committee panels for application evaluation; funding recommendation and approval; designation; and monitoring. The OMB control number for this information collection is 0915-0285 and it is valid until 3/31/2023. This information collection is mandatory under the Health Center Program authorized by section 330 of the Public Health Service (PHS) Act ([42 U.S.C. 254b](#)). Public reporting burden for this collection of information is estimated to average 45 minutes 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 14N136B, Rockville, Maryland, 20857 or [paperwork@hrsa.gov](mailto:paperwork@hrsa.gov).

## Instructions for Completing the Other Requirements for Sites Form

1. If you are requesting one-time funding for minor alteration/renovation, you must complete the **Other Requirements for Sites** form. This form addresses site control, federal interest, and cultural resources, and historic preservation considerations related to the project.
2. If the site is leased property, you must attach a Landlord Letter of Consent for performing alteration/renovation on the site in the Attachments section. If the site is owned, do not upload this information.
3. Regardless if the property is leased or owned, you must attach Property Information (e.g., title, deed or lease)