

State Offices of Rural Health Grant FY 16 Application Feedback

Keith J. Midberry, MHSA
SORH Program Coordinator
Federal Office of Rural Health Policy
Health Resources and Services Administration

June 22, 2016 @3 PM ET



Webinar Overview

- Discuss FY 16 SORH application review and award process.
- Discuss common errors in various application components and view model documents.
- Discuss grant and grantee specific terms and conditions that may be included in Notification of Award (NOA).
- Discuss the process for submitting revised documents into EHB and assistance that is available.
- Discuss FY 15 Closeout activities –PIMS, FFR, UOB, Carryover



Application Reviews

- Applications are cornerstone for start of new five year Project Period!
- FORHP requested and received permission to conduct an internal versus formal objective review.
- Applications were reviewed and scored by respective Project Officers.
- Needs assessments were very comprehensive, most included detailed charts and maps.
- NOSORH would appreciate copy.



Scores and Conditions

- **Average score - 91**
- **Range from 74 - 99 (2)**
- **35 applications scored 90 or above and of them 23 scored 95 or above.**
- **39 SORHs recommended to have condition requiring the submission of at least one revised document with the EHB.**
- **13 SORHs recommended to have a condition for quarterly reporting updates.**
- **Project Officer may request additional info.**



Common Errors - Point deductions

- ***SF-424A Budget*** did not include state matching funds.
- ***Budget Justification*** did not:
 - break out or include Federal versus State funds
 - provide sufficient detail on contracts or travel.
- ***Methodology*** and ***Work Plan*** not ***numbered identically*** and in alignment with each other.
- ***Methodology*** lacked sufficient detail about ***Work Plan*** activities.
- ***Work Plan*** did not include all required activities for three core areas.



Common Errors - Point deductions

- ***Organizational Information*** section did not discuss use of state matching funds.
- ***Evaluation and Technical Assistance*** Section did not discuss FY 14 PIMS submission.
- ***Staffing Plan*** did not list amount of FTE dedicated to SORH for *each* position funded by Federal and state matching funds.
- ***Accomplishment Summary*** missing or did not discuss FY 14 UOB (if indicated).



Conditions: Submit revised or missing

- Most common condition - *SF-424A Budget* that includes state matching funds.
- Second – *Budget Justification* that breaks out Federal versus State matching funds.
- *Methodology or Work Plan* numbered identically and in alignment with each other.
- *Staffing Plan* that lists *FTE percent* dedicated to *SORH* for each position funded by Federal and/or state matching funds.

Other components missing or need revision.



Notifications of Award (NOA)

- Most NOAs have been released, remainder by beginning of budget period – July 1st.
- Read NOA *thoroughly* including all terms and conditions.
<http://www.hrsa.gov/grants/manage/awardmanagement/index.html>
- Project Officer will provide feedback on application and score.
- Contact Project Officer if questions about conditions.
- Documents due via the EHB within 30 days *award date*, or 30 days from start budget period (NLT July 30, 2016)



Funding Request – 5 Year Project Period

17. Proposed Project:

* a. Start Date: 07/01/2016

* b. End Date: 06/30/2021

18. Estimated Funding (\$):

* a. Federal	860,000.00
* b. Applicant	0.00
* c. State	2,580,000.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	3,440,000.00



SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. State Offices of Rural Health Grant Program FY2016	93.913	\$	\$	\$ 172,000.00	\$ 516,000.00	\$ 688,000.00
2. State Offices of Rural Health Grant Program FY2017	93.913			172,000.00	516,000.00	688,000.00
3. State Offices of Rural Health Grant Program FY2018	93.913			172,000.00	516,000.00	688,000.00
4. State Offices of Rural Health Grant Program FY2019	93.913			172,000.00	516,000.00	688,000.00
5. Totals		\$	\$	\$ 688,000.00	\$ 2,064,000.00	\$ 2,752,000.00

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1) SORH Year 1	(2) SORH Year 2	(3) SORH Year 3	(4) SORH Year 4	
a. Personnel	\$ 438,972.00	\$ 438,972.00	\$ 438,972.00	\$ 438,972.00	\$ 1,755,888.00
b. Fringe Benefits	169,706.00	169,706.00	169,706.00	169,706.00	678,824.00
c. Travel	9,548.00	9,548.00	9,548.00	9,548.00	38,192.00
d. Equipment	0.00	0.00	0.00	0.00	
e. Supplies	1,000.00	1,000.00	1,000.00	1,000.00	4,000.00
f. Contractual	23,679.00	23,679.00	23,679.00	23,679.00	94,716.00
g. Construction	0.00	0.00	0.00	0.00	
h. Other	19,295.00	19,295.00	19,295.00	19,295.00	77,180.00
i. Total Direct Charges (sum of 6a-6h)	662,200.00	662,200.00	662,200.00	662,200.00	\$ 2,648,800.00
j. Indirect Charges	25,800.00	25,800.00	25,800.00	25,800.00	\$ 103,200.00
k. TOTALS (sum of 6i and 6j)	\$ 688,000.00	\$ 688,000.00	\$ 688,000.00	\$ 688,000.00	\$ 2,752,000.00
7. Program Income	\$	\$	\$	\$	\$

Authorized for Local Dissemination

Standard Form 424A (Rev. 7-97)

Caller not fou
Caller registration

SECTION C - NON-FEDERAL RESOURCES

(a) Grant Program		(b) Applicant	(c) State	(d) Other Sources	(e)TOTALS
8.	SORH Year 1	\$ 516,000.00	\$	\$	\$ 516,000.00
9.	SORH Year 2	516,000.00			516,000.00
10.	SORH Year 3	516,000.00			516,000.00
11.	SORH Year 4	516,000.00			516,000.00
12. TOTAL (sum of lines 8-11)		\$ 2,064,000.00	\$	\$	\$ 2,064,000.00

SECTION D - FORECASTED CASH NEEDS

	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ 172,000.00	\$ 43,000.00	\$ 43,000.00	\$ 43,000.00	\$ 43,000.00
14. Non-Federal	\$ 516,000.00	129,000.00	129,000.00	129,000.00	129,000.00
15. TOTAL (sum of lines 13 and 14)	\$ 688,000.00	\$ 172,000.00	\$ 172,000.00	\$ 172,000.00	\$ 172,000.00

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT

(a) Grant Program		FUTURE FUNDING PERIODS (YEARS)			
		(b)First	(c) Second	(d) Third	(e) Fourth
16.	SORH Year 2	\$ 172,000.00	\$	\$	\$
17.	SORH Year 3		172,000.00		
18.	SORH Year 4			172,000.00	
19.	SORH Year 5				172,000.00

Activity	Completion Date	Responsible Staff or Entity	Progress or Process Measures	Outcome or Impact
Core Area / Objective #1: Collection and Dissemination of information				
Required Activity #1.1 - Disseminate FORHP information....				
Required Activity #1.2 - Respond to inquiries...				
Required Activity #1.3 - Promote RHIHub and Rural Research Gateway				
Other activities.....#1.4				
Activity	Completion Date	Responsible Staff or Entity	Progress or Process Measures	Outcome or Impact
Core Area / Objective #2 : Coordinate Rural Health Activities				
Required Activity #2.1- Participate meetings, committees....				
Required Activity #2.2 - Build and strengthen partnerships..				
Required Activity #2.3 - Support recruitment and retention...				
Other activities..#2.4 etc				
Activity	Completion Date	Responsible Staff or Entity	Progress or Process Measures	Outcome or Impact
Core Area / Objective #3: Provision of Technical Assistance				
Required Activity #3 1 - Provide TA to rural				

Strategy 1.1:

Disseminate timely rural health information to rural providers and key stakeholders.

Activity 1: Routinely distribute grant opportunities, education and training, research findings, and other relevant information through the Kansas Resources and Health Information Service (KRHIS), Public Health Connections newsletter, and other communication channels.

Since its launch in 2002, the Kansas Resources and Health Information Service (KRHIS) has served as a recognized and trusted source for communicating health information to constituents statewide. KRHIS is a free, subscription-based email system open to the public. Users register online and select from a list of categories from which they'd like to receive email notices. Users also have the option to search an online database of health information. As evidenced in the work plan, KRHIS will be used both for information dissemination as well as for promoting constituents to take advantage of state and federal rural health tools and resources. During the duration of the new SORH grant, the newly hired Grants Management Specialist will be tasked with increasing subscriber enrollment through targeted outreach and ensuring relevant announcements are distributed regularly. In addition to KRHIS, the SOPC/RH will use the *Public Health Connections* newsletter to distribute timely information on rural health information, resources and funding opportunities. *Public Health Connections* is distributed on a monthly basis by the Local Public Health section of the Bureau of Community Health Systems to over 2,500 local health departments, preparedness partners, school nurses, primary care clinics and other public health professionals. An archive of the newsletter can be found on the KDHE website: http://www.kdheks.gov/olrh/public_health_connections.htm

Activity 2: Maintain Office of Primary Care and Rural Health webpage to include up-to-date program information, data, and rural health resources.

Reminders!

- **FY 15 PIMS due in EHB by August 30, 2016.**
- **NOSORH / FORHP Webinar July 13, 2016 at 3 PM ET. Will include:**
 - **Five Year Overview of SORH PIMS Measures**
 - **Upgrades to TruServ collection instrument**
- **FY 15 SORH FFR due in EHB by October 30, 2016.**
- **IF UOB, discuss with PO before submitting any carryover request.**



UOB/Carryover Request

- Carryover request deadline is November 30, 2016.
- Carryover funds cannot be used for *new* activities.
- Must be used to complete activities not completed in FY 15 or expand upon FY 16 approved activities.



Contact Information

SORH Program Coordinator & Project Officer:

Keith J. Midberry - kmidberry@hrsa.gov / (301) 443-2669
Region A & D (TX, AR, LA)

SORH Project Officers:

Susan Stack – sstack@hrsa.gov / (301) 443-4043
Regions B & E

Victoria Leach – vleach@hrsa.gov / (301) 945-3988
Regions C & D

See you in September at NOSORH meeting in Boston!

