



# State Offices of Rural Health (SORH) FY 23 NCC Instructions Webinar

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**Vision: Healthy Communities, Healthy People**



# Presentation Overview

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- Background Information
- Progress Report Instructions
  - Performance Narrative
  - Appendices (including Work Plan and Budget)
- Technical Assistance Resources
- Questions



# Background

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- FY 2023 is the third year of a five year project period.
- Instructions were released January 5<sup>th</sup>, 2023.
- Application deadline in EHB is March 3<sup>rd</sup>, 2023.
- Progress Report serves as basis for continued funding and is a streamlined review process.



# Progress Report: Performance Narrative

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## Performance Narrative Includes:

- Provide FY22 progress on activities
- Noteworthy Accomplishments
- Any actions taken to address Health Equity
- Significant change/ Challenges
- Plan for Upcoming budget year



# Progress Report: Performance Narrative

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## Performance Narrative Requirements:

- Comprehensive overview of project and documentation of project activities and accomplishments
- Report on each of the core elements with new paragraph for each core element.
- Narrative must align with Work Plan (blueprint for narrative) and must be numbered the same.
- Not to exceed **10 pages** (appendices do not count)
- Narrative, portrait format
- Reminder: the Progress Report is not a vehicle for a change in scope or budget.



# Appendices

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- Attachment #1 - Updated Current FY22 Work Plan in spreadsheet, landscape format
- Attachment #2 - Future FY23 Work Plan in spreadsheet, landscape format
- Attachment #3 - Budget Justification Narrative that is detailed and covers federal and state matching funds
- Attachment #4 - Position Descriptions for all new or revised positions, if applicable
- Attachment #5 - Biographical sketches or resumes for any staff hired since last submission, if applicable



# Budget

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- Amount should be pre-populated in EHB and same as amount in FY 22 NOA block #13 (Future Support).
- Attach a detailed Budget Justification Narrative that includes and distinguishes between Federal funds versus state matching funds.
- Travel must be itemized into three parts and include number of people and number of days:
  - Airline or mileage for in-state travel
  - Lodging per diem per day
  - Misc. (registration, parking etc.)
- Contractual costs must be itemized and include deliverables



# Technical Assistance Resources

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- HRSA EHB Help and Knowledge Base:  
<https://help.hrsa.gov/display/public/EHBSKBFG/Index?IsPopUp=true&IsPopUp=true>
- HRSA Call Center: 1-877-464-4772 or  
[CallCenter@hrsa.gov](mailto:CallCenter@hrsa.gov)
- <http://www.hrsa.gov/grants/manage/index.html>
- Chris Saylers at NOSORH: [chris.saylers@nosorh.org](mailto:chris.saylers@nosorh.org)
- Peer to peer (SORHs)
- [sndiangui@hrsa.gov](mailto:sndiangui@hrsa.gov) or (301) 443-0876
- Questions?





# Contact Information

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FORHP HSD Project Officer Map: <https://www.hrsa.gov/ruralhealth/ruralhospitals/regionmap.html>

HRSA EHB Contact Center / 877-Go4-HRSA (464-4772)

**Web:** [hrsa.gov/ruralhealth/](https://www.hrsa.gov/ruralhealth/)

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