OHRP Rural Grant Opportunity

Overview of ORHP's Rural Health Network Development Planning Program

Monday, November 24, 2014
10:00 – 11:00 am

Presented by Joyce Hospodar

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Core Elements

- <u>Purpose</u>: Promote the planning and development of rural healthcare networks

- <u>Project Period</u>: June 1, 2015 – May 31, 2016

- <u>Estimated Funding</u>: Up to $100,000

- <u>Estimated # of Rewards</u>: Up to 15 grants

- <u>Application Due</u>: Friday, January 9, 2015

Rural Health Network Development Planning Program Goals

Promote the planning and development of healthcare networks by:

➤ achieving efficiencies

➤ expanding access to, coordinating, and improving the quality of essential healthcare services

➤ strengthening the rural healthcare system as a whole

Rural Health Network Development Planning Program Goals

Aim # 1: Achieve efficiencies

- Identify ways to achieve better system efficiencies and improve regional and/or local rural health care services

- Planning activity examples:
  - ➢ Conduct a community health and/or provider needs assessment
  - ➢ Conduct a Health Information Technology readiness assessment

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Rural Health Network Development Planning Program Goals

Aim # 2: Expand access to, coordinate, and improve the quality of essential health care services

- Identify ways to build capacity and network infrastructure to coordinate care | increase access to care

- Planning activities to consider:

  - ➢ Develop a network business and/or operations plan

  - ➢ Identify the degree to which network members are ready to integrate functions, share clinical and/or administrative resources

Rural Health Network Development Planning Program Goals

Aim # 3: Strengthen the rural health care system as a whole

- Identify ways to enhance community and partner relationships to promote involvement and participation in network planning activities

- Examples of planning activities:

  - ➤ Encourage cross-organizational collaboration and leadership commitment

  - ➤ Assess sustainability and viability of the network

  - ➤ Identify opportunities to address regional/local population needs

  - ➤ Ways to obtain regional/local community buy-in of network

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Applicant Eligibility

- Be in a rural county or eligible rural census tract

- Public and non-profit entities (e.g., faith-based & community organizations, tribal governments & organizations)

- Network with at least 2 other organizations (rural, urban, non-profit, or for profit)

- Include at least 3 or more healthcare providers

Grants.gov 3 Step Registration Process

- Obtain a valid DUNS Number (Dun and Bradstreet Universal System Number)

  http://fedgov.dnb.com/webform/pages/CCRSearch.jsp

- Register with System for Award Management (SAM)

  https://www.sam.gov

- Register with grants.gov

  http://www.grants.gov/

- If registered already, confirm that it is still active and that the Authorized Organization Representative (AOR) has been approvved

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Submission Guidelines

- No cost-sharing/matching of funds required

- Notify the Center for Rural Health (AZ's State Office of Rural Health) of your intent to apply; document in your application; a letter of support is provided if requested

- Do not exceed 80 pages !

- <u>Application Core Sections</u>: Abstract | Project/Budget Narratives | Budget | 13 Attachments | Letters of Commitment/Support

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Application Review Scoring

Criteria	Application Sections(s)	Points 100
1. Need	Introduction	Needs Assessment	20
2. Response	Methodology	Work Plan	Resolution of Challenges	25
3. Evaluation Measures	Evaluation	Technical Support Capacity	15
4. Impact	Work Plan	15
5. Resources	Capabilities	Evaluation	Technical Support Capacity	Organizational Info	15
6. Support Requested	Budget, Budget Justification	10

Project Abstract

- *Length*: One page

- *Requirements:*
  - Provide a brief description of the project
  - Identify needs to be addressed
  - List proposed services
  - Profile population to be served
  - ID Project Director + key personnel

- *Specify Funding Preferences at Bottom of Abstract**

  - *Qualification 1:* Health Professional Shortage Area (HPSA)

  - *Qualification 2:* Medically Underserved Community/ Populations (MUC/MUPs)

  - *Qualification 3:* Focus on primary care, wellness, and prevention strategies

* *"Applicant's organization name is requesting a funding preference based on qualification X. County Y is in a designated HPSA".*

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Project Narrative Components

> *INTRODUCTION* *(Review Criterion 1 - Need)*

– Brief description of proposed project – goals | planning activities | expected outcomes | aim of the project

> *NEEDS ASSESSMENT* *(Review Criterion 1- Need)*

1. Target Population Details (i.e., unmet need, areas of impact, socio-cultural determinants of health, health disparities)

2. How this grant will help address unmet needs

3. Map showing location of members | geographic area to be served

4. Barriers | Challenges | Solutions in forming network/implementing network activities

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Project Narrative Component

METHODOLOGY

(Review Criterion 2 | 4 - Response | Impact)

1. Describe increase in the access to services
2. ID level of impact to non-network members
3. Define goals (aim)/ objectives/strategy
4. ID network members | roles | expertise
5. State expected outcomes

6. Plan for sustainability including benefits to network and community
7. ID communication flow/resolve differences between and among network members
8. Describe potential financial impact on network members
9. ID process to engage/develop network strategic plan

Project Narrative Component

WORK PLAN

(Review Criterion 2 | 4 - Response | Impact)

- Describe activities/steps to achieve the 9 areas outlined under the *METHODOLOGY* section
- Develop a timeline identifying each activity and responsible staff over the one year timeframe
- Align work plan to network's identified goals and objectives
- Utilize a matrix showing network's goals, strategies, activities, and measurable process/outcome measures

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Project Narrative Component

RESOLUTION OF CHALLENGES

(Review Criterion 2 – Response)

- Describe likely challenges and approaches to resolve based on work plan

- Describe how network activities will be communicated & integrated into network members' organizational activities

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Project Narrative Component

EVALUATION AND TECHNICAL SUPPORT CAPACITY

(Review Criterion 3 | 5 – Evaluative Measures | Resources/Capabilities)

- Describe how goals will be tracked, measured, and evaluated
- Include assumptions made in developing work plan and projecting outputs/outcomes
- Utilize process and outcome measures to access progress
- Outline quality assurance/quality improvement strategies
- Describe process for conducting a 'network self-assessment' to ensure a strategy is in place for sustainability

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Project Narrative Component

ORGANIZATIONAL INFORMATION

(Review Criterion 5 | 6 – Resources/Capabilities | Support Requested)

- Indicate lead applicant's non-profit | public entity status
- Describe abilities | contributions | roles | responsibilities of lead applicant organization and network members
- ID lead applicant's mission, structure, current activities, ability to manage project and finances
- Identify network director or interim-director; 25% of person's time is required
- Include development stage of network

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Budget, Budget Justification

➢ *Budget*

- Budget developed for 1 year
- Up to 5% of federal grant funds may be used for equipment
- Up to 15% of federal grant funds may be used for legal costs

➢ *Budget Justification Narrative*

- Provide a written description of each item budgeted and how each item supports the objectives
- Reference Section 4.1.iv of HRSA's *SF-424 Application Guide*

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Order of Attachments

1. Proof of Non-Profit Status
2. State Office of Rural Health Letter
3. Areas of Impact
4. Map of Service Area
5. Work Plan and Narrative Description
6. Staffing Plan | Job Descriptions of Key Personnel
7. Biographical Sketches of Key Personnel
8. Network Organizational Chart and Network Member Information
9. Letters of Commitment
10. Letter from Urban parent Organization
11. Previous Grants
12. Request for a Funding Preference
13. Other Relevant Documents

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Team Grant Writing

➤ Essential practice – *Be organized yourself & for the Team!*

➤ Must 'haves':

- Develop/maintain an updated Proposal Executive Summary

- Maintain a checklist with tasks and due dates

- Update everyone on who is doing what by e-mail/phone

- Schedule a few face-to-face meetings

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Team Grant Writing

➢ Important tips:

– Only <u>one</u> person contacts the funder

– Check wording for parallel construction

- i.e., providers vs. clinicians, project manager vs. project coordinator

– Thank everyone who helped, let them know the proposal was submitted, and when you are likely to hear back

Grant Assistance Web Page

➢ A one-stop-shop for potential applicants to increase the number, quality and success of applicants.

➢ Webcasts, videos, guidance about application registration and submission requirements, funding opportunity announcement structure and content, tips for writing grant proposals, and more

http://www.hrsa.gov/grants/apply/

Technical Assistance Webinar

➢ Sponsored by | Office of Rural Health Policy

➢ When | Wednesday, December 3, 2014, Noon

➢ Call-In Information | Conference Line (for audio) - 800.593.0693, Passcode 15803

➢ URL | https://hrsa.connectsolutions.com/rhn_devplan/

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Good Luck!

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