



Rural Health Network Development Planning Grant Program (HRSA-22-059)

Meet & Greet

October 4, 2022

Nkem Osian, MPH

Public Health Analyst – Network Planning Program Coordinator

Federal Office of Rural Health Policy (FORHP)

Vision: Healthy Communities, Healthy People



Agenda Overview

- I. Welcome & Introductions
- II. HRSA / FORHP Overview
- III. FY21 Program Cohort
- IV. Program Overview & Updates
- V. Program Requirements
- VI. Technical; Assistance
- VII. Resources
- VIII. Q&A



Welcome FY22 Network Planning Program Grantees

Meet Your Network Planning Program Team



HRSA FORHP Program Coordinator (PC)

Nkem Osian

HRSA FORHP Project Officers (PO)

Nkem Osian

Chinyere Amaefule

Diana Alatorre

HRSA Grants Management Specialist (GMS)

Eric Brown (Lead)

Ann Maples

Benoit (Ben) Mirindi

Dhendup Sherpa

Bria Haley

Kimberly Dews

CRL Consulting/ Georgia Health Policy Center (TA Provider/Contractor)

Catherine Liemohn

Amber Nicole Jefferson

Beverly Tyler

Karen Wakeford

Kenna Ho

Amanda Martinez



How Do the Roles of the Network Planning Program Team Work?

Grant Recipient (You!)

- Responsible for achieving project goals and activities
- Ensure programmatic and grant compliance
- Manage federal funds

Program Coordinator (PC)

- Responsible for overall coordination of FORHP Network Planning Program grant administration.
- Works with grantees, GMS, PO team and TA teams.

Project Officer (PO)

- Responsible for monitoring grantee's project/progress
- Primary HRSA program of point of contact
- Assist with programmatic issues

Grants Management Specialist (GMS)

- Business management and financial point of contact
- Assists grantees with budgetary or financial related to your grant
- Works as team with POs and PC

Technical Assistance (TA) Provider

- CRL Consulting - Each grantee will have an assigned TA Provider point of contact that works with your PO and PC. This is offered through an FORHP contract to the grantees, at no additional cost to the grantee.



Health Resources and Services Administration

U.S. Department of Health and Human Services

Agency Goals



**Increase
Access to
Quality
Health Care
and Services**



**Strengthen
the Health
Workforce**



**Build Healthy
Communities**



**Improve
Health Equity**



**Strengthen
Program
Operations**



Federal Office of Rural Health Policy

U.S. Department of Health and Human Services

Quick Background

- Part of HRSA & DHHS
- “Voice for Rural”
- Policy and Research Role
- Review HHS Regulations
- Administer Grant Programs
- Technical Assistance



▪ Mission

Collaborate with rural communities and partners to support programs and shape policy that will improve health in rural America.

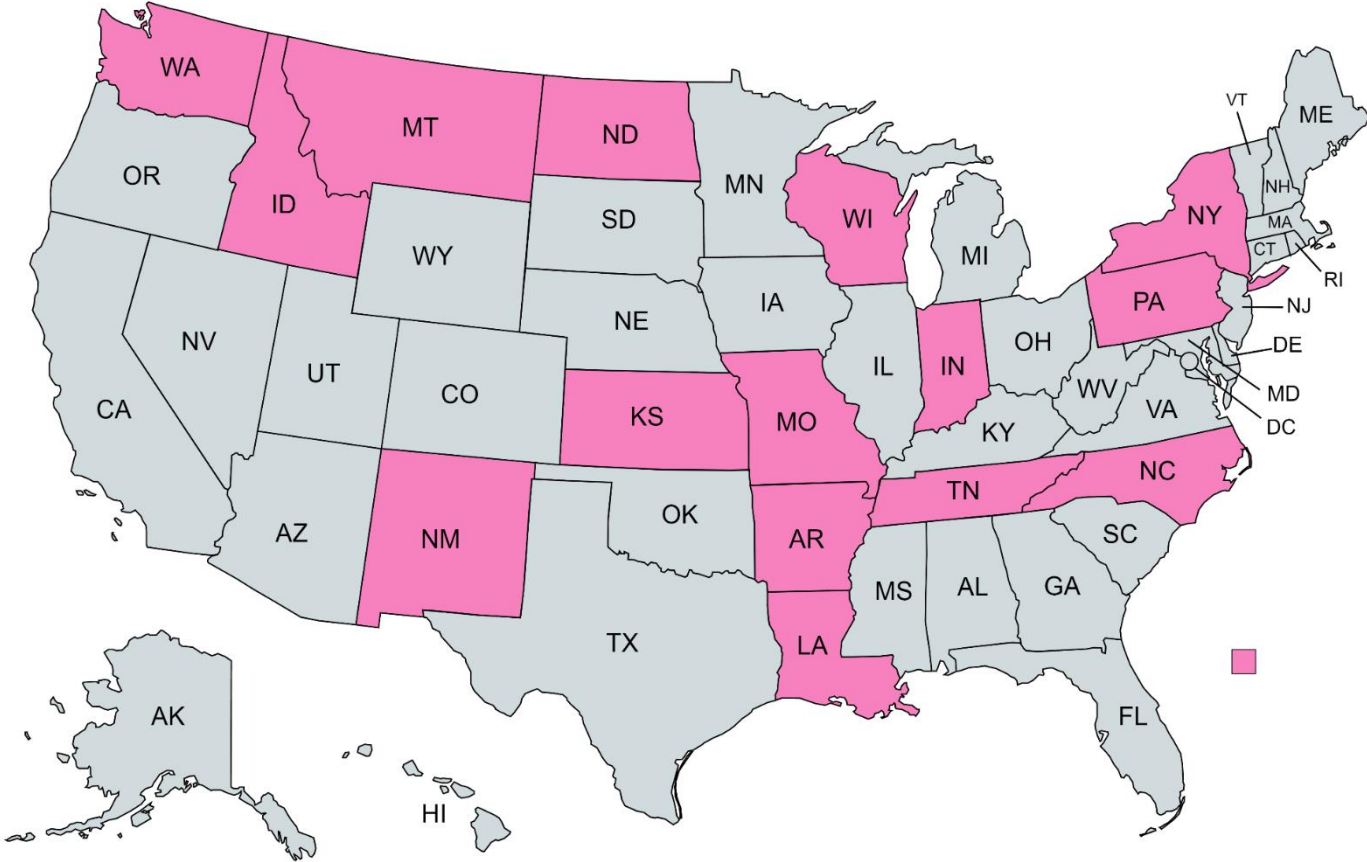
FY22 Rural Health Network Development Planning Program Cohort



Congratulations Award Recipients!

Rural Health Network Development Planning Program

FY22 Cohort Representation



- 23 Awards
- 16 States

2022 Program Overview & Updates

Rural Health Network Development Planning Program



Network Planning Program

Funding Authorization

- This program is authorized by Section 330A(f) of the Public Health Service Act, 42 U.S.C. 254c(f), as amended, to expand delivery of health care services in rural areas through the planning of integrated health care networks in rural areas.



Network Planning Program

Purpose

With a Purpose to...

Assist you in developing an integrated health care network, particularly for those with no formal collaborative efforts.

The program will support 1 year of planning with the primary goal of helping networks **create a foundation** for their infrastructure and focusing member efforts to address important regional or local community health needs.



Public Health Service Act, Title III, Section 330 A (g) (42 U.S.C. 254c (g)), as amended. ; P.L. 114-53



Network Planning Program

Objectives

Through a Program **Objectives** which aims to...

- (i) achieve efficiencies;
- (ii) expand access to, coordinate, and improve the quality of essential health care services; and
- (iii) strengthen the rural health care system as a whole.



HRSA-19-025 Funding Opportunity Announcement, pg.1

Program Requirements

Network Planning Program



Program Requirements (From the Notice of Funding Opportunity (NOFO))

- **Required Staffing (page 12 of NOFO):**

 - Project Director * (recommends 25% level of effort on this grant)

 - At least 1.0 FTE of Key Staff

- **Deliverables**

 - Grantee Directory

 - Source Book

 - Strategic Plan

 - Network Organizational Assessment

 - Performance Improvement Management System (PIMS)

 - Final Programmatic Report

- **Funding restrictions (page 19 of NOFO):**

 - Funds under this announcement may not be used for the following purposes:

 - To build or acquire real property

 - For construction

 - The purpose of this grant is **to fund planning activities**, applications that propose to use grant funds to pay for the direct provision of clinical health services will be deemed unresponsive.



Performance Improvement Measurement System (PIMS)

- All grantees are required to report to PIMS at the end of their budget period
- PIMS reporting is completed on a PIMS form in the EHB
- PIMS reporting is available in the EHB system to complete 30 days prior to the reporting deadline
- Support & more information will be provided



HRSA Electronic Handbook (EHB)

EHB is an online program file – contains all information and submissions related to your program.

HRSA EHB Roles for Your Grant

- Project Director (Point of Contact) --*Ensure all key staff info is correct*
- Financial Reporting Administrator (FRA) **will only have access to financial reporting*
- Other

Grant Access & Registration FAQs:

<https://help.hrsa.gov/display/public/EHBSKBFG/Grants+Access+and+Registration+FAQs>

REMEMBER:

Add this grant to your EHB portfolio

Your PO does not see the same interface

Your TA Coach does not have access to EHB

Everything must go into EHB. Information and deliverables most commonly uploaded under the “submissions” and “prior approvals” tab

Need help with EHB?: Call 1-877-464-4772 // <https://www.hrsa.gov/about/contact/ehbhelp.aspx>



HRSA EHB Video Tutorials

Home Page: <https://help.hrsa.gov/display/public/EHBSKBFG/Video+-+EHBs+Home+Page>

Grants:

<https://help.hrsa.gov/display/public/EHBSKBFG/Video+-+Grants+Tab>

EHB Help Topics:

<https://help.hrsa.gov/display/public/EHBSKBFG/Help+Topics>

HRSA Award Management Tutorial:

<http://www.hrsa.gov/grants/manage/awardmanagement/index.html>



Notice of Award

(NoA)

- **Official document that states the terms, conditions, and amount of the award**
- **Signed by the Grant Management Official (GMO) who is authorized to obligate HRSA funds**
- **First page includes basic information about the award:**
 - Date issued
 - Award/grant number
 - Project/budget period
 - Grantee/Project Director name and address
 - Budget (current/future support) and;
 - Special remarks
- **Subsequent pages provide additional information including:**
 - Grant policy information
 - EHB access instructions
 - Terms and conditions
 - Reporting requirements with due dates and;



Award Number **Support Year** **CFDA number for program** **Authorizing Legislation**

1. DATE ISSUED: 06/16/2011 **2. PROGRAM CFDA:** 93.926
Revision #

3. SUPERSEDES AWARD NOTICE dated: **Award Number**
except that any additions or restrictions previously imposed remain in effect unless specifically rescinded.

4a. AWARD NO.: 5 H49 [REDACTED] 03-00 **4b. GRANT NO.:** H49MC [REDACTED] **5. FORMER GRANT NO.:**

6. PROJECT PERIOD: **FROM:** 06/01/2009 **THROUGH:** 05/31/2014 **Approved Project and Budget period dates**

7. BUDGET PERIOD: **FROM:** 06/01/2011 **THROUGH:** 05/31/2012

8. TITLE OF PROJECT (OR PROGRAM): Healthy Start Initiative-Eliminating Racial/Ethnic Disparities

9. GRANTEE NAME AND ADDRESS:
[REDACTED] **Awardee and Project Director Contact Info**

10. DIRECTOR: (PROGRAM DIRECTOR/PRINCIPAL INVESTIGATOR)
[REDACTED]

11. APPROVED BUDGET: (Excludes Direct Assistance)
 Grant Funds Only
 Total project costs including grant funds and all other financial participation

12. AWARD COMPUTATION FOR FINANCIAL ASSISTANCE:

a. Authorized Financial Assistance This Period	\$750,000.00
b. Less Unobligated Balance from Prior Budget Periods	
i. Additional Authority	\$0.00
ii. Offset	\$120,655.00
c. Unawarded Balance of Current Year's Funds	\$0.00
d. Less Cumulative Prior Awards(s) This Budget Period	\$0.00
e. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION	\$629,345.00

Funding Information **Future Support Year amounts**

13. RECOMMENDED FUTURE SUPPORT: (Subject to the availability of funds and satisfactory progress of project)

YEAR	TOTAL COSTS
04	\$750,000.00
05	\$750,000.00

14. APPROVED DIRECT ASSISTANCE BUDGET: (In lieu of cash)

a. Amount of Direct Assistance	\$0.00
b. Less Unawarded Balance of Current Year's Funds	\$0.00
c. Less Cumulative Prior Awards(s) This Budget Period	\$0.00
d. AMOUNT OF DIRECT ASSISTANCE THIS ACTION	\$0.00

11. APPROVED BUDGET BY CATEGORY:

a. Salaries and Wages :	\$73,217.00
b. Fringe Benefits :	4.00
c. Total Personnel Costs :	\$119,981.00
d. Consultant Costs :	\$0.00
e. Equipment :	\$0.00
f. Supplies :	\$2,694.00
g. Travel :	\$6,840.00
h. Construction/Alteration and Renovation :	\$0.00
i. Other :	\$118,980.00
j. Consortium/Contractual Costs :	\$475,000.00
k. Trainee Related Expenses :	\$0.00
l. Trainee Stipends :	\$0.00
m. Trainee Tuition and Fees :	\$0.00
n. Trainee Travel :	\$0.00
o. TOTAL DIRECT COSTS :	\$723,495.00
p. INDIRECT COSTS (Rate: % of S&W/TADC) :	\$26,505.00
q. TOTAL APPROVED BUDGET :	\$750,000.00
i. Less Non-Federal Share:	\$0.00
ii. Federal Share:	\$750,000.00



Instructions to access EHBs

HRSA Electronic Handbooks (EHBs) Registration Requirements

The Project Director of the grant (listed on this NGA) and the Authorizing Official of the grantee organization are required to register (if not already registered) within HRSA's Electronic Handbooks (EHBs). Registration within HRSA EHBs is required only once for each user for each organization they represent. To complete the registration quickly and efficiently we recommend that you note the 10-digit grant number from box 4b of this NGA. After you have completed the initial registration steps (i.e., created an individual account and associated it with the correct grantee organization record), be sure to add this grant to your portfolio. This registration in HRSA EHBs is required for submission of noncompeting continuation applications. In addition, you can also use HRSA EHBs to perform other activities such as updating addresses, updating email addresses and submitting certain deliverables electronically. Visit <https://grants.hrsa.gov/webexternal/login.asp> to use the system. Additional help is available online and/or from the HRSA Call Center at 877-Go4-HRSA/877-464-4772;301-998-7373.

Terms and Conditions

Applicable terms and conditions of award

Failure to comply with the special remarks and condition(s) may result in a draw down restriction being placed on your Payment Management System account or denial of future funding.

Grant Specific Term(s)

1. It is mandatory for each project to budget for 10 person trips (Number of persons as appropriate per meeting; 3 to 4 meetings per year) to attend MCHB sponsored Healthy Start-related meetings in the Washington DC or designated locale throughout the year.
2. Healthy Start funds may not be used for entertainment costs. Trips and/or activities for Healthy Start clients must relate to both the goal of reducing infant mortality and the approved project objectives.
3. Fund raising costs are unallowable. Healthy Start funds, e.g., staff salary, contract personnel, consultants or costs for items to be sold or raffled, may not be used for fund raising activities.
4. The replacement of, or significant change in the responsibilities of senior project staff, including the project director, project manager, and chief financial officer, must have prior approval from the Grants Management Officer. The grantee must obtain prior approval from the awarding office for changes in scope, direction, type of service delivery or training, and rebudgeting of Healthy Start funds.
5. This Notice of Grant Award provides the offset of an unobligated balance in the amount of \$ [REDACTED] from the 06/01/2009 - 05/31/2010 budget period to the current budget period. Please be advised that if the final resolution of the audit determines that the unobligated balance of Federal Funds is incorrect, HRSA is not obligated to make additional Federal Funds available to cover the shortfall.



Terms and Conditions

- **Review all terms and conditions listed in your NoA**
 - Grant Specific
 - Program Specific
 - Standard
- **Submit information as indicated by grant specific terms/conditions by requested due date in EHB**
 - Look for placeholder under “Submissions” in EHB
 - If approved, a new NoA will be issued removing the term/condition

Network Planning Contact Information

Program Related Questions:

Nkem Osian

Public Health Analyst

Federal Office of Rural Health Policy

Telephone: (301) 443-2751

Email: Nosian@hrsa.gov

Fiscal/Budget Related Questions

Louisiana Rural Health Association

Bria Haley

bhaley@hrsa.gov

(301) 443-3778

Cornerstone Whole Healthcare Organization

Benoit Mirinidi

bmirindi@hrsa.gov

(301) 443-6606

Hope for a Drug Free Stephens Corporation

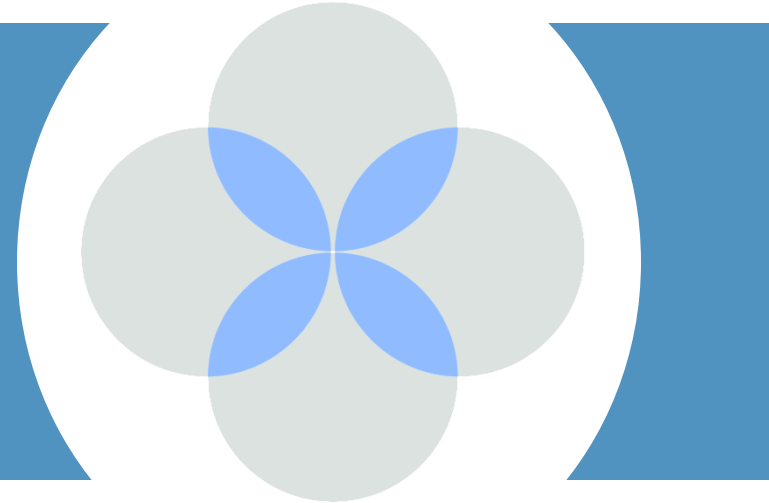
Kimberly Dews

kdews@hrsa.gov

(301) 443-0655



Introduction to Technical Assistance



Catherine Liemohn, Co-Project Director/TA Coach
cliemohn@crlconsulting.com

Beverly Tyler, TA Coach
btyler@crlconsulting.com



The
Network
Planning
Grant is
different!



Dual Focus

Infrastructure Development

- Vision, Mission, Values
- Leadership and governance
- Policies and procedures
- Sustainability

Program Planning

- Needs Assessment/Gap Analysis
- Best Practice Models
- Goals and Objectives



Multiple Deliverables

- **Strategic Planning Deliverables:** External Environmental Scan, Network Statement, Network Organizational Assessment, Strategic Plan
- **Documentation Deliverables:** Grantee Directory, Grantee Source Book
- **Reporting Deliverables:** PIMS, Final Programmatic Report

Emphasis on Strategic Planning

- Think of strategic planning as an **on-going process**
- Major deliverables designed to **lead you through the process** during the coming year
- Take time for **partner engagement and deliberation**



Technical Assistance Goals

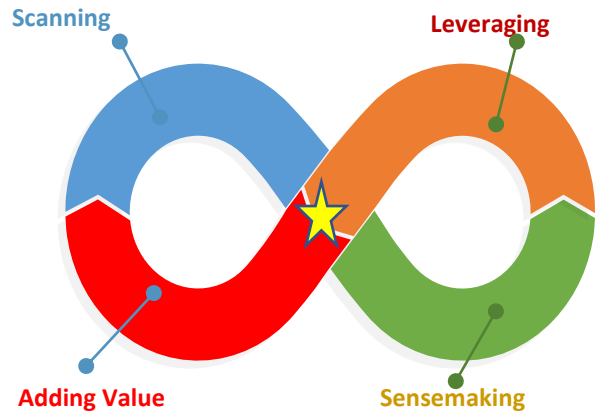
- Establish relationship between grantee, Project Officer, and Technical Assistance Coach
- Provide insights for establishing an effective, sustainable rural health network
- Support network infrastructure development and partner engagement
- Support program planning and development
- Support process and completion of deliverables



Frameworks

Sustainable Network Model

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2019 RURAL HEALTH NETWORK DEVELOPMENT PLANNING GRANTEEES

CYCLE OF PLANNING ACTIVITIES



Processes

One-on-One Contacts with Grantees

- Introductory Calls
- Monthly Calls
- Quarterly Review Calls
- Exit Calls
- Site Visits

Education/Training

- Webinars/Web Blasts
- Program Meeting

Tools & Templates

- External Environmental Scan
- Network Organizational Assessment
- Network Statement Tip Sheet
- Strategic Plan
- Grantee Directory
- Grantee Source Book
- www.crlconsulting.org

Coaching Team



Catherine Liemohn

Co-Project Director / Technical Assistance Coach
cliemohn@crlconsulting.com



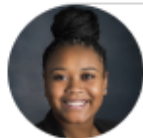
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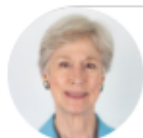
Amber Jefferson

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Beverly Tyler

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Karen Wakeford

Technical Assistance Coach
kwakeford@crlconsulting.com





Understanding Rural Health Networks



Rural Health Networks

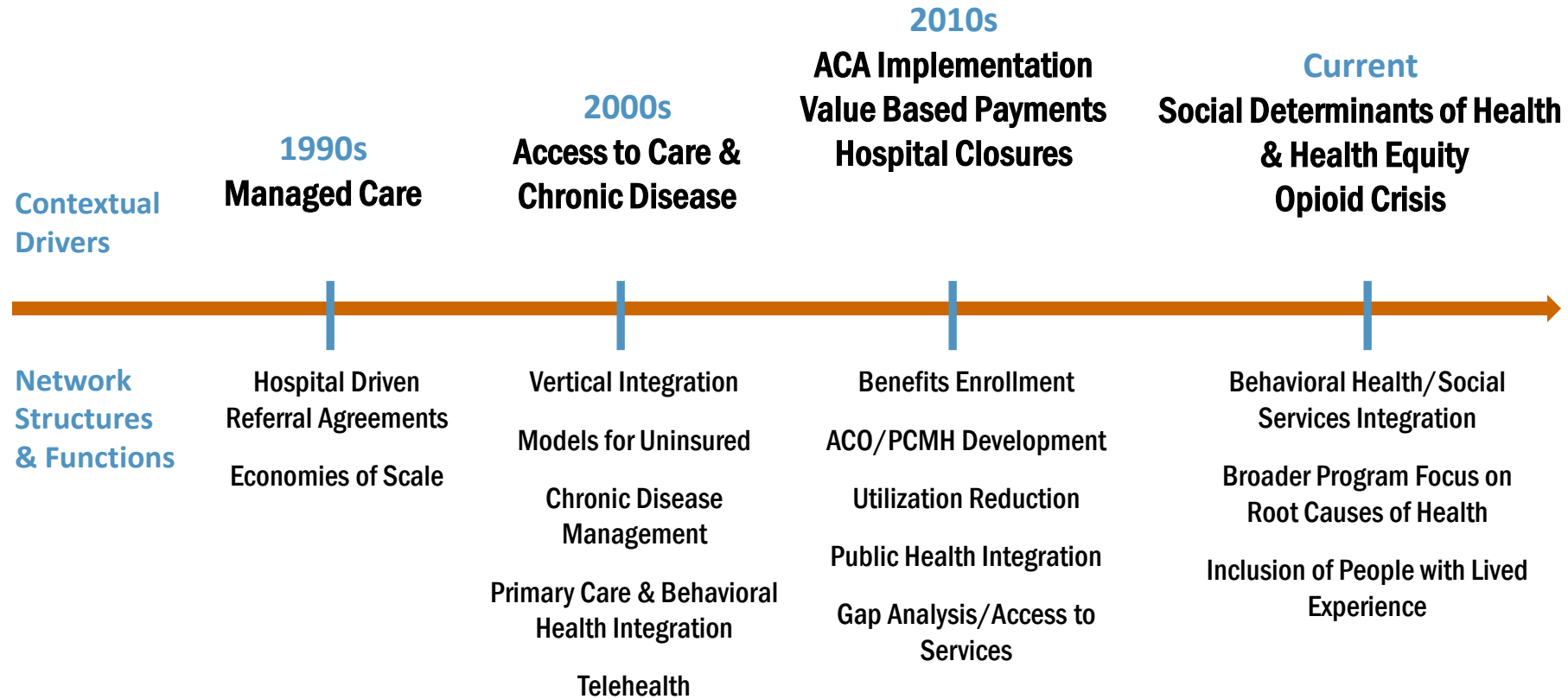


“Purpose is to work together to adapt to the larger changes in the health care delivery system.”

from FORHP Network Planning Guidance



Evolution of Rural Health Networks



Essential Purpose: Commitment

- Combine forces to **solve intractable issues** through a **shared vision** of the future
- Long-term investment of **time and resources**
- Joint **ownership** and **decision-making**
- Willingness to be **adaptive**

Essential Purpose: Stewardship

- Stewardship is to hold something in trust for another, such as

Your community

Future generations

Each member of network

- Operating in ***service to***, rather than in control of, those around us
- Primary commitment is to the ***larger community***
- Assure a ***balanced*** and ***equitable distribution*** of ***rewards***

So What?

- Establish required **trust** among partners
- Create a **shared approach** to avoid unnecessary duplication of efforts and resources
- Break down “**silos**”
- Be positioned to **take advantage of new opportunities**
- Become the **stewards of health and wellness** for your community into the future

Planning Ahead



INTAKE CALLS:

One hour call with PO, CRL Coach, Project Director, Network Partners
To be completed by October 31, 2022

FIRST DELIVERABLE:

2022 Rural Health Network Development Planning Grantee Directory

Template Distributed: October 4, 2022

Due: October 21, 2022/Submit to your TA Coach

WEBINARS:

Sustainable Network Model

November 1, 2022

3:00 – 4:00 PM ET

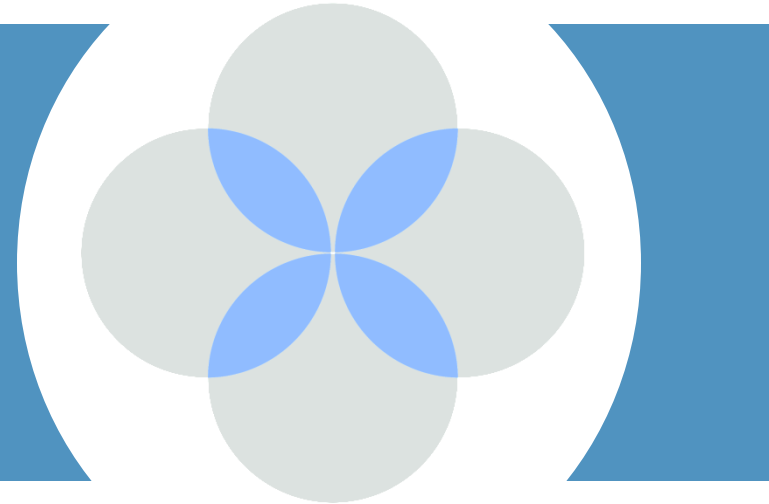
***Moving from a Collaborative Partnership to a Rural Health Network: An
Organizational Assessment Road Map***

November 16, 2022

3:00 – 4:00 PM ET



Questions



Your Technical Assistance Coaches and Project Officers are available for any questions you have during the grant cycle.