Funding Opportunity Announcement for the Community Health Peer Learning Program

February 26, 2015

(Kimberly Tavernia)

Welcome and thank you for attending this informational session regarding the Funding Opportunity Announcement for the Community Health Peer Learning Program. My name is Kimberly Tavernia. I am a Program Coordinator with the Office of the National Coordinator for Health IT in the U.S. Department of Health and Human Services and I will be your moderator for this webinar. Let's go ahead and get started. Here's our agenda for today. We're going to start with Introductory Remarks, go into the ONC Grant Funding Overview, the Community Health Peer Learning Program Overview, Funding Eligibility and Application Information, and Application Responsiveness and Objective Review. After the presentation you will have an opportunity to submit questions. Starting with Introductory Remarks. The purpose of today's session is to provide more information on the Funding Opportunity Announcement for Community Health Peer Learning program (grant #: CLP-CL-15-001). We will describe the purpose, activities, and desired outcomes of the program, explain the application and review processes, and gather questions from interested organizations and individuals for subsequent response via the Frequently Asked Questions (FAQ) on ONC's website. We will also provide links to additional information and resources. Here are the presenters for today's informational session. Again, I am Kimberly Tavernia, Program Coordinator, in ONC's Office of Programs and Engagement. We also have Paul Klintworth, the Community Health Program Lead in the Office of Programs and Engagement. Carmel Halloun, Director of Grants Management, in the Office of Procurement & Grants and Maggie Wanis, Director of the Delivery System Reform Division, in the Office of Programs and Engagement. Just a few reminders. This webinar is being recorded so if you object to the recording please disconnect now. The slides and recording will be available on HealthIT.gov at the link you see on the slide. You can submit questions during the webinar which I will show you how to do in just a moment. We will not be answering questions during this call. All questions will be complied and added to the Frequently Asked Questions or FAQ document as needed. Here's a link to where you can gain access the FAQ document on HealthIT.gov. Here's how you can ask a question via the chat box. If your control panel is not open then you can open it by clicking the orange arrow, then click the black icon, the one that looks like a plus sign, to open the questions pane and just type your question and hit send. If you are having audio issues you can request help by selecting "GoToWebinar Help" from the top of the control panel. Select "Report Audio Issue" to report an audio issue. If you are having accessibility issues you may also verbally ask a question. To ask a question verbally click the "Raise Your Hand" icon. During the question period at the end of the meeting I will unmute your line so you can identify yourself and then ask your question. After asking your question you will be placed back on mute. If you have not entered you pin when logging on to the audio portion of the webinar I will not be able to unmute your line. You can access your pin by opening the audio pane. Okay, now I'm going to turn it over to Maggie Wanis, Director of the Delivery System Reform Division, in ONC's Office of Programs and Engagement, to go over the ONC Grant Funding Overview.

(Maggie Wanis)

Thank you Kim and good afternoon everyone. Next slide Kim. Before we get into the program and application requirements we want provide a high level overview of the intent of ONC's three open funding opportunity announcements. A total of $36.1 million is available through these three opportunities. These opportunities will promote improvements in health IT interoperability, infrastructure, and data quality, accelerate the adoption of health IT information exchange, expand training the needs of the health care professional to incorporate meaningful use criteria and care transformation programs, foster community-focused efforts to address population-level health challenges, encourage collaborative efforts to extend HIE services and interoperable health IT tools. And lastly, support ongoing efforts to realize better health, better care, and lower costs. Next slide. Here's a snapshot of all three funding opportunity announcements. Today's session will focus on the Community Health Peer Learning Program. This funding opportunity is for $1.7 million to be awarded to one grantee for a period of performance of two years. The goal is to address population health management challenges through a community-based collaborative approach focused on improved use of health information. Next is the State Health Information Exchange funding opportunity for 28 million with a range of ten to twelve awards for a period of performance of two years. The goal is to leverage successes from initial State HIE projects to increase the adoption and use of interoperable health IT to improve care coordination. Lastly, is the Workforce Training to Educate Health Care Professionals in Health IT funding opportunity for 6.4 million, to be awarded to five to seven grantees for a period of performance of two years. The goal is to update health IT training curriculum and train 6,000 healthcare workers to be more effectively in delivering and coordinating patient care. As you can see from the highlighted box these three funding opportunity announcements reside within ONC's Office of Programs and Engagement. Within the Office of Programs and Engagement there are four divisions. The Health IT Adoption Division, the Consumer eHealth Division, the National Learning Division, and lastly, the Delivery System Reform Division. This funding opportunity is part of the Community Health Peer Learning Group within the Delivery System Reform Division. Now I'm going to turn it over to Paul Klintworth, our Program Lead for the Community Health Learning program, to discuss the program and application requirements.

(Paul Klintworth)

Thank you Kim and Maggie. Thank you for joining us today. Community Health Peer Learning program description. Background. Expand on the Beacon Communities program, which advanced the use of health IT for 17 communities and 9,000 providers and resulted in improvements in quality, efficiency, and sustainability Purpose. Address population-level health challenges in ten communities through a community-based collaborative approach. Develop and disseminate resources documenting health it strategies and promising practices for addressing community health challenges. Program Overview. ONC will select one grantee to manage the CHP program. The grantee will develop an application process to select ten communities to participate. Participating communities will identify a population-level health challenge to address by improving the use, effectiveness, and interoperability of health IT. Subject Matter Expert Communities have addressed specific health challenges and will have best practices and lessons learned to share. Communities will work together to develop and implement action plans to address their identified population health challenges. Scope of Services for Single FOA Awardee. Design and conduct a nationwide application process to select up to ten communities. Create program resources to guide development of action plans. Plan and conduct two meetings where communities, government partners, and other key stakeholders can work together to share information, identify resources, and develop actions plans. Monitor and report progress as communities develop and implement application plans. Desired Outcomes.

Development of an impactful, measureable, and actionable community plan to implement solutions to population-level health management challenges using improved data access, flow, and analysis. Development of resources that document strategies, approaches, and best practices for addressing population health challenges that can be shared with CHP Program participants and a broader audience. Development of cross-community partnerships that address multiple population health challenges through peer learning, SME guidance, and program learning. Funding, Eligibility, and Application Information.   Summary of Key Details. Type of Award will be through a Cooperative Agreement. The available funding, as previously stated is $1,700,000. The number of awards will be a single award. The application due date is April 6, 2015. The anticipated award date is May 1, 2015. The current period of performance will be two years and the anticipated start date will be June 1st of 2015. Notice of Intent. Applicants are encouraged to submit a non-binding e-mail notice of intent to apply for this funding opportunity announcement. Submit by March 2nd of 2015 by 11:59 P.M. Eastern Standard Time. Identify in you notice of intent, identify the name of applicant organization, city and state. Please state clearly the Funding Opportunity Announcement number # which is CLP-CP-15-001. The title of your notice of intent email should read, Community Health Peer Learning Program. Please send that to CommunityHealthFOA@hhs.gov that's CommunityHealthFOA@hhs.gov. Eligibility & Application Requirements. Applicants must be a United States-based for-profit or nonprofit institution, organization, agency, or group thereof. Applicants must submit all material electronically through grants.gov – this process is outlined in the Funding Opportunity Announcement. For assistance with submitting applications in Grants.gov, please contact the Grants.gov helpdesk at support@grants.gov or call at 1-800-518-4726. Have a Dun & Bradstreet (D&B) Universal Numbering System (DUNS) number. Have registered in the System for Award Management (SAM) at www.sam.gov– allow a minimum of 5 days to complete the registration – if you are already registered in SAM and have not renewed your registration in the last 12 months, you must renew your registration. Ensure the application meets application requirements and page limits. Application Components. Project Abstract, must be less or equal to 500 words. The Project Narrative, maximum of 15 pages. Sections within the Project Narrative follows. Understanding the Program Purpose up to page. Organizational Capacity and Project Management Acumen up to four pages. Proposed Approach and Work Plan, up to four pages. Sub-recipient Award Management, Evaluation, and Feedback Structure maximum of two pages. Collaborator Involvement and Partnerships maximum of one page. Process for Dissemination of Learning Resources up to two pages. Budget Justification and Budget Forms maximum one page. Appendix A: Copies of letters of commitment/support, no page limit. Appendix B should contain key staff/partner resumes and Curriculum *[inaudible]* or CVs, no page limit. Project Narrative – Understanding the Program Purpose. Describe how you would work with 10 communities and ONC to meet program needs. This section may contain, describing approach to working with participating and SME communities. Process and planning for the two (2) national convenings. Describing process and approach to developing learning guides and other community level deliverables   Project Narrative – Organizational Capacity & Management Acumen. Present your organization's capabilities, including partners and collaborative relationships with healthcare stakeholders to support the program's success. Describe relevant organizational resources. Demonstrate program management acumen, including work breakdown structure and approach to completing deliverables. Specify program leadership. Present any capabilities not described elsewhere and include support from key program partners. Project Narrative – Proposed Approach & Work Plan. Present approach and strategy to address your understanding of the program purpose. Provide a detailed project timeline. Describe approach for establishing and engaging community members within the peer learning program. Discuss relationship of each work plan element with proposed approach. Present tasks, activities, dependencies, timelines, resources, partners, deliverables, and major milestones. Recommend five (5) key applicant evaluation

criteria through which ONC can measure applicant success. Describe any major barriers and mitigation strategies. Project Narrative – Sub-recipient Award Management, Evaluation, & Feedback Structures. Demonstrate your ability to manage a national program with respect to measurement, reporting, evaluation, and employing mechanisms for gathering and incorporating feedback. Describe your approach to monitor and track community progress. Describe program success criteria and how program outcomes and impact will be measured, evaluated, and reported. Describe four (4) key elements, at minimum, you will use to measure programmatic success. Project Narrative – Collaborator Involvement and Partnerships. Describe the role and composition of any strategic partners and collaborators you plan to involve in implementing your approach and work plan. Document, in detail, why their contribution is integral to program success. Project Narrative – Process for Dissemination of Learning Resources. Describe how your program is broadly applicable to and replicable in other communities, states, and territories. Explain how the results of the program will be disseminated, replicated, and used nationally. Describe your understanding of the community learning process to support a population health management analysis. Discuss how you will develop resources such as learning guides and webinars. Present ability to distill complex technical issues to synthesize recommendations and lessons learned to community, state, and federal partners through required reports and presentations. Project Narrative – Justification and Budget Forms. Complete the following budget forms to document costs of proposed project activities. One page Budget Justification Narrative, Application for Federal Assistance SF-424, Budget Information for Non-Construction Programs SF-424A, Assurances for Non-Construction Programs SF-424B, Disclosure of Lobbying Activities SF-LLL. Detailed budget instructions are provided in the FOA. Application Responsiveness and Objective Review. At this time I will hand it over to Carmel Halloun, our Director of Grants Management within ONC.

(Kimberly Tavernia)
Carmel we can't hear you if you are on mute or you want to try dialing back in.

(Paul Klintworth)
Submit all application materials electronically through grant.gov. Grants.gov issues an email receipt upon successful submission. ONC issues receipt upon successfully obtaining files from grants.gov. Applications are reviewed for responsiveness and categorized as pass/fail. All applications that pass the review for responsiveness are forward for objective review. Once objective review is complete, ONC may make award. ONC is not obligated to make an award if none of the applications meet the intent of program requirements or if funding levels or availability changes.

(Kimberly Tavernia)
Carmel are you there?

(Carmel Halloun)
I'm back on, yes.

So the below bullets are regarding the Application Responsiveness Criteria and the applicants that do not meet the following completeness criteria will be eliminated and not sent for objective review. If the application does not meet the eligibility criteria. If the application is received by the deadline required by 11:59 P.M. Eastern Time April 6, 2015 through the grants.gov website. The application must meet the formatting and length requirements. The application presents a defined core set of community-level population health management challenges and topics that the applicant understands and that appendices and attachments are not used as a mechanism to exceed page limits of the Project Narrative. In regards to the Objective Review Criteria. The responsive applications which

meets the outlined points that were in the previous slide will be forwarded for objective review and that is conducted by a panel of at least 3 experts in areas relevant to the Community Health Care Program. Applications can receive a maximum of 100 points and below you will find the following scale and the criteria that they fall under. So the Program Purpose & Strength of Proposed Approach and Work Plan you can, an applicant can get up to 30 points. The Process for Development and Dissemination of Learning Resources can be scored up to 20 points. Sub-recipient Award Management, Evaluation, and Feedback Structures can receive up to 20 points. Organizational Capacity and Project Management, 15 points. Communications and Facilitation Plan, 10 points and Reasonableness of Project Budget Justification is up to five points.

(Kimberly Tavernia)

Thank you Carmel. Thank you for attending the webinar. This webinar will remain open for 5 minutes so you can submit questions via the "Questions" box. If you are having accessibility issues you can click the "Raise Your Hand" icon to have your line unmuted so you can then identify yourself and verbally ask your question. We will not answer any questions during this webinar but any question not already addressed will be added to the FAQ. There are also two links provided here where you can access more information on this FOA via HealthIT.gov or Grants.gov. If you need assistance submitting an application in Grants.gov you can use the email or phone number provided here to get help.

Thanks again for attending the informational session the Funding Opportunity Announcement for the Community Health Peer Learning Program. If you have additional questions please send an email to CommunityHealthFOA@hhs.gov. I will now end this session.