



# HRSA-23-033

## Small Rural Hospital Improvement Program

### Technical Assistance Webinar

*August 31, 2022*

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**Vision: Healthy Communities, Healthy People**



# Disclaimer

*The Small Rural Hospital Improvement Program (SHIP) Notice of Funding Opportunity (NOFO) HRSA-23-033 and HRSA's SF-424 Application Guide should be your primary resources for application instructions and guidelines. This webinar will merely provide a brief overview of the NOFO and answer any questions you might have at this stage in the process.*



# Overview

- **Background & Purpose**
- **General Information**
- **Eligibility**
- **Investment Categories**
- **Priorities**
- **Application Logistics**
- **Application Instructions**
- **Required Application Sections**
- **Attachments**
- **Work Plan**
- **Hospital Applications**
- **Hospital Funding Spreadsheet**
- **Review Criteria**
- **Scoring**
- **Reporting Requirements**
- **Contacts**
- **Webinar Recording**
- **Q&A**
- **Connect with HRSA**



# Background & Purpose

- SHIP is authorized by Section 1820(g)(3) of the Social Security Act (42 U.S.C. 1395i-4). This program was first authorized by the Balanced Budget Act of 1997, an amendment to the Social Security Act.
- This program supports eligible small rural hospitals in meeting value-based payment and care goals for their respective organizations through purchases of hardware, software, and training. SHIP also assists such hospitals in participating in delivery system reforms such as to become or join a Medicare Shared Savings Program or Accountable Care Organizations (ACOs), participate in other shared saving programs, and purchase health information technology (hardware/software), equipment, and/or training to comply with quality improvement activities such as advancing patient care information, promoting interoperability, and payment bundling.



# General Information

- **Application Due Date:** November 8, 2022
- **Period of Performance:** June 1, 2023 – May 31, 2028 (5 years)
- **Budget Period:** Annually June 1 – May 31
- **Estimated Total Funding:** \$20,734,674
- **Estimated Annual Award Amount:** Up to \$13,011 per hospital per year



# Eligibility

- The State Office of Rural Health (SORH) in each state will be the official award recipient of record, and will act as fiscal intermediary for all eligible small rural hospitals within the state
- Eligible hospitals within the territories that do not have access to a SORH must apply to the SHIP program individually
- Eligible “small rural hospital” is defined as a non-federal, short-term general acute care hospital that: (i) is located in a rural area as defined in 42 U.S.C. 1395ww(d) and (ii) has 49 available beds or fewer, as reported on the hospital’s most recently filed Medicare Cost Report
- “Rural Area” is defined as either: (1) located outside of a Metropolitan Statistical Area (MSA); (2) located within a rural census tract of a MSA, as determined under the Goldsmith Modification or the Rural Urban Commuting Areas (RUCAs) or (3) is being treated as if being located in a rural area pursuant to 42 U.S.C. 1395(d)(8)(E)
- Eligible SHIP hospitals may be for-profit or not-for-profit, including faith-based. Hospitals in U.S. territories as well as tribally operated hospitals under Titles I and V of P.L. 93-638 are eligible to the extent that such hospitals meet the above criteria.



# Investment Categories

- **Value-Based Purchasing (VBP):**
  - Quality Reporting
  - MBQIP data collection process/related training
  - Efficiency or Quality Improvement (QI) training
  - Provider-Based Quality Measures education
  - Alternative Payment Model and Quality Payment Program training/education
- **Accountable Care Organizations (ACO) or Shared Savings:**
  - Computerized Provider Order Entry
  - Pharmacy services training, hardware/software, and/or machines
  - Population Health or Disease Registry training and/or software/hardware
  - Social Determinants of Health screening software and training
  - Efficiency or Quality Improvement training/project
  - System Performance training
  - Telehealth/mobile health
  - Community Paramedicine
  - Health Information Technology training for value and ACOs



# Investment Categories, con't.

- **Payment Bundling or Prospective Payment System (PPS):**
  - ICD-11 software
  - ICD-11 training
  - Efficiency or QI training
  - S-10 Cost Reporting training
  - Price Transparency training





# Priorities

- **Critical Access Hospitals (CAHs):**
  - Hospitals must meet MBQIP participation requirements in order to improve hospital quality outcomes. (Non-federal tribal hospitals may use another culturally sensitive federally managed measure of hospital quality outcomes.)
  - ICD-11 coding readiness and/or implementation activities.
- **Non-CAHs:**
  - ICD-11 coding readiness and/or implementation activities.
- **SHIP Allowable Investments website:**
  - <https://www.ruralcenter.org/ship/allowable-investments>



# Application Logistics



**DO THIS EARLY! This process can take up to 4 weeks**

- **IMPORTANT:** You must obtain an Unique Entity Identifier (UEI) number by registering with System for Award Management (SAM) <https://sam.gov>
- Register in Grants.gov before submitting an application
- **SF-424 Application Guide** serves as a guide for preparing and submitting applications through Grants.gov:  
<https://www.hrsa.gov/sites/default/files/hrsa/grants/apply/applicationguide/sf-424-app-guide.pdf>



# Application Instructions

- **Must submit electronic application in grants.gov**
- **Application page limit: 50**
  - Throughout NOFO, note what does and does not count toward page limit
- **Instructions and requirements in HRSA's SF-424 Application Guide**
  - <https://www.hrsa.gov/sites/default/files/hrsa/grants/apply/applicationguide/sf-424-app-guide.pdf>
  - Applicants are responsible for reading and complying with the instructions included in HRSA's SF-424 Application Guide except where instructed in the NOFO to do otherwise



# Required Application Sections

- **Project Abstract**
- **Project Narrative**
  - Introduction
  - Needs Assessment
  - Methodology
  - Work Plan
  - Resolution of Challenges
  - Evaluation and Technical Support Capacity
  - Organizational Information



# Required Application Sections, con't.

- **Budget and Budget Narrative**

- Total budget not to exceed \$13,011 per hospital per year
- If requesting indirect costs, must include the federally negotiated indirect cost rate agreement
- Personnel costs for SORH staff grant administration only
- Unallowable SORH expenses include Supplies, Construction, Travel, and Other
- Must describe and justify each line item
- Note Attachment 9: 5<sup>th</sup> year budget



# Attachments

1. **Indirect Cost Rate Allocation Agreement or Plan (if applicable)**
2. **Staffing Plan**
3. **Job Descriptions of Key Personnel**
4. **Biographical Sketches of Key Personnel**
5. **Work Plan**
6. **Organization Chart**
7. **Hospital Application Form(s) – submission required for territories only**
8. **FY23 SHIP Hospital Funding Spreadsheet**
9. **5<sup>th</sup> Year Budget**
10. **Other relevant documents**

Note: templates for Attachments 5, 7 & 8 are available on <https://www.ruralcenter.org/ship/grant-guidance>



# Work Plan

## Small Rural Hospital Improvement Program (SHIP)

### Attachment #5: State FY 2023 Work Plan

(June 1, 2023 – May 31, 2024)

#### Objective 1:

Activity	Anticipated Completion Date/ Timeline	Staff and Entity	*Progress/ Process Measures	*Outcome/Impact

#### Objective 2:

Activity	Anticipated Completion Date/ Timeline	Staff and Entity	*Progress/ Process Measures	*Outcome/Impact

#### Objective 3:

Activity	Anticipated Completion Date/ Timeline	Staff and Entity	*Progress/ Process Measures	*Outcome/Impact

#### Objective 4:

Activity	Anticipated Completion Date/ Timeline	Staff and Entity	*Progress/ Process Measures	*Outcome/Impact

#### Objective 5:

Activity	Anticipated Completion Date/ Timeline	Staff and Entity	*Progress/ Process Measures	*Outcome/Impact

#### Objective 6:

Activity	Anticipated Completion Date/ Timeline	Staff and Entity	*Progress/ Process Measures	*Outcome/Impact

Add additional goals and objectives as needed

\*Please note that the progress/process measures section and the outcomes/impact section pertain to the goals and objectives for the upcoming budget period FY 2023 (June 1, 2023 – May 31, 2024). The FY 2023 Work Plan should include any adaptations or updated progress/process measures for the upcoming year based upon FY 2022 results (if applicable).

<https://www.ruralcenter.org/ship/grant-guidance>



# Hospital Application Forms

**SMALL RURAL HOSPITAL IMPROVEMENT GRANT PROGRAM (SHIP)**  
FY 2023 HOSPITAL GRANT APPLICATION B (LONG FORM)

*Return to [Insert SHIP SORH] by: [Insert Due Date]*

To help facilitate the awards process the SORH will submit one SHIP application on behalf of all eligible hospital applicants to Federal Office of Rural Health Policy (FORHP). This form must be completed and returned to the SORH for hospital to be included in the FY2023 SHIP funding. The SORH will award equal funding to each eligible hospital.

**General Information**

Hospital Name:  CMS Certification Number (CCN): #

Former Name (if changed since FY22 SHIP application):

Is there a change in hospital address since FY22 SHIP application? Yes  No

Is there a change in Administrator/CEO since FY22 SHIP application? Yes  No

Is there a change in SHIP Project Director, since FY22 SHIP application? Yes  No

*If you answered Yes to any of the above questions, please update all appropriate fields below.*

Address:

City:  State:  Zip:  County:

Phone:  Fax:

Administrator/CEO:  E-mail:

Hospital SHIP Project Director Name: [Click here to enter text.](#) Email: [Click here to enter text.](#)

Phone:

Number of beds, per Line 14 of the most recently filed Medicare Cost Report\*:

\*Note: if hospital reports a licensed bed count greater than 49 on Line 14 but, staffs 49 beds or fewer, eligibility may be certified by submitting a written statement to the SORH that includes: 1) the number of staffed beds at the time of the most recent cost report submission, 2) the cost reporting period of the most recently filed cost report, and 3) the signature of the certifying official.

CAH: Yes  No

Tribally operated hospital under Titles I and V of P.L. 93-638? Yes  No

Does your hospital participate in any of the following Centers for Medicare and Medicaid Services (CMS) programs?

Medicare Shared Savings Program  Yes  No

Other Accountable Care Organization Model  Yes  No

Hospital Inpatient Quality Reporting Program  Yes  No

Care Compare (aka Hospital Compare)  Yes  No

Medicare Hospital VBP Program (PPS Hospitals Only)  Yes  No

Other VBP Care Models or Alternative Payment Models  Yes  No

**SHIP Allowable Investments: Planned FY 2023 (June 1, 2023 - May 31, 2024) Expenditures**

From the SHIP Allowable Investment Menu below, check the boxes that indicate your proposed activities. In the final box, indicate the dollar amount by investment category. **Total Budget Estimate CANNOT exceed \$13,011.** Refer to [SHIP Allowable Investments](#) webpage or use the [Allowable Investments Search Tool](#) for examples and resources.

**Value-Based Purchasing (VPB) Investment Activities**

Activities that support improved data collection to facilitate quality reporting and improvement.	Hospital Activity(s)	Briefly describe the Activity
A. Quality reporting data collection/related training or software	<input type="checkbox"/>	
B. MBQIP data collection process/related training	<input type="checkbox"/>	
C. Efficiency or quality improvement training in support of VBP related initiatives	<input type="checkbox"/>	
D. Provider-Based Clinic quality measures education	<input type="checkbox"/>	
E. Alternative Payment Model and Quality Payment Program training/education	<input type="checkbox"/>	

**Accountable Care Organization (ACO) or Shared Savings Investment Activities**

Activities that support the development of the basic tenets of ACOs or shared savings programs.	Hospital Activity(s)	Briefly describe the Activity
A. Computerized provider order entry implementation and/or training	<input type="checkbox"/>	
B. Pharmacy services training, hardware/software, and machines (Not pharmacists' services or medications)	<input type="checkbox"/>	
C. Population Health or disease registry training and/or software/hardware	<input type="checkbox"/>	
D. Social Determinants of Health Screening software/training	<input type="checkbox"/>	
E. Efficiency or quality improvement training in support of ACO or shared savings related initiatives	<input type="checkbox"/>	
F. Systems performance training in support of ACO or shared savings related initiatives	<input type="checkbox"/>	
G. Mobile health and telehealth hardware/software (not telecommunications)	<input type="checkbox"/>	
H. Community paramedicine hardware/software and training	<input type="checkbox"/>	

<https://www.ruralcenter.org/ship/grant-guidance>





# FY23 SHIP Hospital Funding Spreadsheet

B. SHIP Purchasing Menu investments: Place an "X" in the column below to indicate which investment(s) the hospital selected. Click on the red triangle in the upper right hand corner of the cell for descriptions of investments.																	Investment Budget Requests			FY 2023 Network/Consortium Expenditures			Fund Distribution					
Value-Based Purchasing (VBP) Investment Activities					Accountable Care Organization (ACO) or Shared Savings Investment Activities							Payment Bundling (PB) or Prospective Payment Systems (PPS) Investment Activities					Enter the requested funding amount for each investment category as indicated on the hospital application.			DO NOT EDIT: The following are calculations of the total actual funding request and percent requested per investment area based on the information entered in previous columns.								
A. Quality Reporting	B. MBQIP data collection process-related training	C. Efficiency or QI Training	D. Provider-Based Clinic Quality Measures Education	E. Alternative Payment Model and Quality Payment Program Training/Educa	A. Computerized Provider Order Entry	B. Pharmacy Services Training, Hardware/Software, and Machine	C. Population Health or Disease Registry training and/or software/hardw	D. Social Determinants of Health Screening Software and Training	E. Efficiency or QI Training/Project	F. System Performance Training	G. Telehealth/Mobile Health	H. Community Paramedicine	I. Health Information Technology Training for Value and ACOs	A. ICD-11 Software	B. ICD-11 Training	C. Efficiency or QI Training	D. S-10 Cost Reporting training	E. Pricing Transparency Training	VBP \$	ACO/Shared Savings \$	PB/PPS \$	Funding Request (CANNOT exceed the estimated \$13,011 per hospital)	Will FY 2023 funds be allocated to a SHIP network/consortium? (Y/N)	Will FY 2023 SHIP funds be allocated to any other network/consortium? (Y/N)	State SHIP Coordinator: Indicate in which of the following ways funds will be allocated for each hospital (whether partially or fully); or released by SORH	VBP %	ACO/Shared Savings%	PB/PPS %
X	X																	\$5,700	\$3,011	\$3,500	\$13,011	Y	N	Network	44%	29%	27%	
1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$5,700	\$3,011	\$3,500	\$13,011	1	0		44%	29%	27%	



<https://www.ruralcenter.org/ship/grant-guidance>



# Review Criteria

<b>Narrative Section</b>	<b>Review Criteria</b>
<b>Introduction</b>	<b>(1) Need</b>
<b>Needs Assessment</b>	<b>(1) Need</b>
<b>Methodology</b>	<b>(2) Response and (4) Impact</b>
<b>Work Plan</b>	<b>(2) Response</b>
<b>Resolution of Challenges</b>	<b>(2) Response</b>
<b>Evaluation and Technical Support Capacity</b>	<b>(3) Evaluative Measures</b>
<b>Organizational Information</b>	<b>(5) Resources/Capabilities</b>
<b>Budget Narrative</b>	<b>(6) Support Requested</b>



# Scoring

- **Need: 20 points**
- **Response: 45 points**
  - Methodology: 20 points
  - Work Plan: 20 points
  - Resolution of Challenges: 5 points
- **Evaluative Measures: 10 points**
- **Impact: 10 points**
- **Resources/Capabilities: 10 points**
- **Support Requested: 5 points**



# Reporting Requirements

- **Progress Report**
- **Non-Competing Continuation (NCC)**
- **Federal Financial Report (FFR)**
- **Audits (as applicable)**



# Contacts

- **For overall programmatic questions, contact:**
  - Mx. Krista M. Mastel (they/them), MPH
  - [kmastel@hrsa.gov](mailto:kmastel@hrsa.gov) or 301-443-0491
- **For business, administrative, or fiscal issues, contact:**
  - Kimberly Dews
  - [kdews@hrsa.gov](mailto:kdews@hrsa.gov) or 301-443-0655
- **Grants.gov help:**
  - [support@grants.gov](mailto:support@grants.gov) or 1-800-518-4726 (International callers dial 606-545-5035)
- **SAM.gov help:**
  - <https://sam.gov/content/help> or 866-606-8220 (International callers dial 334-206-7828)
- **EHB help:**
  - <http://www.hrsa.gov/about/contact/ehbhelp.aspx> or 1-877-464-4772
- **PMS help:**
  - <https://pms.psc.gov/support/help-desk.html> or 1-877-614-5533



# Webinar Recording

- Request the link to view the webinar 24 hours after the live event by emailing [kmastel@hrsa.gov](mailto:kmastel@hrsa.gov)
- Webinar will also be posted to <https://www.ruralcenter.org/ship/events>



# Questions



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