

NEED

1) Describe the characteristics of the target population within the proposed service area by:

- Completing [Form 9](#): Need for Assistance Worksheet (see Appendix A to quantitatively establish target population health care needs, utilizing the data/methodology field to provide comparison data (e.g., state, national) to fully demonstrate target population need.
- Describing the following factors in narrative format and how they impact access to primary health care, health care utilization, and health status, citing data resources, including local target population needs assessments when available:
 - a) Geographical/transportation barriers (consistent with [Attachment 1](#)).
 - b) Unemployment, income level, or educational attainment.
 - c) Health disparities.
 - d) Unique health care needs of the target population not previously addressed.
 - e) Cultural/ethnic factors (consistent with [Form 4](#)), including sexual orientation, language, attitudes, knowledge, and beliefs.

2) **Applicants requesting special population funding** to serve migrant and seasonal farm workers (MHC), people experiencing homelessness (HCH), and/or residents of public housing (PHPC): Describe the specific health care needs and access issues of the proposed special population(s).

- a) Migrant and Seasonal Farm Workers (MHC) needs/access issues, including agricultural environment (e.g., crops and growing seasons, demand for labor, number of temporary workers), approximate period(s) of residence of migrant workers and their families and the availability of local providers to provide primary care services during these times, migrant occupation-related factors (e.g., working hours, housing, hazards including pesticides and other chemical exposures), and significant increases or decreases in migrant and seasonal farm workers.
- b) People Experiencing Homelessness (HCH) needs/access issues, such as the number of providers treating people experiencing homelessness, availability of homeless shelters and affordable housing, and significant increases or decreases in people experiencing homelessness.
- c) Residents of Public Housing (PHPC) needs/access issues, such as the availability of public housing, the impact of the availability of public housing on the residents in the targeted public housing communities served, and significant increases or decreases in residents of public housing.

Applicants not requesting special population funding but that currently serve or may serve these populations in the future: Describe the current or future planned services for and specific health care needs and access issues of the targeted special populations (i.e., migrant and seasonal farm workers (MHC), people experiencing homelessness (HCH), and/or residents of public housing (PHPC)).

3) Describe other primary health care services currently available in the service area (consistent with [Attachment 1](#)) and the role and location of the providers/organizations that provide these services, including whether they also serve the applicant's target population. Justify the need for Health Center Program support by highlighting gaps in services that the applicant currently fills (current grantees applying to continue serving their current service area) or will fill (new applicants or current grantees applying to serve a new service area).

4) Describe the health care environment and its impact on the applicant organization's current and future operations, including any significant changes that affect the availability of health care services. Include external factors within the service area and internal factors specific to the applicant's fiscal stability, including:

- a) Changes in insurance coverage, including Medicaid, Medicare, and Children's Health Insurance Program (CHIP).
- b) Changes in state/local/private uncompensated care programs.

- c) Economic or demographic shifts (e.g., influx of immigrant/refugee population; closing of local hospitals, community health care providers, or major local employers).
- d) Natural disasters or emergencies (e.g., hurricanes, flooding, terrorism).
- e) Changes affecting special populations.

Information provided in Need Section must serve as the basis for, and align with, the proposed activities and goals described throughout the application.

APPLICATION REVIEW CRITERIA

Procedures for assessing the technical merit of grant applications have been instituted to provide an objective review of applications and assist applicants in understanding the standards against which each application will be judged. Critical indicators have been developed for each review criterion to assist the applicant in presenting pertinent information and provide the reviewer with a standard for evaluation. Review criteria, with scoring points, are outlined below. Reviewers will use the HRSA Scoring Rubric as a guideline when assigning scores to each criterion. The HRSA Scoring Rubric may be found at <http://www.hrsa.gov/grants/apply/assistance/sac>.

In the event that a current grantee applying to continue serving its current service area submits the only application for the service area, HRSA will conduct a comprehensive internal review of the application in lieu of an external objective review. Applications receiving internal HRSA review will be subject to the same completeness and eligibility screening as those receiving external review and will be reviewed for compliance with all Health Center Program requirements and projected performance goals.

Review criteria are used to review and rank applications. Applicants must ensure that the review criteria are fully addressed within the Program Narrative, except where indicated, and supported by supplementary information in the other sections of the application. Each application will be evaluated on the following seven review criteria:

Criterion 1: NEED (15 Points)

- The extent to which the applicant demonstrates the health care needs in the service area/target population, including any targeted special populations as documented by quantitative and qualitative data provided in the Need for Assistance Worksheet - Form 9 and listed in Item 1 of the Needs section of the Program Narrative.
- The extent to which the applicant clearly describes the existing primary health care services and service gaps in the service area, the factors affecting the broader health care environment, and the role that the applicant organization currently plays or will play in the local health care landscape through SAC-AA grant support.