

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES
Health Resources and Services Administration

Federal Office of Rural Health Policy
Office for the Advancement of Telehealth

Licensure Portability Grant Program

Announcement Type: Initial: New, Competing Continuation

Funding Opportunity Number: HRSA-15-138

Catalog of Federal Domestic Assistance (CFDA) No. 93.211

FUNDING OPPORTUNITY ANNOUNCEMENT

Fiscal Year 2015

Application Due Date: April 27, 2015

*Ensure SAM.gov and Grants.gov registrations and passwords are current immediately!
Deadline extensions are not granted for lack of registration.
Registration in all systems, including SAM.gov and Grants.gov,
may take up to one month to complete.*

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Authority: Section 330L of Public Health Service Act as amended, (42 U.S.C. 254c-18);
Consolidated and Further Continuing Appropriations Act, 2015 (P.L. 113-235).

EXECUTIVE SUMMARY

The Health Resources and Services Administration (HRSA), Federal Office of Rural Health Policy (FORHP) is accepting applications for fiscal year (FY) 2015 Licensure Portability Grant Program. The purpose of this program is to provide support for State professional licensing boards to carry out programs under which licensing boards of various States cooperate to develop and implement State policies that will reduce statutory and regulatory barriers to telemedicine. The program is designed to leverage the experience of State licensing boards that have a strong record in implementing cross-border activities to overcome licensure barriers to the provision of telemedicine services across many States and to share that information broadly.

Funding Opportunity Title:	Licensure Portability Grant Program
Funding Opportunity Number:	HRSA-15-138
Due Date for Applications:	April 27, 2015
Anticipated Total Annual Available Funding:	\$500,000
Estimated Number and Type of Award(s):	Up to two (2) grants
Estimated Award Amount:	Up to \$250,000
Cost Sharing/Match Required:	No
Project Period:	September 1, 2015 through August 31, 2016 (One (1) year)
Eligible Applicants:	Eligible applicants are limited by statute to State professional licensing boards. [See Section III-1 of this funding opportunity announcement (FOA) for complete eligibility information.]

All applicants are responsible for reading and complying with the instructions included in HRSA's *SF-424 Application Guide*, available online at <http://www.hrsa.gov/grants/apply/applicationguide/sf424guide.pdf>, except where instructed in this funding opportunity announcement to do otherwise. A short video for applicants explaining the new *Application Guide* is available at <http://www.hrsa.gov/grants/apply/applicationguide/>.

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I. Funding Opportunity Description

1. Purpose

This announcement solicits applications for the Licensure Portability Grant Program (LPGP). The primary purpose of the LPGP is to provide support for State professional licensing boards to carry out programs under which licensing boards of various States cooperate to develop and implement State laws and related policies that will reduce statutory and regulatory barriers to telemedicine. The program is designed to leverage the experience of State licensing boards that have a strong record in implementing cross-border activities to overcome licensure barriers to the provision of telemedicine services across many States. The program is designed to encourage recipients to gather information on best practices and identify and carry out strategies for sharing information on successful approaches on cross-state licensures related to telemedicine with other States, stakeholders, and the public. Recipients under this program will provide information on emerging policy changes by licensure bodies that have relevance to telehealth.

Health care delivery patterns do not always conform uniformly with State boundaries, particularly in the delivery of telemedicine services (where care is provided at a distance from the patient). Accordingly, there are often situations in which a provider in one State is delivering services to a patient in another State. Clinical practice is regulated through State licensure bodies and providers are required to be licensed in the State in which the patient is located. The challenge for stakeholders is how to balance ensuring the safety of patients within the existing licensure system in a manner that also takes into account the growing use of telehealth technology to improve access to care for needed services in an efficient manner. Licensure portability is seen as one of the key elements among the wide range of strategies needed to improve access to quality health care services through the deployment of telehealth and other electronic practice services (e-care or e-health services) in this country.

However, licensure portability goes beyond improving the efficiency and effectiveness of electronic practice services. Overcoming unnecessary licensure barriers to cross-State practice is seen as part of a general strategy to expedite the mobility of health professionals in order to address workforce needs and improve access to health care services, particularly in light of increasing shortages of health care professionals and increased demand for health care services. It is also seen as a way of improving the efficiency of the licensing system in this country so that scarce resources may be better used in the disciplinary and enforcement activities of State boards, rather than in duplicative licensing processes.

This competition seeks projects that will serve as national models for cooperative State action and which will have implications for a range of stakeholders. This includes States working on addressing statutory and regulatory licensure barriers to cross-State practice of telemedicine for all the health professions, including projects that have demonstrated success in pioneering creative programs to address these issues. It also includes a broader range of telehealth stakeholders and the general public who will benefit from the information gathered through this investment.

2. Background

This program is authorized by Section 330L of the Public Health Service Act as amended, (42 U.S.C. 254c-18); Consolidated and Further Continuing Appropriations Act, 2015 (P.L. 113-235).

Recognizing that the issues of licensure and the delivery of telehealth services were evolving and becoming more complex, the U.S. Congress passed the Health Care Safety Net Amendments of 2002, Public Law (P.L.) 107-251. Section 102 of that law authorized the award of grants to State professional licensing boards to promote cooperation and encourage development and implementation of State policies that will reduce statutory and regulatory barriers to telehealth. With funds appropriated by Congress in FY 2006, HRSA implemented Section 102 by creating the LPGP. Projects are administered by HRSA's Office for the Advancement of Telehealth (OAT) within the Federal Office of Rural Health Policy.

Of current concern for telemedicine providers has been State licensure restrictions against cross-State practice for physicians, requiring physicians to have a license in each State where he or she may provide telemedicine services on a regular basis. This is particularly a problem for physicians who are providing highly specialized services around the country for rare conditions (e.g., certain haemoglobinopathies; cystic fibrosis; and pediatric neuro-trauma). Additionally, health care delivery patterns, particularly telehealth patterns, do not always follow State boundaries. The effective use of telehealth should follow the normal care patterns utilized by local health care providers. Previously, LPGP projects have worked to reduce the redundancies that complicate and delay the process of obtaining medical licensure in multiple jurisdictions. This includes the promotion, utilization, and expansion of telehealth services across State lines while not compromising the level of protection for patients that is provided by State licensure. Nineteen State medical boards have been involved in this initiative: Connecticut, Idaho, Iowa, Kansas, Maine, Massachusetts, Michigan, Minnesota, Missouri, New Hampshire, North Carolina, New Mexico, Ohio, Oklahoma, Oregon, Rhode Island, South Dakota, Virginia, and Wyoming. These States have begun using multiple models and tools developed under the LPGP to promote physician licensure portability, including an online uniform application, participation in centralized credentialing verification, and increased progress to States entering into licensure by endorsement of physicians outside of their own State. As telehealth use expands, there will be a growing need to disseminate information about promising licensure practices to inform telehealth providers, and other stakeholders in the general public.

II. Award Information

1. Type of Application and Award

Type(s) of applications sought: New, Competing Continuation

Funding will be provided in the form of a grant.

2. Summary of Funding

This program will provide funding during Federal fiscal year 2015. Approximately \$500,000 is expected to be available to fund two (2) awardees. Applicants may apply for a ceiling amount of up to \$250,000 per year. The project period is one (1) year.

Effective December 26, 2014, all administrative and audit requirements and the cost principles that govern Federal monies associated with this award are superseded by the Uniform Guidance [2 CFR 200](#) as codified by HHS at [45 CFR 75](#).

III. Eligibility Information

1. Eligible Applicants

Eligible applicants are limited by statute to State professional licensing boards.

2. Cost Sharing/Matching

Cost sharing/matching is not required for this program.

3. Dun and Bradstreet Universal Numbering System Number and System for Award Management (formerly, Central Contractor Registration)

Applicant organizations must obtain a valid DUNS number and provide that number in their application. Applicant must also register with the System for Award Management (SAM) and continue to maintain active SAM registration with current information at all times during which it has an active Federal award or an application or plan under consideration by an agency (unless the applicant is an individual or Federal agency that is exempted from those requirements under 2 CFR 25.110(b) or (c), or has an exception approved by the agency under 2 CFR 25.110(d)).

HRSA may not make an award to an applicant until the applicant has complied with all applicable DUNS and SAM requirements and, if an applicant has not fully complied with the requirements by the time HRSA is ready to make an award, HRSA may determine that the applicant is not qualified to receive an award and use that determination as the basis for making an award to another applicant.

If an applicant/grantee organization has already completed Grants.gov registration for HRSA or another Federal agency, confirm that it is still active and that the Authorized Organization Representative (AOR) has been approved.

The Grants.gov registration process requires information in three separate systems:

- Dun and Bradstreet (<http://fedgov.dnb.com/webform/pages/CCRSearch.jsp>)
- System for Award Management (SAM) (<https://www.sam.gov>)
- Grants.gov (<http://www.grants.gov/>)

For further details, see Section 3.1 of HRSA's [SF-424 Application Guide](#).

Applicants that fail to allow ample time to complete registration with SAM or Grants.gov will not be eligible for a deadline extension or waiver of the electronic submission requirement.

4. Other

Applications that exceed the ceiling amount will be considered non-responsive and will not be considered for funding under this announcement.

Any application that fails to satisfy the deadline requirements referenced in *Section IV.3* will be considered non-responsive and will not be considered for funding under this announcement.

NOTE: Multiple applications from an organization are not allowable.

IV. Application and Submission Information

1. Address to Request Application Package

HRSA *requires* applicants for this funding opportunity announcement to apply electronically through Grants.gov. Applicants must download the SF-424 application package associated with this funding opportunity following the directions provided at [Grants.gov](https://www.grants.gov).

2. Content and Form of Application Submission

Section 4 of HRSA's [SF-424 Application Guide](#) provides instructions for the budget, budget justification, staffing plan and personnel requirements, assurances, certifications, and abstract. You must submit the information outlined in the Application Guide in addition to the program specific information below. All applicants are responsible for reading and complying with the instructions included in HRSA's [SF-424 Application Guide](#) except where instructed in the funding opportunity announcement to do otherwise.

See Section 8.5 of the *Application Guide* for the Application Completeness Checklist.

Application Page Limit

The total size of all uploaded files may not exceed the equivalent of 80 pages when printed by HRSA. The page limit includes the abstract, project and budget narratives, attachments, and letters of commitment and support required in the *Application Guide* and this FOA. Standard OMB-approved forms that are included in the application package are NOT included in the page limit. Indirect Cost Rate Agreement and proof of non-profit status (if applicable) will not be counted in the page limit. **We strongly urge you to print your application to ensure it does not exceed the specified page limit.**

Applications must be complete, within the specified page limit, and validated by Grants.gov under the correct funding opportunity number prior to the deadline to be considered under the announcement.

Program-Specific Instructions

In addition to application requirements and instructions in Section 4 of HRSA's [SF-424 Application Guide](#) (including the budget, budget justification, staffing plan and personnel requirements, assurances, certifications, and abstract), please include the following:

i. Project Abstract

See Section 4.1.ix of HRSA's [SF-424 Application Guide](#).

ii. Project Narrative

This section provides a comprehensive framework and description of all aspects of the proposed project. It should be succinct, self-explanatory and well organized so that reviewers can understand the proposed project.

Use the following section headers for the Narrative:

- **INTRODUCTION** -- *Corresponds to Section V's Review Criterion(a) #1*
This section should briefly describe the purpose of the proposed project.

Provide a general overview of your organization. Clearly and succinctly describe the specific administrative, legislative, or regulatory barriers the proposed project will be addressing, the specific State licensing boards that will be involved, and a summary of the project being proposed.

- **NEEDS ASSESSMENT** -- *Corresponds to Section V's Review Criterion(a) #1*
Provide greater detail as to the specific licensure related barriers to be addressed. Clearly identify the organizations that will be involved, efforts in the past to address these barriers, both in the region and nationally, and reasons for the success or failure of those previous efforts. If the applicant has previously received funding under the LPGA, please describe how the efforts in this application build upon previously funded efforts and do not simply continue previously funded activities.
- **METHODOLOGY** -- *Corresponds to Section V's Review Criterion(a) #2 and #4*
Describe the approach to be taken in the project to address the "needs" described above. Clearly identify the roles and responsibilities of each organization involved. Approaches to training and technical assistance should be discussed. Address exactly how licensure information across States will be shared and how the proposed program will address relevant State and Federal regulations regarding privacy and confidentiality of sensitive information.

State licensing boards should describe a strong record in facilitating cross-State cooperation and implementing laws and regulations that reduce licensure barriers slowing the expansion of telemedicine services across many States.

Applicants should describe their plans to develop information gathering and dissemination strategies on cross-State licensure options and approaches that protect patient safety without creating undue licensure burden on telehealth providers. Applicants should also discuss how they will monitor the actions of national licensure bodies as it relates to telehealth and analyze the potential impact on telehealth care service delivery.

Applicants must also propose a plan for project sustainability after the period of Federal funding ends. Recipients are expected to sustain key elements of their grant projects, e.g., strategies or services and interventions, which have been effective in improving practices and those that have led to improved outcomes for the target population.

Applicants should describe their ability to meet the expectation that within three months of receiving the award, they will create a public-facing web-page that highlights the LPGA program and describes the activities that are funded by FORHP.

- **WORK PLAN -- Corresponds to Section V's Review Criterion(a) #2 and #4**
Describe the activities or steps that will be used to achieve each of the activities proposed in the methodology section. Use a time line that includes each activity and identifies responsible staff or the skill sets required for the individuals who will fulfill the tasks necessary. Describe in detail the technical approach employed in the project and how the various components will be organized and work together. Present an implementation schedule that identifies major project tasks and milestones.

The work plan should incorporate a financial model for supporting long-term implementation of the program once Federal support for the project has ended.

Recipients will be required to conduct a program assessment of their project. An applicant organization should describe how it is capable of both conducting the project and completing a program assessment of the project in the time period proposed.

- **RESOLUTION OF CHALLENGES -- Corresponds to Section V's Review Criterion(a) #2**
Discuss challenges that may be encountered in designing and implementing the activities described in the Work Plan, and outline the approaches that will be used to resolve such challenges. Clearly outline any technical, financial, organizational or other infrastructure challenges to various States cooperating in overcoming licensure barriers to cross-State practice that will be addressed in the project.
- **EVALUATION AND TECHNICAL SUPPORT CAPACITY -- Corresponds to Section V's Review Criterion(a) #3 and #5**
Describe current experience, skills, and knowledge, including individuals on staff that is relevant to the program assessment of this project, as well as materials published, and previous work of a similar nature. Include a preliminary assessment plan for the proposed project, including output and outcome measures. The assessment plan should address both process and outcome measures. It should include: assessment questions; indicators; data sources; assessment methods (e.g., review of documents, interviews with project staff and participants, surveys of participants, etc.); and how the assessment findings will be shared throughout the project. Applicants must describe any potential obstacles for implementing the program performance assessment and how those obstacles will be addressed.
- **ORGANIZATIONAL INFORMATION -- Corresponds to Section V's Review Criterion(a) #5**
Provide information on the applicant organization's current mission and structure, scope of current activities, and an organizational chart of the project (Attachment 5), and describe how these contribute to the ability of the organization to carry out the project and address the cross-State licensure challenges. Describe the applicant's prior experience at the State and/or national level in addressing licensure issues, and the impact of any policies developed during this experience. Clearly describe current and previous activities of the applicant and its partners in engaging in collaborative efforts to overcome licensure barriers. Multi-State partners should provide information about how the various

components will function in the project, with the roles and responsibilities of all components specifically addressed in the application.

The involvement and strong commitment of the applicants' own institution, as well as all the project partners in the development and operation of the proposed project provides a strong indication of the potential for long-term viability of the project in the absence of Federal funding. Applicants should describe previous collaborative efforts among the partners in similar activities. Applicants should outline steps taken to involve, as appropriate, relevant professional societies and provider groups, including telehealth providers, in the affected States. In addition, applicants must demonstrate the commitment of community partners to the long-term sustainability of the project after the Federal grant period.

ADDITIONAL NARRATIVE GUIDANCE	
In order to ensure that the Review Criteria are fully addressed, this table provides a bridge between the narrative language and where each section falls within the review criteria.	
<u>Narrative Section</u>	<u>Review Criteria</u>
Introduction	(1) Need
Needs Assessment	(1) Need
Methodology	(2) Response and (4) Impact
Work Plan	(2) Response and (4) Impact
Resolution of Challenges	(2) Response
Evaluation and Technical Support Capacity	(3) Evaluative Measures and (5) Resources/Capabilities
Organizational Information	(5) Resources/Capabilities
Budget Justification Narrative	(6) Support Requested – the budget section should include sufficient justification to allow reviewers to determine the reasonableness of the support requested.

iii. Budget

Reminder: The Total Project or Program Costs are the total allowable costs (inclusive of direct **and** indirect costs) incurred by the recipient to carry out a grant-supported project or activity. Total project or program costs include costs charged to the award and costs borne by the recipient to satisfy a matching or cost-sharing requirement, as applicable.

See Section 4.1.iv of HRSA's [*SF-424 Application Guide*](#). In addition, the Licensure Portability Grant Program allows the following:

Grant funds may be used for salaries, equipment, software development, operating, or other costs associated with developing legislative, administrative, and technical projects to address licensure barriers that hinder the practice of telemedicine across State lines. For

example, a large multi-State project might involve significant expansion of existing State agreements for cross-state recognition of professional licenses to other States.

The Consolidated and Further Continuing Appropriations Act, 2015, Division G, § 203, (P.L. 113-235) states, “None of the funds appropriated in this title shall be used to pay the salary of an individual, through a grant or other extramural mechanism, at a rate in excess of Executive Level II.” Please see Section 4.1.iv Budget – Salary Limitation of HRSA’s [SF-424 Application Guide](#) for additional information. Note that these or other salary limitations will apply in FY 2016, as required by law.

iv. Budget Justification Narrative

See Section 4.1.v. of HRSA’s [SF-424 Application Guide](#).

v. Attachments

Please provide the following items in the order specified below to complete the content of the application. Unless otherwise noted, attachments count toward the application page limit. Indirect cost rate agreements and proof of non-profit status (if applicable) will not count toward the page limit. **Each attachment must be clearly labeled.**

Attachment 1 – List of Project Partners and Letters of Commitment

Please list the participating State Licensing Boards and other project partners. Include a key contact for each participant and contact information. Attach a letter from each of the participants that includes the service(s) provided, number of clients served, geographic areas served and highlights their commitment to the project and the specific roles each will play in the development and operation of the proposed project.

Attachment 2 – Position Descriptions of Key Personnel

Keep each to one page in length or shorter, if possible. Include the role, responsibilities, and qualifications of proposed project staff.

Attachment 3 – Biographical Sketches for Key Personnel

Include bios for persons occupying the key positions described in Attachment 2, not to exceed one page in length.

Attachment 4 – Memoranda of Agreement (MOA) or Memoranda of Understanding (MOU) of Proposed/Existing Contracts

The documents should describe the roles of subcontractors/subrecipients and their deliverables with dates that include the length of the agreement.

Attachment 5 – Project Organizational Chart

Provide a one-page figure that depicts the organizational structure of the project, including subcontractors/subrecipients and other significant collaborators. If the program is part of a larger institution, please depict where the project fits in the larger institution.

**Attachment 6 – Summary Progress Report
ACCOMPLISHMENT SUMMARY (FOR COMPETING CONTINUATIONS
ONLY)**

A well planned accomplishment summary can be of great value by providing a record of accomplishments. It is an important source of material for HRSA in preparing annual reports, planning programs, and communicating program-specific accomplishments. The accomplishments of competing continuation applicants are carefully considered during the review process; therefore, applicants are advised to include previously stated goals and objectives in their application and emphasize the progress made in attaining these goals and objectives. Because the accomplishment summary is considered when applications are reviewed and scored, competing continuation applicants who do not include an accomplishment summary may not receive as high a score as applicants who do. The accomplishment summary will be evaluated as part of Review Criterion 5: RESOURCES/CAPABILITIES.

The accomplishment summary should be a brief presentation of the accomplishments, in relation to the objectives of the program during the current project period. The report should include:

- (1) The period covered (dates).
- (2) Specific Objectives – Briefly summarize the specific objectives of the project as actually funded.
- (3) Results – Describe the program activities conducted for each objective. Include both positive and negative results or technical problems that may be important.

Include only letters of support which specifically indicate a commitment to the project/program (in-kind services, dollars, staff, space, equipment, etc.). Letters of agreements and support must be dated. List all other support letters on one page.

Attachments 7-15 – Other Relevant Documents

Include here any other documents that are relevant to the application, including letters of support. Letters of support must be dated and specifically indicate a commitment to the project/program (in-kind services, dollars, staff, space, equipment, etc.).

3. Submission Dates and Times

Application Due Date

The due date for applications under this funding opportunity announcement is *April 27, 2015 at 11:59 P.M. Eastern Time.*

See Section 8.2.5 – Summary of e-mails from Grants.gov of HRSA's *SF-424 Application Guide* for additional information.

4. Intergovernmental Review

The Licensure Portability Grant Program is a program subject to the provisions of Executive Order 12372, as implemented by 45 CFR 100. See Executive Order 12372 in the [HHS Grants Policy Statement](#).

See Section 4.1 ii of HRSA's [SF-424 Application Guide](#) for additional information.

5. Funding Restrictions

Applicants responding to this announcement may request funding for a project period of up to one (1) year, at no more than \$250,000.

The General Provisions in Division G, of the Consolidated and Further Continuing Appropriations Act, 2015 (P.L. 113-235), apply to this program. Please see Section 4.1 of HRSA's [SF-424 Application Guide](#) for additional information. Note that these or other restrictions will apply in FY 2016, as required by law.

All program income generated as a result of awarded grant funds must be used for approved project-related activities.

V. Application Review Information

1. Review Criteria

Procedures for assessing the technical merit of applications have been instituted to provide for an objective review of applications and to assist the applicant 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 related to that criterion and to provide the reviewer with a standard for evaluation. Review criteria are outlined below with specific detail and scoring points.

These criteria are the basis upon which the reviewers will evaluate the application. The entire proposal will be considered during objective review.

Review Criteria are used to review and rank applications. The Licensure Portability Grant Program has six (6) review criteria:

Applicants should pay strict attention to addressing all of these criteria, as they are the basis upon which the reviewers will evaluate their application.

Criterion 1: NEED (10 points) – Corresponds to Section IV’s Introduction and Needs Assessment

The extent to which the applicant displays a clear understanding of the barriers to cross-state practice, including the financial, political, and economic contributing factors to licensure portability across the particular States to be included in the project. The application should display a strong understanding of any efforts that have been previously carried out to address the barriers to cross-State practice and the relevance of other State or national efforts to the needs outlined.

Criterion 2: RESPONSE (30 points) – Corresponds to Section IV’s Methodology, Work Plan and Resolution of Challenges

- The extent to which the proposed project displays a realistic, feasible approach to overcome legislative, regulatory, or administrative barriers to cross-state practice and the clarity of the proposed goals and objectives and their relationship to the identified project.
- The extent to which the proposed project adequately addresses technical, political, and organizational challenges proposed and the challenges outlined in the “needs” section."
- The extent to which the applicant has clearly justified why it believes the proposed approach is the best approach to be taken. If similar efforts have been tried in the past and failed or were marginally successful, the extent to which the application describes how the proposed approaches will accomplish the objectives of the grant.
- The extent to which the application clearly outlines any technical, financial, organizational or other infrastructure challenges to various States cooperating in overcoming licensure barriers to cross-State practice that will be addressed in the project. Includes the quality of the description of a public-facing web-page highlighting the LPGP program.

Criterion 3: EVALUATIVE MEASURES (10 points) – Corresponds to Section IV’s Evaluation and Technical Support Capacity

The appropriateness of the personnel on staff completing program assessment and the effectiveness of the methods proposed to monitor and evaluate the project results. Evaluative measures must be able to assess 1) to what extent the program objectives have been met and 2) to what extent these can be attributed to the project. The extent to which the applicant demonstrates specific objectives to be achieved and measures by which the achievement can be quantified. The extent to which the applicant describes obstacles and solutions to implementing the program assessment.

Criterion 4: IMPACT (15 points) – Corresponds to Section IV’s Methodology and Work Plan

- The extent and effectiveness of plans for information gathering and dissemination of project results and/or the extent to which project results may be national in scope.
- The degree to which the project activities are replicable to States outside of the State(s) applying as evidenced by proposed training and technical assistance, how licensure information across States will be shared, and how the proposed program will address relevant State and Federal regulations regarding privacy and confidentiality of sensitive information.
- The sustainability of the program beyond Federal funding.

Criterion 5: RESOURCES/CAPABILITIES (25 points) – Corresponds to Section IV’s Evaluation and Technical Support Capacity, and Organizational Information, Attachments

- The extent to which project personnel are qualified by training and/or experience to implement and carry out the projects as evidenced by the depth and breadth of the experience of applicant in participating in similar activities to overcome licensure barriers, including specific areas of expertise related to administrative, clinical, legal, technical, and political aspects of the project, as appropriate. Clinical, technical, and administrative/organizational qualifications of the proposed personnel will be carefully evaluated in light of the requirements of the project. The capabilities of the applicant organization, and quality and availability of facilities and personnel to fulfill the needs and of the proposed project.
- The extent to which the application shows active involvement and strong commitment of the applicants' own institution, as well as all the project partners in the development and operation of the proposed project.

For competing continuations, past performance will also be considered, and the applicant should clearly explain how this funding builds upon, instead of simply continues, previously funded activities.

Criterion 6: SUPPORT REQUESTED (10 points) – Corresponds to Budget and Budget Justification Narrative

Reviewers will assess the reasonableness of the proposed budget for each year of the project period in relation to the objectives, the complexity of the activities, and the anticipated results.

2. Review and Selection Process

Please see Section 5.3 of HRSA’s [SF-424 Application Guide](#). Applicants have the option of providing specific salary rates or amounts for individuals specified in the application budget or the aggregate amount requested for salaries.

This program does not have any funding priorities, preferences or special considerations.

3. Anticipated Announcement and Award Dates

It is anticipated that awards will be announced prior to the start date of September 1, 2015.

VI. Award Administration Information

1. Award Notices

The Notice of Award will be sent prior to the start date of September 1, 2015. See Section 5.4 of HRSA’s [SF-424 Application Guide](#) for additional information.

2. Administrative and National Policy Requirements

See Section 2 of HRSA’s [SF-424 Application Guide](#).

3. Reporting

The successful applicant under this funding opportunity announcement must comply with Section 6 of HRSA's [SF-424 Application Guide](#) and the following reporting and review activities:

Final Report(s). The grantee must submit a final report to HRSA at the end of the project period. Further information will be provided in the award notice.

VII. Agency Contacts

Applicants may obtain additional information regarding business, administrative, or fiscal issues related to this funding opportunity announcement by contacting:

Contact: Kimberly Dews
Grants Management Specialist
HRSA Division of Grants Management Operations, OFAM
Parklawn Building, Room 17W09-C
5600 Fishers Lane
Rockville, MD 20857
Telephone: (301) 443.0655
Fax: (301) 594- 6096
E-mail: kdews@hrsa.gov

Additional information related to the overall program issues and/or technical assistance regarding this funding announcement may be obtained by contacting:

Anthony Oliver
Project Officer, Office for the Advancement of Telehealth
Attn: Licensure Portability Grant Program
FORHP/HRSA
Parklawn Building, Room 17W09-C
5600 Fishers Lane
Rockville, MD 20857
Telephone: (301) 443.2919
Fax: (301) 443-2803
E-mail: AOLiver@hrsa.gov

Applicants may need assistance when working online to submit their application forms electronically. Applicants should always obtain a case number when calling for support. For assistance with submitting the application in Grants.gov, contact Grants.gov 24 hours a day, seven days a week, excluding Federal holidays at:

Grants.gov Contact Center
Telephone: 1-800-518-4726 (International Callers, please dial 606-545-5035)
E-mail: support@grants.gov
iPortal: <https://grants-portal.psc.gov/Welcome.aspx?pt=Grants>

Successful applicants/awardees may need assistance when working online to submit information and reports electronically through HRSA's Electronic Handbooks (EHBs). For assistance with submitting information in HRSA's EHBs, contact the HRSA Call Center, Monday-Friday, 8:00 a.m. to 8:00 p.m. ET:

HRSA Contact Center

Telephone: (877) 464-4772

TTY: (877) 897-9910

Web: <http://www.hrsa.gov/about/contact/ehbhelp.aspx>

VIII. Other Information

Not applicable.

IX. Tips for Writing a Strong Application

See Section 4.7 of HRSA's [*SF-424 Application Guide*](#).