

HRSA

Health Resources & Services Administration

Bureau of Health Workforce

Notice of Funding Opportunity








Application due February 19, 2025

Scholarships for Disadvantaged Students

Opportunity number: HRSA-25-076



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Before you begin

If you believe you are a good candidate for this funding opportunity, secure your [SAM.gov](#) and [Grants.gov](#) registrations now. If you are already registered, make sure your registrations are active and up-to-date.

SAM.gov registration (this can take several weeks)

You must have an active account with SAM.gov. This includes having a Unique Entity Identifier (UEI).

[See Step 2: Get Ready to Apply](#)

Grants.gov registration (this can take several days)

You must have an active Grants.gov registration. Doing so requires a Login.gov registration as well.

[See Step 2: Get Ready to Apply](#)

Apply by the application due date

Applications are due by 11:59 p.m. Eastern Time on February 19, 2025.



To help you find what you need, this NOFO uses internal links. In Adobe Reader, you can go back to where you were by pressing Alt + Left Arrow (Windows) or Command + Left Arrow (Mac) on your keyboard.



Step 1:

Review the Opportunity

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Basic information

Health Resources and Services Administration (HRSA)

Bureau of Health Workforce

Division of Health Careers and Financial Support

Grant for health professions schools to offer scholarships to students from disadvantaged backgrounds.

Summary

The Scholarships for Disadvantaged Students (SDS) program increases diversity in the health professions and nursing workforce by providing awards to eligible health professions schools for use in awarding scholarships to students from disadvantaged backgrounds who have financial need.

Funding details

Application Types: Competing Continuation, New

Expected total available funding in FY 2025: \$51,470,000

Expected number and type of awards: Approximately 85 grants

Funding range per award: Up to \$650,000 per year for each health professions program.

We plan to fund awards in five 12-month budget periods, for a total 5-year period of performance from July 1, 2025, to June 30, 2030. Your request for budget years 2 to 5 cannot exceed your year 1 request.

The program and estimated awards depend on the future appropriation of funds and are subject to change based on the availability and amount of appropriations.



Have questions?
Go to [Contacts and Support](#).

Key facts

Opportunity name:
Scholarships for Disadvantaged Students

Opportunity number:
HRSA-25-076

Announcement version:
New

Federal assistance listing:
93.925

Statutory authority:
Statutory authority: 42 U.S.C § 293a (§ 737 of the Public Health Service Act)

Key dates

NOFO issue date: November 21, 2024

Informational webinar:
Visit the Bureau of Health Workforce's [open opportunities](#) website to learn more about the informational webinar.

Application deadline:
February 19, 2025

Expected award date is by:
July 1, 2025

Expected start date: July 1, 2025

See [other submissions](#) for other time frames that may apply to this NOFO.

Eligibility

Who can apply

You can apply if you are an accredited school of medicine, osteopathic medicine, dentistry, nursing (as defined in section 801), pharmacy, physical therapy, podiatric medicine, optometry, veterinary medicine, public health, chiropractic, or allied health, a school offering a graduate program in behavioral and mental health practice, or an entity providing programs for the training of physician assistants.

For details on which disciplines qualify, see the [subdiscipline eligibility list](#).

Types of eligible organizations

If otherwise eligible, the following types of domestic* organizations may apply.

- Public health professions schools
- Non-profit private health professions schools
- Non-profit health professions schools having a 501(c)(3) IRS status
- Non-profit health professions schools with an IRS status other than 501(c)(3)
- For-profit nursing and physician assistant schools
- Native American tribal governments
- Native American tribal organizations

“Domestic” means the 50 states, the District of Columbia, the Commonwealth of Puerto Rico, the Northern Mariana Islands, American Samoa, Guam, the U.S. Virgin Islands, the Federated States of Micronesia, the Republic of the Marshall Islands, and the Republic of Palau.

Individuals are not eligible applicants under this NOFO.

Eligible subdisciplines

- Medicine
 - Doctor of allopathic medicine
 - Doctor of osteopathic medicine
- Dentistry
 - Doctor of dentistry
- Other health disciplines
 - Doctor of veterinary medicine
 - Doctor of optometry

- Doctor of podiatry medicine
- Doctor of pharmacy
- Doctor of physical therapy
- Doctor of chiropractic medicine
- Behavioral and mental health
 - Graduate degree in clinical psychology
 - Graduate degree in clinical social work
 - Graduate degree in gerontological counseling
 - Graduate degree in marriage and family therapy
 - Graduate degree in mental health counseling
 - Graduate degree in rehabilitation counseling
- Public health
 - Graduate degree in health administration
 - Graduate degree in public health
- Allied health
 - Bachelor's and graduate degrees in dietetics
 - Graduate degree in audiology
 - Graduate degree in occupational therapy
 - Graduate degree in speech pathology
 - Bachelor's and graduate degrees in dental hygiene
 - Bachelor's and graduate degrees in medical laboratory technology
 - Bachelor's degree in radiologic technology
- Nursing
 - Associate, bachelor's, and graduate degrees in nursing (pre-nursing is not eligible)
- Midwifery
 - Certified nursing and non-nursing graduate degrees in midwifery (pre-nursing or pre-midwifery is not eligible)
- Physician Assistant
 - Graduate degree in physician assistant studies

Other eligibility criteria

Your application must demonstrate you are currently:

- Accredited by the recognized accrediting body for your specific health discipline ([Attachment 1](#)).
- Carrying out a program to recruit and retain students from disadvantaged backgrounds, including students who are members of racial and ethnic minority groups, which you can demonstrate by showing you are enrolling and graduating full-time students from disadvantaged backgrounds **in your specific degree program**, based on the following percentages for the most recent 3-year period:
 - **At least 20 percent of the total enrollment** of the degree program during academic years 2021 to 2024 (July 1, 2021 to June 30, 2024) were students from disadvantaged backgrounds, and
 - **At least 20 percent of the total graduates** of the degree program during academic years 2021 to 2024 were from disadvantaged backgrounds.
- Newly established schools may apply if students were enrolled for the academic year covering the period of July 1, 2022 to June 30, 2024. The information provided must demonstrate at least 20 percent of the total enrollment and graduates are from disadvantaged backgrounds.
- New schools must provide:
 - At least 2 years of student enrollment data in the degree program, and
 - At least 1 year of graduation data in the degree program

Student eligibility

To receive support under this program, a student must be:

- Enrolled (or accepted for enrollment) at an eligible health professions or nursing school as a full-time student in a program leading to a degree in a health professions or nursing.
- From a disadvantaged background, which can be met by showing the student is from an economically, educationally or environmentally disadvantaged background as described on page 8.
- Have a financial need for a scholarship, per the Free Application for Federal Student Aid (FAFSA).
- A U.S. citizen or non-citizen national.
- An individual lawfully admitted for permanent residence to the United States.

- Any other person defined as a “qualified alien” under section 431(b) of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, Pub. L. 104-193, as amended.

Completeness and responsiveness criteria

We will review your application to make sure it meets these basic requirements to move forward in the competition.

We will not consider an application that:

- Is from an organization that does not meet all eligibility criteria.
- Requests funding above the award ceiling shown in the [funding range](#).
- Is submitted after the [deadline](#).
- Is incomplete.

Application limits

You may not submit more than one application per health professions degree program. If you submit more than one application, we will only accept the last on-time submission.

While multiple applications from an institution are allowed, only a maximum of three per institution may be funded. Collaborative proposals are not allowed.

You may submit more than one application under the same Unique Entity Identifier if each proposes a different health professions degree program. We will only review your last validated application for each health professions degree program before the deadline.

Cost sharing

This program has no cost-sharing requirement. If you choose to share in the costs of the project, we will not consider it during merit review. We will hold you accountable for any funds you add, including through reporting.

Program description

Purpose

The Scholarships for Disadvantaged Students (SDS) program increases diversity in the health professions and nursing workforce by providing awards to eligible health professions schools for use in awarding scholarships to students from disadvantaged backgrounds who have financial need, including students who are members of racial and ethnic minority groups.

Background

The SDS program aims to support students from disadvantaged backgrounds to increase their access to a health profession's degree. Since 2012, 15,054 students successfully graduated with a degree in health professions after receiving SDS scholarships. In academic years 2022 to 2023, of those graduates with follow-up data, 59 percent of graduates worked or trained in medically underserved communities one year after graduation, and 30 percent in primary care settings. ^[1]

A diverse health workforce can improve population health and health care quality. ^[2] Diversity in health care means individuals have different backgrounds, which can include differences in race, ethnicity, rural residency, and economic status. ^[3] With an estimated 20 percent of the U.S. population living in designated rural areas, ^[4] and 11.5 percent living in poverty, ^[5] it is essential to consider additional demographics to create a more diverse health workforce.

In addition, health professions students from disadvantaged backgrounds, are more likely to practice in medically underserved, and primary care settings after graduating. ^[6] ^[7] ^[8] ^[9] SDS scholarships help reduce financial obstacles for students from disadvantaged backgrounds, which allows them to practice in rural and underserved communities.

Program goals

- Improving distribution, diversity and supply of primary care providers.
- Improving and strengthening the health professions and nursing workforce.
- Improving health care access and quality to medically underserved communities (MUCs).

Program objectives

- Increasing the number of graduates practicing in primary care.
- Increased retention of full-time students from disadvantaged backgrounds, including students who are members of racial and ethnic minority groups.
- Increasing the number of graduates working in MUCs.

Program requirements and expectations

Your project must meet the following requirements and address them in your application.

Scholarship requirements

- You must provide scholarships to any full-time student who is an eligible individual as defined in [student eligibility](#). Such scholarships may be expended only for tuition expenses, other reasonable educational expenses, and reasonable living expenses incurred in the attendance of such school.
- Student scholarships must not exceed:
 - \$50,000 per academic year for dental students.
 - \$40,000 per academic year for all other health and nursing students.
- Scholarships must be at least half the cost of the student's annual tuition.
- The amount of the scholarship may not exceed the student's financial need.
- You must agree that in providing scholarships, you will give preference to:
 - Students for whom the cost of attendance would constitute a severe financial hardship.
- Funds should not be disbursed within one lump sum.
- Funds should be disbursed at the beginning of each period within the academic year.

Program requirements

- Your school must provide training through clinical placement(s) in at least one of the following:
 - Primary care settings.
 - Medically underserved communities.
 - Rural communities.

- You are required to state, “This program is funded by the Health Resources and Services Administration” on all related documents and marketing materials.
- Award recipients are required to participate in federally designed evaluations to assess program effectiveness and efficiency upon request. Conduct continuous quality improvement for program evaluation and at completion of the period of performance.

Student requirements

- Students must maintain your schools’ standards for full-time enrollment and satisfactory academic standing to remain eligible for a scholarship. Students are ineligible until this criterion is met.
- Students are strongly encouraged to sign an attestation stating they will provide post-graduation information to their school upon request.
- Students must be from either an economically disadvantaged or educationally/ environmentally disadvantaged background.

Steps to determine if a student is economically disadvantaged

- Use the [U.S. Department of Health and Human Services Poverty Guideline table](#) for one 1 year preceding the data submitted on the FAFSA by comparing the appropriate income to the table.
 - Use parental income for students deemed “dependent” by the [U.S. Department of Education guidelines](#).
 - Use student income for students deemed “independent” by the [U.S. Department of Education guidelines](#).

Steps to determine if a student is educationally or environmentally disadvantaged

- Apply the below criteria consistently for all students. It is the responsibility of each applicant to clearly delineate the criteria used to classify student participants as coming from an educationally or environmentally disadvantaged background;
- Define “low” rates using the below criteria based on your health professions schools’ current student population. Use the most recent data from your state’s Department of Education site, under “State Report Card” For example:
 - The individual graduated from or last attended a high school that has a low overall student average SAT score.
 - The individual graduated from or last attended a high school with either a:

- Low percentage of seniors receiving a high school diploma.
- Low percentage of graduates who go to college during the first year after graduation.
- The student graduated from or last attended a high school with low per capita funding.
- The student graduated from or last attended a high school where many of the enrolled students are eligible for free or reduced-price lunches.
- The student is the first generation in his or her family to attend college. Please follow the instructions to determine the student's first-generation status using [FASFA's Parents Education Status questions](#).

Award information

Funding policies and limitations

Policies

- We will only make awards if this program receives funding. If Congress appropriates funds for this purpose, we will move forward with the review and award process.
- Support beyond the first budget year will depend on:
 - Appropriation of funds.
 - Satisfactory progress in meeting the project's objectives.
 - A decision that continued funding is in the government's best interest.
- If we receive more funding for this program, we may:
 - Fund more applicants from the rank order list.
 - Extend the period of performance.
 - Award supplemental funding.

Maintenance of effort

Federal funds must add to any existing non-federal funds for your proposed activities. If you receive an award, you will have to spend at least as much as you spent in the last fiscal year before the award. [Section 797\(b\) of the PHS Act](#) requires this.

We will enforce these statutory requirements through all available mechanisms. You must provide supporting documentation in your Attachment 5.

General limitations

- For guidance on some types of costs we do not allow or restrict, see Project Budget Information in section 3.1.4 of the [R&R Application Guide](#). You can also see 45 CFR part 75, or any superseding regulation, [General Provisions for Selected Items of Cost](#).
- You cannot earn profit from the federal award. See [45 CFR 75.400\(g\)](#).
- Congress's current appropriations act includes a salary limitation, which applies to this program. As of January 2024, the salary rate limitation is \$221,900. Note this limitation may apply in future years and will be updated.

Indirect costs

Indirect costs are costs you charge across more than one project that cannot be easily separated by project. For example, this could include utilities for a building that supports multiple projects.

Per [45 CFR 75.414\(c\)](#), indirect costs for training awards cannot exceed 8 percent of modified total direct costs.

For modified total direct costs, we use the definition at [2 CFR 200.1](#). MTDC means all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first \$50,000 of each subaward (regardless of the period of performance of the subawards under the award). MTDC excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs, and the portion of each subaward in excess of \$50,000. Other items may only be excluded when necessary to avoid a serious inequity in the distribution of indirect costs and with the approval of the cognizant agency for indirect costs.

State or local governments and federally recognized Indian tribes can charge their negotiated rate or use their state cost allocation plans. For the purpose of calculating indirect costs, we do not consider state universities or hospitals as government agencies.

Program income

Program income is money earned as a result of your award-supported project activities. You must use any program income you generate from awarded funds for approved project-related activities. Find more about program income at [45 CFR 75.307](#).



Step 2:

Get Ready to Apply

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Get registered

SAM.gov

You must have an active account with SAM.gov. This includes having a Unique Entity Identifier (UEI). SAM.gov registration can take several weeks. Begin that process today.

To register, go to [SAM.gov Entity Registration](#) and select **Get Started**. From the same page, you can also select the Entity Registration Checklist to find out what you'll need to register.

When you register or update your SAM.gov registration, you must agree to the [financial assistance general certifications and representations](#). You must agree to those for grants specifically, as opposed to contracts, because the two sets of agreements are different. You will have to maintain your registration throughout the life of any award.

Grants.gov

You must also have an active account with [Grants.gov](#). You can see step-by-step instructions at the Grants.gov [Quick Start Guide for Applicants](#).

Need Help? See [Contacts and Support](#).

Find the application package

The application package has all the forms you need to apply. You can find it online. Go to [Grants Search at Grants.gov](#) and search for opportunity number HRSA-25-076.

After you select the opportunity, we recommend that you click the Subscribe button to get updates.

Application writing help

Visit HHS [Tips for Preparing Grant Proposals](#).

Visit [HRSA's How to Prepare Your Application](#) page for more guidance.

Join the webinar

We will hold a pre-application technical assistance (TA) webinar. The webinar will provide an overview of pertinent information in the NOFO and an opportunity for applicants to ask questions. Visit the HRSA Bureau of Health Workforce's [open opportunities](#) website to learn more about the resources available for this funding opportunity.



Step 3:

Prepare Your Application

In this step

Application contents and format

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Application contents and format

Applications include 5 main components. This section includes guidance on each.

Application page limit: 60 pages.

Submit your information in English and express whole number budget figures using U.S. dollars.

Make sure you include each of these:

Components	Submission Form	Included in the page limit?
Project abstract	Use the Project Abstract Summary Form.	No
Project narrative	Research and Related Other Project Information.	Yes
Budget narrative	Use the Research and Related Budget form. (Line L)	Yes
Attachments	Insert each in the Other Attachments form.	Yes, unless otherwise marked below.
Other required forms	Upload using each required form.	Indicated in the other required forms section.

See the [application checklist](#) for a full list of all application requirements. See [form instructions](#) for more detail on completing each form.

Required format

You must format your narratives and attachments using our required formats for fonts, size, color, format, and margins. See the formatting guidelines in section 3.2 of the [R&R Application Guide](#).

Project abstract

Complete the information in the Project Abstract Summary form. Include a short description of your proposed project. Include the needs you plan to address, the proposed services, and the population groups you plan to serve. When applicable, identify if you are requesting a funding priority or preference. For more information, see section 3.1.2 of the [R&R Application Guide](#).

Project narrative

In this section, you will describe all aspects of your project. Project activities must comply with the [nondiscrimination requirements](#).

Use the section headers and the order as listed.

Introduction and purpose

See merit review criterion 1: [Purpose and need](#)

Briefly describe the purpose of your project for the specific health discipline.

- Describe your continuing commitment to the education of students from disadvantaged backgrounds, including students who are members of underrepresented minority groups.
- Describe your continuing commitment to increasing the number of graduates who practice in primary care.
- Describe your continuing commitment to increasing graduates working in MUCs.

Need

See merit review criterion 1: [Purpose and need](#)

- Describe your students and their unmet needs this program will address.
- Discuss any relevant barriers to students' access to education and success in your program.
- Provide data on:
 - The percentage of students from disadvantaged backgrounds already receiving financial assistance in the specific health professions disciplines.
 - The average financial aid amount received from students in the specific health discipline program.
- Use and cite demographic data as part of the descriptions and explanations above, as applicable.

Approach

See merit review criterion 2: [Response](#)

- Describe how you will address your stated goals and objectives to meet the program requirements and expectations described in this NOFO.
- Describe how your project will address the needs of students from disadvantaged backgrounds.

- Describe your past successes in recruiting, retaining, and graduating students from disadvantaged backgrounds, including students who are members of underrepresented minority groups, based on the total number/percentage of full-time enrollment during academic years 2021 to 2024 and new schools for academic years 2022 to 2024.
- Describe how strategic partnership activities will involve federal, state, local, or national organizations, and other colleges and universities.
- Describe how you will increase educational support and training opportunities for students from disadvantaged backgrounds to successfully complete their health professions degree program.
- Describe how you will increase the number of students from disadvantaged backgrounds practicing in primary care and MUCs.
- Describe in detail your proposed program funding and disbursement strategies and processes, including how you will prioritize eligible students who have the greatest financial need and are considered to have a severe financial hardship. Describe how you will provide continued scholarships to current SDS scholarship recipients and how you will use available funds to support new eligible students.

High-level work plan

See merit review criterion 2: [Response](#)

- Describe how you will achieve each of the objectives during the period of performance.
- Provide a timeline that includes planned activities and identifies the responsible individual(s) for each activity. As needed, identify how key stakeholders will help plan, design, and carry out all activities.
 - Include the extent to which these stakeholders address the needs of the populations and communities served.
- You will also include a more detailed work plan in your Standardized Work Plan (SWP). See [other required standard forms](#).

Resolving challenges

See merit review criterion 2: [Response](#)

- Discuss challenges that you are likely to encounter in designing and carrying out the activities in the work plan, including potential challenges with recruitment and retention.
- Explain approaches that you will use to resolve them.

Performance reporting and evaluation

See merit review criteria 3: [Impact](#) and 4: [Resources and capabilities](#)

Outcomes

Describe the expected outcomes (desired results) of the funded activities.

Performance measurement and reporting

- See [Report on Your Grant](#) for performance measure requirements and examples of reporting forms. Look for the performance measures under Health Career Grants: Scholarships for Disadvantaged Students (SDS).
- Describe how you will collect, and report required performance data accurately and on time.
- Describe how you will collect students' demographic data.
- Describe how you will collect data about students' economically, educationally, or environmentally disadvantaged background status as defined in the [Health Workforce Glossary](#) and in the [Program requirements and expectations](#) section of the NOFO. Describe how you will manage and securely store data.
- Include how you will collect and report National Provider Identifier (NPI) numbers for students. Students in eligible disciplines must apply for and report on an NPI.
- Describe your process to track students after graduation for up to 1 year to obtain their employment information.
- Describe how you will monitor and analyze performance data to support continuous quality improvement.

Program evaluation

The evaluation should examine processes and progress towards [program goals](#), [program objectives](#), and expected outcomes. Evaluations must follow the HHS Evaluation Policy, as well as the standards and best practices described in OMB Memorandum M-20-12.

Describe your plan to evaluate the project. Include:

- The evaluation questions, methods, data to be collected, and timelines.
- The evaluation barriers and your plan to address them.
- The evaluation capacity of your organization and staff. Include staff's experience, skills, and knowledge.
- How you will disseminate results, how you will assess whether your dissemination plan is effective, whether the results are national in scope, and the extent of potential replication.

See [Reporting](#) for more information.

Sustainability

See merit review criterion 3: [Impact](#)

We expect you to sustain key project elements that improve practices and outcomes for the target population. Propose a plan for project sustainability after the period of federal funding ends.

- Describe the actions you will take to:
 - Highlight key elements of your projects. Examples include recruiting and retention methods or strategies that have been effective in improving practices.
 - Obtain future sources of funding.
 - Determine the timing to become self-sufficient.
- Discuss challenges that you will likely encounter in sustaining the program. Include how you plan to resolve these challenges.

Organizational information

See merit review criterion 4: [Resources and capabilities](#)

Briefly describe your mission, structure, and the scope of your current activities. Explain how they support your ability to carry out the program requirements. Include a project organization chart (Attachment 2).

- Discuss how you will follow the approved plan, account for federal funds, and record all costs to avoid audit findings.
- Describe the organizations you will partner with to fulfill the [program goals](#) and meet the [program objectives](#). Include key agreements in [Attachment 3](#) and letters of support in [Attachment 8](#).
- Include a staffing plan and job descriptions for key faculty and staff in [Attachment 4](#).
- Include biographical sketches for key staff using the Research & Related Senior/Key Person Profile form. Key staff include, at minimum the project director and financial aid representatives who will be involved in the program. See [other required forms](#).
- Include a plan to ensure participants and stakeholders are aware that SDS funding is provided by HRSA.

Budget and budget narrative

See merit review criterion 5: [Support requested](#)

Your **budget** should follow the instructions in section 3.1.4 of the [R&R Application Guide](#) and any specific instructions listed in this section.

HHS now uses the definitions for [equipment](#) and [supplies](#) in 2 CFR 200.1. The new definitions change the threshold for equipment to the lesser of the recipient's capitalization level or \$10,000 and the threshold for supplies to below that amount.

Reminder: Indirect costs for training awards cannot exceed 8% of modified total direct costs. The total project or program costs are all allowable (direct and indirect) costs incurred for the HRSA award activity or project. This includes costs charged to the award and non-federal funds used to satisfy any matching or cost sharing requirement (which may include maintenance of effort, if applicable).

The **budget narrative** supports the information you provide in the Research and Related Budget Form. See [other required standard forms](#). Your budget should show a well-organized plan. The merit review committee reviews both.

The budget narrative includes an itemized breakdown and a clear justification of the requested costs. As you develop your budget, consider:

- If the costs are reasonable and consistent with your project's purpose and activities.
- The overall amount requested per year, which should equal:
 - Your program's 3-year average disadvantaged background student enrollment (using data from Section D of the Program Specific Form), multiplied by your 3-year average student financial need (using data obtained from your Financial Aid Office).
- The restrictions on spending funds. See [funding policies and limitations](#).

You must submit one-year budgets for each of the subsequent budget periods within the requested five-year period of performance at the time of application.

To create your budget narrative, see detailed instructions in section 3.1.5 of the [R&R Application Guide](#). Follow these additional instructions specific to this NOFO.

Participant support costs

If you include participant support costs:

- List tuition, room and board, fees, health insurance, stipends, travel, and other costs.
- Identify the amount of participant's scholarship.
- Include a subtotal entitled "Total Participant and Trainee Support Costs" with the summary of these costs.
- Ensure scholarships must be at least half of the cost of the student's annual tuition.
- Ensure student scholarships must not exceed \$50,000 per academic year for dental students or \$40,000 per academic year for all other health and nursing professionals.
- Ensure the cost is based on the average financial need for all eligible participants for the specific health professions.
- Ensure the amount of a scholarship does not exceed:
 - A participant's cost of tuition expenses.
 - Other reasonable educational expenses.
 - Reasonable living expenses incurred in attendance at the health professions or nursing school.
- Program specific limitation: Child-care expenses are not allowable.

Project director costs:

- You may request direct costs for the Project Director's salary and fringe benefits not to exceed 25% FTE.

Attachments

Place your PDF attachments in order in the Other Attachments form.

Attachment 1: Accreditation documentation

Required- Counts toward the page limit.

You must provide documentation of your health professions discipline accreditation, or provisional accreditation.

Acceptable forms of proof are certificates or letters with dates that are in effect prior to the start of the budget/project period during which support will be received.

Please do not provide only the web link to the accreditation body's website. HRSA will not open any links included in the application.

If accreditation is pending or not yet granted:

A letter of reasonable assurance, from or on behalf of the health professions discipline accrediting body, must be submitted along with the application stating that the program will meet the accreditation standards effective prior to the start of the budget/project period during which support will be received.

Attachment 2: Project organizational chart

Required- Counts toward the page limit.

Provide a one-page diagram that shows the full project's organizational structure.

Include all aspects, not just for your organization.

Attachment 3: Letters of agreement, memoranda of understanding, and contracts

As applicable- Counts toward the page limit.

Provide any documents that describe working relationships between your organization and other organizations and programs you cite in the proposal. Documents that confirm actual or pending contractual or other agreements should clearly describe the roles of the contractors and partners and any deliverables.

Make sure any letters of agreement are signed and dated.

Attachment 4: Staffing plan and job descriptions

Required- Counts toward the page limit.

See Section 4.1.vi of the [R&R Application Guide](#).

Include a staffing plan that shows the staff positions that will support the project and key information about each.

Justify your staffing choices, including education and experience qualifications and your reasons for the amount of time you request for each staff position.

For key personnel, attach a one-page job description. It must include the role, responsibilities, and qualifications.

Attachment 5: Maintenance of effort documentation

Required- Counts toward the page limit.

Specify the non-federal funds that support proposed activities. These include cash, in-kind, or other contributions. Do not include any federal funds. See [Maintenance of Effort](#) requirement.

Use the sample format below to provide the Maintenance of Effort documentation.

Table: Maintenance of Effort

FY Before Application:	First FY of Award:
Actual Non-Federal Expenditures	Estimated Non-Federal Expenditures
\$	\$

Attachment 6: Funding priority documentation

As applicable- Counts toward the page limit.

To receive a funding priority, include a statement that you are eligible for a funding priority and identify the priority. Points will be calculated using the data submitted via the Program Specific Form. See [Funding Priorities](#).

- Proportion of full-time students who are members of underrepresented minority groups.
- Proportion of graduates practicing in primary care.
- Proportion of graduates practicing in a MUC.

See [Selection Process](#) for information about how these apply.

Attachment 7: Tables and charts

As applicable- Counts toward the page limit.

Provide tables or charts that give more details about the proposal. These might be Gantt, PERT, or flow chart.

Attachment 8: Letters of support

As applicable- Counts toward the page limit.

You may provide letters of support from organizations or departments involved in the proposed project.

Letters of support can also be from individuals within your institution who hold the authority to speak for the organization or department, such as a CEO or chair.

Recommenders should indicate an understanding of and commitment to the project. They must sign and date their letter of support.

Attachment 9: Research and Related Senior/Key Person Profile (Expanded)

Required - Does not count toward the page limit.

Download form at [Grants.gov](https://www.grants.gov) and upload as Attachment 9.

[See Form Instructions.](#)

Attachment 10: R & R Subaward Budget Attachment(s) Form

As applicable - Does not count toward the page limit.

Download form at [Grants.gov](https://www.grants.gov) and upload as Attachment 10.

[See Form Instructions.](#)

Attachments 11 to 15: Other relevant documents

As applicable- Counts toward page limit.

Other required standard forms

You will need to complete some other forms. Upload the forms listed below at [Grants.gov](https://www.grants.gov). You can find them in the NOFO [application package](#) or review them and any available instructions at [Grants.gov Forms](https://www.grants.gov). See the [application checklist](#) for a full list of all application requirements.

Forms	Submission Requirement
SF-424 R & R (Application for Federal Assistance) form	Yes, with application.
Research and Related Other Project Information	Yes, with application.
Standardized Work Plan (SWP) form	Yes, with application.
Research and Related Senior/Key Person Profile (Expanded) form	Yes, with the application as Attachment 9 .

Forms	Submission Requirement
Research and Related Budget form	Yes, with application.
R & R Subaward Budget Attachment(s) form	If applicable, with the application as Attachment 10 .
Project/Performance Site Locations(s) form	Yes, with application.
Disclosure of Lobbying Activities (SF-LLL) form	If applicable, with the application or before the award.
SDS Program Specific form	Yes, with the application

Form instructions

SF-424 R&R form

Does not count toward the page limit

Follow the instructions for Application for Federal Assistance in section 3.1.1 of the [R&R Application Guide](#).

Research and Related Other Project Information form

Only the project narrative counts toward the page limit

In addition to the requirements in the [project narrative](#) section, you will provide some additional information in this form.

- Complete sections 1 through 6.
- Upload a blank document in item 7: Project Summary/Abstract to avoid a cross-form error with your Project Abstract Summary Form.
- Upload your project narrative in item 8.
- Leave items 9, 10, and 11 blank.
- If you have more than 10 subawards, you may use item 12 to add subaward budgets that could not fit in your R&R Subaward Budget Attachment(s) form.

Standardized Work Plan form

Does not count toward the page limit

In addition to the requirements in [project narrative](#), [high-level work plan](#), follow these instructions:

- Submit your work plan through the SWP form. Provide a detailed work plan that demonstrates your experience or ability implementing a project of the proposed scope.
- Follow the instructions in the SWP form.
- Select your organizational priorities that best fit the objective.
- Write Health Equity in the “Other Priority Linkage” if your objective or sub-objectives align with this priority.
- The Goals and Objectives in your work plan must be identical to the [Program Goals](#) and [Program Objectives](#) in the NOFO.

Research and Related Senior/Key Person Profile (Expanded) form

The attached biographical sketches do not count toward the page limit

Download form at [Grants.gov](https://www.grants.gov) and upload as [Attachment 9](#).

In addition to the requirements in [Project Narrative, Organizational Information](#), follow these instructions.

- Include biographical sketches for people who will hold the key positions.
- Try to use no more than two pages per person.
- Do not include non-public, [personally identifiable information](#).
- If you include someone you have not hired yet, include a letter of commitment from that person with their biographical sketch.
- Upload sketches in this form.
- Include:
 - Name and title.
 - Education and training. For each entry, include institution and location, degree and date earned (if any), and field of study.
 - Section A, Personal Statement: Briefly describe why the individual's experience and qualifications make them well-suited for their role.
 - Section B, Positions and Honors: List in chronological order previous and current positions. List any honors. Include present membership on any federal government public advisory committee.
 - Section C, Other Support: This section is optional. List selected ongoing and completed projects during the last three years. Begin with any projects relevant to the proposed project. Briefly indicate the overall goals of the projects and responsibilities of the person.
 - Other information. If they apply, include language fluency and experience working with populations that are culturally and linguistically different from their own.

Please note, the [R&R Application Guide](#) states that biographical sketches count toward the page limit. However, per this Notice of Funding Opportunity, your biographical sketches will not count toward the page limit.

Research and Related Budget form

Only the budget narrative counts toward the page limit

In addition to the requirements in the [budget and budget narrative section](#), follow these instructions:

Complete the Research and Related Budget Form. Follow the instructions in section 3.1.4 of the [R&R Application Guide](#).

You will complete the form for each budget year for the proposed performance period. After completing the first budget period in the form, you may click “Add Period” to move to the next.

R & R Subaward Budget Attachment(s) form

Does not count toward the page limit*

Download form at [Grants.gov](#) and upload as [Attachment 10](#).

You will also complete the R & R Subaward Budget Attachment Form for each subaward you propose. These include subcontracts. You will do this using the R & R Subaward Budget Attachment(s) Form.

To complete the budget forms, follow the instructions in Grants.gov.

If you have more than 10 subawards, you may upload the extra budget forms in the Research and Related Other Project Information form in Block 12, “Other Attachments”.

Project/Performance Site Location(s) form

Counts toward the page limit*

Follow the form instructions in Grants.gov.

Disclosure of Lobbying Activities (SF-LLL) form

Does not count toward the page limit

Follow the form instructions in Grants.gov.

SDS Program Specific form

Does not count toward page limit

Follow the form instructions in Grants.gov.



Step 4:

Learn About Review and Award

In this step

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Application review

Initial review

We review each application to make sure it meets [eligibility](#) criteria, including the [completeness and responsiveness](#) criteria. If your application does not meet these criteria, it will not be funded.

Also, we will not review any pages over the page limit.

Merit review

A panel reviews all applications that pass the initial review. The members use these criteria.

Criterion	Total number of points = 100
1. Purpose and need	20 points
2. Response	35 points
3. Impact	25 points
4. Resources and capabilities	10 points
5. Support requested	10 points

Criterion 1: Purpose and need

20 points

See Project Narrative [Introduction and purpose](#) and [Need](#) sections.

The panel will review your application for how well it:

- Describes the program needs and contributing factors.
- Discusses the purpose of the proposed project and how it meets the program goals and objectives.
- Identifies a commitment to increasing the number of graduates practicing in primary care, MUCs, and rural areas.
- Identifies a commitment to educating students from disadvantaged backgrounds, including students who are members of racial and ethnic minority groups.
- Identifies students from disadvantaged backgrounds already receiving financial assistance.

- Discusses the efforts you will make to address the barriers to student's access to education and success in your program:
 - Include the financial needs of disadvantaged students in your specific health discipline and the way SDS funds will improve the financial situation.
 - Demonstrates the way SDS funds will reduce barriers to student's access to education and graduation.

Criterion 2: Response

35 points

See Project Narrative [Approach](#), [High-level work plan](#), and [Resolving challenges](#) sections.

Approach (15 points)

The panel will review your application for how well it:

- Proposes a project that responds to the program's purpose.
- Provides detailed steps to achieve each of the program goals and objectives that meet the program requirements and expectations of the SDS program.
- Provides evidence of effective recruitment activities and resolutions for any gaps SDS funds can reduce or close.
- Describes success in recruitment of students from disadvantaged backgrounds, including students who are members of underrepresented minority groups (based on the total number/percentage of full-time enrollment during academic years 2021 to 2024 and new schools for academic years 2022 to 2024).
- Demonstrates success in retaining and graduating students from disadvantaged backgrounds, including students who are members of underrepresented minority groups based on the total number/percentage of full-time enrollment during academic years 2021 to 2024 and new schools for academic years 2022 to 2024.
- Includes a strategic plan for outreach and collaborative efforts to involve key stakeholders (federal, state, local, national organizations, and/or other colleges and universities).
- Describes how the applicant proposes to increase educational support and create training opportunities to encourage students to serve in primary care, MUCs and rural areas.
- Describe in detail how the applicant proposed program funding and disbursement strategies and processes, including how they will prioritize eligible students who have the greatest financial need and are considered to have a severe financial hardship.

- Describe how you will provide continued scholarships to current SDS scholarship recipients and how you will use available funds to support new eligible students.

High-level work plan (15 points)

The panel will review your application for how well it:

- Describes activities that will address the problem and meet project objectives.
- Provides a detailed work plan that demonstrates your ability to implement a project of the proposed scope.
- Explains how you plan to achieve each objective during the period of performance.
- Includes a more detailed work plan in your Standardized Work Plan (SWP). See [Other required forms](#).

Resolution of challenges (5 points)

The panel will consider the extent to which your application:

- Describes the obstacles and challenges you may face during project design and implementation. This includes the quality of your plan to deal with them.
- Demonstrates resources to overcome these challenges.

Criterion 3: Impact

25 points

See Project Narrative [Performance reporting and evaluation](#) and [Sustainability](#) sections.

Performance reporting and evaluation (10 points)

The panel will review your application for how well it:

- Proposes an effective project that is likely to have a strong public health impact on the community or target population.
- Demonstrates strong and effective methods to monitor and evaluate project results.
- Proposes to use collected data for continuous quality improvement and to monitor and evaluate project results.
- Demonstrates how you anticipate evaluation obstacles and propose how to address those obstacles.
- Describes the effectiveness and feasibility of plans to disseminate project results.
- Describes if project results are national in scope. Considers the degree to which the project activities are replicable.

- Includes a procedure for collecting, managing, storing, and reporting data on program participants, including NPI numbers. This should also include a process to track trainees for one year after program graduation.

Sustainability (15 points)

The panel will review your application for how well it:

- Proposes a solid plan for sustaining the project beyond the federal funding.
- Describes likely challenges to be encountered in sustaining the program and describes logical approaches to resolving the challenges.

Criterion 4: Resources and capabilities

10 points

See Project Narrative [Organizational information](#) and [Performance reporting and evaluation](#) sections.

The panel will review your application to determine whether:

- Project staff have the training or experience to carry out the project.
- It demonstrates your capabilities to fulfill the needs of the proposed project, including following the approved plan, accounting for federal funds, and recording all costs to avoid audit findings.
- It identifies adequate faculty and staff available to fulfill the needs of the proposed project.
- It proposes a plan to make sure participants and stakeholders are aware that SDS funding is provided by HRSA.
- You will partner with organizations to fulfill the [program goals](#) and meet the [program objectives](#).

Criterion 5: Support requested

10 points

See [Budget and budget narrative](#) section.

The panel will review your application to determine:

- How reasonable the proposed budget is for each year of the period of performance.
- How reasonable are the costs, outlined in the budget and required resources sections, and how well they align with the project's scope.
- How sufficient the time is for key staff to spend on the project to achieve project objectives.

We do not consider **voluntary** cost sharing during merit review.

Risk review

Before making an award, we review your award history to assess risk. We need to ensure all prior awards were managed well and demonstrated sound business practices. We:

- Review any applicable past performance.
- Review audit reports and findings.
- Analyze the budget.
- Assess your management systems.
- Ensure you continue to be eligible.
- Make sure you comply with any public policies.
- We may ask you to submit additional information.

As part of this review, we use SAM.gov Entity Information [Responsibility / Qualification](#) to check your history for all awards likely to be over \$250,000. You can comment on your organization's information in SAM.gov. We'll consider your comments before making a decision about your level of risk.

If we find a significant risk, we may choose not to fund your application or to place specific conditions on the award.

For more details, see [45 CFR 75.205](#).

Selection process

When making funding decisions, we consider:

- The available funds.
- Assessed risk.
- Merit review results. These are key in making decisions but are not the only factor.
- The larger portfolio of agency-funded projects, including the diversity of project types and geographic distribution.
- The funding priorities and special considerations.

We may:

- Fund out of rank order.
- Fund applications in whole or in part.
- Fund applications at a lower amount than requested.

- Decide not to allow a recipient to subaward if they may not be able to monitor and manage subrecipients properly.
- Choose to fund no applications under this NOFO.

Funding priorities

This program includes a funding priority imposed by statute ([Section 737\(c\) of the PHS Act](#)). The priority points are calculated via data from the program specific form using the Electronic Handbook (EHB). A funding priority adds points to merit review scores if HRSA determines that the application meets the following criteria.

Qualifying for a funding priority does not guarantee that your application will be successful. Refer to the SDS Program Specific Form located in grants.gov application package for specific directions.

Priority 1: Proportion of underrepresented minority students (2 to 4 points)

We will give you a funding priority if at least 15 percent of full-time students are URMs during academic years 2021 to 2024. (Please note scholarships cannot be disbursed to students based on their race or ethnicity, rather they should be awarded to students from disadvantaged backgrounds, including to students who are members of racial and ethnic minority groups and to students for whom the costs of attending the schools would constitute a severe financial hardship.)

Priority 2: Proportion of graduates going into primary care (2 to 4 points)

We will give you a funding priority if at least 15 percent of graduates are practicing in primary care during academic years 2021 to 2024.

- For allopathic and osteopathic medicine: Use graduate data from academic years 2017 to 2020.
- For dentistry, dental hygiene, graduate nursing, physician assistants, and mental and behavioral health practitioners: Use graduate data from academic years 2020 to 2023.

Priority 3: Proportion of graduates working in medically underserved communities (1 to 3 points)

We will give you a funding priority if at least 10 percent of graduates are practicing in MUCs during academic years 2021 to 2024.

- For allopathic and osteopathic medicine: Use graduates from academic years 2017 to 2020.
- For all other disciplines: Use graduates from academic years 2020 to 2023.

Table: Funding Priority Table

Priority Type	Priority Points
<p>Underrepresented minority (URM) To be eligible for this priority, applicants must have a certain percentage of underrepresented minorities in their student population.</p>	<p>2 points for 15 to 29.99 percent URMs</p> <p>3 points for 30 to 49.99 percent URMs</p> <p>4 points for 50 percent or more URMs</p>
<p>Graduating Students Practicing in Primary Care (PC) To be eligible for this priority, applicants must have a certain percentage of their graduates enter service in primary care.</p>	<p>2 points for 15 to 29.99 percent graduates entering primary care</p> <p>3 points for 30 to 49.99 percent graduates entering primary care</p> <p>4 points for 50 percent or more graduates entering primary care</p>
<p>Graduates Working in Medically Underserved Communities (MUCs) To be eligible for this priority, applicants must have a certain percentage of their graduates enter service in a medically underserved community.</p>	<p>1 point for 10 to 29.99 percent serving in a MUC</p> <p>2 points for 30 to 49.99 percent serving in a MUC</p> <p>3 points for 50 percent or more serving in a MUC</p>

Special considerations

HRSA will distribute SDS program funding in a manner consistent with the promotion of career entry into the health professions projected to experience the most severe national and subnational workforce shortages, as determined by the National Center for Health Workforce Analysis. This program includes special considerations imposed by legal authority ([Federal Register](#)).

HRSA will apply the following special considerations in allocating SDS program funding:

- Not less than 16 percent of funds shall be distributed to schools of nursing.
- Not more than 30 percent of funds shall be distributed to graduate programs in mental/behavioral health.
- Not more than 15 percent of funds shall be distributed to allied health programs.
- No less than \$5,000,000 of funds shall be distributed to nursing and non-nursing midwives' programs (minimum funding).

Qualifying for special consideration does not guarantee that your application will be successful. To achieve the distribution of awards as stated, HRSA may need to fund out of rank order.

Award notices

We issue Notices of Award (NOA) on or around the [start date](#) listed in the NOFO. See Section 4 of the [R&R Application Guide](#) for more information.

By drawing down funds, you accept the terms and conditions of the award.



Step 5:

Submit Your Application

In this step

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Application submission and deadlines

Your organization's authorized official must certify your application. See the section on [finding the Application Package](#) to make sure you have everything you need.

Make sure you are current with SAM.gov and UEI requirements. When you register or update your SAM.gov registration, you must agree to the [financial assistance general certifications and representations](#), and specifically with regard to grants.

Make sure that your SAM.gov registration is accurate for both contracts and grants, as these registrations differ. See [information on getting registered](#). You will have to maintain your registration throughout the life of any award.

Deadlines

You must submit your application by February 19, 2025, at 11:59 p.m. ET.

Grants.gov creates a date and time record when it receives the application.

Submission method

Grants.gov

You must submit your application through Grants.gov. You may do so using Grants.gov Workspace. This is the preferred method. For alternative online methods, see [Applicant System-to-System](#).

For instructions on how to submit in Grants.gov, see the [Quick Start Guide for Applicants](#). Make sure that your application passes the Grants.gov validation checks, or we may not get it. Do not encrypt, zip, or password protect any files.

Have Questions? Go to [Contacts and Support](#).

Other submissions

Intergovernmental review

This NOFO is not subject to [Executive Order 12372](#), Intergovernmental Review of Federal Programs. No action is needed.

Application checklist

Make sure that you have everything you need to apply:

Form	See instructions	Included in page limit?
<input type="checkbox"/> Project Abstract Summary	Project abstract	No
<input type="checkbox"/> Research and Related Other Project Information	Project narrative Form instructions	Only the attached project narrative
<input type="checkbox"/> Research and Related Budget	Budget and budget narrative Form instructions	Only the attached budget justification
Attachments include:	Attachments	
<input type="checkbox"/> 1: Accreditation documentation		Yes
<input type="checkbox"/> 2: Project organizational chart		Yes
<input type="checkbox"/> 3: Letters of agreement, MOAs, and contracts		Yes
<input type="checkbox"/> 4: Staffing plan and job descriptions		Yes
<input type="checkbox"/> 5: Maintenance of effort documentation		Yes
<input type="checkbox"/> 6: Funding preference or priority documentation		Yes
<input type="checkbox"/> 7: Tables and charts		Yes
<input type="checkbox"/> 8: Letters of support		Yes
<input type="checkbox"/> 9: Research and Related Senior/Key Person Profile (Expanded)		No
<input type="checkbox"/> 10: R & R Subaward Budget Attachment(s) Form		No
<input type="checkbox"/> 11 to 15: If you have additional material to submit, such as relevant documents explaining mandatory disclosures, you can use this form.		Yes
Other required forms	Other required forms	
<input type="checkbox"/> SF-424 R & R (Application for Federal Assistance)	Form instructions	No

Form	See instructions	Included in page limit?
<input type="checkbox"/> Standardized Work Plan (SWP)	Project narrative, high-level work plan Form instructions	No
<input type="checkbox"/> Project/Performance Site Locations(s)	Form instructions	Yes*
<input type="checkbox"/> Disclosure of Lobbying Activities (SF-LLL)	Form instructions	No
<input type="checkbox"/> SDS Program Specific Forms	Form instructions	No

* Only what you attach in addition to these forms counts against the page limit. The form itself does not count.



Step 6:

Learn What Happens After Award

In this step

Post-award requirements and administration [47](#)

Post-award requirements and administration

Administrative and national policy requirements

There are important rules you need to know if you get an award. You must follow:

- All terms and conditions in the Notice of Award.
- The regulations at [45 CFR part 75](#), Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards, or any superseding regulations. Effective October 1, 2024, HHS adopted the following superseding provisions:
 - [2 CFR 200.1](#), Definitions, Modified Total Direct Cost.
 - [2 CFR 200.1](#), Definitions, Equipment.
 - [2 CFR 200.1](#), Definitions, Supplies.
 - [2 CFR 200.313\(e\)](#), Equipment, Disposition.
 - [2 CFR 200.314\(a\)](#), Supplies.
 - [2 CFR 200.320](#), Methods of procurement to be followed.
 - [2 CFR 200.333](#), Fixed amount subawards.
 - [2 CFR 200.344](#), Closeout.
 - [2 CFR 200.414\(f\)](#), Indirect (F&A) costs.
 - [2 CFR 200.501](#), Audit requirements.
- The HHS [Grants Policy Statement](#) (GPS). This document is incorporated by reference in your Notice of Award. If there are any exceptions to the GPS, they'll be listed in your Notice of Award.
- All federal statutes and regulations relevant to federal financial assistance, including those highlighted in [HHS Administrative and National Policy Requirements](#).
- See the requirements for performance management in [2 CFR 200.301](#).

Non-discrimination legal requirements

If you receive an award, you must follow all applicable nondiscrimination laws. You agree to this when you register in SAM.gov. You must also submit an Assurance of Compliance ([HHS-690](#)). To learn more, see the [Laws and Regulations Enforced by the HHS Office for Civil Rights](#).

Contact the [HHS Office for Civil Rights](#) for more information about obligations and prohibitions under federal civil rights laws or call 1-800-368-1019 or TDD 1-800-537-7697.

The HRSA Office of Civil Rights, Diversity, and Inclusion (OCRDI) offers technical assistance, individual consultations, trainings, and plain language materials to supplement OCR guidance. Visit [OCRDI's website](#) to learn more about how federal civil rights laws and accessibility requirements apply to your programs, or contact OCRDI directly at HRSACivilRights@hrsa.gov.

Executive Order on Worker Organizing and Empowerment

[Executive Order on Worker Organizing and Empowerment \(E.O. 14025\)](#) encourages worker organizing and collective bargaining and promotes equality of bargaining power between employers and employees.

You can support these goals by developing policies and practices that you could use to promote worker power.

Cybersecurity

You must create a cybersecurity plan if your project involves both of the following conditions:

- You have ongoing access to HHS information or technology systems.
- You handle personal identifiable information (PII) or personal health information (PHI) from HHS.

You must base the plan on the [NIST Cybersecurity Framework](#). Your plan should include the following steps:

Identify:

- List all assets and accounts with access to HHS systems or PII/PHI.

Protect:

- Limit access to only those who need it for award activities.
- Ensure all staff complete annual cybersecurity and privacy training. Free training is available at 405(d): [Knowledge on Demand \(hhs.gov\)](#).
- Use multi-factor authentication for all users accessing HHS systems.
- Regularly backup and test sensitive data.

Detect:

- Install antivirus or anti-malware software on all devices connected to HHS systems.

Respond:

- Create an incident response plan. See [Incident-Response-Plan-Basics_508c.pdf \(cisa.gov\)](#) for guidance.
- Have procedures to report cybersecurity incidents to HHS within 48 hours. A cybersecurity incident is:
 - Any unplanned interruption or reduction of quality, or
 - An event that could actually or potentially jeopardize confidentiality, integrity, or availability of the system and its information.

Recover:

- Investigate and fix security gaps after any incident.

Reporting

If you are funded, you will have to follow the reporting requirements Section 4 of the [R&R Application Guide](#). The NOA will provide specific details.

You must also follow these program-specific reporting requirements:

- We will require a Performance Report annually via the Electronic Handbooks (EHBs).
- All HRSA recipients must collect and report performance data so that HRSA can meet its obligations under the Government Performance and Results Modernization Act of 2010 (GPRMA) and the Foundations for Evidence-Based Policymaking Act of 2018.
- The Annual Performance Report (APR) collects data on all academic year activities from July 1 to June 30. It is due to HRSA on July 31 each year. If award activity extends beyond June 30 in the final year of the grant, HRSA may require a Final Performance Report (FPR) to collect the remaining performance data. The FPR is due within 120 calendar days after the period of performance ends.
- You can find examples of APRs at [Report on Your Grant](#) on the HRSA website. Performance measures and reporting forms may change each academic year. HRSA will provide additional information in the Notice of Award (NOA).
- We will require progress reports each year.
- You must submit a Quarterly Progress Update (QPU) to HRSA via the EHBs at the completion of each quarter. The QPU will be automatically generated and allows

recipients to document progress on their activities based on the information submitted in the SWP. More information will be available in the NOA.



Contacts and Support

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Agency contacts

Program and eligibility

Denise Sorrell

Public Health Analyst, Health Careers Pipeline Branch

Attn: Scholarships for Disadvantaged Students Program

Bureau of Health Workforce

Health Resources and Services Administration

Email your questions to: SDSProgram@hrsa.gov

Call: 301-443-6752

Financial and budget

Reginal Baker

Grants Management Specialist

Division of Grants Management Operations

Health Resources and Services Administration

Email your questions to: Rbaker@hrsa.gov

Call: 301-945-3937

HRSA Contact Center

Open Monday – Friday, 7 a.m. – 8 p.m. ET, except for federal holidays.

Call: 877-464-4772 / 877-Go4-HRSA

TTY: 877-897-9910

[Electronic Handbooks Contact Center](#)

Grants.gov

Grants.gov provides 24/7 support.

You can call 1-800-518-4726 or email support@grants.gov. Hold on to your ticket number.

SAM.gov

If you need help, you can call 866-606-8220 or live chat with the [Federal Service Desk](#).

Program-specific definitions

The following definitions apply to the program for Fiscal Year 2024. The dictionary of key program-related terms in the [Health Workforce Glossary](#) is also useful.

- **Financial need** is the cost of attendance minus Student Aid Index minus Pell Grants. [Calculate Financial Need | Federal Student Aid](#)
- **Independent:** The designation determined from the Free Application for Federal Student Aid (FASFA). [Independent Student | Federal Student Aid](#)
- **Nonprofit** refers to the status of an entity owned and operated by one or more corporations or associations no part of the net earnings of which inures, or may lawfully inure, to the benefit of any private shareholder or individual.

Helpful websites

- [HRSA Grants page](#)
- [Bureau of Health Workforce Glossary](#)

Endnotes

1. 1 “BPMH Dashboards for INDGEN” Health Resources and Services Administration, 2023. [↑](#)
2. 2 John E. Snyder, MD, MS, MPH and Rachel D. Upton, PhD. " Black Representation in the Primary Care Physician Workforce and Its Association With Population Life Expectancy and Mortality Rates in the US" *JAMA Network Open*. 2023;6(4):e236687. doi:10.1001/jamanetworkopen.2023.6687. <https://jamanetwork.com/journals/jamanetworkopen/article-abstract/2803898> [↑](#)
3. 3 Togioka B.M., Duvivier D., Young E. (2024). Diversity and Discrimination in Health Care. In: *Stat Pearls* . Treasure Island, FL: StatPearls Publishing. Available at: <https://www.ncbi.nlm.nih.gov/books/NBK568721/> [Accessed 10 October 2024]. [↑](#)
4. 4 “Nation’s Urban and Rural Populations Shift Following 2020 Census” U.S. Census Bureau, 2022, <https://www.census.gov/newsroom/press-releases/2022/urban-rural-populations.html>. [↑](#)
5. 5 Shrider and Creamer. Poverty in the United States: 2022. U.S. Census Bureau, 2023. [↑](#)
6. 6 Muma, R.D., Kelley, J., & Lies, S. (2010). Relationships of demographic background and practice setting among practicing physician assistants in the United States. *Journal of Physician Assistant Education* . 21(2), 15-21. <https://doi.org/10.1097/01367895-201021020-00003> [↑](#)
7. 7 Lin, B., Kim, J., Lin, M., & Chen, J. (2022). Factors associated with pre-dental students' intention and willingness to serve in the underserved community and vulnerable population. *Dentistry Journal*. 10(6), 111. <https://doi.org/10.3390%2Fdj10060111> [↑](#)
8. 8 Baugh AD, Vanderbilt AA and Baugh RF. “The dynamics of poverty, educational attainment, and the children of the disadvantaged entering medical school” *Adv Med Educ Pract*. (2019):10, 667-676. <https://doi.org/10.2147/AMEP.S196840> [↑](#)