

Rural Hospital Capital Improvement Grant FY2025 Questions and Answers

DECEMBER 13, 2024

Can you confirm the deadline for the application?

The deadline to apply is Friday, December 20, 2024 at 4:30 pm Central Time.

Does our organization need to have a 501(c)(3) designation to be eligible for this grant?

See the eligibility criteria in RFP section 1.4. Per state statute, applicants must be not-for-profit and fulfill the other eligibility criteria.

Are hospitals that are licensed for over 50 beds but staff under 50 beds eligible for this grant?

No, as noted in the RFP, hospitals must have fewer than 50 beds overall to be eligible for this grant program.

Will the Rural Hospital Capital Improvement Grant RFP information webinar be recorded?

No, but materials from the webinar, including presentation slides and a questions and answers document, will be posted on the [ORHPC webpage](#).

Are we eligible to submit a proposal for the FY25 Capital Improvement grant program even if we have an ongoing Rural Hospital Capital Improvement grant project and award?

Yes, an applicant may submit a new proposal for FY25 even if they have an ongoing project with a Rural Hospital Capital Improvement grant award, as long as the proposed project for FY25 is separate from the previous project, not a request for additional funding for the ongoing grant project.

Is the Governing Board Resolution still required in the application?

No, the Governing Board Resolution is no longer a required attachment for the FY25 Rural Hospital Capital Improvement grant application.

Should key personnel in the application be one person or multiple?

Any key personnel involved in the project should be included in this section.

Which organizations are required to fill out a Due Diligence form?

Tribal nations and community health boards do not need to submit a Due Diligence form. All other applicants are required to fill out a Due Diligence form as part of their Rural Hospital Capital Improvement grant application.

Do we need to submit a new Due Diligence form with our application if we already submitted one this year?

Yes, please submit a new Due Diligence form each time you apply for a grant, to ensure that any new information is captured.

What are the exceptions to the competitive bid requirements? What if we have contracts for certain supplies? What about specialty equipment?

All applicants should follow contracting and bidding procedures as outlined in the sample [MDH Grant Agreement](#) as relevant to their organization and project type.

Applicants that have additional contracts with vendors, are purchasing specialty equipment, or are seeking an exemption from competitive bidding requirements should demonstrate how there is only one legitimate or practical source for such materials or services and how the applicant has established that the vendor is charging a fair and reasonable price. The requirements may be waived at the discretion of MDH.

How many applications do you anticipate receiving for FY25? How many did you receive last year?

The number of applications received varies each year. In FY24 MDH received 44 applications for the Rural Hospital Capital Improvement Grant Program and awarded 18 grants.

For the application question on health care in the region, are we expected to list competitors or our own health care system?

Applicants should provide information about all other health care entities and resources in the hospital's geographic region, both within and outside of the applicant's own system. This question seeks information to identify gaps in service areas and justify the proposed funding.

How can we help our application stand out?

Evaluators score applications based on the evaluation criteria listed in RFP. You can view the full list of evaluation criteria in RFP Attachment A: Application Evaluation Criteria.

Who should be listed on the application as the project contact person – the individual in charge of the project or the person reporting?

The individual listed as the project contact will be the primary contact for any questions related to the project and will also be assigned reports if awarded a grant. Reports can later be assigned to other individuals if necessary.

We conducted our audited financial statements earlier this year. Should we pull data from the statements or provide the most current data?

The information provided in the Hospital Financial and Census Data should match what is listed in the audited financial statements attached in the application.

Can you speak more about collaboration being a priority?

Collaborative projects are encouraged, and priority will be given to projects that take a collaborative approach and have additional contributing partners or collaborators.

The Rural Hospital Capital Improvement Grants for FY25 are not federal flow-through funds, correct?

The Rural Hospital Capital Improvement Grant Program is state-funded and does not use federal flow-through funds.

If we are applying for the maximum award of \$125,000, what is our match requirement?

Applicant hospitals must certify that at least 25% of the grant request amount will be matched from non-state sources. If a hospital is applying for a grant award of \$125,000, their minimum required match is \$31,250.

Do we need to upload the sample budget worksheet listed on the ORHPC webpage in our application?

No, the budget worksheet found on the ORHPC website does not need to be uploaded as part of the application. The worksheet is an optional tool to help applicants calculate their budgets before entering amounts into the online application form, which does not do calculations.

We received 3 quotes for our capital project. Is it okay to go with the vendor that has the highest quote?

Applicants for the Rural Hospital Capital Improvement grant are required to follow contracting and bidding procedures as outlined in the sample [MDH Grant Agreement](#) as relevant to their organization and project type. As long as the applicant is following these bidding and contracting procedures, it is up to them to use these bids to determine the best vendor for their project. Applicants should describe the competitive bidding and selection process in the grant application.

We have received multiple MDH grants in the last 5 years. How should we list out those grants on the Due Diligence form?

Applicants should list the grants received by grant program name, year, and award amount on the first page of the Due Diligence form.

Under the Hospital Financial and Census Data section in the application, should we round those figures to a whole number?

Yes, the system only allows whole numbers in that section of the application. Figures for the Hospital Financial and Census Data should be rounded to whole numbers. Further explanation of those figures should be provided in the Hospital Financial and Census Data Narrative section of the application.

Minnesota Department of Health
Office of Rural Health and Primary Care (ORHPC)
PO Box 64975
St. Paul, MN 55164-0975
Health.RuralHospitalGrants@state.mn.us
www.health.state.mn.us

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To obtain this information in a different format, call: 651-201-3838.