



2025 Rural Hospital Planning & Transition Grant Program

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Program Description

- Authorized by [Minnesota Statutes Section 144.147](#)
- Funds development or implementation of hospital strategic plans to preserve or enhance access to health services

Funds Available

Funding	Estimate
Estimated Amount to Grant	\$300,000
Estimated Number of Awards	10
Estimated Award Maximum	\$45,000
Estimated Award Minimum	\$25,000

- 50% match required from non-state sources
- Funding is allocated through a competitive process
- No expenditures are to be incurred prior to the grant contract's full execution

General Information & Eligibility

- Project Dates: June 1, 2025 to May 31, 2026
- Eligibility: Non-profit, non-federal, general acute care hospital in MN
 - Outside of the 7-county metro area
 - 50 beds or fewer
 - With a population of 15,000 or fewer according to U.S. Census Bureau

Outcomes & Priorities

- Hospitals will establish a sustainable strategic plan to preserve or enhance access to health services for rural populations
- Hospitals will implement projects and modify as necessary to reflect the needs of rural constituents and the strategic plan
- Priority will be given to hospitals:
 - Improving community access to hospital or health services
 - Needing to create strategic plans for future success
 - Transitioning through their existing strategic plans to ensure longevity of services
 - Additional priorities include collaborative projects or have additional contributing partners or collaborators

- Eligible Expenses Include:

- Development of strategic plans
 - Must include:
 - Community needs assessment
 - Feasibility study
 - Implementation plan
- Implementation of transition plans to modify the type and extent of services provided

- Ineligible Expenses Include:

- Fundraising
- Taxes, except sales tax on goods and services
- Lobbyists, political contributions
- Bad debts, late payment fees, finance charges, or contingency funds
- Administrative expenses to manage the grant

Grant Contractual Obligations

- Work may not start prior to the full execution of agreement and the first day of the contract period (June 1, 2025)
- Grant activities approved for payment are outlined in Exhibit A of the contract and the approved budget is in Exhibit B of the contract
 - Any activities outside of this must be approved prior to action
- Grantees must report on financial and programmatic activities quarterly
 - January 20, April 20, July 20, October 20

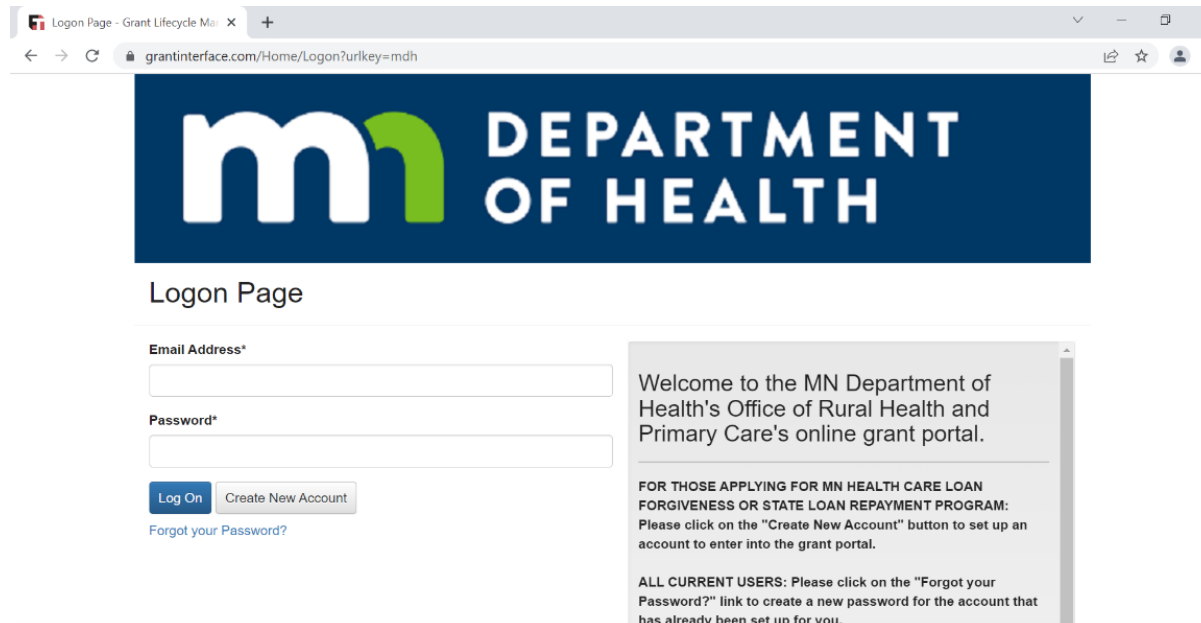
Review Process

- Initial eligibility is determined
- External evaluators review grants individually and score on the following criteria:
 - Applicant clearly and fully describes background organization and capacity – 10 points
 - Applicant clearly and fully describes the problem(s), project, and outcomes – 65 points
 - Applicant provides evidence of strong community support – 15 points
 - Applicant's project budget is clear and reasonable– 10 points
- Prior to contracting, due diligence and past performance review is conducted

Application Submission

- All applications will be completed in the ORHPC Grants Management System
- Applications due December 20 at 4:30 pm
- To provide a fair and equitable process, MDH will post questions asked and answers once a week leading up to the deadline
 - All questions are to submitted by 4:30 pm on December 13, 2024
 - [ORHPC Grants and Funding - MN Dept. of Health \(state.mn.us\)](https://state.mn.us)

Creating/Managing Users



The screenshot shows a web browser window with the URL `grantinterface.com/Home/Logon?urlkey=mdh`. The page features the MN Department of Health logo at the top. Below the logo, the text "Logon Page" is displayed. The login form includes an "Email Address*" field, a "Password*" field, and two buttons: "Log On" and "Create New Account". A link for "Forgot your Password?" is also present. A grey informational box on the right contains the following text:

Welcome to the MN Department of Health's Office of Rural Health and Primary Care's online grant portal.

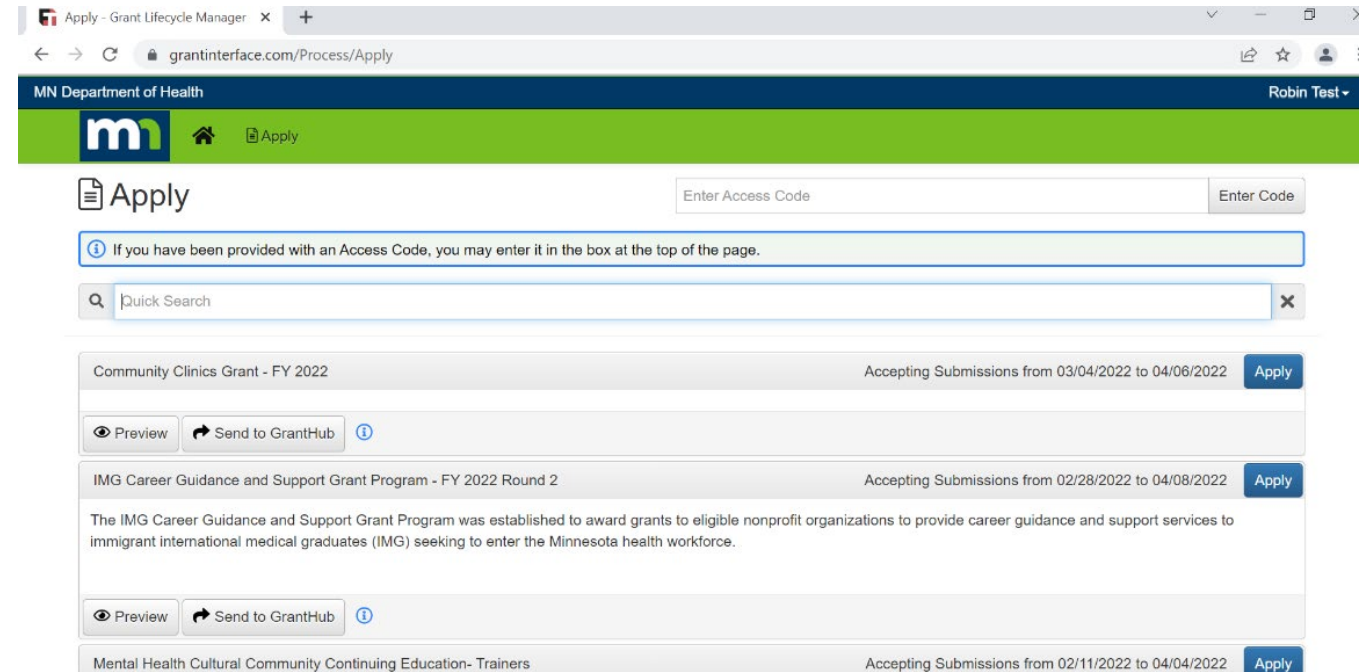
FOR THOSE APPLYING FOR MN HEALTH CARE LOAN FORGIVENESS OR STATE LOAN REPAYMENT PROGRAM: Please click on the "Create New Account" button to set up an account to enter into the grant portal.

ALL CURRENT USERS: Please click on the "Forgot your Password?" link to create a new password for the account that has already been set up for you.

- Existing Users: log in or use the forgot password button
- New Users: verify your organization has or doesn't have a profile & create profile(s)
- If you are unsure of organization's status, reach out to MDH

Starting an Application

- Home page of portal
- Navigate to the Apply of the portal and find the RHPT program
- Click Apply



The screenshot shows a web browser window with the URL grantinterface.com/Process/Apply. The page header includes the MN Department of Health logo and the user name "Robin Test". The main content area is titled "Apply" and features an "Enter Access Code" field. Below this is a search bar labeled "Quick Search". A list of grant programs is displayed, each with an "Apply" button and submission dates:

- Community Clinics Grant - FY 2022: Accepting Submissions from 03/04/2022 to 04/06/2022
- IMG Career Guidance and Support Grant Program - FY 2022 Round 2: Accepting Submissions from 02/28/2022 to 04/08/2022
- Mental Health Cultural Community Continuing Education- Trainers: Accepting Submissions from 02/11/2022 to 04/04/2022

Rural Hospital Planning and Transition - FY 2025 Accepting Submissions from 11/01/2024 to 12/20/2024

Apply

Please refer to the [RFP](#) for further information about this grant program which includes information about the application process and requirements, the program statute, and award criteria.

Preview Send to GrantHub

Application Sections

> Section 1: Organization and Applicant Information

> Section 2: Project Information

> Section 3: Organization Background and Capacity

> Section 4: Project Narrative

> Section 4: Project Narrative - Work Plan

> Section 5: Budget and Budget Narrative

> Section 6: Community Health Board Information

> Section 7: Required Attachments

> Section 8: Applicant Conflict of Interest

> Certification

- 8 sections to complete
- Refer to RFP for instructions on narrative questions
- Complete at your own pace
 - Save button vs Submit button

Application Sections: Organization & Applicant Information, Project Information

- Basic information about your organization
 - New supplier type question
- Important to note that applicant will be the individual who reports are assigned to
- SWIFT information is very important – this is how MDH contracts
 - If unsure – contact SWIFT help desk **651-201-8106** or efthelpline.mmb@state.mn.us

Application Section: Organization Background and Capacity

- Hospital location
 - Indicate whether your hospital is located in 1) a rural area as defined in federal Medicare regulations, and/or 2) a community with a population of less than 15,000 according to U.S. Census Bureau statistics, outside the 7-county metropolitan area
- Number of Beds
 - Number of inpatient beds. Note this is overall number of beds, not beds staffed
- Not for Profit and Non-federal
- Hospital Overview
 - Ownership, services, population, service area, age, size, and patients served

Application Section: Organization Background and Capacity continued

- Current Days Cash on Hand
- Current Operating Margin
- Current Total Margin
- Average Daily Census
- Percent of Revenue from Outpatient Services
- Hospital Financial and Census Information Narrative
 - Provide explanation of figures above
- Collaborating Partners

Application Section: Project Narrative

- Type of Project
- Problem Statement
 - Include unmet health care needs and changes to population, projected demand for ambulatory and emergency services, the need to recruit and retain health professionals
- Needs Assessments Results or Plans
 - The findings of your community health needs assessment, if completed, or plans to undertake one
- Project Description
 - Clear description of use of funding, different requirements per project type
- How Project Addresses Problem
- Community Support

Application Section: Project Narrative continued

- Coordination with Community Partners
- Health Equity and Social Drivers of Health
 - How project advances health equity and addresses social drivers of health
- Project Outcomes
 - Short and long term objectives
- Project Evaluation
- Key Personnel Biographical Sketch

Application Section: Timeline and Workplan

- Provide description and timeline of activities and tasks
 - Start and end date for each activity/task
 - Person Responsible
 - This should be title/position, not the name of the person

Application Section: Budget

- Identify all sources of funding, including the non-state 50% matching fund
- Line Items – Match and State Funds
 - Salaries
 - Fringe
 - Travel
 - Supplies
 - Contracted Services
 - Equipment and Capital Improvements
 - Equipment has a value of \$10,000 or more. Items below \$10,000 are considered supplies.
 - Indirect Cost Reimbursement
 - Other

Application Section: Community Health Board Review

- CHB Agency Name, Address, Date Sent
- Must download the application and submit to CHB once complete
 - Request that the CHB submit all comments to health.ruralhospitalgrants@state.mn.us no later than January 20, 2025

Application Section: Required Attachments

- Due diligence form (for certain supplier types)
- Audited Financial Statements
 - Note: Operating ratios reflected in Hospital Financial and Census Information should match the audited financial statements
- Strategic Plan (for implementation projects)

Application Section: Certification and Conflict of Interest

- Complete both sections prior to submission
- Should you be aware of any conflict of interest, this does not disqualify you for funding but requires a mitigation plan to collaborate with MDH
 - Any questions regarding the Conflict of Interest, please reach out

Questions?

Thank You!

Melanie Innes

Health.ruralhospitalgrants@state.mn.us