



## 2023-2024 SHIP Program Year

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# 2023 SHIP Grant Overview

- 5 year grant period: July 1, 2023 - May 31, 2028.
- 2023 annual project year: July 1, 2023 – May 31, 2024
- 2023 Award: \$11,380 per hospital
- SHIP funding priorities:
  - MBQIP reporting (for Critical Access Hospitals only)
  - ICD-11 readiness

Year	Start	End
1	July 1, 2023	May 31, 2024
2	June 1, 2024	May 31, 2025
3	June 1, 2025	May 31, 2026
4	June 1, 2026	May 31, 2027
5	June 1, 2027	May 31, 2028

# Multi-year Agreements

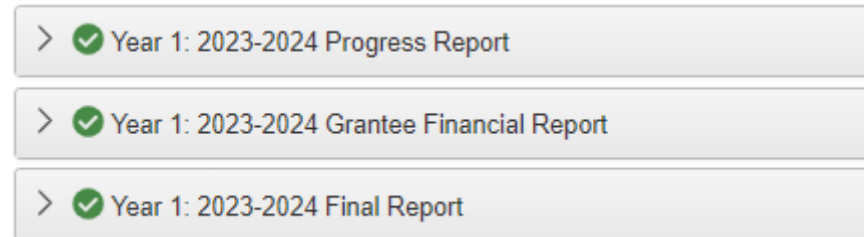
- The hospital grant agreement is 5 years (2023-2028). Each year of the grant agreement is an individual project/budget year.
- ORHPC will collect an annual workplan and budget and submit to HRSA.
- Award amounts will be determined and announced annually with an award letter.
- Expenditures must be submitted annually and cannot cross project years.
- Activity updates will be requested twice a year to comply with HRSA reporting.

# Monitoring Visits and Financial Reconciliation

- The award total for the 5 year grant agreement will reach the threshold that requires a monitoring visit and financial reconciliation.
- Required for awards over \$50,000.
- Financial reconciliation requires proof of expense AND proof of payment supporting documents.
- Monitoring visits will be conducted in person.

# Grant Portal Updates

- All 5 program years under one project in the grants portal.
- Application/workplan for future years will be assigned as a follow-up report.
- Reports will be assigned annually.
- Report title example: “Year 1: 2023-2024 Grantee Financial Report”.



- Contact SHIP ([health.ruralSHIP@state.mn.us](mailto:health.ruralSHIP@state.mn.us)) with organization updates
  - Hospital SHIP project contact
  - Authorized organization representative
  - SWIFT changes
- Invoice number in the portal represents the internal accounting identifier associated with payment from MDH to your organization, not the invoice number associated with the supporting documentation submitted for expense reimbursement.
- HCAHPS expenses
  - Inpatient vendor fees only, not EDCAHPS, outpatient, or ambulatory
  - Assure you have the correct supporting documentation prior to invoicing

- National Rural Health Resource Center
  - [Allowable Investments Search Tool | National Rural Health Resource Center \(ruralcenter.org\)](#)
  - [ICD 11 FAQ.pdf \(ruralcenter.org\)](#)
- ORHPC Website
  - Reporting guidance, webinar resources: [ORHPC Grants and Funding - MN Dept. of Health \(state.mn.us\)](#)
- Minnesota SHIP Program Contact Information
  - [Health.RuralShipGrant.state.mn.us](#)

Q. When will new contracts be coming out?

A. Grant agreements are currently processing and will be sent out soon. The primary contact in the grant portal will be notified.

Q. What is needed of supporting documentation?

A. It depends on the type of expense, but most require a detailed invoice or receipt from the vendor, and should include vendor name, date, per item cost, and invoice total with any discounts or additional charges (tax, shipping and handling) noted.

Q. Will you be requiring copies of cancelled checks, or just invoices?

A. Proof of payment will be required for a financial reconciliation. This information will be requested by MDH through the grant portal.



Q. What if my organization partners for contracted vendor services like software or HCAHPS surveys?

A. Please contact Emma or Melanie to determine the necessary supporting documentation.

# Questions?

# Thank You!

[Health.RuralShipGrant.state.mn.us](https://Health.RuralShipGrant.state.mn.us)