



School-Based Health Center (SBHC) Program – Request for Application (RFA) #1972
Attachment A - Application Submission Checklist

Instructions:

- Review the list below for required documents to be submitted for consideration to the RFA.
- Ensure all attachments are in their original format (e.g. Word, Excel, PDF, etc.).
- Check the appropriate box for each item when it is reviewed and completed.
- Do NOT use the “Submit” button on the top right-hand corner. Instead, save this PDF form and include it with all other application materials as one RFA email submission.

Name of Lead Applicant Agency:	
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Section 1: Application Documents	Reviewed	Submitted
Attachment A: Application Submission Checklist		
Attachment B: CDPHE RFA Coversheet and Signature Page <i>Must include hand-written signature of the Authorized Contract Signatory.</i>		
Attachment C: SBHC Program Application Cover Sheet		
Attachment D: SBHC Program Application Signature Page <i>Must include hand-written signature of the Authorized Contract Signatory.</i>		
Attachment E: Financial Information		
Attachment F: Sustainability		
Attachment G: Coordination of Care		
Attachment H: Youth Engagement		
Attachment I: Community Advisory Committee		
Attachment J: Site-Specific Operations Plan <i>A separate Operations Plan must be submitted for each individual SBHC site.</i>		
Attachment K: Revised SBHC Program Quality Standards Checklist		
Attachment L: Budget with Justification Form – Fiscal Year 2016-2017		
Attachment M: Operational Budget Form - Fiscal Years 2 to 5 (2017-2018 to 2020-2021)		
Attachment N: Attestation of Memorandum of Understanding (MOU) <i>A separate signed attestation is required for each Contractual Partner Agency.</i>		
Attachment O: Pre-Award Risk Assessment Questionnaire <i>Must include hand-written signature of the Authorized Contract Signatory.</i>		
Attachment P: Current Organizational Chart <i>Create and submit a diagram showing lines of authority and supervision between Lead Sponsor Agency, Medical Sponsor Agency, SBHC site(s), and all Contractual Partner Agency(s). (See Revised Colorado SBHC Quality Standards I.J.)</i>		



Section 2: Required Reference Documents	Reviewed	Submitted
Revised School-Based Health Center Quality Standards www.colorado.gov/cdphe/SBHC-5-year-funding		
School-Based Health Center (SBHC) Glossary www.colorado.gov/cdphe/SBHC-5-year-funding		
School-Based Health Center Minimum Data Set www.colorado.gov/cdphe/SBHC-5-year-funding		
School-Based Health Center Logic Model, Evaluation Questions and Performance Measures www.colorado.gov/cdphe/SBHC-5-year-funding		
School-Based Health Center Performance Work Plan www.colorado.gov/cdphe/SBHC-5-year-funding		
School-Based Health Alliance Core Competencies http://www.sbh4all.org/resources/core-competencies/		
Administrative Information www.colorado.gov/cdphe/SBHC-5-year-funding		
General and Special Provisions www.colorado.gov/cdphe/SBHC-5-year-funding		
CDPHE Outreach Memo www.colorado.gov/cdphe/SBHC-5-year-funding		
U.S. Department of Agriculture (USDA) Free and Reduced Lunch Eligibility http://www.gpo.gov/fdsys/pkg/FR-2015-03-31/pdf/2015-07358.pdf		

Section 3: Additional Resources
Colorado School-Based Health Center Program Sustainability Study https://www.colorado.gov/pacific/sites/default/files/PF_SBHC-Sustainability-Study-Sept2015.pdf
School-Based Health Alliance Sustainability Tools http://www.sbh4all.org/resources/sbhc-sustainability/

**** End of Attachment A ****