

FAQ—SMALL AMBULATORY PROGRAM (SAP)

Q - Is achieving a certain level Leadership in Energy and Environmental Design (LEED) Certification a requirement applicable to eligibility for SAP program funding, especially when the project is primarily tribally funded?

A – The SAP is tailored to renovations, modernization, and the construction of small healthcare facilities. LEED should be pursued whenever possible, but shall not be a reason to pull funding. If LEED is not achievable, written justifications are to be provided.

Q – If an existing IHS constructed facility is completely demolished to bare earth would a new facility in the same location be eligible for SAP award?

A-No, since the facility constructed by IHS is in the same location it is not eligible for SAP award.

Q – Does IHS have a definition for modernization as described on Page I-4 in the SAP Application Kit?

A – To define modernization, IHS uses the Department of Health and Human Services (HHS) Facilities Program Manual’s definition of improvements. The full language for improvements is on page 35 of 225 of the HHS Facilities Program Manual (click link below). ([Click Here to access the HHS Facilities Program Manual](#))

Q – Can the SAP award be used to change offices into medical exam rooms?

A - Yes, this fits the category of “modernization of an existing facility” (Page I-4 in the SAP Application Kit)

Q – For a Tribal health program who is comprised of a consortium of multiple Tribes, will a single resolution from the Tribal Organization’s governing health board suffice? Or are individual resolutions required by each member Tribe?

A - Yes, a single resolution from the Tribal Organization’ governing board will suffice. No statements or letters will be accepted. It is encouraged the individual Tribe(s) impacted by the proposed project write a letter of support with the signature of the President/ Chairperson.

Q – Is Indian Health Care Improvement Funds (IHCIF) considered other IHS funding?

A - Yes, IHCIF funds are considered IHS funds. IHCIF funds cannot be combined with SAP funds this will disqualify the applicant.

Q – Does the SAP cover programs that only provide mental health services?

A - Yes, the SAP funds may be used to provide mental and behavioral health services. The services must be ambulatory(outpatient) in nature.

Q – May SAP funds be used for a new expansion and/or modernization of an existing facility that was constructed with SAP funds in the past?

A - Yes, the new expansion and/or modernization project was not covered under the original scope of the funded SAP project.

Q – After completion of the project, will the building/clinic in whole or in part be considered federal property?

A – No, the building will be consider Tribal property. However, the building must always be used to deliver health care services. The Tribe is not allowed to convert the building for a non-healthcare purpose (e.g. convenient store)

Q – Is a balance sheet from the existing facility acceptable rather than from the whole Tribe or Tribal Organization?

A – An eligible application will have the financial information of the Tribe/Tribal Organization operating and maintaining the proposed project facility. Normally, the latest financial audit (which needs to be included in the application) includes all the financial details needed to comply with the application. To be clear, the Tribe's financial information is not needed if the Tribal Organization will be applying and ultimately managing the SAP project.

Q –Is a Tribally owned facility eligible for SAP if it has a 105(I) lease with the IHS?

A – Yes, facilities that have a 105(I) lease with IHS are eligible to apply for the SAP.

Q –Are Urban Programs eligible for SAP?

A – Currently, there is no clear guidance if SAP is eligible for SAP. IHS has developed criteria to support Urban Health but overall eligibility needs to be confirmed by IHS Leadership. Urban Programs that apply have the risk of their application being ineligible as determined by IHS Leadership.

Q –Can SAP funds be used for a mobile clinic?

A – Yes, SAP funds may be used for a mobile clinic.

Q – Can the Tribe develop the site (e.g. adding fill, site clearing,) without being disqualified?

A – Yes, site development will not disqualify the Tribe from a SAP award. The Tribe must pay for this work from their own funds. The Tribe cannot retroactively pay for site development if awarded SAP funds.

Q – Will signing a design-build contract before being awarded SAP funds disqualify an application?

A – Yes, due to the nature of Design-Build contract, the Contractor is free to move forward with construction while the SAP application is pending. If the Procurement method is Design-Bid-Build the Tribe would have the ability to halt the Notice To Proceed until the determination of the SAP award is known. However, if the SAP funding has been awarded prior to construction Procurement, the Tribe may move forward with a Design-Build. Overall, IHS is unable to fund construction retroactively.

Q – Would a Tribe be able to use SAP funds for long-term care?

A – No, SAP funding may only be used for ambulatory services IHS has developed criteria for. At this time IHS does not have criteria on long term care.

Q – Do SAP funds have a Catalog of Federal Domestic Assistance (CFDA) number?

A – A CFDA number is a five-digit number assigned in the awarding document to most grants and cooperative agreements funded by the Federal government. SAP funds are not grant funds. All awards are executed with a Title I (T-1) Construction Contract Agreement under the Indian Self-Determination and Education Assistance Act. Tribes are advised to report the expenditures of these funds in their Schedule of Expenditures of Federal Awards (SEFA) as 93.441 (Title I) or 93.210 (Title V) as part of their self-determination contract or self-governance compact, respectively.

Q – Can a Tribe add space not supported by IHS in addition to supported space? (e.g. add two primary care exam room and a Child Care Center, Chiropractor, ect)

A – IHS SAP funds may only be used for services IHS currently supports. Any space provided beyond this will come at the expense of the Tribe.

Q – Our FY 2019 SAP application did not receive award. IHS is allowing our FY2019 application for FY2020 SAP consideration. Can we make changes or updates to our application?

A – No all Tribes who wish to have their FY2019 SAP application considered for FY2020 will not be allowed to make changes. The application will be submitted to the Objective Review Team in its FY2019 form.

Q – We have already entered information into the SAP application portal ([Click Here to access the SAP Application submittal portal](#)) is it possible to make revisions after submittal?

A – No, the portal is unable modify previously submitted information. To make sure your application has the most accurate information please resubmit your application. The submittal with the latest date stamp will be considered the final application.