

**Rural Health Network Development Program
2020-2023 Deliverable Schedule**

YEAR 1 (July 1, 2020—June 30, 2021)		
Date	Milestone	Action
December 14, 2020	Strategic Plan	All grantees are required to submit a five-year strategic. This strategic plan will provide guidance for program development throughout the award period and beyond.
March 1, 2021	Evaluation Plan	All grantees are required to submit a robust evaluation plan that will be used to evaluate the effectiveness of the network and program activities throughout the award. Your PO will email the template at a later date.
June 30, 2021	Data Dashboard	Award recipients will be expected to establish and submit a data dashboard of key project measures and resulting outcomes. Data dashboards identify key project data to support the ongoing data collection, documentation and tracking across the three year period of performance as well as resulting project outcome data
April 2, 2021	Non-Competing Continuation (NCC) Progress Report	All grantees are required to submit a Non-Competing Continuation (NCC) Progress Report in the EHB. The purpose of this report is to demonstrate adequate progress of grant projects to secure Year 2 funding. Report template will be available in EHB on March 3, 2021. A request for an updated Work Plan demonstrating proposed vs. actual progression of activities will be included. Your PO will email the template at a later date.
Summer 2021 Exact Dates TBD	Year 1 Annual Program Meeting	Maximum of two program staff members are requested to attend the program's annual program meeting for Year 1. Historically this meeting has been held in the Washington, D.C. Metro area but due to COVID-19, this meeting may be virtual. More information to come.
YEAR 2 (July 1, 2021—June 30, 2022)		
Date	Milestone	Action
July 31, 2021	Performance Improvement Measurement System (PIMS) Reporting	Reporting to be completed and submitted in the EHB. Reporting period for PIMS should reflect data from the most recent grant year (July 1, 2020-June 30, 2021). PIMS will be made available in EHB on July 1, 2021.
October 30, 2021	Annual Federal Financial Report (FFR)	All grantees are required to submit annually a Federal Financial Report (FFR) for their grant project in PMS.
December 13, 2021	Marketing Plan	All grantees will be required to submit a marketing plan that will be used by the network to promote its products and services. Technical assistance for developing the Marketing Plan, template and specific instructions for submission will be provided in sufficient advance of the deliverable deadline for completion and will be communicated by your Project Officer as soon as available.
April 2, 2022	Non-Competing Continuation (NCC) Progress Report	All grantees are required to submit a Non-Competing Continuation (NCC) Progress Report in the EHB. The purpose of this report is to demonstrate adequate progress of grant projects to secure Year 3 funding. Report template will be available in EHB on March 3,

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		2022. A request for an updated Work Plan demonstrating proposed vs. actual progression of activities will be included.
Summer 2022 Exact Dates TBD	Year 2 Annual Program Meeting	Maximum of two program staff members are requested to attend the program's annual program meeting for Year 2. Historically this meeting has been held in the Washington, D.C. Metro area but due to COVID-19, this meeting may be virtual. More information to come.
YEAR 3 (July 1, 2022—June 30, 2023)		
Date	Milestone	Action
July 31, 2022	Performance Improvement Measurement System (PIMS) Reporting	Reporting to be completed and submitted in the EHB. Reporting period for PIMS should reflect data from the most recent grant year (July 1, 2021-June 30, 2022). PIMS will be made available in EHB on July 1, 2022.
August 31, 2022	Business Model and Funding Plan	Grantees are required to define a business approach and document proposed RHND activities that illustrate how revenue will be generated by the network. Technical assistance for developing the Business Model/Funding Plan, template and specific instructions for submission will be provided in sufficient advance of the deliverable deadline for completion and will be communicated by your Project Officer as soon as available.
October 30, 2022	Annual Federal Financial Report (FFR)	All projects are required to submit annually a Federal Financial Report (FFR) for their grant project in PMS.
December 30, 2022	Project Sustainability Plan	All grantees are required to submit a sustainability plan in EHB for their grant project. Technical assistance for developing the sustainability plan, template and specific instructions for submission will be provided in sufficient advance of the deliverable deadline for completion and will be communicated by your Project Officer as soon as available.
Summer 2023 Exact Dates TBD	Year 3 Annual Program Meeting	Maximum of two program staff members are requested to attend the program's annual program meeting for Year 3. Historically this meeting has been held in the Washington, D.C. Metro area but due to COVID-19, this meeting may be virtual. More information to come.
POST PROJECT PERIOD DELIVERABLES		
Date	Milestone	Action
July 31, 2023	Performance Improvement Measurement System (PIMS) Reporting	Reporting to be completed and submitted in the EHB. Reporting period for PIMS should reflect data from the most recent grant year (July 1, 2022-June 30, 2023). PIMS will be made available in EHB on July 1, 2023.
September 28, 2023	Final Evaluation Report	Program Self-Assessment will be due in EHB no later than 90 days after project period end date. The Final Evaluation template and submission instructions will be provided by HRSA in sufficient advance of the deliverable deadline for completion and

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		communicated as soon as available. Final Evaluation reporting period will reflect a comprehensive assessment spanning all three years of the grant cycle.
September 28, 2023	Final Closeout Report	Final Progress Report will be due in EHB no later than 90 days after project period end date. The final closeout report template and submission instructions will be provided by HRSA in sufficient advance of the deliverable deadline for completion and communicated as soon as available.
October 30, 2023	Final Federal Financial Report (FFR)	Final Federal Financial Report (FFR) will be due in PMS and is a requirement for all grant awards. The final FFR should be reflective of year 3 budget period (7/1/2020-6/30/2023).