

REVISIONS

APPLICATION INSTRUCTIONS FOR THE FEDERAL PROPERTY ASSISTANCE  
PROGRAM FOR  
PUBLIC HEALTH PURPOSES

Cover page updated

Table of Contents updated

Page 1 titled "Program Fact Sheet" moved to page 3 and renamed "Program Conditions Subsequent to Conveyance"

"28. facilities to assist the homeless (Title V of the McKinney Act)" on page 2 of "List of Eligible Health Programs" removed

Page 5. Separated the Review Criteria from Application Instructions and expanded upon the criteria for clarity

Page 6. "Application Instructions," minor changes to wording were made for clarity and grammar

Added "Application Checklist" (page 7) to assist applicants in completing the application and increase efficiency of the process

Instruction Items: (NOTE: Most notable revisions to previous application were format/layout of application content. Minor changes to information requested (consolidation or expansion), were made to more clearly explain the required information needed to complete an application.)

1. "Federal Installation" was removed and the information listed as bullet points to instruct applicants on formatting of the application.
2. "Identification of the Applicant" was condensed with some questions moved to "Organizational Eligibility of Applicant" for clarity and ease of reference.
3. Item (E), "Identification of Applicant" was moved to Item (C) "Organizational Eligibility of Applicant" and was expanded to clarify program requirements and information needed to complete an application.
4. "Proposed Program Brief for Property Requested" was reorganized and subdivided into "Services to be Offered by Applicant," "Experience of the Applicant," and "Need for Services Offered by Applicant." Item (C) was expanded into Items (A)(1-4), (B), and (C) for clarity and to better guide applicants on required information.
5. "Physical Layout, Plans, and Cost Estimates" was reorganized and subdivided into "Utilization of the Property by Applicant," and "Ability to Finance and Operate."
6. Item 5(B), "Physical Layout, Plans, and Cost Estimates" was move and expanded to "Utilization of the Property by Applicant," Item VII(A)(1-4) for clarity. Item 5.(C) was moved to Item VIII.(A).
7. Item VIII(B) was added to request operating costs.
8. Item 6(A) and (B) was moved to Item VIII(C) and (D).
9. Items (8), (9), and (10) were consolidated into Item X(A-C) and titled "Instructions for Attachments A, B, and C."

10. Minor changes to Attachments A and B to update citations, addresses, grammar, and formatting.
11. Item XI was added to clarify a previously unmarked bolded statement at the end of the application.

Attachment C was reorganized for clarity and to update the environmental information requested, as specified below:

1. The FAQs on page 13 were reorganized, expanded, and titled "Introduction."
2. The "Supplemental Instructions" on page 14 were shortened into the section title "Basis for Determination and Documentation."
3. A section entitled "Guidance" was created to act as a checklist to assist applicants in completing the questionnaire.
4. The Questionnaire itself was reformatted and reworded in order to gather more useful information from applicants in an easier and more efficient fashion.
5. Parts I, II, and III of the Questionnaire were replaced with seven (7) subheadings that more accurately describe the questions, including a subheading for Certification.
6. The total number of questions changed from 27 to 28; however, the 28<sup>th</sup> question is a Certification which the previous Questionnaire also required. A few questions from the old Questionnaire were deleted and/or replaced with updated questions that better reflect the current environmental review requirements, while other questions were broken into subparts for clarity.