



Learning Collaborative Call for Applications

Capital Development Learning Collaborative - Early Project Planning Stages

Overview

The Capital Development Learning Collaborative - Early Project Planning Stages is the first of a two-part learning collaborative, with the first taking place from September to October 2023, and the second, Later Project Planning Stages, will run in spring 2024. This collaborative is designed to assist health centers that anticipate the need for a capital project during the next one to five years. The Learning Collaborative will provide practical direction and tools for planning, financing, and completing a capital project.

A learning collaborative is a dynamic, virtual peer exchange enabling dialogue among stakeholders pursuing similar objectives to explore promising best practices, solve challenging problems, and create new opportunities. Through a series of four weekly interactive learning sessions beginning Oct. 3, 2023, the Learning Collaborative will provide participating health centers guidance through multiple formats to help them properly prepare for and pursue capital projects that will better serve their communities. Benchmarks and resources, both publicly available and Capital Link-developed, will also be provided throughout the Collaborative.

The Learning Collaborative has two primary components:

1. *Group Learning:* Through a series of four virtual meetings conducted between September and October 2023, health centers will learn the basics of capital planning, financing, and project development. The sessions will be conducted via webinar and will be approximately one hour in length each.
2. *Individualized Planning Services:* Each Learning Collaborative session will include exercises and planning templates that participants can adapt for their individual organization and projects. In addition, some individualized guidance from Capital Link consultants will be available to help participating health centers understand specific aspects of their project planning and financing.

Participation

Applications from interested health centers will need to be completed and returned by **Friday, September 29, 2023**. There is **no fee for participants** as this Learning Collaborative is funded by HRSA through its cooperative agreement with Capital Link. We recommend each organization enroll at least two appropriate team members. All organizations interested in participating must:

- ✓ Complete and submit an Application of Interest on/by **September 29, 2023** to Beth Edwards at bedwards@caplink.org
- ✓ Participate in the introductory webinar scheduled for **September 14, 2023** (attendance is strongly recommended but not mandatory). [VIEW RECORDING HERE](#)
- ✓ Commit to engage in all Learning Collaborative sessions and exercises with the goal of incorporating new knowledge in connection to capital project financing options and provide feedback on the overall structure and effectiveness of the Collaborative after the last session.
- ✓ Obtain written consent from your health center's leadership for your health center's participation in the Collaborative—see the last page of this application.



Application of Interest

Planning & Financing a Capital Project to Accommodate Integrated Care

Eligibility

- The health center applicant has obtained written consent from leadership for your organization’s participation in the Collaborative (see the last page of this application).
- The health center provides **latest available three years of financial audits and UDS data for 2022.**
- The health center applicant is considering or beginning the capital planning process and has the capacity to proceed.

Contact Information

Date Submitted	
Health Center Name	
Location	<i>Street, City, State, Zip Code:</i>
Person Submitting Application	<i>Name, Title, Telephone Number, Email Address:</i>
Primary Contact	<i>Name, Title, Telephone Number, Email Address:</i>
Name of Intended Team Participants (2-3 individuals)	<i>We recommend at least two team members.</i>
1.	<i>Title, Organization, Telephone Number, Email address:</i>
2.	<i>Title, Organization, Telephone Number, Email address:</i>
3.	<i>Title, Organization, Telephone Number, Email address:</i>

General Information

FQHC Designation(s)	Yes	No	If No, Target Application Date	Approval Date
Section 330 FQHC				
FQHC Look-Alike				
Other, please specify:				



Services Summary	<p><i>Services Provided (medical, dental, behavioral health, etc.):</i></p> <p><i>Number of Patients:</i></p>
Organizational Status	<i>Submit copies of latest three years of financial audits</i>

Project Information

Project Location (if known)	<i>Street, City, State, Zip Code:</i>
Development Timeline	<i>Estimated timing for planning, development team assemblage, site acquisition, construction, and/or operations:</i>
Financing/Other Information	<i>Any identified sources of funding, including status of financing commitments? Have you begun to create a development budget? Estimated size of project budget? Estimated total square footage of new or rehabilitated building? Services to be offered in new space?</i>
Preparedness	<p><i>On a scale of 1 to 5 (with 5 being extremely prepared), how prepared do you feel your organization is to undergo a capital project at this time?</i></p> <p>1 2 3 4 5</p>

Expectations

Barriers	<i>What barriers have you faced in planning for facility expansion?</i>
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Barriers (continued)	<i>What capital resources have you tried/want to access, but need more information?</i>
Decision Making	<i>What questions about capital expansion have been raised within your organization?</i>
	<i>What do you need/want to understand about your market when making capital expansion decisions?</i>
Other	<i>What other information do you hope to learn about/share during the Learning Collaborative?</i>

Consent for Participation from Health Center Leadership (Direct Supervisor or Senior Management)

I understand and consent to the participation of members representing my health center in Capital Link’s Planning & Financing a Capital Project to Accommodate Integrated Care Learning Collaborative. I understand that participation will include attendance at six group webinars and engaging in coaching with a Capital Link staff member to make progress in achieving readiness for planning a capital development project.

Printed Name

Title

Signature

Date

If a signature cannot be obtained, health center leadership may email written consent to bedwards@caplink.org.

Please submit your completed application of interest by **September 29, 2023** to Beth Edwards at bedwards@caplink.org

About Capital Link

Capital Link is a national non-profit dedicated to strengthening and expanding high quality community-based health care by working with health centers to plan capital projects, finance growth and improve performance. Additional information is available at www.caplink.org. Capital Link is a National Technical Assistance and Training provider through a National Cooperative Agreements with HRSA.