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**Health Careers Exploration Program (HCEP)
 Health Professions Careers Opportunity Program
 Grant Guide ADDENDUM 1
 for 2025**

This addendum shall be part of the Grant Guide documents. All conditions not affected by this addendum shall remain unchanged.

UPDATE

Update Attachment A: Evaluation and Scoring Criteria Post Award and Provisions on page 8 to read:

Section	Evaluation and Scoring Criteria	Max Points Available
Program Information	Category A: 100 minimum per year of funding Category B: 50 minimum per year of funding	Eligibility Criteria
Program Information	Will the applicant's proposed program take place at a program site in a Health Professional Shortage Area (HPSA)? Additional points for program site(s) in a rural area. 15 points: The applicant's proposed program has 50% or more of its proposed program sites in a HPSA. 10 points: The applicant's proposed program has 50% or more proposed program sites in a rural area.	25 points max

Section	Evaluation and Scoring Criteria	Max Points Available
Program Proposal	How will the applicant's program address the challenges specific to the target program participants/demographics? 2 points for each of the following items (up to 20 points): • Provide financial aid information. • Provide internships and summer enrichment programs. • Provide wraparound services. • Form institutional partnerships. • Provide structured cohort program. • Provide academic counseling/academic preparation. • Hire faculty from disadvantaged backgrounds. • Offer some of the program components online. • Expose students to health care careers. • Provide mentoring opportunities with peers and/or healthcare professionals from diverse backgrounds. • Provide workshops focused on mental/behavioral health issues, including suicide prevention. • Provide free transportation to conferences, workshops, career fair, or other events • Provide training on virtual workshops and/or meetings • Provide college and healthcare facility tours	20 points max

Section	Evaluation and Scoring Criteria	Max Points Available
Program Proposal	How will the applicant's proposed program be culturally and/or linguistically responsive to program participants? 2 points for each of the following items (up to 20 points): • Hire staff members who are bilingual. • Hire staff members trained to promote equity, inclusivity, and awareness of cultural differences in personnel interactions and behaviors among California's culturally diverse populations. • Provide program staff with cultural competency resources and training materials. • Program leaders who participate in the program come from similar cultural backgrounds as the students who participate in the program. • Consult with leading experts in cultural competency to review program curriculum/activities and provide technical assistance. • Engage community stakeholders from diverse cultural background in program development. • Draw on participant's culture to shape curriculum and instruction. • Conduct regular community needs assessments and use results to adopt trainings/workshops that respond to the cultural and linguistic diversity of program participants. • Include a diverse group of speakers at proposed conferences and/or career fairs. • Provide conference materials, website postings, etc. in various languages.	20 points max
Program Information	The applicant has experience exposing the following individuals to primary care, caring for older adults, behavioral health, and/or other health careers? 5 points for each of the following individuals: • Economically disadvantaged individuals • Educationally/environmentally disadvantaged individuals • Individuals from HPSAs	15 points max

Section	Evaluation and Scoring Criteria	Max Points Available
Program Proposal	Does the applicant support individuals from the following groups? 2 points for each of the following groups (up to 14 points): • Former/Current Justice System-Involved Youth • Former/Current Homeless/Unhoused/Underhoused Youth • Former Foster Youth • Economically Disadvantaged • Educationally/Environmentally Disadvantaged • Individuals from Health Professional Shortage Areas • Individuals with few literacy skills, or not literate •	14 points max
Program Information	How many years of experience does the applicant have exposing underrepresented individuals to primary care, caring for older adults, behavioral health, and/or other health careers? 10 points: More than 10 years of experience. 5 points: 1-10 years of experience.	10 points max
Program Information	Does the applicant propose to promote primary care, caring for older adults, behavioral health, and/or other health careers? 5 points: Focus on primary care (at least 50%) 5 points: Focus on caring for older adults (at least 50%) 5 points: Focus on behavioral health (at least 50%) 0 points: Other health careers	10 points max

Section	Evaluation and Scoring Criteria	Max Points Available
Organization Background	Does the applicant identify specific program objectives that support the intent of the Health Careers Exploration Program? 10 points: The applicant identifies at least 5 specific program objectives. 5 points: The applicant identifies at least 1-4 specific program objectives. 0 points: The applicant does not identify any specific program objectives. • Conducting a conference and/or workshop series aimed at informing individuals of opportunities in health professional careers. • Providing support and technical assistance to health professional schools and colleges, as well as to student and community organizations active in health professional development of underrepresented groups. • Conducting relevant workforce research and data analysis in the health professional development of underrepresented groups. • Providing participants with access to virtual tours, mentoring, and job shadowing. • Creating volunteer opportunities in primary and other healthcare fields for participants. • Exposing participants to key skills, work ethics, and fundamental elements of a diverse healthcare workforce. • Providing career development training opportunities focused on interviewing, setting goals, and networking.	10 points max

Section	Evaluation and Scoring Criteria	Max Points Available
Program Proposal	Does the applicant identify how they will encourage primary care, caring for older adults, behavioral health, and/or other health careers? 2 points for each of the following items: • Will expose students to research on how pandemics affect vulnerable populations. • Will expose students to aspects of health care practices and policies affecting professional shortage areas and health disparities organizations active in health professional development of underrepresented groups. • Will engage participants in relevant/motivating health care programming including workshops, panels, field trips, mentoring, mock interviews, and networking. • Will support first generation and/or underrepresented college students with intensive in-person or virtual leadership. • Will provide students with ‘testimonials’ from previous HCEP recipients regarding positive experiences and benefits working in the healthcare environment. •	10 points max

Section	Evaluation and Scoring Criteria	Max Points Available
Program Activities	Does the applicant's program include any of the following activities? 2 points for each of the following listed activities in the program (up to 10 points): • Healthcare facility tour • Extended individualized mentoring (multiple interactions with mentor over weeks or months) • Job shadowing a healthcare provider • Tour of a college or university • Opportunity for program participants to volunteer in healthcare field • Structured cohort programs (enrichment, career, internships, summer research, graduate school/medical school preparation) • Engagement with health professions school and residency programs • Student health clubs • Courses (Science and Health careers) • Financial and funding education workshops • Newsletters • Research and community experiences • Web based and social media support • Student coordinators and case managers • Tutoring • Parental/family engagement • Conferences (hosted and external) • Test Preparation (SAT, GRE, MCAT, DAT, etc.) • Mental health awareness and support • Assistance with health professions school application • Saturday academies or retreats • Housing assistance • Scholarship assistance • Guaranteed income • Mentorship	10 points max

Section	Evaluation and Scoring Criteria	Max Points Available
Program Activities	How many activity days per year does the applicant's program include? 10 points: Program participants will attend 5 or more activity days per year. 5 points: Program participants will attend 3-4 activity days per year. 2 points: Program participants will attend 1-2 activity days per year. 0 points: Program participants will not attend any activity days.	10 points max
Mentorship	Will the applicant's proposed program provide students with access to internships, fellowships, or shadowing hours in primary care, caring for older adults, behavioral health, and/or other health career fields? 10 points: Yes 0 points: No	10 points max
Academic Support	Will the applicant's proposed program provide the following services to support the students' academic success? 2 points for each of the following items: • Academic tutoring • Provide academic supplies • Provide guidance and assistance in applying to HCAI scholarship opportunities • Provide guidance and assistance in applying to general scholarship opportunities	8 points max
	Total Points Possible	172