

Health Professions Pathways Program (HPPP)

Department of Health Care Access and Information

August 2023

Background and Eligibility

Pursuant to the Health Professions Careers Opportunity Program, Health and Safety Code Section 127885, et. seq., the Department of Health Care Access and Information (HCAI) will consider applications for the Health Professions Pathways Program (HPPP) that supports and encourages underrepresented individuals to pursue health careers to develop a more culturally and linguistically competent healthcare workforce.

Competitive proposals will demonstrate a commitment to the HPPP goals by implementing one or more of the following components:

- Pipeline programs that provide comprehensive academic enrichment, career development, mentorship, and advising in order to support underrepresented individuals as students to pursue health careers.
- Paid summer internships for undergraduate students.
- One-year post undergraduate fellowships.
- One-year post baccalaureate scholarships.
- 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 minority health professional development.
- Conducting relevant workforce research and data analysis in the field of minority and disadvantaged health professional development.

Application Release Dates

Registration: Open now

Application release: August 15, 2023

Application deadline: October 16, 2023

Applications open and close at 3:00 pm

Before You Apply

- Applicants must agree to the Grant Agreement terms and conditions before receiving funds.
- HCAI **will not** make changes to the terms and conditions specified in the Grant Agreement.
- Funds shall not supplant existing state or local funds.

Available Funding

- Total HPPP Funding Available: \$16,000,000.00
- HCAI may award full, partial, or no funding to an applicant based on the applicant's success in meeting the selection criteria score, geographic representation, program efficiency, and the amount of available funds.

Helpful Resources

HPPP Grant Guide

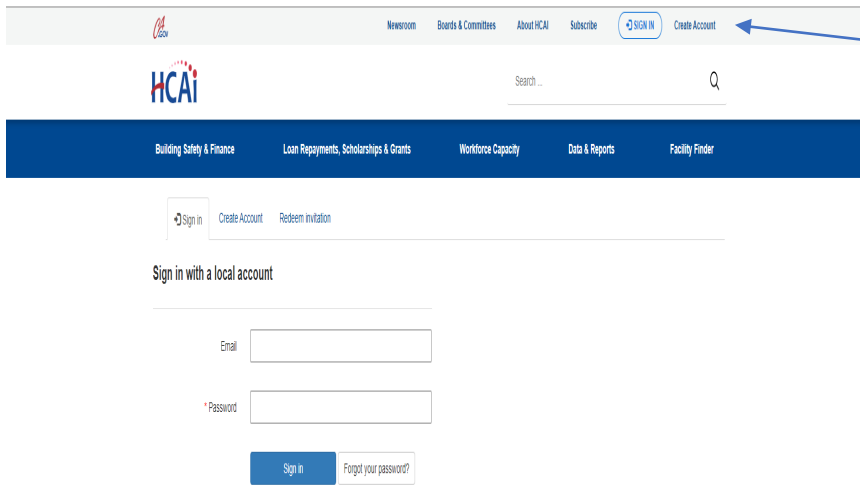
<https://hcai.ca.gov/wp-content/uploads/2023/08/HPPP-2023-24-Grant-Guide-2.pdf>

Application website

<https://funding.hcai.ca.gov/>

eApplication (eApp) Registration

Creating an Account – Step #1



The screenshot shows the top navigation bar of the HCAI website. The 'Create Account' link is highlighted with a blue arrow. Below the navigation bar is a search bar and a dark blue banner with links for 'Building Safety & Finance', 'Loan Repayments, Scholarships & Grants', 'Workforce Capacity', 'Data & Reports', and 'Facility Finder'. Below the banner is a 'Sign in' button and a 'Create Account' button. The 'Create Account' button is highlighted with a blue arrow. Below the 'Sign in' button is a section for signing in with a local account, featuring email and password input fields and a 'Sign in' button.

Check the “Create Account” box to gain access to the HPPP application (do not check the other boxes).

- | | | | | |
|---|--|--|---|--|
| Services | Data Submissions | CA Healthcare Infrastructure | Public Transparency | About HCAI |
| Submit Data | Patient-Level Administrative Data | All Facilities | Public Meetings | Newsroom |
| Loan Repayment Programs | Health Facility Utilizations | Healthcare Facility Detail | Public Records | Divisions |
| Scholarships | Hospital & LTC Financials | Solemic Compliance and Safety | Payment to Agency Reports | Laws & Regulations |
| Grants | Coronary Artery Bypass Graft Surgeries | Hospital Community Benefit Plans | | Public Meetings |
| Penalty Appeals | Healthcare Financial Assistance Policies | California Primary Care Office | | Careers |
| | Hospital Charge Masters | | | |

Creating an Account – Step #2

[Sign in](#) [Create Account](#) [Redeem invitation](#)

Provide your email, password (twice), and image code.

Password must be at least 8 characters long and include at least one upper and lowercase letter, a number (0-9), and a special character (such as !@#%&).

Register for a new local account

* Email

* Password

* Confirm password

Rgp57my

[Generate a new image](#)

[Play the audio code](#)

Enter the code from the image

Create Account

Setting up Your Profile – Step #1

Profile

Select your user type. (Choose all that apply) *

Healthcare Professional

Student

Organization for seismic construction funding

Organization for healthcare workforce support

Are you applying for other Grants Programs (Health Professions Career Opportunity & Behavioral Health Programs)?

Check the “Organization for healthcare workforce support” box to gain access to the HPPP application (do not check the other boxes).

Setting up Your Profile – Step #2

Profile

Select your user type: (Choose all that apply) *

- Organization for healthcare workforce support

Are you applying for Song-Brown Programs?

No Yes

Select an organization from the search list below: *

Are you applying for other Grants Programs (Health Professions Career Opportunity & Behavioral Health Programs)?

No Yes

Please select all that apply.

- Peer Personnel Training and Placement Program
- Health Careers Exploration Program (HCEP)
- Health Professions Pathways Program (HPPP)
- Justice and System Involved Youth (JSIY)
- Psychiatric Education Capacity Expansion (PECE)
- Social Work Education Capacity Expansion (SWECE)

Check the “**No**” box to the question, “Are you applying to a Song-Brown Program?”

Check the “**Yes**” box to the question, “Are you applying for other Grants Programs (Health Professions Career Opportunity & Behavioral Health Programs)?”

Check the “**Health Professions Pathways Program (HPPP)**” box.

Setting up Your Profile – Step #3

Please select all that apply.

- Peer Personnel Training and Placement Program
- Health Careers Exploration Program (HCEP)
- Health Professions Pathways Program (HPPP)
- Justice and System Involved Youth (JSIV)
- Psychiatry Education Capacity Expansion (PECE)
- Social Work Education Capacity Expansion (SWECE)

Select an organization from the search list below. *

[Request New Organization](#)

Prefix

First Name *	Middle Initial
<input type="text"/>	<input type="text"/>
Last Name *	Suffix
<input type="text"/>	<input type="text"/>
Title	Degree *
<input type="text"/>	<input type="text" value="PhD"/>

Phone 1 *

Phone 2

Email *
BullShannon@aol.com

Receive email announcements for new funding opportunities

[Submit](#)

After you have checked the “**Health Professions Pathways Program (HPPP)**” box, please tell us who you are. Anyone can create a profile and participate in the application process when the Program Director authorizes it, but only a Program Director may submit the application.

Important: For the time being, ignore the button to “Request a New Organization”

Setting up Your Profile – Step #4

CA
GOV

Profile Assign Other Users Sign Out GREGORY HOUSE

HCAI

Apply Here Grant Application - In Progress/Submitted Song-Brown Applications - In Progress/Submitted Awards Payments & Delive

Open grant applications matching your Profile are displayed below. To find additional applications, please change the applicable user types in your Profile. To find applications already started or submitted, go to the Applications In Progress/Submitted tab.

Program	Release Date	Due Date	Who Can Apply
2023 Health Professions Pathways Program (HPPP) - Categories A-D	08/11/2023 8:00 AM	10/16/2023 5:00 PM	Organization
2023 Justice and System - Involved Youth (JSIY)	08/11/2023 8:00 AM	10/16/2023 5:00 PM	Organization
Song-Brown Primary Care Residency 2023	07/18/2023 3:00 PM	09/21/2023 3:01 PM	Organization

Services Data Submissions CA Healthcare Infrastructure Public Transparency About HCAI

Submit Data Patient-Level Administrative Data All Facilities Public Meetings Newsroom

Loan Repayment Programs Health Facility Utilizations Healthcare Facility Detail Public Records Divisions

Scholarships Hospital & LTC Financials Seismic Compliance and Safety Payment to Agency Reports Laws & Regulations

Grants Coronary Artery Bypass Graft Surgeries Hospital Community Benefit Plans Public Meetings

Penalty Appeals Healthcare Financial Assistance Policies California Primary Care Office Careers

Hospital Chargemasters

To verify that you have successfully set up your profile, check to see if your name is visible in the top right corner of the screen.

If not, repeat those last few steps.

If so, click, “**2023 Health Professions Pathways Program (HPPP) - Categories A-D**”.

Setting up Your Profile – Step #5

View details

Welcome to the Health Professions Pathways Program (HPPP). The purpose of the HPPP is to fund organizations that will develop and implement career pathways programs. This program provides funding for health professions by engaging the following strategies:

1. Pipeline programs (Award Category A) that provide comprehensive academic enrichment, career development, mentorship, and advising in order to support students from underrepresented regions and backgrounds to pursue health careers. Minimum of 240 participants per year.
2. Summer internships (Award Category B) for college students in community health centers, public health departments, public behavioral health settings, geriatric providers, and community-based initiatives that promote health equity. Maximum of 20 interns per year.
3. Post undergraduate fellowships (Award Category C) for underrepresented students in medicine for in-depth, pre-graduate school experience in primary care and prevention, behavioral health, and geriatric health and other health careers. One-year fellowships. Maximum of 5 fellows per year.
4. Post Baccalaureate Scholarships (Award Category D) cover tuition charged by post baccalaureate programs designed specifically for students who are interested in health careers and have already earned a bachelor's degree. One-year scholarship. Maximum of 5 scholarships per year.

Application Release Date

Close Date

08/11/2023 8:00 AM

10/18/2023 5:00 PM

Only Program Directors are allowed to initiate a HPPP application. To request to be a Program Director please contact us at hppp@hcai.ca.gov.

RELATED DOCUMENTS

There are no notes to display.

* If you are the Program Director, you will need an HCAI staff member to upgrade your status from a Grant Preparer to a Program Director in the system. Please send an email to this address asking us to upgrade your status and tell us the name of your organization along with your organization's address. Until you get a confirmation email from HCAI, there is nothing further to do.

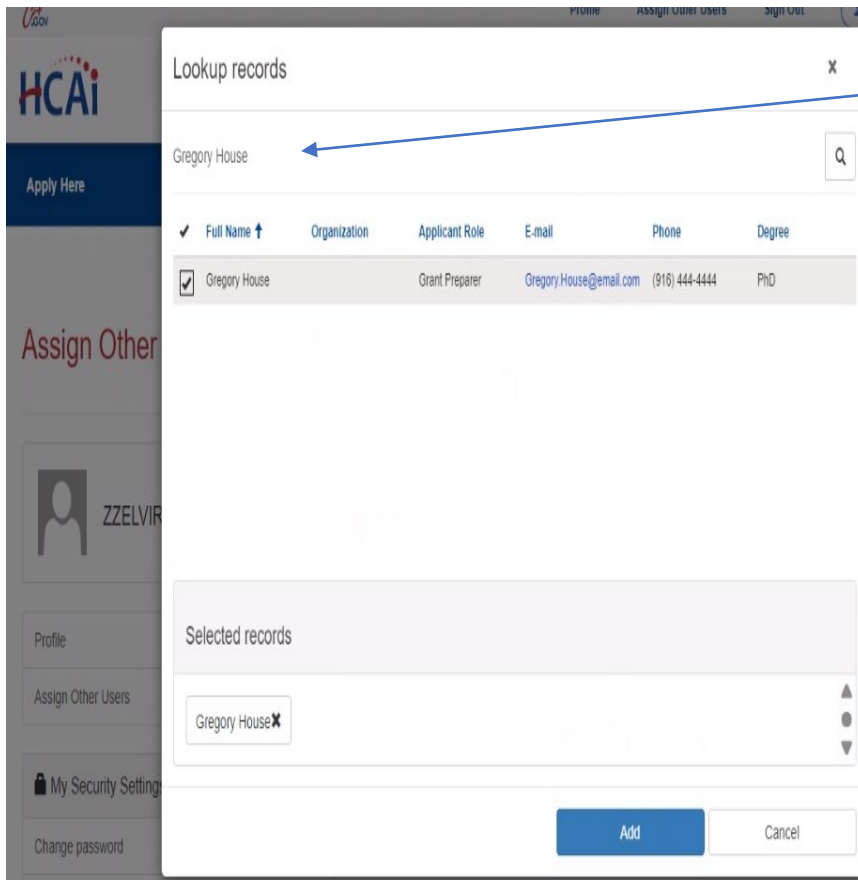
Assigning Other Users – Step #1

The screenshot shows the HCAI user interface. At the top, there is a navigation bar with links for Profile, Assign Other Users, and Sign Out, along with a user profile icon for GREGORY HOUSE. Below this is a blue navigation bar with links for Apply Here, Grant Application - In Progress/Submitted, Song-Brown Applications - In Progress/Submitted, Awards, and Payments & De. The main content area is titled 'Assign Other Users' and features a sidebar on the left with links for Profile, Assign Other Users, and My Security Settings. The main content area displays a message: 'Your email requires confirmation.' with a 'Confirm Email' button. Below this is an 'Add User' button. A table with columns for Full Name, Organization, Applicant Role, E-mail, Phone, and Degree is shown, but it contains no records. A yellow message box states 'There are no records to display.'

When you receive your confirmation email recognizing you as the Program Director, you can add additional staff members to your profile. They will be able to assist inputting your application information. Click, **“Assign Other Users”** to do that.

Note: First, they will need to create a profile for themselves with their own username and password. After they have successfully created a profile, you can look up their name in **“Add User”** and add them to your profile.

Assigning Other Users – Step #2



After your staff members have created their profiles, click the “Add User” button to give your staff members access to your application(s). We recommend using the search button to go through the list.

Note: Only Program Directors can submit an application.

Apply Here

The screenshot shows the HCAI website interface. On the left sidebar, the 'Apply Here' link is highlighted. The main content area displays the 'View details' page for the Health Professions Pathways Program (HPPP). The page includes a welcome message, a list of four award categories (Pipeline programs, Summer internships, Post-graduate fellowships, and Post-Baccalaureate Scholarships), and a table with application release and close dates. A blue 'Apply' button is visible at the bottom of the main content area. A yellow box under 'RELATED DOCUMENTS' indicates there are no notes to display. The top navigation bar includes 'Profile', 'Assign Other Users', 'Sign Out', and 'GREGORY HOUSE'.

Application Release Date	Close Date
08/11/2023 8:00 AM	10/18/2023 5:00 PM

Navigate to the “**Apply Here**” page on the main menu.

Select the “**2023 Health Professions Pathways Program (HPPP) - Categories A-D**” link.

Click the “**Apply**” button when you are ready to begin.

Helpful Tips

Useful Information

Navigating the application

Use the “Previous” and “Save & Next” buttons found at the bottom left of each page.



Saving your application

Each time you click “Save & Next” in the application, your progress is saved.

Navigate to the “Applications-In Progress/Submitted” page to resume your application.



Grant Apps

Application Number ↑	Initiated By	Application Status	Cycle	Due Date (Cycle)	Modification Due Date (Cycle)
HPPP-0001063	Gregory House	Submitted	2023 Health Professions Pathways Program (HPPP) - Categories A-D	10/18/2023 5:00 PM	▼

Useful Information, Continued

Asterisks


The red asterisks indicate which fields require a response before proceeding to the next page.

Training Program Title *

Tooltips

Throughout the application, you may see a blue circle with a question mark at the end of a question, title, or sentence. Click on these icons for additional information.

The last name of the primary contact at the contract organization.

Contract Administrator Last Name * 

Starting the Application

Program Information – Page 1 of 2

App HPPP - Create

Program Information - Page 1 of 2

Organization
zzzGeneral Organizationzzz x

Program Director Gregory House Program Director Email Gregory.House@emailmail.com

Program Name *

Select your primary health profession focus. Select all that apply.*
 Primary Care
 Behavioral Health
 Caring for Older Adults
 Nursing
 Oral Health
 Allied Health

Describe the specific health professions your proposal will promote. Maximum of 1000 characters. *

Your program information will pre-populate with information you entered in your “Profile” page.

Add your specific Program Name here. This might be different from your organization name.

Select your primary health profession focus.

Narrative Portion: Describe the specific health professions your proposal will promote.

Program Information – Page 1 of 2

Organization Type

Select your organization type. Select all that apply.*

- High schools or school districts proposing to serve high school students
- Community-based organizations ⓘ
- Community health centers ⓘ
- Public universities and colleges, including community colleges
- Private universities and colleges, including community colleges
- Health professions training programs ⓘ
- Counties

Career Opportunity

Health Professions Career Opportunity Type *

- Pipeline Programs (Award category A)
- Summer Internships (Award category B)
- Post Undergraduate Fellowships (Award category C)
- Post Baccalaureate Scholarships (Award category D)

Save & Next

Select your Organization Type. Your answers will trigger what type of Career Opportunity category that you are eligible to apply for.

Select your Career Opportunity Category. You are only able to select one per application. If you would like to choose another, you will have to create another application later.

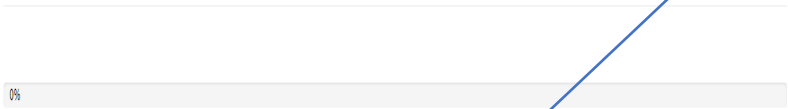
After saving, you can leave and return later to continue working on your application.

Program Information – Page 2 of 2

Apply Here Grant Application - In Progress/Submitted Song-Brown Applications - In Progress/Submitted Awards **Payments & Deliverables**

Please provide the number of expected participants for each fiscal year. Depending on the category you have chosen, there may be a minimum or maximum on the number of participants.

Application HPPP-0001053 - Health Professions Pathways Program



Program Information - Page 2 of 2

Award Category

Total number of expected program participants for each opportunity type per year. Do not include staff, volunteers, or presenters.

Award Category	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
Pipeline Programs (Award category A) Min 240 Students per year	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Program Information – Page 2 of 2

How many Program Sites do you have? *

Click on the Add Program Site button to add new program site

Add Program Site

Name ↑	Street Address	Suite/Apt/Dept	City	State	Zipcode	County
There are no records to display.						

Please tell us how many program sites you have. You will have to enter each of those site's names and addresses until you have the same quantity as those you reported directly above.

Does your organization propose to promote primary care careers, behavioral health careers, caring for older adults, and/or other health careers? The total must equal 100%.

Primary Care * %

Behavioral Health * %

Caring for Older Adults * %

Other Health Careers %

Please report the percentages of your organization's promotional interests. It must add up to 100%.

Click "Save and Next" to continue.

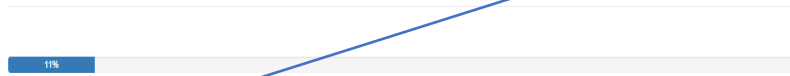
Previous Save & Next

Program Proposal

Please tell us your program's target participant group(s).

Select the underserved groups that your organization has targeted for outreach and recruitment.

Application HPPP-0001053 - Health Professions Pathways Program



Program Proposal

Target program participants: Select all that apply.

- High school freshmen and sophomores
- High school juniors and seniors
- Adult/non-traditional learners (including veterans)
- Justice or foster system involved youth
- Community college students
- Four-year college freshmen and sophomores
- Four-year college juniors and seniors
- Recent four-year college graduates
- Graduate Students
- Post Baccalaureate students
- Other
- None of the above

Target Population

Please select from the following underserved groups that your organization has targeted for outreach and recruitment. Select all that apply. *

- Former foster youth
- Former/current homeless/underhoused youth
- Immigrants
- Refugees
- Adult/non-traditional learners (including veterans)
- None of the above

Program Proposal

Addressing Challenges of Target Population

Please select how your program proposal will address the challenges specific to the target program participants/demographics. Select all that apply. *

- Provide financial aid information
- Provide wraparound services
- Provide mentoring opportunities with peers and/or healthcare professionals from diverse backgrounds
- Provide academic counseling/academic preparation
- Offer some of the program components online
- Expose students to health care careers
- Provide internships and summer enrichment programs
- Form institutional partnerships
- Provide structured cohort program
- Hire faculty from disadvantaged backgrounds
- None of the above

Please select from the following how your organization proposes to be culturally and/or linguistically responsive to program participants. Select all that apply. *

- 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
- None of the above

Please tell us your program's target population's challenges.

Select your programs cultural and linguistic responsiveness.

[Previous](#)

[Save & Next](#)

Program Objectives

Application HPPP-0001053 - Health Professions Pathways Program



Program Objectives

Please select the activities which your organization will use to support the program. Select all that apply.

- Assistance with health professions school application
- Conferences (hosted and external)
- Courses (Science and Health careers)
- Engagement with health professions schools and residency programs
- Financial and funding education workshops
- Guaranteed income
- Housing assistance
- MCAT and other test preparation (SAT, GRE, DAT)
- Mental health awareness and support
- Mentorship
- Newsletter
- Parental/family engagement
- Research and community experiences
- Saturday academies or retreats
- Scholarship assistance
- Structured cohort programs (enrichment, career, internships, summer research, graduate school/medical school preparation)
- Student coordinators and case managers
- Student health clubs
- Tutoring
- Web based and social media support
- None of the above

Please select the activities which your organization will provide to support the program.

Qualitative Questions

Apply Here Grant Application - In Progress/Submitted Song-Brown Applications - In Progress/Submitted Awards Payments & Deliverables

Application HPPP-0001053 - Health Professions Pathways Program

33%

Qualitative

Provide a summary overview of the Health Professions Pathways Program. Briefly describe the geographic area to be served. Describe the major program components providing an overview of the major activities and services that will be provided to increase the number of underserved individuals that pursue health professions education, training, and careers. *

List the program's major partners. Describe how many years the program has worked with these partners and how they will contribute to the program. Describe how your program will ensure the right partnerships to be successful. *

Describe how the program will monitor and evaluate the effectiveness of its interventions, and evaluate the continued implementation, scaling, and/or changing interventions based on their effectiveness with program participants from 2023-2028. Reporting on program outcomes for each award category will be done using a toolkit provided by HCAI. This question is your opportunity to describe any additional evaluation and assessment activities you will be implementing as well as why those additional activities are necessary. The goals of the program are to facilitate students entering a health professions school or starting employment at a health professions career. How will your program track students in the near and long term? *

Previous Save & Next

There are three qualitative questions with a character limit of up to 1,000 characters for each question. If you have prepared responses, you can cut and paste them as long as they do not exceed the 1,000-character cap.

Organization Experience

Application HPPP-0001053 - Health Professions Pathways Program



Organization Experience

Select the types of underrepresented individuals that your organization has experience with exposing to primary care, caring for older adults, behavioral health, and/or other health careers. Select all that apply. *

- Economically disadvantaged individuals: An individual comes from a family with an annual income below low-income thresholds established by the U.S. Census Bureau, adjusted annually for changes in the Consumer Price Index, and adjusted by the Secretary of the HHS, for use in all health professions programs.
- Educationally disadvantaged individuals: An individual comes from an environment that has inhibited the individual from obtaining the knowledge, skills, and abilities required to enroll in and graduate from a health professions school, or from a program providing education or training in an allied health profession.
- Individuals from health professional shortage areas (geographic areas, populations, or facilities with a shortage of providers).
- None of the above

Years of Experience

Please provide how many years of experience your organization has for each of these health career types. *

Health Career Types	Year Started	Year Ended	Total Years
Primary Care	<input type="text" value="MM/DD/YYYY"/>	<input type="text" value="MM/DD/YYYY"/>	<input type="text"/>
Caring for Older Adults	<input type="text" value="MM/DD/YYYY"/>	<input type="text" value="MM/DD/YYYY"/>	<input type="text"/>
Behavioral Health	<input type="text" value="MM/DD/YYYY"/>	<input type="text" value="MM/DD/YYYY"/>	<input type="text"/>
Other Health	<input type="text" value="MM/DD/YYYY"/>	<input type="text" value="MM/DD/YYYY"/>	<input type="text"/>

Select the types of underrepresented individuals that your organization has experience with exposing to primary care, caring for older adults, behavioral health, and/or other health careers.

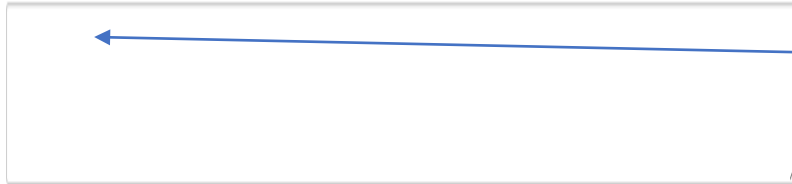
Please provide the start and end dates for the years of experience that your organization has had with these career types. The total years will auto-calculate.

Organization Experience

Is 2 the maximum number of years of experience your organization has with exposing underrepresented individuals to any one health career type?*

No Yes

Please describe your organization's past experience exposing underrepresented individuals to primary care, caring for older adults, behavioral health, and/or other health careers.*



This question is intended as a verification for the highest number of years your organization has had experience working in. It comes from the question directly above it.

This is a narrative for your organization's past experience working with underrepresented individuals. It also has a 1,000-character cap.

Previous

Save & Next

Services

This is a Yes/No mentorship question to ask if your organization provides such services.

This is a question to ask if your organization provides academic support for student success.

Application HPPP-0001053 - Health Professions Pathways Program



Services

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?*

No Yes

Academic Support

Which of the following services will the applicant's proposed program provide to support the students' academic success? Select all that apply.*

- 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
- None of the above

Previous Save & Next

Program Budget – Page 1 of 2

Apply Here Grant Application - In Progress/Submitted Song-Brown Applications - In Progress/Submitted Awards **Payments & Deliverables**

Application HPPP-0001053 - Health Professions Pathways Program

66%

Program Budget - Page 1 of 2

How many individuals are you entering records for? *

Add Personnel

Personnel ID	Position Title	Organization	Total Compensation Requested
There are no records to display.			

All Personnel Submitted

[Previous](#) [Save & Next](#)

This question is intended to ask about your program's annual compensation expenses (i.e. how much you pay your Program Director, and/or direct support staff for this specific program). When you click "**Add Personnel**", the quantity must match the number you reported in the question directly above.

Lastly, don't forget to click "**All Personnel Submitted**" when complete.

Program Budget – Page 2 of 2

Apply Here Grant Application - In Progress/Submitted Song-Brown Applications - In Progress/Submitted Awards Payments & Deliverables

Application HPPP-0001053 - Health Professions Pathways Program

77%

Program Budget - Page 2 of 2

Total Personnel Cost

2023-2024	2024-2025	2025-2026
20000	20000	110000
2026-2027	2027-2028	
20000	20000	

To add budget categories, click on the Add Budget button and enter the required information.

Add Direct Cost

Budget Category	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
There are no records to display					

Total Amounts:

2023-2024	2024-2025	2025-2026
0	0	0
2026-2027	2027-2028	
0	0	

This first greyed-out portion is pre-populated from your entries from the prior page.

When you click the “**Add Direct Cost**”, you will need to report your other direct expenses. To do so, you must select each expense category...AND...you must enter an amount no matter what (i.e. “0” if you have no expense to report).

The greyed-out section represents your cumulative total up to this point.

Program Budget – Page 2 of 2

Total Indirect Costs *

2023-2024

2024-2025

2025-2026

2026-2027

2027-2028

Please explain how the direct costs listed above support your program. *

Total Expenses

Total Direct Costs

190000

Total Indirect Costs

Grand Total

190000

All Budget Categories Submitted

Previous

Save & Next

Please report your Indirect Costs for each year (if you have any to report). The cap on Indirect Costs cannot exceed 15% of your total budget.

Please explain how the Direct Costs listed above support your program.

Don't forget to check the **“All Budget Categories Submitted”** button when you are done.

Contract Administration

Application HPPP-0001053 - Health Professions Pathways Program

88%

Contract Administration

Contract Organization Name *

Please select the type of entity *

Governmental Entity

Non-governmental Entity

Doing Business As

Prefix

Contract Admin First Name *

Contract Admin Last Name *

Title

Phone 1*

Phone 2

Contract Administrator Email*

Important: The information you enter on this page will be used in your Grant Agreement and in your STD 204-Payee Data Record (for payments). Errors with this information can cause a delay in executing your Grant Agreement and possibly delay your first payment after that. Also, your organization name and address **must match** with the information that you provided to the IRS.

Contract Administration

Grant Agreement Signatory

First Name * Last Name * Phone*

Email*

Is the Payee Data Record (STD 204) Signatory the same as the Grant Agreement Signatory?

Same as Grant Agreement Signatory

No Yes

Payee Data Record (STD 204) Signatory

First Name * Last Name * Phone*

Email*

The legal address for your organization must match the address on file with the IRS.

Is the legal address for your organization a PO Box? *

No Yes

Should payments be sent to a different address than what is on file with the IRS?

No Yes

[Previous](#) [Save & Next](#)

If your STD-204 Signatory is the same as your Grant Signatory, you will not have to fill that part out again if you check that box.

If you have a different payment address than what is on file with the IRS, you should complete this portion of the application in order to complete an STD-205 form.

Assurances



The Assurances page is the last page of the application process.

Once you check the box “**I Certify**”, then click, “**Submit**”, you will no longer be able to make edits to your application.

Application HPPP-0001053 - Health Professions Pathways Program



Assurances

I, the applicant, certify that the information provided in this application is true and accurate to the best of my knowledge.

I Certify

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Viewing & Printing Your Application

The screenshot shows a navigation bar with five items: 'Apply Here', 'Grant Application - In Progress/Submitted', 'Song-Brown Applications - In Progress/Submitted', 'Awards', and 'Payments & Deliverables'. Below the navigation bar is the heading 'Grant Apps'. Underneath is a table with the following columns: 'Application Number ↑', 'Initiated By', 'Application Status', 'Cycle', 'Due Date (Cycle)', and 'Modification Due Date (Cycle)'. A single row of data is visible, with a drop-down arrow icon at the end of the row.

Application Number ↑	Initiated By	Application Status	Cycle	Due Date (Cycle)	Modification Due Date (Cycle)
HPPP-0001083	Gregory House	Submitted	2023 Health Professions Pathways Program (HPPP) - Categories A-D	10/18/2023 8:00 PM	

Once you submit your application you can view and print your application by selecting the Options dropdown on the **“Application-In Progress/Submitted”** page, then click on the drop-down icon to access to the **“View/Print”** option.

Common Application Errors

- Applicant did not reconcile the organization participant counts based on what they had initially entered.
- Applicants do not provide the correct contract organization name.
- Applicant did not reconcile their budget to their initial total request for funds.
- Applicants do not provide the correct grantee and STD 204 signatories.

Questions?

HPCOP@HCAI.ca.gov

Note: If you have a question, please include your Program (HPPP, JSIY, HCEP) and Application ID in the Subject Line.