

**Texas Health and Human Services**

**ADDENDUM #1**

#### To

**Open Enrollment**

**HHS0014260**

**For**

 **Federally Qualified Health Center Incubator Program**

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Notice is hereby given to prospective applicants to the above referenced open enrollment that changes have been made to requirements or information in the open enrollment, as noted in the addenda below.

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| **Addendum #1****01/17/24** |
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| **Item** | **Open Enrollment****Reference**  | **Previous Language**  |

 |
| **1.** | Document HHS0014260 – Open Enrollment FQHC IncubatorSection 13 – Required Application Documents |

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| **Documentation Required for Applicants****Documentation Required for Submission** All documentation listed must be returned for a complete Application. Provide the documentation in the same sequence as outlined below by using the Item number(s) and title(s) as necessary. **Applicants received with documents out of sequence will be returned to sender to place in the correct sequence before being processed.**  |
| 1. **Exhibit A – HHS Solicitation Affirmations Version 2.4**

Must be completed and signed. **Important Note: Applications received without the signed Exhibit A will be disqualified.**  |
| 1. **Exhibit B –** **HHS Uniform Terms and Conditions – Vendor – Version 3.4**

For reference only |
| 1. **Exhibit C – Federal Assurances, Non-Construction**

Must be completed and signed (applicable if not doing construction or renovations) |
| 1. **Exhibit D – Certification Regarding Lobbying** Must be completed and signed
 |
| 1. **Exhibit E – Fiscal Federal Funding Accountability and Transparency Act (FFATA) Certification** Must be completed and signed
 |
| 1. **Form A - Face Page**

 Must be completed and signed |
| 1. **Form B - Open Enrollment (OE) Application Checklist**

Must be completed |
| 1. **Form C - Contact Person Information Form**

 Must be completed |
| 1. **Form D - Vendor Information Form**

 Must be completed and signed |
| 1. **Form E - Workplan Template: FQHC Incubator- Project Workplan**

Must be completed |
| 1. **Form F - Landlord Consent for Construction on Leased Spaces.**

 Must be completed as applicable for planned construction projects in leased spaces.  |
| 1. **Form G - FQHC Budget Template**

 Must be completed and signed |
| 1. **Notice of Insolvency or Indebtedness – Reference Section #8.7**

Provide with the Application detailed written descriptions of any insolvency, incapacity, and outstanding unpaid obligations of Applicant owed to the Internal Revenue Service (IRS) or the State of Texas, or any agency or political subdivision of the State of Texas. |
| 1. **Public Information Act Copy of Application, if applicable**
 |
| **The following appendices are not required to be submitted as part of the Application and are included for informational purposes only. Appendices will be used when submitting deliverables.** |
| 1. **Appendix A - Enrichment Activities**
 |
| 1. **Appendix B - Staffing List**
 |
| 1. **Appendix C - Capital Improvement Activities**
 |
| 1. **Appendix D – Progress Statement**
 |
| 1. **Appendix E - Budget Sheet**
 |
| 1. **Appendix F – FQHC Incubator Final Impact Report**
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| **Addendum #1****01/17/24** |
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| **Item** | **Open Enrollment****Reference**  | **Revised Language**  |

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| 1. **Appendix F – FQHC Incubator Final Impact Report**
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**This Addendum must be signed and submitted with the Application.**

**Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date:** \_\_\_\_\_\_\_\_\_\_\_