



**Big Bend Healthcare Coalition**  
**PROJECT SUBMISSION GUIDELINES**  
**2020-2021**

- Requesting agency must be a current member and located in one of the eight member counties of the Big Bend HealthCare Coalition (BBHCC).
- Projects will provide for geographic diversity within the eight-county region of Franklin, Gadsden, Gulf, Jefferson, Leon, Madison, Taylor, and Wakulla.
- Projects must address an identified healthcare delivery deficiency, gap or resource shortage, which may be mentioned in an After-Action Report/Improvement Plan (AAR/IP).
- Projects will ideally benefit the regional healthcare system of the Big Bend Healthcare Coalition.
- Projects must align to and support one of the following 2017 -2022 Health Care Preparedness and Response Capabilities: Foundation for Health Care and Medical Readiness, Health Care and Medical Response Coordination, Continuity of Health Care Service Delivery, or Medical Surge.
- Projects will not be considered if they supplant normal business expenses and/or core mission requirements.
- Projects will not be considered if they violate any of the ASPR funding restrictions (see Project Funding Submission Form).
- Decisions made on funding requests are at the sole discretion of the Big Bend HealthCare Coalition Executive Committee.
- The Big Bend HealthCare Coalition Board reserves the right to partially fund a request.
- All projects are on a reimbursement basis. Projects awarded must be completed by **May 1, 2021** and reimbursement requested by **June 1, 2021**. Failure to meet the deadlines may result in forfeiture of project award reimbursement.
- Reimbursement check must be deposited by **June 15, 2021**.