



Hospital Preparedness Program Cooperative Agreement (CoAg) FY2020/Budget Period 2 Requirement Updates At-A-Glance¹

Due to the nationwide response to COVID-19, ASPR updated or waived several Hospital Preparedness Program (HPP) Cooperative Agreement reporting requirements to reduce burden and provide greater flexibility to recipients. The following provides a brief snapshot of FY 2020/budget period 2 (BP2) changes. Additional flexibilities will be considered throughout the year, as needed.

HPP Program Requirements	Responsible Party	Waived	Extension Allowed ²	Credit Allowed for COVID-19 Response Activities
Execute Subawards (BM1) ³	Recipient	No	No	N/A
Quarterly Federal Financial Reports (FFRs) (BM2)	Recipient	No	No	N/A
Joint Multiyear Training and Exercise Plan (MYTEP) (BM3)	Recipient	Yes	N/A	N/A
Infectious Disease Preparedness Surge Annex OR Burn Surge Care Annex (BM4)	HCC	No	No	N/A
Infectious Disease Preparedness Surge Annex OR Burn Surge Care Annex tabletop/ discussion exercise	HCC	No	No	Yes – Credit allowed for COVID-19 response for Infectious Disease Preparedness Surge Annex tabletop/discussion exercise only
Detailed Spend Plan (BM5)	Recipient	No	No	N/A

HPP Program Requirements	Responsible Party	Waived	Extension Allowed ²	Credit Allowed for COVID-19 Response Activities
Final HCC Budget (BM6)	HCC	No	No	N/A
Annual HCC Work Plan (BM7)	HCC	No	No	N/A
Annual HCC Training Plan (BM7)	HCC	Yes	N/A	N/A
Pre-Event Specific EEI Templates (BM8)	Recipient/ HCC	Yes ⁴	N/A	N/A
Coalition Surge Test (CST) or Hospital Surge Test (HST) (BM9)	HCC/Hospital	Yes	N/A	N/A
Pandemic influenza planning requirements (BM10)	Recipient	No	No	N/A
Annual Joint HPP-PHEP at-risk/vulnerable populations exercise	Recipient	No	Yes – Oct 29, 2021	Yes - Credit allowed for COVID-19 response activities if there is verification of inclusion of vulnerable populations based on COVID- 19 parameters set by CDC
Jurisdictional Risk Assessment (as applicable)	Recipient	No	Yes – Oct 29, 2021 (if expires during FY 2020/BP2)	N/A
Joint 5-year Exercise (functional or full-scale) with the Public Health Emergency Preparedness (PHEP) Program	Recipient	No	Yes – Oct 29, 2021 (if expires during FY 2020/BP2)	Yes
After Action Reports and Improvement Plans	Recipient	No	Yes – Oct 29, 2021	N/A

HPP Program Requirements	Responsible Party	Waived	Extension Allowed ²	Credit Allowed for COVID-19 Response Activities
Recipient Annual Progress Report	Recipient	No	No	N/A
Recipient EOY Performance Measures Report	Recipient	No	No	N/A
Crisis Standards of Care CONOPS	Recipient	No	No	N/A
HCC Hazard Vulnerability Analysis	HCC	No	No	N/A
2020 NACCHO Annual Preparedness Summit	Recipient	Yes	N/A	N/A
2020 ASTHO Annual Meeting and Policy Summit	Recipient	Yes	N/A	N/A
2020 National HCC Conference	Recipient/HCC	Yes	N/A	N/A

¹ For more detailed information, see the Hospital Preparedness Program Cooperative Agreement FY 2020/Budget Period (BP) 2 Requirement Updates

² Jurisdictions must contact their HPP Field Project Officer to request extensions.

³ (BM): These are benchmarks that ASPR identified for Fiscal Year 2020/ Budget Period 2 that are also consistent with those outlined in the FY 2019-2023 HPP FOA as required by section 319C-2(i) of the PHS Act (which refers to section 319C-1(g)).

⁴ BM8 has been suspended until further notice.