

**New York State Department of Health  
Office of Primary Care and Health Systems Management  
Center for Health Care Policy and Resource Development  
Division of Workforce Transformation**

Title: Solicitation of Interest # 20283 – Nurses Across New York Loan Repayment Program– Cycle I

Agency: Health, New York State Department of Health / Center for Health Care Policy and Resource Development / Division of Workforce Transformation

Contract Number: TBD

Contract Term: Three Years (August 1, 2023 – July 31, 2026)

Date of Issue: February 23, 2023

Questions Due: March 9, 2023 prior to 4:00 PM

Answers Posted: March 23, 2023 (on or about)

Due Date/Time: April 12, 2023, prior to 4:00PM

County(ies): Statewide

Location: Statewide

Classification: Medical & Health Care

Opportunity Type: Grant or notice of funds availability

## **I. Introduction**

The New York State Nurses Across New York (NANY) initiative is designed to help train and place registered professional nurses (RN) licensed to practice under section sixty-nine hundred five of the education law and licensed practical nurses (LPN) licensed under section sixty-nine hundred six of the education law in underserved communities, in a variety of settings and specialties, to care for New York’s diverse population. The NANY Loan Repayment Program makes funds available to help recruit RNs and LPNs and encourage them to remain in medically underserved areas of the state. Funding is provided in exchange for a nurse’s commitment to work in an underserved area for a three-year period (NANY service obligation period).

This new Solicitation of Interest’s (SOI) goal is to address the nursing shortage, and will be referenced herein as Cycle I. Cycle I awards will provide up to: (1) \$25,000 for a RN or (2) \$10,000 for a LPN who agrees to practice in an underserved area for the three-year NANY service obligation period. Up to \$2.5

million is currently available under this SOI. It is expected that eighty (80) percent of the funding will be awarded to RNs and twenty (20) percent of the funding will be awarded to LPNs. Distribution of funding may be amended based on the pool of applications received. If additional funds become available, the New York State Department of Health (herein referred to as the Department) may make additional awards to qualified applicants until funding is exhausted.

Pursuant to PHL § 2807-AA, NANY funds can be awarded to: (1) registered professional nurses licensed to practice under section sixty-nine hundred five of the education law and licensed practical nurses licensed under section sixty-nine hundred six of the education law; or (2) a health care facility to recruit or retain a nurse by providing the nurse funds to repay outstanding qualifying outstanding debt. In all cases, 100 percent of the funds ultimately must be distributed to the nurse.

Nurses shall be eligible for a loan repayment award to be determined by the Commissioner over a three-year period distributed as follows: thirty percent of total award for the first year; thirty percent of total award for the second year; and any unpaid balance of the total award not to exceed the maximum award amount for the third year.

The allocation of funding is anticipated to be as follows:

1. Approximately 50 percent of funding will be allocated to newly licensed nurses (i.e., those that have been licensed for two years or less).
2. Approximately 50 percent of funding will be allocated to nurses who have been licensed two to five years.
3. Nurses licensed for five years or more may be eligible if funding is available after initial awards are made.

## **II. Minimum Qualifications**

Only nurses and health care facilities that meet the criteria set forth below are eligible to apply for NANY funding through this SOI.

### **A. Eligible Nurse Applicants**

A nurse is eligible for a NANY award for the period (August 1, 2023 – July 31, 2026) to repay qualified educational debt if the following requirements are met:

1. The nurse must be a citizen of the United States or a permanent resident alien holding an I-155 or I-551 card.
2. By the time the three-year NANY service obligation begins, the nurse must be licensed by New York State Education Department (and in good standing) to practice as:
  - RN licensed to practice under section sixty-nine hundred five of the education law; or
  - LPN licensed under section sixty-nine hundred six of the education law.

3. The nurse must not be in breach of a health professional service obligation to the federal government, any state government, or a local government.
4. The nurse must not have any judgment liens arising from debt to the federal or any state government.
5. The nurse must not be delinquent in child support payments.
6. The nurse must not be fulfilling an obligation under any local, state or federal government loan repayment program which overlaps or coincides with the three-year NANY service obligation (except the Public Service Loan Forgiveness Program). Nurses receiving employer sponsored loan repayment funds are eligible to apply.
7. A nurse who seeks a NANY award to repay educational debt must have an employment contract or offer letter with a health care facility requiring the nurse to provide services for at least the entire NANY service obligation period. For these purposes, a “health care facility” means:
  - A general hospital, diagnostic and treatment center (D&TC), or a nursing home licensed by the New York State Department of Health pursuant to PHL Article 28;
  - A facility certified or operated by the New York State Office of Mental Health (OMH) pursuant to Mental Hygiene Law (MHL) Article 31;
  - A facility certified or operated by the New York State Office of Alcoholism and Substance Abuse (OASAS) pursuant to MHL Article 32;
  - A Certified Home Health Agency or Licensed Home Care Services Agency licensed by the New York State Department of Health pursuant to New York Codes Rules and Regulations, Volume E (Title 10) SubChapter C - State Hospital Code Article 7;
  - A medical practice that is registered with the New York State Department of State as a Professional Corporation (PC) or Professional Limited Liability Corporation (PLLC) at the time of application.
  - A hospital or nursing home operated by the New York State Department of Health, meaning Helen Hayes Hospital, the New York State Veterans Home at Batavia, the New York Veterans Home at Montrose, the New York State Veterans Home at Oxford, or the New York State Veterans Home at St. Albans;
  - A health care facility operated by a New York State agency, or the State University of New York (SUNY).

A nurse employed by a health care facility operated by the federal government is not eligible to apply under this SOI.

8. The health care facility or practice where the nurse will be employed must be located in an underserved area, as defined in Attachment 6 (Tool to Identify an Underserved Area) of this SOI.

9. The services that the nurse will provide under the employment contract must constitute full time clinical practice. This is the equivalence of 40 hours of service (with a minimum of 32 clinical hours) per week for at least 45 weeks per year. The calculation of full time employment may also be based on working a minimum of 150 hours of service per month, for 12 months of the year.
10. The date on which the nurse's employment contract begins must be no later than August 1, 2023.
11. The start date of the nurse's NANY service obligation under this contract will be August 1, 2023.

## **B. Eligible Health Care Facility Applicants**

A health care facility is eligible for a NANY award for the period (August 1, 2023 – July 31, 2026) to provide a nurse with funds to repay outstanding educational debt if the following requirements are met:

1. The health care facility must be one of the following:
  - a. A general hospital, D&TC, or a nursing home licensed by the New York State Department of Health pursuant to PHL Article 28;
  - b. A facility certified by the New York State Office of Mental Health pursuant to MHL Article 31;
  - c. A facility certified by the New York State Office of Alcoholism and Substance Abuse Services pursuant to MHL Article 32; or
  - d. A Certified Home Health Agency or Licensed Home Care Services Agency licensed by the New York State Department of Health pursuant to New York Codes Rules and Regulations, Volume E (Title 10) SubChapter C - State Hospital Code Article 7;
  - e. A medical practice that is registered with the New York State Department of State as a PC or PLLC at the time of application.

### **A note to Health Care Facility Applicants:**

**Health care facilities operated by a New York State agency, or the State University of New York (SUNY), including a hospital or nursing home operated by the New York State Department of Health, meaning Helen Hayes Hospital, the New York State Veterans Home at Batavia, the New York State Veterans Home at Montrose, the New York State Veterans Home at Oxford, or the New York State Veterans Home at St. Albans can NOT apply for a NANY award. Nurses who work in the above referenced facilities ARE eligible to apply for a NANY award DIRECTLY. Facilities, please provide this opportunity to eligible nursing staff and instruct eligible nursing staff to complete and submit applications according to the application instructions outlined in this Solicitation of Interest.**

2. The health care facility must be located in an underserved area, as defined in Attachment 6 of this SOI.
3. The health care facility must have an employment contract or offer letter with a nurse requiring the

provision of services for the NANY service obligation period.

4. The nurse with whom the health care facility has an employment contract or offer letter for the NANY service obligation period must meet the following criteria:
  - a. The nurse must be a citizen of the United States or a permanent resident alien holding an I-155 or I-551 card.
  - b. The nurse must be a graduate of an accredited nursing school.
  - c. By the time the three-year NANY service obligation begins, the nurse must be licensed (and in good standing) to practice as:
    - RN licensed to practice under section sixty-nine hundred five of the education law; or
    - LPN licensed under section sixty-nine hundred six of the education law in New York State by the time the three-year NANY service obligation begins and be in good standing.
  - d. The nurse must not be in breach of a health professional service obligation to the federal government, any state government, or a local government.
  - e. The nurse must not have any judgment liens arising from debt to the federal or any state government.
  - f. The nurse must not be delinquent in child support payments.
  - g. The nurse must not be fulfilling an obligation under any local, state or federal government loan repayment program which overlaps or coincides with the three-year NANY service obligation (except the Public Service Loan Forgiveness Program). Nurses receiving employer sponsored loan repayment funds are eligible to apply.
5. The services that the nurse will provide under the employment contract must constitute full time clinical practice. This is the equivalence of 40 hours of service (with a minimum of 32 clinical hours) per week for at least 45 weeks per year. The calculation of full time employment may also be based on working a minimum of 150 hours of service per month, for 12 months of the year.
6. The date on which the nurse's employment contract begins must be no later than August 1, 2023.
7. The start date of the nurse's NANY service obligation under this contract will be August 1, 2023.

### **III. Project Narrative**

Funding for this project is contingent on the availability of state funds and the number of eligible applicants that respond to this SOI. Available funding to support this initiative will be limited to the amount(s) appropriated in the enacted state Fiscal Year budgets for this purpose.

**This advertisement is not a guarantee or promise of funding.**

Department staff will review responses to this solicitation in the order in which they are received. Eligible awardees will be selected on a first-come first-served basis if their response meets the requirements of the SOI. When funding has been depleted to a level such that an applicant's total requested funding amount cannot be met, the eligible awardee will be offered a reduced award amount. If the eligible awardee accepts that amount, no further awards will be made. If the eligible awardee declines that amount, the next eligible awardee will be offered an award until funds are completely exhausted.

#### **A. Use of Funds**

NANY funds can be awarded to: (1) a nurse to pay qualified educational debt; or (2) a health care facility to help retain and recruit a nurse by providing that nurse funds to repay outstanding educational debt. In all cases, 100 percent of the funds ultimately must be distributed to the nurse. No facility/employer should reduce a nurse's compensation package because of receiving a NANY grant. Accordingly, funding awarded under this SOI can be used only as follows:

1. Repaying qualified educational debt: For purposes of this SOI, "qualified educational debt" means any outstanding amounts remaining on student loans that were used by the nurse to pay tuition or related educational expenses, where such loans were made by or guaranteed by the federal or state government or made by a lending or educational institution approved under Title IV of the federal Higher Education Act. An applicant seeking to use NANY funds for loan repayment must include educational loan statements dated no more than 30 days prior to submission (to be uploaded as Attachment 3). Such statements will be forwarded to the New York State Higher Education Services Corporation (HESC) to verify the existence and amount of qualified education debt. Applicants must complete Attachment 4 to give consent for HESC to disclose any loan information to the Department. No NANY award shall be made in excess of the outstanding amount of educational debt as verified by HESC. Where a NANY award is made for this purpose, the nurse will be required to submit educational loan statements on an annual basis to ensure payments are being applied to the loans.
2. Helping health care facilities recruit or retain nurses: A NANY award made to a health care facility can be used to provide one nurse, who must be identified in the application, with repayment of outstanding qualified educational debt. **In all cases, 100 percent of funding provided under the award must go to the nurse, who must apply the funds to the repayment of qualified educational debt.**

#### **B. Application Limits**

1. No more than one application will be accepted from a single nurse. If a nurse submits more than one application, only the application received first will be reviewed.
2. No more than five applications will be accepted from a health care facility with the same operating certificate number or health care facility that is a medical practice with the same Department of State Identification Number. If a health care facility or employed nurse of that health care facility, in aggregate, submit more than five applications, the sixth award (and any subsequent awards) may be considered only if there are additional funds left over after all other eligible applications are funded.

### C. Award Limits

1. As required by PHL § 2807-AA, one-third of funding awarded under this SOI must be allocated to nurses practicing in and health care facilities located in New York City (comprised of New York, Bronx, Kings, Queens and Richmond counties) with the remaining two-thirds to individual nurses practicing in and health care facilities located in the rest of the state.
2. No more than five awards will be made to support a NANY service obligation to be carried out at a health care facility with the same operating certificate number or, in the case of a medical practice, the same NYS Department of State registration number, regardless of whether the applications were submitted by a nurses or health care facilities. A sixth (and any subsequent awards) award may be considered only if there are additional funds left over after all other eligible applications are funded.

## IV. How to Apply

Written questions will be accepted until 4:00 p.m. on 03/09/2023. All questions should be submitted electronically to the email address: [NANY@health.ny.gov](mailto:NANY@health.ny.gov) All questions should be submitted with the subject line “NANY Cycle 1 Question”. If any updates and/or clarification of information is warranted, information will be posted in the Contract Reporter under the tab “Documents” for this announcement. Responses to all questions received by 03/09/2023 will be posted on or about 03/23/2023.

### Late Applications Will Not Be Accepted.

It is the Applicant’s responsibility to ensure that all materials included in the application have been properly prepared and submitted. Best practice is that complete applications be submitted as soon as practicable and up to five days prior to the deadline to avoid technical issues. The application consists of the completed Attachments (1-12) listed below. You must submit ONE EMAIL with each required Attachment as its own pdf file attachment. Make sure to name each document accordingly (i.e., Attachment 1, Attachment 2). Applications must be submitted via email to [NANY@health.ny.gov](mailto:NANY@health.ny.gov) no later than 4:00 pm ET on the date and time posted on the cover of this SOI. Again, all application documents should be submitted together as attachments in ONE EMAIL.

### Attachments

The following Attachments (1-12) include both reference materials and items that must be completed and submitted as the NANY application for this SOI. If you cannot complete Attachment 1 successfully, do not continue any further, you are not an eligible applicant for the NANY program. Items in Attachment 6 will require supporting documentation. This documentation will be required for all applicants to justify that the nurse will be working in an underserved area. All mandatory attachments must be completed to have your application reviewed for a NANY award.

- Attachment 1: Minimum Eligibility Requirements (mandatory)
- Attachment 2: Program Specific Questions (mandatory)

- Attachment 3: Loan Statements for Qualified Educational Debt  
(mandatory only for applicants seeking loan repayment)
- Attachment 4: Consent to Disclosure  
(mandatory only for applicants seeking loan repayment)
- Attachment 5: Employment Contract or Offer Letter (mandatory)
- Attachment 6: Tool to Identify an Underserved Area & Support Documentation  
(mandatory)
- Attachment 7: Rural Counties and Towns (for reference only)
- Attachment 8: Attestation and Authorized Representative (mandatory)
- Attachment 9: Default Penalty Attestation (mandatory)
- Attachment 10: Site Information (mandatory only if there are 2 or more work sites  
for the nurse)
- Attachment 11: Tax Issues (for reference only)
- Attachment 12: Employment Contract Addendum #2, and Exhibit 1  
(mandatory for health care facility applicants only)

### **Review & Award Process**

Applications meeting the guidelines and containing all mandatory Attachments will be reviewed and evaluated by the Department. Applications will be evaluated on a Pass/Fail basis.

Department staff will review applications in the order in which they are received.

The Department will notify an Applicant by e-mail if the application is complete or incomplete. If the application is complete, no further action by the Applicant is needed. If the application is incomplete, the Department will provide the Applicant a list of outstanding items. The Applicant will have one opportunity to supply the missing information within 10 business days of being notified by the Department via email. All missing information must be emailed to: [NANY@health.ny.gov](mailto:NANY@health.ny.gov). If the Applicant fails to respond to the missing information request within this time period, the application will not be processed any further and will not be funded. Because of this, it is advantageous to submit a complete application, and to respond to the Department's email regarding any omissions, as soon as possible. The due date will be clearly stated in the communication from the Department advising that the application is incomplete. No additional information will be accepted after this due date.

### **A complete application does not guarantee that the Applicant will be awarded funding.**

The pool of complete and eligible applications will be awarded in order of the date and time of receipt of initial application according to the funding allocations established in the paragraph below until available funding is exhausted for that region or provider category. When funding has been depleted to a level such that an Applicant's total requested funding amount cannot be met, the Applicant will be offered a reduced award amount. If the Applicant accepts that amount, no further awards will be made. If the Applicant declines that amount, the next eligible Applicant will be offered an award until funds are completely exhausted. The Department reserves the right to allocate funding in ways to best serve the interests of the state.

As required by PHL § 2807-AA, funding shall be allocated regionally with one-third of available funds going to [applicants who will fulfill their NANY service obligation in] New York City and two-thirds of available funds going to applicants [who will perform their NANY service obligations] in the rest of the state.



The Department of Health, acting at the discretion of the Commissioner of Health, reserves the right to postpone, change, or waive the service obligation and/or payment amounts in individual circumstances where there is a compelling need or hardship due to circumstances beyond the control of the Contractor which causes or is likely to cause the Contractor to default in the performance/completion of their service obligation under their Contract.

**The Department anticipates that awards will be announced in the summer of 2023. Awardees will have a NANY contract start date of August 1, 2023.**

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