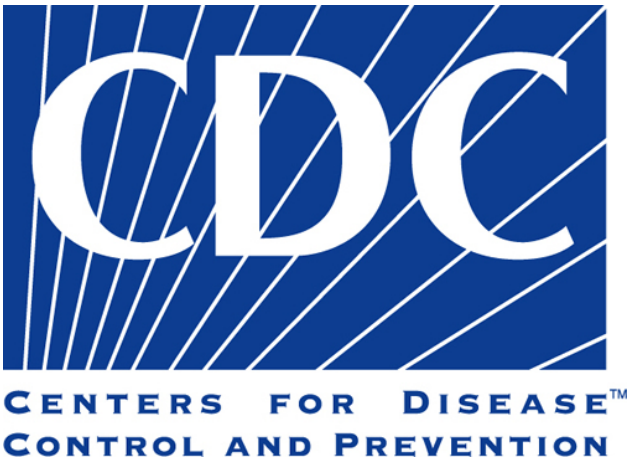


Centers for Disease Control and Prevention

NATIONAL CENTER FOR CHRONIC DISEASE PREVENTION AND HEALTH PROMOTION

Provision of Training and Technical Assistance to Enhance Comprehensive Cancer Control Outcomes

CDC-RFA-DP-23-0017

05/08/2023

Table of Contents

A. Funding Opportunity Description 3
B. Award Information 19
C. Eligibility Information 20
D. Application and Submission Information 22
E. Review and Selection Process 33
F. Award Administration Information 38
G. Agency Contacts 45
H. Other Information 46
I. Glossary 47

Part I. Overview

Applicants must go to the synopsis page of this announcement at www.grants.gov and click on the "Subscribe" button link to ensure they receive notifications of any changes to CDC-RFA-DP-23-0017. Applicants also must provide an e-mail address to www.grants.gov to receive notifications of changes.

A. Federal Agency Name:

Centers for Disease Control and Prevention (CDC) / Agency for Toxic Substances and Disease Registry (ATSDR)

B. Notice of Funding Opportunity (NOFO) Title:

Provision of Training and Technical Assistance to Enhance Comprehensive Cancer Control Outcomes

C. Announcement Type: New - Type 1:

This announcement is only for non-research activities supported by CDC. If research is proposed, the application will not be considered. For this purpose, research is defined at https://www.gpo.gov/fdsys/pkg/CFR-2007-title42-vol1/pdf/CFR-2007-title42-vol1-sec52-2.pdf. Guidance on how CDC interprets the definition of research in the context of public health can be found at https://www.hhs.gov/ohrp/regulations-and-policy/regulations/45-cfr-46/index.html (See section 45 CFR 46.102(d)).

D. Agency Notice of Funding Opportunity Number:

CDC-RFA-DP-23-0017

E. Assistance Listings Number:

93.427

F. Dates:

1. Due Date for Letter of Intent (LOI):
The LOI date will generate once the Synopsis is published if Days or a Date are entered.

2. Due Date for Applications:
05/08/2023
11:59 p.m. U.S. Eastern Standard Time, at www.grants.gov.

3. Due Date for Informational Conference Call:
Thursday, March 30, 2023, from 3:00-4:00 pm, Eastern

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G. Executive Summary:

1. Summary Paragraph
This multi-component NOFO will fund up to 3 recipients with national reach that have cancer expertise and capacity to provide training and technical assistance (TTA) on multisectoral partnerships; policy, system, and environmental change approaches; health equity change; and social determinants of change approaches to National Comprehensive Cancer Control Program (NCCCP) recipients and cancer coalitions. The aim of Component A is to provide tools and skills so all NCCCP recipients can succeed at convening and supporting a cancer coalition to use policy, system, and environmental change approaches when implementing the jurisdictional cancer plan. TTA topics align with the priorities, strategies, activities, and guidance provided to NCCCP recipients funded under CDC-RFA-DP22-2202 - Cancer Prevention and Control Programs for State, Territorial, and Tribal Organizations. The aim of Component B is to provide TTA to scale interventions previously piloted by the CDC Comprehensive Cancer Control Branch within a subset of NCCCP recipients.

a. Eligible Applicants:
Open Competition

b. Funding Instrument Type:
CA (Cooperative Agreement)

c. Approximate Number of Awards
3
Up to 2 Component A awards and up to 1 Component B award.

d. Total Period of Performance Funding:
$10,500,000

e. Average One Year Award Amount:
$600,000
Average award for Component A is $750,000. Average award for Component B is $600,000.

f. Total Period of Performance Length:
5 year(s)

g. Estimated Award Date:
August 30, 2023

h. Cost Sharing and / or Matching Requirements:
No
Cost sharing or matching funds are not required for this program. Although no statutory matching requirement for this NOFO exists, leveraging other resources and related ongoing efforts to promote sustainability is strongly encouraged.

Part II. Full Text

A. Funding Opportunity Description

1. Background

a. Overview
Cancer remains the second leading cause of death in the United States for both men and women. In 2019, more than 1.7 million people were diagnosed with cancer and 600,000 people died from this disease. Since 1990, CDC’s Division of Cancer Prevention and Control (DCPC) has been committed to advancing cancer prevention nationwide for everyone through a variety of activities at the national, state, territorial, and tribal levels. The Division's overall goal is to work toward having all people free of cancer while improving health equity through prevention, screening, and promoting health and wellness in cancer survivors.

This NOFO consists of two components:

1. Up to 2 Component A recipients will provide training and technical assistance on multisectoral partnerships; policy, system, and environmental change approaches; health equity change; and social determinants of change approaches to NCCCP recipients and CCC coalitions.
2. One Component B recipient will provide training and technical assistance to scale interventions previously piloted by the CDC Comprehensive Cancer Control Branch within a subset of NCCCP recipients.

Applicants may apply for either Component A or Component B, or they may apply for both components. If applying for both Component A and Component B, a separate application with a separate proposed work plan and budget must be submitted for each component. Receiving a Component B award is not contingent upon receiving a Component A award.

This NOFO funds the provision of training and technical assistance (TTA) to enhance organizational capacities, increase use of effective interventions, and facilitate achievement of program outcomes that contribute to cancer risk, morbidity, and mortality reductions. This will increase effectiveness of the work of NCCCP recipients and cancer coalitions.

CDC recently conducted four pilot implementation projects to decrease cancer burden and promote health equity with a small subset of NCCCP recipients. The projects are: 1) Using Project ECHO and Patient Navigation to Improve the Health and Wellness of Cancer Survivors in Rural Communities (with practice guide: Public Health Strategies to Help Cancer Survivors in Rural Communities) 2) Preventing Liver Cancer Among Opioid Users, 3) Increasing Receipt of Ovarian Cancer Care from a Gynecologic Oncologist, and 4) Addressing Risk Factors for Adult Cancers during Childhood. These four projects were designed to cross the continuum of cancer prevention, treatment, and survivorship, and yielded promising and best practices to implement specific evidence-based interventions that prevent and control cancer at the community level. As these projects are ready for wider dissemination to the broader NCCCP recipient population, CDC is promoting and encouraging these projects to be included in program planning in years 2 through 5 of DP22-2202. These 4 projects are the foundation for **Component B.**

b. Statutory Authorities

This program is authorized under sections 301(a) and 317(k)(2) of the Public Health Service Act as amended [42 USC 241(a) and 42 USC 247b(k)(2)].

c. Healthy People 2030

This NOFO supports the following Healthy People 2030 topic areas:

- Cancer
- Overweight and Obesity
- Vaccination
- Tobacco Use

d. Other National Public Health Priorities and Strategies

This NOFO supports strategies to increase and improve the quality of cancer screening, community- clinical linkages, and preventive services in the following national plans and guidelines:

- The Guide to Community Preventive Services
- Social Determinants of Health at CDC
- U.S. Preventive Services Task Force

e. Relevant Work

This NOFO supports NCCCP priorities, goals and objectives found in CDC-RFA-DP22-2202 - Cancer Prevention and Control Programs for State, Territorial, and Tribal Organizations and emphasizes coalition development and partner engagement.

This NOFO also builds upon previously funded technical assistance and training cooperative agreements funded by CDC-RFA-DP18-1805, Provision of Technical Assistance and Training to Assure Comprehensive Cancer Control Outcomes and CDC-RFA-DP13-1315, National Support to Enhance Implementation of Comprehensive Cancer Control Activities.

2. CDC Project Description

a. Approach

Bold indicates period of performance outcome.

Strategies and Activities	**Short term Outcomes**	**Intermediate Outcomes**	**Long-term Outcomes**
Component A A1: Develop training and technical assistance (TTA) plan using information gathered through variety of sources. A2: Convene, support, and sustain partnerships and/or partnership networks necessary to support implementation of TTA activities. A3: Use a variety of training delivery methods to deliver TTA, including the establishment of peer learning/communities of practice to facilitate information sharing across National Comprehensive Cancer Control Program (NCCCP) recipients. A4: Monitor and evaluate TTA efforts and disseminate findings.	**Component A** Increased networking, partnerships, and coordination among TTA providers Identified training needs. Provision of effective TTA to programs **Increased reach of TTA activities to NCCCP recipients and cancer coalitions** **Increased knowledge, awareness, and attitudes regarding evidence-based interventions (EBIs) and resources that aid implementation**	**Increased adoption of strategies and evidence-based interventions to improve and sustain efforts of NCCCP recipients and cancer coalitions**	Increased capacity, reach, utilization, impact, and sustainability of NCCCP recipients and cancer coalitions

Component B B1: Provide specific TTA to NCCCP recipients for implementation of 3 of 4 defined implementation projects. B2: Assist NCCCP recipients with developing new and tailoring existing materials and methods to reflect their specific population experiencing disparities in cancer. B3: Convene and support community of practice of NCCCP recipients to foster collaboration, further expertise, encourage information sharing, and promote sustained conduct of implementation projects. B4: Assist NCCCP recipients to collect data, evaluate, and disseminate activities conducted and populations reached for each implementation project. B5: Monitor and evaluate TTA efforts and disseminate findings.	**Component B** **Increased capacity of NCCCP recipients to implement projects previously piloted by CDC Comprehensive Cancer Control Branch within a subset of NCCCP recipients**		

i. Purpose

The purpose of this NOFO is to support TTA to strengthen the capacity of NCCCP recipients and cancer coalitions to make progress toward the priorities listed in CDC-RFA-DP22-2202. Component A provides TTA to NCCCP recipients to increase their ability to support and enhance knowledge, capacity, reach, impact, and sustainability of cancer coalitions. Component B provides TTA to scale interventions previously piloted by CDC Comprehensive Cancer Control Branch within a subset of NCCCP recipients.

ii. Outcomes

Recipients are expected to achieve the following outcomes by the end of the period of performance:.

Component A:

Short-term outcomes

- Increased reach of TTA activities to NCCCP recipients and cancer coalitions
- Increased knowledge, awareness, and attitudes regarding evidence-based interventions and resources that aid implementation.

Component B:

Short-term outcomes

- Increased capacity of NCCCP recipients to implement projects previously piloted by CDC Comprehensive Cancer Control Branch within a subset of NCCCP recipients.

Components A and B:

Intermediate Outcome

- Increased adoption of strategies and evidence-based intervention to improve and sustain NCCCP recipient / cancer coalition efforts.

iii. Strategies and Activities

Component A - All strategies must be implemented by recipients of this component

1. Develop training and technical assistance (TTA) plan using information gathered through variety of sources. Collaboration is essential and recipients will:

a. Use sources such as existing information from TTA needs assessments, periodic assessments, input from other TTA provider(s), NCCCP program consultants, other CDC SMEs, and members of the broader public health community. Other TTA providers include the other recipients of this NOFO, and the CDC's National Networks, which are funded to provide TTA to advance commercial tobacco use prevention and cancer prevention in populations experiencing tobacco- and cancer-related health disparities.

i. Topics included in the TTA plan must support strategies and activities required of NCCCP recipients funded under DP22-2202, and should describe the delivery methods that will be used (e.g., training for all recipients; technical assistance for small groups, which includes communities of practice and peer led training; as well as written resources).

ii. The TTA plan should specify training types, training materials that exist or need to be developed, timeline for delivering training, and staff who will deliver training. Learning objectives for specific training should also be included.

iii. The TTA plan should be flexible to allow for changing needs of NCCCP recipients and CCC coalitions.

b. Conduct an environmental scan of existing resources to inform the TTA plan and reduce duplication. This includes scans of existing and emerging policy, system, and environmental (PSE) change approaches and social determinants of health (SDOH) strategies and policies that may facilitate or hinder PSE/SDOH improvements.

c. Conduct brief assessments with DP22-2202 recipients, CCC coalitions, and NCCCP program consultants to identify available cancer early detection/screening, prevention, survivorship, and coalition resources, as well as gaps that need to be filled.

i. Periodic assessments may be conducted annually or bi-annually. Timing of assessments should be coordinated with the other TTA providers funded under this NOFO and must align with DP22-2202 strategies and activities.

ii. Methods to gather input/assess needs might include, but are not limited to: questionnaires, key informant interviews, polling, focus groups, as well as review of records and reports.

iii. Assessments should seek to determine DP22-2202 recipients' preferences for TTA timing, agenda and training objectives, and TTA method.

2. Convene, support, and sustain partnerships and/or partnership networks necessary to support implementation of TTA activities

a. Engage other TTA providers, NCCCP program consultants, other CDC SMEs, and members of the broader public health community to implement TTA plan.

b. Partner with various SMEs, with a variety of perspectives and experiences, across the country to deliver meaningful TTA.

c. Work with CDC SMEs to help ensure consistent messaging and appropriate alignment with evolving needs of NCCCP recipients.

d. Work collaboratively with recipients of this NOFO to establish one advisory group with representatives from the groups listed above. The advisory group will be used by all TTA providers to ensure TTA activities are relevant.

3. Use a variety of training delivery methods to deliver TTA, including the establishment of peer learning/communities of practice to facilitate information sharing across NCCCP recipients. At a minimum, recipients will:

a. Implement TTA methods that follow CDC's Quality Training Standards. TTA may be in person and/or virtual.

b. Co-brand with CDC resources developed under this NOFO, at CDC's discretion. This will help increase exposure to resources and make resources available not only on recipients' website but also on CDC website. Co-branded resources will need to go through CDC clearance process.

c. Communicate resources to all NCCCP recipients, cancer coalitions, and the larger cancer prevention and control community. This includes posting resources to CDC's DCPC sites.

d. Implement peer learning/communities of practice to provide a forum for NCCCP recipients and CCC coalitions to learn from one another's experiences.

f. Facilitate community of practice sessions that include both a brief didactic component and an opportunity for peer-to-peer learning. Frequency and agenda should be identified with input from NCCCP recipients and CCC coalitions.

4. Monitor and evaluate TTA efforts and disseminate findings

a. Create a performance measurement plan to report short-, intermediate-, and long- term outcomes.

b. Develop and implement annual evaluation plans.

c. Use program evaluation results for continuous program improvement by sharing results with program staff and partners to inform program work plan revision and subsequent annual evaluation plans.

d. Develop dissemination documents including an evaluation report, to share lessons learned.

Component B - All strategies must be implemented by recipients of this component

The foundation for component B are these 4 CDC pilot projects: 1) Using Project ECHO and Patient Navigation to Improve the Health and Wellness of Cancer Survivors in Rural Communities (with practice guide: Public Health Strategies to Help Cancer Survivors in Rural Communities) 2) Preventing Liver Cancer Among Opioid Users, 3) Increasing Receipt of Ovarian Cancer Care from a Gynecologic Oncologist, and 4) Addressing Risk Factors for Adult Cancers during Childhood. Component B will require specific individualized and group (i.e., Community of Practice) technical assistance, particularly in building partnerships, data collection, evaluation, and dissemination at the community level. The pilot project materials and methods from the subset of NCCCP recipients are publicly available (websites specified above) and serve as valuable models for implementation in the larger NCCCP setting. The Component B recipient will assist a subset of NCCCP recipients in adapting materials and methods to scale up **3 out of 4** of these interventions **and must include** Using Project ECHO and Patient Navigation to Improve the Health and Wellness of Cancer Survivors in Rural Communities as one of the 3 projects.

1. Provide specific TTA to NCCCP recipients for implementation of 3 of 4 defined implementation projects (1) Survivors, 2) Liver Cancer, 3) Ovarian Cancer, and 4) Prevention to increase health equity.

a. Recipients must assist with project, Using Project ECHO and Patient Navigation to Improve the Health and Wellness of Cancer Survivors in Rural Communities, and can choose two additional projects they have expertise and experience in for this award. Recipients must work with a broad number of NCCCP recipients in the implementation of these projects. CDC will assist with identifying NCCCP recipients in need of TTA.

b. Assist NCCCP recipients with identifying local partners within their community to help with implementation (e.g., pediatricians, liver and ovarian cancer practitioners, hospital systems and networks, patient navigator and community health work organizations).

c. Gather existing resources from pilot implementation projects. Recipients should gather relevant information for implementation from other resources such as NCI's Evidence-Based Cancer Control Practice Program; CDC's QuickStart Guide, which provides extensive list of cancer-related evidence-based interventions, relevant publications, and other information for cancer control planning; and CDC's Health Equity Guide for Cancer Prevention and Control Programs. (NOTE from NOFO author: CDC's Quick Start Guide and CDC's Health Equity Guide for Cancer Prevention and Control Programs are in the process of being updated and will be made available on Web soon)

d. Implement TTA methods that follow CDC's Quality Training Standards.

2. Assist NCCCP recipients with developing new and tailoring existing materials and methods to reflect their specific population experiencing disparities in cancer.

For example, appropriately alter materials to the specific racial, ethnic, geographic, or age-specific population and support methods for implementation that suit the population.

3. Convene and support community of practice of NCCCP recipients to foster collaboration, further expertise, encourage information sharing, and promote sustained conduct of implementation projects.

a. Recipients can include CDC program consultants and other SMEs. Each project should have a separate Implementation Community of Practice consisting of NCCCP recipients who are working on that project.

b. The recipient is expected to meet during all phases of implementation (e.g., planning, data collection, evaluation, dissemination). The schedule of meetings for the Implementation Community of Practice can be determined by the recipient and NCCCP recipients.

4. Assist NCCCP recipients to collect data, evaluate, and disseminate activities conducted and identify populations reached for each project. Recipient works with the subset of NCCCP recipients to evaluate the project implementation.

a. Help NCCCP recipients identify priority populations (i.e., populations that are disproportionally affected by cancer) that would benefit most from project implementation (e.g., race-, ethnic-, geographic-, age-specific data analyses of cancer incidence, mortality or survival; hospital use or care-seeking behavior analyses; cancer risk factor analyses).

b. Work with NCCCP recipients to develop appropriate data collection methods and instruments (e.g., surveys/pre-post-tests) to assess reach and success of implementation activities. Data collection instruments and methods should be designed with the population in mind.

c. Assist NCCCP recipients in evaluating the success of implementation and identify areas for improvement. Potential additional populations within the NCCCP recipient area that may benefit from this implementation project should also be identified.

d. Help develop plans for ongoing sustainability of activities. Data collection during implementation can also be used for evaluation purposes.

e. Work with NCCCP recipients to disseminate methods, results, successes, and lessons learned from the implementation project. A variety of dissemination products should be considered including slide sets, one-page project descriptions, one-page success stories, podcasts, and scientific publications. Dissemination products should be posted on the web.

5. Monitor and evaluate TTA efforts and disseminate findings. Recipient is expected to evaluate their efforts to implement the cooperative agreement.

a. Develop and implement annual evaluation plans.

b. Develop dissemination documents to share lessons learned. For example, dissemination products may include local landscape and surveillance analyses, summaries of partners convened and work done, mini-reports of the numbers of people reached, and survey responses.

1. Collaborations

a. With other CDC projects and CDC-funded organizations:

Component A recipients are required to collaborate extensively with CDC programs, CDC-funded organizations and NCCCP recipients. At a minimum, applicants should describe how they will collaborate with the following: CDC program consultants from the National Comprehensive Cancer Control Program, CDC subject matter experts, CDC's Comprehensive Cancer Control Branch staff, training and technical assistance recipients under DP23-0017, and CDC's National Networks. Applicants are required to explain how each collaboration will assist recipient in implementing activities and achieving the NOFO period of performance outcomes. As appropriate and relevant, collaborations may also include other CDC-funded chronic disease and risk-factor related programs and the Cancer Prevention and Control Research Network. Such collaborations will support the achievement of NOFO outcomes by eliminating duplication of training and technical assistance efforts.

Component B recipient will collaborate extensively with CDC SMEs who led the 4 pilot projects as well as NCCCP recipients.

b. With organizations not funded by CDC:

Component A recipients are expected to work with non-CDC funded networks and organizations to leverage subject matter expertise and other resources related to the desired outcomes, strategies, and activities of this NOFO. This may include, but is not limited to networks and organizations such as the Comprehensive Cancer Control National Partnership (CCCNP) member organizations, American Cancer Society Roundtables, chronic disease partner networks, organizations that represent disparate populations at high risk for cancer, professional associations, and academic institutions.

Applicants are required to provide at least 3 letters of support (LOS) or Memoranda of Understanding/Agreement (MOU/MOA) to document collaborations with non-CDC-funded organizations. The LOS or MOU/MOA should describe the organization's commitment to assisting in TTA efforts that could include but are not limited to planning support, provision of resources (e.g., subject matter experts, facilities, funding), promotion of TTA efforts, and implementation of TTA activities.The letter of support should be dated within 60 days of the application due date. Applicants must file the LOS, MOU, or MOA, as appropriate, name the file "LOS, MOU or MOA" and upload it as a PDF file at www.grants.gov

Component B: N/A

2. Target Populations

This NOFO aims to increase capacity among the recipients of DP22-2202 to identify the populations that are disproportionally affected by cancer and implement culturally appropriate

interventions and support policy, systems, and environmental strategies to increase their access and benefits from cancer prevention, screening, referral, and survivorship services.

a. Health Disparities

Applicants are required to describe how they will provide TTA that supports NCCCP recipients and cancer coalitions in their efforts to make progress towards the priorities listed in DP22-2202. One of those priorities is to reduce disparities in cancer outcomes among racial and ethnic groups, low-SES groups, rural or other geographically isolated communities, other population-based or geographically determined communities, and large numbers of persons at disproportionate risk for and affected by cancer. NCCCP recipients review surveillance data to identify cancer disparities by race, ethnicity, gender identity, sexual orientation, geography, socioeconomic status, disability status, primary language, and health literacy. Applicants are also required to address the inclusion of intersectional population(s) within the identified population of focus that can benefit from the program strategies listed in this NOFO. These identified intersectional population(s) can include persons with disabilities, individuals who were formally incarcerated, individuals experiencing housing insecurity or who are unsheltered, older adults, immigrants, military/veteran population, women, or any overlapping and intersecting groups or populations who may otherwise be overlooked by CDC and other public health funded programs. And finally, all 5 areas identified by CDC's NCCDPHP's Approach to Social Determinants of Health impact cancer prevention and control and should be considered to promote health and wellness for all.

iv. Funding Strategy

This NOFO consists of two components:

1. Up to 2 Component A recipients will receive up to $750,000 to provide training and technical assistance on multisectoral partnerships; policy, system, and environmental change approaches; and address social determinants to improve health and advance health equity to NCCCP recipients and CCC coalitions
2. One Component B recipient will receive up to $600,000 to provide training and technical assistance to scale interventions previously piloted by the CDC Comprehensive Cancer Control Branch within a subset of NCCCP recipients.

Applicants may apply for either Component A or Component B, or they may apply for both components. If applying for both Component A and Component B, a separate application with a separate proposed work plan and budget must be submitted for each component. Receiving a Component B award is not contingent upon receiving a Component A award.

b. Evaluation and Performance Measurement

i. CDC Evaluation and Performance Measurement Strategy

The table below aligns with the logic model and shows the connection between the overarching focus areas, specific strategies, outcomes, and performance measures.

	Strategy	**Short Term Performance Measures**	**Intermediate Performance Measures**	**Long-Term Performance Measures**

Component A	Use a variety of training delivery methods to deliver TTA, including the establishment of peer learning/communities of practice to facilitate information sharing across NCCCP recipients.	#, mode, and type of training and technical assistance provided for DP22-2202 recipients (Process) # of DP22-2202 recipient staff/coalition members participating in training per recipient (Process)	# and type of strategies and evidence based interventions adopted as a result of TTA efforts	
Component B	Provide specific TTA to NCCCP recipients for implementation of 3 of 4 defined implementation projects.	# and type of implementation activities conducted as a result of TTA provided		

While a DMP is often required it does not apply to this NOFO since it does not involve the generation or collection of public health data.

CDC will conduct a formal evaluation with recipients to determine if the NOFO strategies and activities have been implemented as expected and if the intended period of performance outcomes have been achieved. CDC will follow the CDC Framework for Program Evaluation to design a comprehensive evaluation to include process measures for the strategies and activities in the logic model and outcome measures for the period of performance in the logic model.

Performance measures and evaluation findings will identify whether the provision of training and technical assistance contributed to the promotion and expansion of implementation of evidence-based interventions addressing primary prevention, screening, survivorship, and disparities which, in turn, can lead to reductions in cancer risk, morbidity, and mortality. Performance measures and evaluation findings will also be used to assess recipient compliance with requirements of this NOFO, making budgetary decisions, and informing guidance and technical assistance.

CDC will disseminate findings from the evaluation through dissemination products that articulate evaluation findings and recommendations through products such as manuscripts, program publications, and presentations.

CDC will only collect data that is consistent with key evaluation questions and the identified process and outcome performance measures to ensure that data collection is limited only to data that will be analyzed and used for program improvement, monitoring, and documented outcomes.

CDC will use information collected through programmatic reviews (e.g. program plans, evaluation plans and reports, action plans), key informant interviews, focus groups of program implementers and key stakeholders, and electronic surveys to answer key CDC evaluation questions, such as:

Component A

1. To what extent have the funded TTA providers increased networking, partnerships, and coordination among TTA providers?
2. To what extent did the training and technical assistance activities implemented by the funded TTA providers reach NCCCP recipients and cancer coalitions?
3. What is the impact of the training and technical assistance provided by the funded TTA providers on state, tribal, territorial, community and local jurisdictions' ability reach populations of focus using evidence-based/promising practice PSE change interventions, innovative interventions addressing upstream SDOH?

Component B

1. What is the impact of the training and technical assistance provided by the funded TTA providers on the capacity of NCCCP recipients to implement projects previously piloted by CDC Comprehensive Cancer Control Branch within a subset of NCCCP recipients?

ii. Applicant Evaluation and Performance Measurement Plan

Applicants must provide an evaluation and performance measurement plan that demonstrates how the recipient will fulfill the requirements described in the CDC Evaluation and Performance Measurement and Project Description sections of this NOFO. At a minimum, the plan must describe:

- How the applicant will collect the performance measures, respond to the evaluation questions, and use evaluation findings for continuous program quality improvement.
- How key program partners will participate in the evaluation and performance measurement planning processes.
- Available data sources, feasibility of collecting appropriate evaluation and performance data, and other relevant data information (e.g., performance measures proposed by the applicant)
- Plans for updating the Data Management Plan (DMP) as new pertinent information becomes available. If applicable, throughout the lifecycle of the project. Updates to DMP should be provided in annual progress reports. The DMP should provide a description of the data that will be produced using these NOFO funds; access to data;

data standards ensuring released data have documentation describing methods of collection, what the data represent, and data limitations; and archival and long-term data preservation plans. For more information about CDC's policy on the DMP, see https://www.cdc.gov/grants/additional-requirements/ar-25.html.

Where the applicant chooses to, or is expected to, take on specific evaluation studies, the applicant should be directed to:

- Describe the type of evaluations (i.e., process, outcome, or both).
- Describe key evaluation questions to be addressed by these evaluations.
- Describe other information (e.g., measures, data sources).

Recipients will be required to submit a more detailed Evaluation and Performance Measurement plan, including a DMP, if applicable, within the first 6 months of award, as described in the Reporting Section of this NOFO.

Component A and B: Applicants must provide an evaluation and performance measurement plan that demonstrates how the recipient will fulfill the requirements described in the CDC Evaluation and Performance Measurement and Project Description sections of this NOFO. At a minimum, the plan must describe:

- How the applicant will collect the performance measures, respond to the evaluation questions, and use evaluation findings for continuous program quality improvement.
- How key program partners will participate in the evaluation and performance measurement planning processes.
- Available data sources, feasibility of collecting appropriate evaluation and performance data, and other relevant data information (e.g., performance measures proposed by the applicant)

Recipients will be required to submit a more detailed Evaluation and Performance Measurement plan within the first 6 months of award, as described in the Reporting Section of this NOFO.

Since this NOFO does not involve the generation or collection of public health data, a Data Management Plan is not required.

Component A and B recipients will submit an annual evaluation plan to CDC that describes the recipient's intentions to evaluate the workplan and the program interventions. After the first year, the TTA recipient will also submit an annual report that summarizes the findings of the evaluation conducted.

The following 6 steps follow CDC's Framework for Program Evaluation. Applicants must submit a draft evaluation plan to CDC that includes:

1. A description of partners and primary uses who will be engaged throughout the evaluation. The plan must also describe a concerted effort to ensure that the primary intended users perspective and insight were taken into account when developing the evaluation plan.
2. A description of the program. A logic model serves as the visual depiction of the program, clearly outlining program resources, activities, outputs and outcomes. The

logic model should not be a duplication of the model published in the NOFO, rather it should describe how the applicant will operationalize the NOFO requirements given its unique context, capacity and understanding of the program.

3. Evaluation questions that address the implementation of the strategies and activities of the NOFO.
4. Develop an evaluation planning matrix that includes information regarding how the evaluation questions will be addressed though: indicators, data collection methods and data sources.
5. A description of how data will be analyzed using traditional qualitative, quantitative or mixed methods.
6. A description of how evaluation results will be shared and how the results will be used to inform program planning and evaluation for the next year, for example, how annual evaluation reports will be published on a publicly available website.

This plan will be reviewed by CDC subject-matter experts who will submit to recipients an evaluation plan feedback report with recommendations. Recipients must revise the evaluation plan within 30 days upon receipt of the feedback report.

c. Organizational Capacity of Recipients to Implement the Approach

Component A and B applicants must meet the following criteria to fully demonstrate capacity to carry out the strategies outlined in the NOFO (some exceptions for Component B are noted):

Applicants must describe:

Background

- National presence, perspective and organizational focus dedicated to advancing the NCCCP, specifically an existence of local affiliates or chapters with demonstrated success or experience supporting cancer control activities to ensure national reach/impact. Applicants should submit CV's and organizational chart(s) to demonstrate existence of local affiliates or chapter. Applicants must name this file "CVs/Resumes" or "Organizational Charts" and upload it at www.grants.gov. **Component B** does not need to meet this requirement.
- Experience working with NCCCP recipients and cancer coalitions; experience includes establishing appropriate relationships, collaborating to develop and implement public health program activities, and evaluating related to outcomes. **Component B** does not need to meet this requirement.
- Experience working with other TTA providers to create a comprehensive TTA plan, use all TTA providers' different resources, and reduce duplication of effort. **Component B** does not need to meet this requirement.
- Experience providing TTA in 1) developing jurisdictional plans, 2) strengthening coalitions, and 3) implementing policy, systems, and environmental change approaches that improve health outcomes.
- Experience using adult learning strategies to provide training and technical assistance opportunities to public health programs, coalitions, and partners.
- Capacity to engage or convene diverse, multi-sector public health partners or organizations to impact cancer control.

- Experience working with communities to adapt and scale interventions and promising practices in priority communities.
- Experience working to reduce health equities.

Content-specific Capacity

- Subject-matter expertise and experience in areas such as policy, systems, and environmental change for cancer control.
- Ability to follow CDC's Quality Training Standards.
- Capacity to communicate to a variety of audiences including, but not limited to, public health practitioners, decision-makers, scientists and physicians, and other CDC funding recipients.
- Ability to facilitate a seamless interface between the provision of TTA provided by CDC (via program consultants) and the TTA provided by Comprehensive Cancer Control National Partnership. **Component B** does not need to meet this requirement.

Program management

- Qualified and experienced staff identified and retained to ensure program success. Applicants should submit an Organizational Chart and Curriculum Vitas showing the key staff and their assigned duties. **Applicants must name this file "CVs/Resumes" or "Organizational Charts" and upload it at** www.grants.gov.
- Ability to conduct ongoing performance management, performance monitoring and evaluation.
- Experience in fiscal management, monitoring and reporting, including development and implementation of a resource allocation plan.
- Experience using technological tools or resources to execute proposed strategies (i.e., methods of communicating with CCC program managers and cancer coalition leaders via, at minimum, a website and email distribution list).
- Experience in administrative management of the required procurement efforts including the ability to write and award contracts.

d. Work Plan

Work Plan Template

Component A and B applicants: The CDC recommends the following work plan format. Applicants are not required to use this format. If this format is not used the elements of this format must be included. Recipients will be asked to complete future work plans and progress reports in CDC's Award Management Platform (AMP). AMP is a web-based application used by grantor to document, track, and collaborate on critical award management tasks. Use of the template will aid with future data entry. Additional reporting elements may be added in the future.

DP23-0017 Work Plan Template (insert year)
NOFO Strategy:

Key Deliverables Proposed:			
Activities	**Performance Measure(s)**	**Start and End Date**	**Personnel Assigned**
1.			
2.			
3.			
4.			
5.			
6			

e. CDC Monitoring and Accountability Approach

Monitoring activities include routine and ongoing communication between CDC and recipients, site visits, and recipient reporting (including work plans, performance, and financial reporting). Consistent with applicable grants regulations and policies, CDC expects the following to be included in post-award monitoring for grants and cooperative agreements:

- Tracking recipient progress in achieving the desired outcomes.
- Ensuring the adequacy of recipient systems that underlie and generate data reports.
- Creating an environment that fosters integrity in program performance and results.

Monitoring may also include the following activities deemed necessary to monitor the award:

- Ensuring that work plans are feasible based on the budget and consistent with the intent of the award.
- Ensuring that recipients are performing at a sufficient level to achieve outcomes within stated timeframes.
- Working with recipients on adjusting the work plan based on achievement of outcomes, evaluation results and changing budgets.
- Monitoring performance measures (both programmatic and financial) to assure satisfactory performance levels.

Monitoring and reporting activities that assist grants management staff (e.g., grants management officers and specialists, and project officers) in the identification, notification, and management of high-risk recipients.

f. CDC Program Support to Recipients

In the cooperative agreement, CDC staff is substantially involved in the program activities, above and beyond routine grant management. To assist recipients in achieving the purpose of this award, CDC will conduct the following activities:

- Collaborate with recipients in TTA plan development, evaluation, performance measurement, program planning and capacity building, including connecting Component B recipients with appropriate NCCCP recipients.
- Provide subject-matter experts that include NCCCP program consultants to collaborate with recipients in development of TTA efforts.
- Collaborate with recipients in the development of publications, manuals, modules, etc. that relate to the purpose of this NOFO, pending CDC approval. This includes co-branding with CDC.
- Facilitate the exchange of information and coordination and collaboration between recipients funded under this announcement and CDC-RFA-DP23-0015 (i.e., National Networks).
- Provide recipients periodic updates regarding comprehensive cancer control, including information on best practices related to NCCCP priorities of emphasis of primary prevention activities, coordination of secondary prevention activities; activities that address cancer survivor needs, elimination of health disparities, use of policy, systems and environmental approaches, and evaluation for outcome measurement.
- Assist in dissemination of information, including success stories and evaluation results, about recipient programs to partner and public health audiences.

B. Award Information

1. Funding Instrument Type:
CA (Cooperative Agreement)
CDC's substantial involvement in this program appears in the CDC Program Support to Recipients Section.

2. Award Mechanism:
U58

3. Fiscal Year:
2023

4. Approximate Total Fiscal Year Funding:
$2,100,000

5. Total Period of Performance Funding:
$10,500,000
This amount is subject to the availability of funds.

Estimated Total Funding:
$10,500,000

6. Total Period of Performance Length:
5 year(s)

year(s)

7. Expected Number of Awards:

3
Up to 2 Component A awards and up to 1 Component B award.

8. Approximate Average Award:

$600,000
Per Budget Period

Average award for Component A is $750,000. Average award for Component B is $600,000.

9. Award Ceiling:
$0
Per Budget Period

This amount is subject to the availability of funds.

This NOFO does not have an award ceiling.

10. Award Floor:
$0
Per Budget Period

The award floor for Component A is $750,000.

The award floor for Component B is $600,000

11. Estimated Award Date:
August 30, 2023

12. Budget Period Length:
12 month(s)

Throughout the project period, CDC will continue the award based on the availability of funds, the evidence of satisfactory progress by the recipient (as documented in required reports), and the determination that continued funding is in the best interest of the federal government. The total number of years for which federal support has been approved (project period) will be shown in the "Notice of Award." This information does not constitute a commitment by the federal government to fund the entire period. The total period of performance comprises the initial competitive segment and any subsequent non-competitive continuation award(s).

13. Direct Assistance
Direct Assistance (DA) is not available through this NOFO.

If you are successful and receive a Notice of Award, in accepting the award, you agree that the award and any activities thereunder are subject to all provisions of 45 CFR part 75, currently in effect or implemented during the period of the award, other Department regulations and policies in effect at the time of the award, and applicable statutory provisions.

C. Eligibility Information

1. Eligible Applicants

Eligibility Category:
00 (State governments)

01 (County governments)

02 (City or township governments)

04 (Special district governments)

05 (Independent school districts)

06 (Public and State controlled institutions of higher education)

07 (Native American tribal governments (Federally recognized))

08 (Public housing authorities/Indian housing authorities)

11 (Native American tribal organizations (other than Federally recognized tribal governments))

12 (Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education)

13 (Nonprofits without 501(c)(3) status with the IRS, other than institutions of higher education)

20 (Private institutions of higher education)

22 (For profit organizations other than small businesses)

23 (Small businesses)

99 (Unrestricted (i.e., open to any type of entity above), subject to any clarification in text field entitled "Additional Information on Eligibility")

Additional Eligibility Category:

Government Organizations:

State governments or their bona fide agents (includes the District of Columbia)

Local governments or their bona fide agents

Territorial governments or their bona fide agents in the Commonwealth of Puerto Rico, the Virgin Islands, the Commonwealth of the Northern Marianna Islands, American Samoa, Guam, the Federated States of Micronesia, the Republic of the Marshall Islands, and the Republic of Palau

State controlled institutions of higher education

American Indian or Alaska Native tribal governments (federally recognized or state-recognized)

Non-government Organizations

American Indian or Alaska native tribally designated organizations

2. Additional Information on Eligibility

Applicants may apply for either Component A and/or Component B. If applying for both Component A and Component B, a separate application with a separate proposed work plan and budget must be submitted for each component. Receiving a Component B award is not contingent upon receiving a Component A award.

Applicants must clearly indicate in the project abstract the component (s) for which they are applying. If it's not explicitly stated in the project abstract the application will be deemed non-responsive and will not receive further review.

3. Justification for Less than Maximum Competition

N/A

4. Cost Sharing or Matching

Cost Sharing / Matching Requirement:
No
Cost sharing or matching funds are not required for this program. Although no statutory matching requirement for this NOFO exists, leveraging other resources and related ongoing efforts to promote sustainability is strongly encouraged.

5. Maintenance of Effort

Maintenance of effort is not required for this program.

D. Application and Submission Information

1. Required Registrations

An organization must be registered at the three following locations before it can submit an application for funding at www.grants.gov.

PLEASE NOTE: Effective April 4, 2022, applicants must have a Unique Entity Identifier (UEI) at the time of application submission (SF-424, field 8c). The UEI is generated as part of SAM.gov registration. Current SAM.gov registrants have already been assigned their UEI and can view it in SAM.gov and Grants.gov. Additional information is available on the GSA website, SAM.gov, and Grants.gov- Finding the UEI.

a. Unique Entity Identifier (UEI):

All applicant organizations must obtain a Unique Entity Identifier (UEI) number by registering in SAM.gov prior to submitting an application. A UEI number is a unique twelve-digit identification number assigned to the registering organization.

If funds are awarded to an applicant organization that includes sub-recipients, those sub-recipients must provide their UEI numbers before accepting any funds.

b. System for Award Management (SAM):

The SAM is the primary registrant database for the federal government and the repository into which an entity must submit information required to conduct business as a recipient. All applicant organizations must register with SAM, and will be assigned a SAM number and a Unique Entity Identifier (UEI). All information relevant to the SAM number must be current at all times during which the applicant has an application under consideration for funding by CDC. If an award is made, the SAM information must be maintained until a final financial report is submitted or the final payment is received, whichever is later. The SAM registration process can require 10 or more business days, and registration must be renewed annually. Additional information about registration procedures may be found at SAM.gov and the SAM.gov Knowledge Base.

c. Grants.gov:

The first step in submitting an application online is registering your organization at www.grants.gov, the official HHS E-grant Web site. Registration information is located at the "Applicant Registration" option at www.grants.gov.

All applicant organizations must register at www.grants.gov. The one-time registration process usually takes not more than five days to complete. Applicants should start the registration process as early as possible.

Step	System	Requirements	Duration	Follow Up
1	System for Award Management (SAM)	1. Go to SAM.gov and designate an E-Biz POC (You will need to have an active SAM account before you can register on grants.gov). The UEI is generated as part of your registration.	3-5 Business Days but up to 2 weeks and must be renewed once a year	For SAM Customer Service Contact https:// fsd.gov/ fsd-gov/ home.do Calls: 866-606-8220
2	Grants.gov	1. Set up an individual account in Grants.gov using organization's new UEI number to become an Authorized Organization Representative (AOR) 2. Once the account is set up the E-BIZ POC will be notified via email 3. Log into grants.gov using the password the E-BIZ POC received and create new password 4. This authorizes the AOR to submit applications on behalf of the organization	It takes one day (after you enter the EBiz POC name and EBiz POC email in SAM) to receive a UEI (SAM) which will allow you to register with Grants.gov and apply for federal funding.	Register early! Applicants can register within minutes.

2. Request Application Package

Applicants may access the application package at www.grants.gov.

3. Application Package

Applicants must download the SF-424, Application for Federal Assistance, package associated with this notice of funding opportunity at www.grants.gov.

4. Submission Dates and Times

If the application is not submitted by the deadline published in the NOFO, it will not be processed. Office of Grants Services (OGS) personnel will notify the applicant that their application did not meet the deadline. The applicant must receive pre-approval to submit a paper application (see Other Submission Requirements section for additional details). If the applicant is authorized to submit a paper application, it must be received by the deadline provided by OGS.

a. Letter of Intent Deadline (must be emailed)

b. Application Deadline

Number Of Days from Publication 60

05/08/2023
11:59 pm U.S. Eastern Time, at www.grants.gov. If Grants.gov is inoperable and cannot receive applications, and circumstances preclude advance notification of an extension, then applications must be submitted by the first business day on which Grants.gov operations resume.

Due Date for Information Conference Call
Thursday, March 30, 2023, from 3:00-4:00 pm, Eastern

Microsoft Teams meeting

Join on your computer, mobile app or room device

Click here to join the meeting

Meeting ID: 210 801 538 637
Passcode: 8xAdLf

Download Teams | Join on the web

Or call in (audio only)

+1 404-498-3000,,242232070# United States, Atlanta

(888) 994-4478,,242232070# United States (Toll-free)

Phone Conference ID: 242 232 070#

Find a local number | Reset PIN

Learn More | Meeting options

5. Pre-Award Assessments

Risk Assessment Questionnaire Requirement

CDC is required to conduct pre-award risk assessments to determine the risk an applicant poses to meeting federal programmatic and administrative requirements by taking into account issues such as financial instability, insufficient management systems, non-compliance with award conditions, the charging of unallowable costs, and inexperience. The risk assessment will include an evaluation of the applicant's CDC Risk Questionnaire, located at https://www.cdc.gov/grants/documents/PPMR-G-CDC-Risk-Questionnaire.pdf, as well as a review of the applicant's history in all available systems; including OMB-designated repositories of government-wide eligibility and financial integrity systems (see 45 CFR 75.205(a)), and other sources of historical information. These systems include, but are not limited to: FAPIIS (https://www.fapiis.gov/), including past performance on federal contracts as per Duncan Hunter National Defense Authorization Act of 2009; Do Not Pay list; and System for Award Management (SAM) exclusions.

CDC requires all applicants to complete the Risk Questionnaire, OMB Control Number 0920-1132 annually. This questionnaire, which is located at https://www.cdc.gov/grants/documents/PPMR-G-CDC-Risk-Questionnaire.pdf, along with supporting documentation must be submitted with your application by the closing date of the Notice of Funding Opportunity Announcement. If your organization has completed CDC's Risk Questionnaire within the past 12 months of the closing date of this NOFO, then you must submit a copy of that questionnaire, or submit a letter signed by the authorized organization representative to include the original submission date, organization's EIN and UEI.

When uploading supporting documentation for the Risk Questionnaire into this application package, clearly label the documents for easy identification of the type of documentation. For example, a copy of Procurement policy submitted in response to the questionnaire may be labeled using the following format: Risk Questionnaire Supporting Documents _ Procurement Policy.

Duplication of Efforts

Applicants are responsible for reporting if this application will result in programmatic, budgetary, or commitment overlap with another application or award (i.e. grant, cooperative agreement, or contract) submitted to another funding source in the same fiscal year. Programmatic overlap occurs when (1) substantially the same project is proposed in more than one application or is submitted to two or more funding sources for review and funding consideration or (2) a specific objective and the project design for accomplishing the objective are the same or closely related in two or more applications or awards, regardless of the funding source. Budgetary overlap occurs when duplicate or equivalent budgetary items (e.g., equipment, salaries) are requested in an application but already are provided by another source. Commitment overlap occurs when an individual's time commitment exceeds 100 percent, whether or not salary support is requested in the application. Overlap, whether programmatic, budgetary, or commitment of an individual's effort greater than 100 percent, is not permitted. Any overlap will be resolved by the CDC with the applicant and the PD/PI prior to award.

Report Submission: The applicant must upload the report in Grants.gov under “Other Attachment Forms.” The document should be labeled: "Report on Programmatic, Budgetary, and Commitment Overlap.”

6. Content and Form of Application Submission

Applicants are required to include all of the following documents with their application package at www.grants.gov.

7. Letter of Intent

LOI is not requested or required as part of the application for this NOFO.

8. Table of Contents

(There is no page limit. The table of contents is not included in the project narrative page limit.): The applicant must provide, as a separate attachment, the “Table of Contents” for the entire submission package.

Provide a detailed table of contents for the entire submission package that includes all of the documents in the application and headings in the "Project Narrative" section. Name the file "Table of Contents" and upload it as a PDF file under "Other Attachment Forms" at www.grants.gov.

9. Project Abstract Summary

A project abstract is included on the mandatory documents list and must be submitted at www.grants.gov. The project abstract must be a self-contained, brief summary of the proposed project including the purpose and outcomes. This summary must not include any proprietary or confidential information. Applicants must enter the summary in the "Project Abstract Summary" text box at www.grants.gov.

10. Project Narrative

(Unless specified in the "H. Other Information" section, maximum of 20 pages, single spaced, 12 point font, 1-inch margins, number all pages. This includes the work plan. Content beyond the specified page number will not be reviewed.)

Applicants must submit a Project Narrative with the application forms. Applicants must name this file “Project Narrative” and upload it at www.grants.gov. The Project Narrative must include **all** of the following headings (including subheadings): Background, Approach, Applicant Evaluation and Performance Measurement Plan, Organizational Capacity of Applicants to Implement the Approach, and Work Plan. The Project Narrative must be succinct, self-explanatory, and in the order outlined in this section. It must address outcomes and activities to be conducted over the entire period of performance as identified in the CDC Project Description section. Applicants should use the federal plain language guidelines and Clear Communication Index to respond to this Notice of Funding Opportunity. Note that recipients should also use these tools when creating public communication materials supported by this NOFO. Failure to follow the guidance and format may negatively impact scoring of the application.

a. Background

Applicants must provide a description of relevant background information that includes the context of the problem (See CDC Background).

b. Approach

i. Purpose

Applicants must describe in 2-3 sentences specifically how their application will address the public health problem as described in the CDC Background section.

ii. Outcomes

Applicants must clearly identify the outcomes they expect to achieve by the end of the project period, as identified in the logic model in the Approach section of the CDC Project Description. Outcomes are the results that the program intends to achieve and usually indicate the intended direction of change (e.g., increase, decrease).

iii. Strategies and Activities

Applicants must provide a clear and concise description of the strategies and activities they will use to achieve the period of performance outcomes. Applicants must select existing evidence-based strategies that meet their needs, or describe in the Applicant Evaluation and Performance Measurement Plan how these strategies will be evaluated over the course of the project period. See the Strategies and Activities section of the CDC Project Description.

1. Collaborations

Applicants must describe how they will collaborate with programs and organizations either internal or external to CDC. Applicants must address the Collaboration requirements as described in the CDC Project Description.

2. Target Populations and Health Disparities

Applicants must describe the specific target population(s) in their jurisdiction and explain how such a target will achieve the goals of the award and/or alleviate health disparities. The applicants must also address how they will include specific populations that can benefit from the program that is described in the Approach section. Applicants must address the Target Populations and Health Disparities requirements as described in the CDC Project Description.

c. Applicant Evaluation and Performance Measurement Plan

Applicants must provide an evaluation and performance measurement plan that demonstrates how the recipient will fulfill the requirements described in the CDC Evaluation and Performance Measurement and Project Description sections of this NOFO. At a minimum, the plan must describe:

- How applicant will collect the performance measures, respond to the evaluation questions, and use evaluation findings for continuous program quality improvement. The

Paperwork Reduction Act of 1995 (PRA): Applicants are advised that any activities involving information collections (e.g., surveys, questionnaires, applications, audits, data requests, reporting, recordkeeping and disclosure requirements) from 10 or more individuals or non-Federal entities, including State and local governmental agencies, and funded or sponsored by the Federal Government are subject to review and approval by the Office of Management and Budget. For further information about CDC's requirements under PRA see http://www.hhs.gov/ ocio/policy/collection/.

- How key program partners will participate in the evaluation and performance measurement planning processes.
- Available data sources, feasibility of collecting appropriate evaluation and performance data, data management plan (DMP), and other relevant data information (e.g., performance measures proposed by the applicant).

Where the applicant chooses to, or is expected to, take on specific evaluation studies, they should be directed to:

- Describe the type of evaluations (i.e., process, outcome, or both).
- Describe key evaluation questions to be addressed by these evaluations.
- Describe other information (e.g., measures, data sources).

Recipients will be required to submit a more detailed Evaluation and Performance Measurement plan (including the DMP elements) within the first 6 months of award, as described in the Reporting Section of this NOFO.

d. Organizational Capacity of Applicants to Implement the Approach

Applicants must address the organizational capacity requirements as described in the CDC Project Description.

11. Work Plan

(Included in the Project Narrative's page limit)

Applicants must prepare a work plan consistent with the CDC Project Description Work Plan section. The work plan integrates and delineates more specifically how the recipient plans to carry out achieving the period of performance outcomes, strategies and activities, evaluation and performance measurement.

12. Budget Narrative

Applicants must submit an itemized budget narrative. When developing the budget narrative, applicants must consider whether the proposed budget is reasonable and consistent with the purpose, outcomes, and program strategy outlined in the project narrative. The budget must include:

- Salaries and wages
- Fringe benefits

- Consultant costs
- Equipment
- Supplies
- Travel
- Other categories
- Contractual costs
- Total Direct costs
- Total Indirect costs

Indirect costs could include the cost of collecting, managing, sharing and preserving data.

Indirect costs on grants awarded to foreign organizations and foreign public entities and performed fully outside of the territorial limits of the U.S. may be paid to support the costs of compliance with federal requirements at a fixed rate of eight percent of MTDC exclusive of tuition and related fees, direct expenditures for equipment, and subawards in excess of $25,000. Negotiated indirect costs may be paid to the American University, Beirut, and the World Health Organization.

If applicable and consistent with the cited statutory authority for this announcement, applicant entities may use funds for activities as they relate to the intent of this NOFO to meet national standards or seek health department accreditation through the Public Health Accreditation Board (see: http://www.phaboard.org). Applicant entities to whom this provision applies include state, local, territorial governments (including the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, the Commonwealth of the Northern Marianna Islands, American Samoa, Guam, the Federated States of Micronesia, the Republic of the Marshall Islands, and the Republic of Palau), or their bona fide agents, political subdivisions of states (in consultation with states), federally recognized or state-recognized American Indian or Alaska Native tribal governments, and American Indian or Alaska Native tribally designated organizations. Activities include those that enable a public health organization to deliver public health services such as activities that ensure a capable and qualified workforce, up-to-date information systems, and the capability to assess and respond to public health needs. Use of these funds must focus on achieving a minimum of one national standard that supports the intent of the NOFO. Proposed activities must be included in the budget narrative and must indicate which standards will be addressed.

Vital records data, including births and deaths, are used to inform public health program and policy decisions. If applicable and consistent with the cited statutory authority for this NOFO, applicant entities are encouraged to collaborate with and support their jurisdiction's vital records office (VRO) to improve vital records data timeliness, quality and access, and to advance public health goals. Recipients may, for example, use funds to support efforts to build VRO capacity through partnerships; provide technical and/or financial assistance to improve vital records timeliness, quality or access; or support vital records improvement efforts, as approved by CDC.

Applicants must name this file "Budget Narrative" and upload it as a PDF file at www.grants.gov. If requesting indirect costs in the budget, a copy of the indirect cost-rate

agreement is required. If the indirect costs are requested, include a copy of the current negotiated federal indirect cost rate agreement or a cost allocation plan approval letter for those Recipients under such a plan. Applicants must name this file "Indirect Cost Rate" and upload it at www.grants.gov.

13. Funds Tracking

Proper fiscal oversight is critical to maintaining public trust in the stewardship of federal funds. Effective October 1, 2013, a new HHS policy on subaccounts requires the CDC to set up payment subaccounts within the Payment Management System (PMS) for all new grant awards. Funds awarded in support of approved activities and drawdown instructions will be identified on the Notice of Award in a newly established PMS subaccount (P subaccount). Recipients will be required to draw down funds from award-specific accounts in the PMS. Ultimately, the subaccounts will provide recipients and CDC a more detailed and precise understanding of financial transactions. The successful applicant will be required to track funds by P-accounts/sub accounts for each project/cooperative agreement awarded. Applicants are encouraged to demonstrate a record of fiscal responsibility and the ability to provide sufficient and effective oversight. Financial management systems must meet the requirements as described 45 CFR 75 which include, but are not limited to, the following:

- Records that identify adequately the source and application of funds for federally-funded activities.
- Effective control over, and accountability for, all funds, property, and other assets.
- Comparison of expenditures with budget amounts for each Federal award.
- Written procedures to implement payment requirements.
- Written procedures for determining cost allowability.
- Written procedures for financial reporting and monitoring.

14. Pilot Program for Enhancement of Employee Whistleblower Protections

Pilot Program for Enhancement of Employee Whistleblower Protections: All applicants will be subject to a term and condition that applies the terms of 48 Code of Federal Regulations (CFR) section 3.908 to the award and requires that recipients inform their employees in writing (in the predominant native language of the workforce) of employee whistleblower rights and protections under 41 U.S.C. 4712.

15. Copyright Interests Provisions

This provision is intended to ensure that the public has access to the results and accomplishments of public health activities funded by CDC. Pursuant to applicable grant regulations and CDC's Public Access Policy, Recipient agrees to submit into the National Institutes of Health (NIH) Manuscript Submission (NIHMS) system an electronic version of the final, peer-reviewed manuscript of any such work developed under this award upon acceptance for publication, to be made publicly available no later than 12 months after the official date of publication. Also at the time of submission, Recipient and/or the Recipient's submitting author must specify the date the

final manuscript will be publicly accessible through PubMed Central (PMC). Recipient and/or Recipient's submitting author must also post the manuscript through PMC within twelve (12) months of the publisher's official date of final publication; however the author is strongly encouraged to make the subject manuscript available as soon as possible. The recipient must obtain prior approval from the CDC for any exception to this provision.

The author's final, peer-reviewed manuscript is defined as the final version accepted for journal publication, and includes all modifications from the publishing peer review process, and all graphics and supplemental material associated with the article. Recipient and its submitting authors working under this award are responsible for ensuring that any publishing or copyright agreements concerning submitted articles reserve adequate right to fully comply with this provision and the license reserved by CDC. The manuscript will be hosted in both PMC and the CDC Stacks institutional repository system. In progress reports for this award, recipient must identify publications subject to the CDC Public Access Policy by using the applicable NIHMS identification number for up to three (3) months after the publication date and the PubMed Central identification number (PMCID) thereafter.

16. Funding Restrictions

Restrictions that must be considered while planning the programs and writing the budget are:

- Recipients may not use funds for research.
- Recipients may not use funds for clinical care except as allowed by law.
- Recipients may use funds only for reasonable program purposes, including personnel, travel, supplies, and services.
- Generally, recipients may not use funds to purchase furniture or equipment. Any such proposed spending must be clearly identified in the budget.
- Reimbursement of pre-award costs generally is not allowed, unless the CDC provides written approval to the recipient.
- Other than for normal and recognized executive-legislative relationships, no funds may be used for:
    - publicity or propaganda purposes, for the preparation, distribution, or use of any material designed to support or defeat the enactment of legislation before any legislative body
    - the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before any legislative body
- See Additional Requirement (AR) 12 for detailed guidance on this prohibition and additional guidance on lobbying for CDC recipients.

- The direct and primary recipient in a cooperative agreement program must perform a substantial role in carrying out project outcomes and not merely serve as a conduit for an award to another party or provider who is ineligible.

17. Data Management Plan

As identified in the Evaluation and Performance Measurement section, applications involving data collection or generation must include a Data Management Plan (DMP) as part of their evaluation and performance measurement plan unless CDC has stated that CDC will take on the responsibility of creating the DMP. The DMP describes plans for assurance of the quality of the public health data through the data's lifecycle and plans to deposit the data in a repository to preserve and to make the data accessible in a timely manner. See web link for additional information:
https://www.cdc.gov/grants/additional-requirements/ar-25.html.

18. Other Submission Requirements

a. Electronic Submission:

Applications must be submitted electronically by using the forms and instructions posted for this notice of funding opportunity at www.grants.gov. Applicants can complete the application package using Workspace, which allows forms to be filled out online or offline. All application attachments must be submitted using a PDF file format. Instructions and training for using Workspace can be found at www.grants.gov under the "Workspace Overview" option.

b. Tracking Number: Applications submitted through www.grants.gov are time/date stamped electronically and assigned a tracking number. The applicant's Authorized Organization Representative (AOR) will be sent an e-mail notice of receipt when www.grants.gov receives the application. The tracking number documents that the application has been submitted and initiates the required electronic validation process before the application is made available to CDC.

c. Validation Process: Application submission is not concluded until the validation process is completed successfully. After the application package is submitted, the applicant will receive a "submission receipt" e-mail generated by www.grants.gov. A second e-mail message to applicants will then be generated by www.grants.gov that will either validate or reject the submitted application package. This validation process may take as long as two business days. Applicants are strongly encouraged to check the status of their application to ensure that submission of their package has been completed and no submission errors have occurred. Applicants also are strongly encouraged to allocate ample time for filing to guarantee that their application can be submitted and validated by the deadline published in the NOFO. Non-validated applications will not be accepted after the published application deadline date.

If you do not receive a "validation" e-mail within two business days of application submission, please contact www.grants.gov. For instructions on how to track your application, refer to the e-mail message generated at the time of application submission or the Grants.gov Online User Guide.

https:// www.grants.gov/help/html/help/index.htm? callingApp=custom#t=
Get_Started%2FGet_Started. htm

d. Technical Difficulties: If technical difficulties are encountered at www.grants.gov, applicants should contact Customer Service at www.grants.gov. The www.grants.gov Contact Center is available 24 hours a day, 7 days a week, except federal holidays. The Contact Center is available by phone at 1-800-518-4726 or by e-mail at support@grants.gov. Application submissions sent by e-mail or fax, or on CDs or thumb drives will not be accepted. Please note that www.grants.gov is managed by HHS.

e. Paper Submission: If technical difficulties are encountered at www.grants.gov, applicants should call the www.grants.gov Contact Center at 1-800-518-4726 or e-mail them at support@grants.gov for assistance. After consulting with the Contact Center, if the technical difficulties remain unresolved and electronic submission is not possible, applicants may e-mail CDC GMO/GMS, before the deadline, and request permission to submit a paper application. Such requests are handled on a case-by-case basis.

An applicant's request for permission to submit a paper application must:

1. Include the www.grants.gov case number assigned to the inquiry
2. Describe the difficulties that prevent electronic submission and the efforts taken with the www.grants.gov Contact Center to submit electronically; and
3. Be received via e-mail to the GMS/GMO listed below at least three calendar days before the application deadline. Paper applications submitted without prior approval will not be considered.

   If a paper application is authorized, OGS will advise the applicant of specific instructions for submitting the application via email.

E. Review and Selection Process

1. Review and Selection Process: Applications will be reviewed in three phases

a. Phase 1 Review

All applications will be initially reviewed for eligibility and completeness by CDC Office of Grants Services. Complete applications will be reviewed for responsiveness by the Grants Management Officials and Program Officials. Non-responsive applications will not advance to Phase II review. Applicants will be notified that their applications did not meet eligibility and/or published submission requirements.

b. Phase II Review

A review panel will evaluate complete, eligible applications in accordance with the criteria below.

i. Approach
ii. Evaluation and Performance Measurement
iii. Applicant's Organizational Capacity to Implement the Approach

Not more than thirty days after the Phase II review is completed, applicants will be notified electronically if their application does not meet eligibility or published submission requirements

i. Approach **Maximum Points:** 40

Component A - Evaluate the extent to which the applicant:

- Describes an overall strategy, including high-level activities, for the 5-year period of performance consistent with CDC program description and logic model. (10 points)
- Describes use of CDC's Quality Training Standards as they encourage adoption of evidence-based cancer prevention and control practices. (5 points)
- Presents a comprehensive and complete workplan for year 1 project period that is aligned with the strategies/activities, outcomes, and performance measures outlined in the approach. The work plan should be consistent with the content and format provided by CDC and should describe how applicant plans to implement the following strategies and related activities (see details in the Strategies and Activities section of this NOFO):
    - Partnership networks necessary to support implementation of TTA activities. A minimum of 3 letters of support or MOU/MOA are needed to help demonstrate this. (5 points)
    - A variety of training delivery methods to deliver TTA, including the establishment of peer learning/communities of practice to facilitate information sharing across NCCCP recipients. (5 points)
    - Monitoring and evaluating TTA efforts and disseminating findings. (5 points)
- Describes how they will collaborate with the following: CDC program consultants from the National Comprehensive Cancer Control Program, CDC subject matter experts, others from CDC's Comprehensive Cancer Control Branch, those funded training and technical assistance recipients (under DP23-0017) and National Networks funded under CDC DP23-0015. Applicants should describe how collaborations will facilitate a seamless interface between the provision of TTA provided by CDC (via program consultants) and the TTA provided by CCC national partners and assist recipient in implementing activities and achieving the NOFO period of performance outcomes. (10 points)

ii. Evaluation and Performance Measurement **Maximum Points:** 25

Component A - Evaluate the extent to which the applicant:

- Provides an evaluation plan that follows the 6 steps of CDC's Framework for Program Evaluation. (5 points)
- Provides a performance measurement plan to report short-, intermediate-, and long- term outcomes. (5 points)
- Describes how they will use program evaluation results for continuous program improvement by sharing results with program staff and partners to inform program work plan revision and subsequent annual evaluation plans. (5 points)
- Describes how they will work with NCCCP recipients to develop dissemination documents to share lessons learned. (10 points)

iii. Applicant's Organizational Capacity to Implement the Approach **Maximum Points:** 35

Component A - Evaluate the extent to which the applicant:

- Has a national presence, perspective and organizational focus dedicated to advancing the NCCCP, specifically an existence of local affiliates or chapters with demonstrated success or experience supporting cancer control activities to ensure national reach/impact. CVs and organizational chart are needed to help demonstrate this. (5 points)
- Describes experience working with CCC programs and their coalitions; experience includes establishing appropriate relationships, collaborating to develop and implement public health program activities, and evaluating related to outcomes. (5 points)
- Describes experience working with other TTA providers to create a comprehensive TTA plan, use all TTA providers' different resources, and reduce duplication of effort. (10 points)
- Describes past success in providing technical assistance for 1) developing jurisdictional cancer plans, 2) strengthening cancer coalitions, and 3) policy, systems, and environmental change for cancer control. (5 points)
- Describes past success using adult learning strategies to provide training and technical assistance opportunities to public health programs and their partners. (5 points)
- Describes ability to convene, support, and sustain partnerships and/or partnership networks necessary to support implementation of TTA activities. (5 points)

Budget **Maximum Points:** 0

Component A - Evaluate the extent to which the proposed budget is reasonable and consistent with the stated objectives and planned program activities. (Budget is reviewed but not scored).

Component B: Approach **Maximum Points:** 40

Evaluate the extent to which the applicant:

- Describes an overall strategy, including high-level activities, for the 5-year period of performance consistent with CDC program description and logic model. (10 points)
- Describes ability to use CDC's quality training standards as they encourage adoption of evidence-based cancer prevention and control practices. (5 points)
- Presents a comprehensive and complete workplan for year 1 project period that is aligned with the strategies/activities, outcomes, and performance measures outlined in the approach. The work plan should be consistent with the content and format provided by CDC and should describe how applicant plans to implement the following strategies and related activities (see details in the Strategies and Activities section of this NOFO):
    - Provide specific TTA to NCCCP recipients to increase health equity by through implementation of 3 of 4 defined implementation projects (Prevention, Liver Cancer, Ovarian Cancer, Survivors) and must include Using Project ECHO and Patient Navigation to Improve the Health and Wellness of Cancer Survivors in Rural Communities as one of the 3 projects. (10 points)

- Assist NCCCP recipients with tailoring existing materials and methods, and developing new material and methods, as appropriate, to reflect their specific population experiencing disparities in cancer (e.g., appropriately alter materials to the specific racial, ethnic geographic, or age-specific population and support implementation methods for implementation that suit the population). (5 points)
- Convene and support an Implementation Community of Practice of NCCCP recipients performing the same implementation project to foster collaboration, further expertise, encourage information and material/process sharing when appropriate, and promote sustained conduct of these implementation projects by NCCCP recipients. (5 points)
- Assist NCCCP recipients to collect data, evaluate project, and disseminate activities conducted and populations reached for each implementation project. (5 points)

Component B: Evaluation and Performance Measurement **Maximum Points:** 25

Evaluate the extent to which the applicant:

- Describes clear monitoring and evaluation procedures and how evaluation will be incorporated into planning, implementation, and reporting of project activities. (10 points)
- Describes how evaluation findings will be reported and used for continuous program improvement (5 points)
- Describes how they will work with NCCCP recipients to develop dissemination documents to share lessons learned. (10 points)

Component B: Applicant's Organizational Capacity to Implement the Approach **Maximum Points:** 35

Evaluate the extent to which the applicant:

- Describes how they will assign and maintain full-time staff with expertise to accomplish strategies and activities of NOFO. CVs and organizational chart are needed to help demonstrate this. (10 points)
- Describes past success in providing training and technical assistance to public health programs, coalitions, and partners. (10 points)
- Describes past success working with communities to adapt and scale interventions and promising practices in priority communities. (10 points)
- Describes experience working to reduce health equities. (5 points)

Component B: Budget **Maximum Points:** 0

The extent to which the proposed budget is reasonable and consistent with the stated objectives and planned program activities. (Budget is reviewed but not scored).

c. Phase III Review

Applications will be funded in order by score and rank determined by the review panel.

Review of risk posed by applicants.

Prior to making a Federal award, CDC is required by 31 U.S.C. 3321 and 41 U.S.C. 2313 to review information available through any OMB-designated repositories of government-wide eligibility qualification or financial integrity information as appropriate. See also suspension and debarment requirements at 2 CFR parts 180 and 376.

In accordance 41 U.S.C. 2313, CDC is required to review the non-public segment of the OMB-designated integrity and performance system accessible through SAM (currently the Federal Recipient Performance and Integrity Information System (FAPIIS)) prior to making a Federal award where the Federal share is expected to exceed the simplified acquisition threshold, defined in 41 U.S.C. 134, over the period of performance. At a minimum, the information in the system for a prior Federal award recipient must demonstrate a satisfactory record of executing programs or activities under Federal grants, cooperative agreements, or procurement awards; and integrity and business ethics. CDC may make a Federal award to a recipient who does not fully meet these standards, if it is determined that the information is not relevant to the current Federal award under consideration or there are specific conditions that can appropriately mitigate the effects of the non-Federal entity's risk in accordance with 45 CFR §75.207.

CDC’s framework for evaluating the risks posed by an applicant may incorporate results of the evaluation of the applicant's eligibility or the quality of its application. If it is determined that a Federal award will be made, special conditions that correspond to the degree of risk assessed may be applied to the Federal award. The evaluation criteria is described in this Notice of Funding Opportunity.

In evaluating risks posed by applicants, CDC will use a risk-based approach and may consider any items such as the following:

(1) Financial stability;

(2) Quality of management systems and ability to meet the management standards prescribed in this part;

(3) History of performance. The applicant's record in managing Federal awards, if it is a prior recipient of Federal awards, including timeliness of compliance with applicable reporting requirements, conformance to the terms and conditions of previous Federal awards, and if applicable, the extent to which any previously awarded amounts will be expended prior to future awards;

(4) Reports and findings from audits performed under subpart F 45 CFR 75 or the reports and findings of any other available audits; and

(5) The applicant's ability to effectively implement statutory, regulatory, or other requirements imposed on non-Federal entities.

CDC must comply with the guidelines on government-wide suspension and debarment in 2 CFR part 180, and require non-Federal entities to comply with these provisions. These provisions restrict Federal awards, subawards and contracts with certain parties that are debarred, suspended or otherwise excluded from or ineligible for participation in Federal programs or activities.

2. Announcement and Anticipated Award Dates

Electronic copy of the Notice of Award by August 30, 2023.

F. Award Administration Information

1. Award Notices

Recipients will receive an electronic copy of the Notice of Award (NOA) from CDC OGS. The NOA shall be the only binding, authorizing document between the recipient and CDC. The NOA will be signed by an authorized GMO and emailed to the Recipient Business Officer listed in application and the Program Director.

Any applicant awarded funds in response to this Notice of Funding Opportunity will be subject to annual SAM Registration and Federal Funding Accountability And Transparency Act Of 2006 (FFATA) requirements.

Unsuccessful applicants will receive notification of these results by e-mail with delivery receipt.

2. Administrative and National Policy Requirements

Recipients must comply with the administrative and public policy requirements outlined in 45 CFR Part 75 and the HHS Grants Policy Statement, as appropriate.

Brief descriptions of relevant provisions are available at https://www.cdc.gov/grants/additional-requirements/index.html.

The HHS Grants Policy Statement is available at http://www.hhs.gov/sites/default/files/grants/grants/policies-regulations/hhsgps107.pdf.

The following Administrative Requirements (AR(apply to this project:

AR-1: Human Subjects Requirements

AR-9: Paperwork Reduction Act Requirements

AR-10: Smoke-Free Workplace Requirements

AR-11: Healthy People 2030

AR-12: Lobbying Restrictions

AR-13: Prohibition on Use of CDC Funds for Certain Gun Control Activities

AR-14: Accounting System Requirements

AR-16: Security Clearance Requirement

AR-21: Small, Minority, And Women-owned Business

AR-24: Health Insurance Portability and Accountability Act Requirements

AR-25: Data Management and Access

AR-26: National Historic Preservation Act of 1966

AR-28: Inclusion of Persons Under the Age of 21 in Research

AR-29: Compliance with EO13513, "Federal Leadership on Reducing Text Messaging while Driving", October 1, 2009

AR-30: Information Letter 10-006, - Compliance with Section 508 of the Rehabilitation Act of 1973

AR-31: Research Definition

AR-32: Appropriations Act, General Provisions

AR-33: United States Government Policy for Institutional Oversight of Life Sciences Dual Use Research of Concern

AR-37: Prohibition on certain telecommunications and video surveillance services or equipment for all awards issued on or after August 13, 2020

Organization Specific ARs:

AR-8: Public Health System Reporting Requirements

AR 23: Compliance with 45 C.F.R. Part 87

The full text of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards, 45 CFR 75, can be found at: https://www.ecfr.gov/cgi-bin/text-idx?node=pt45.1.75

Should you successfully compete for an award, recipients of federal financial assistance (FFA) from HHS will be required to complete an HHS Assurance of Compliance form (HHS 690) in which you agree, as a condition of receiving the grant, to administer your programs in compliance with federal civil rights laws that prohibit discrimination on the basis of race, color, national origin, age, sex and disability, and agreeing to comply with federal conscience laws, where applicable. This includes ensuring that entities take meaningful steps to provide meaningful access to persons with limited English proficiency; and ensuring effective communication with persons with disabilities. Where applicable, Title XI and Section 1557 prohibit discrimination on the basis of sexual orientation, and gender identity. The HHS Office for Civil Rights provides guidance on complying with civil rights laws enforced by HHS. See https://www.hhs.gov/civil-rights/for-providers/provider- obligations/index.html and https://www.hhs.gov/civil-rights/for- individuals/nondiscrimination/index.html.

- For guidance on meeting your legal obligation to take reasonable steps to ensure meaningful access to your programs or activities by limited English proficient individuals, see https://www.hhs.gov/civil-rights/for-individuals/special-topics/limited-english-proficiency/fact-sheet-guidance/index.html and https://www.lep.gov.
- For information on your specific legal obligations for serving qualified individuals with disabilities, including providing program access, reasonable modifications, and to provide effective communication, see http://www.hhs.gov/ocr/civilrights/understanding/disability/index.html.
- HHS funded health and education programs must be administered in an environment free of sexual harassment, see https://www.hhs.gov/civil-rights/for-individuals/sex-discrimination/index.html.
- For guidance on administering your project in compliance with applicable federal religious nondiscrimination laws and applicable federal conscience protection and

associated anti-discrimination laws, see https://www.hhs.gov/conscience/conscience-protections/index.html and https://www.hhs.gov/conscience/religious-freedom/index.html.

3. Reporting

Reporting provides continuous program monitoring and identifies successes and challenges that recipients encounter throughout the project period. Also, reporting is a requirement for recipients who want to apply for yearly continuation of funding. Reporting helps CDC and recipients because it:

- Helps target support to recipients;
- Provides CDC with periodic data to monitor recipient progress toward meeting the Notice of Funding Opportunity outcomes and overall performance;
- Allows CDC to track performance measures and evaluation findings for continuous quality and program improvement throughout the period of performance and to determine applicability of evidence-based approaches to different populations, settings, and contexts; and
- Enables CDC to assess the overall effectiveness and influence of the NOFO.

The table below summarizes required and optional reports. All required reports must be sent electronically to GMS listed in the "Agency Contacts" section of the NOFO copying the CDC Project Officer.

Report	When	Required
Evaluation plan and performance measure plan	6 months into award	Yes
Annual evaluation plan, Evaluation report and Performance measure report	90 days after the end of the budget period	Yes
Annual Performance Report (APR) includes work plan and progress reporting	No later than 120 days before end of budget period. Serves as yearly continuation application.	Yes
Federal Financial Reporting Forms	90 days after end of period of performance	Yes
Final performance and financial report	90 days after end of period of performance	Yes

a. Recipient Evaluation and Performance Measurement Plan (required)

With support from CDC, recipients must elaborate on their initial applicant evaluation and performance measurement plan. This plan must be no more than 20 pages; recipients must submit the plan 6 months into the award. HHS/CDC will review and approve the recipient's monitoring and evaluation plan to ensure that it is appropriate for the activities to be undertaken as part of the agreement, for compliance with the monitoring and evaluation guidance established by HHS/CDC, or other guidance otherwise applicable to this Agreement.

Recipient Evaluation and Performance Measurement Plan (required): This plan should provide additional detail on the following:

Performance Measurement

• Performance measures and targets
• The frequency that performance data are to be collected.
• How performance data will be reported.
• How quality of performance data will be assured.
• How performance measurement will yield findings to demonstrate progress towards achieving NOFO goals (e.g., reaching target populations or achieving expected outcomes).
• Dissemination channels and audiences.
• Other information requested as determined by the CDC program.

Evaluation

• The types of evaluations to be conducted (e.g. process or outcome evaluations).
• The frequency that evaluations will be conducted.
• How evaluation reports will be published on a publicly available website.
• How evaluation findings will be used to ensure continuous quality and program improvement.
• How evaluation will yield findings to demonstrate the value of the NOFO (e.g., effect on improving public health outcomes, effectiveness of NOFO, cost-effectiveness or cost-benefit).
• Dissemination channels and audiences.

HHS/CDC or its designee will also undertake monitoring and evaluation of the defined activities within the agreement. The recipient must ensure reasonable access by HHS/CDC or its designee to all necessary sites, documentation, individuals and information to monitor, evaluate and verify the appropriate implementation the activities and use of HHS/CDC funding under this Agreement.

b. Annual Performance Report (APR) (required)
The recipient must submit the APR via www.Grantsolutions.gov no later than 120 days prior to the end of the budget period. This report must not exceed 45 pages excluding administrative reporting. Attachments are not allowed, but web links are allowed.

This report must include the following:

- **Performance Measures:** Recipients must report on performance measures for each budget period and update measures, if needed.
- **Evaluation Results:** Recipients must report evaluation results for the work completed to date (including findings from process or outcome evaluations).
- **Work Plan:** Recipients must update work plan each budget period to reflect any changes in period of performance outcomes, activities, timeline, etc.
- **Successes**

- Recipients must report progress on completing activities and progress towards achieving the period of performance outcomes described in the logic model and work plan.
- Recipients must describe any additional successes (e.g. identified through evaluation results or lessons learned) achieved in the past year.
- Recipients must describe success stories.

- **Challenges**
  - Recipients must describe any challenges that hindered or might hinder their ability to complete the work plan activities and achieve the period of performance outcomes.
  - Recipients must describe any additional challenges (e.g., identified through evaluation results or lessons learned) encountered in the past year.

- **CDC Program Support to Recipients**
  - Recipients must describe how CDC could help them overcome challenges to complete activities in the work plan and achieving period of performance outcomes.

- **Administrative Reporting** (No page limit)
  - SF-424A Budget Information-Non-Construction Programs.
  - Budget Narrative – Must use the format outlined in "Content and Form of Application Submission, Budget Narrative" section.
  - Indirect Cost Rate Agreement.

The recipients must submit the Annual Performance Report via www.Grantsolutions.gov no later than 120 days prior to the end of the budget period.

c. Performance Measure Reporting (optional)

CDC programs may require more frequent reporting of performance measures than annually in the APR. If this is the case, CDC programs must specify reporting frequency, data fields, and format for recipients at the beginning of the award period.

d. Federal Financial Reporting (FFR) (required)

The annual FFR form (SF-425) is required and must be submitted 90 days after the end of the budget period through the Payment Management System (PMS). The report must include only those funds authorized and disbursed during the timeframe covered by the report. The final FFR must indicate the exact balance of unobligated funds, and may not reflect any unliquidated obligations. There must be no discrepancies between the final FFR expenditure data and the Payment Management System's (PMS) cash transaction data. Failure to submit the required information by the due date may adversely affect the future funding of the project. If the information cannot be provided by the due date, recipients are required to submit a letter of explanation to OGS and include the date by which the Grants Officer will receive information.

e. Final Performance and Financial Report (required)

The Final Performance Report is due 90 days after the end of the period of performance. The Final FFR is due 90 days after the end of the period of performance and must be submitted through the Payment Management System (PMS). CDC programs must indicate that this report should not exceed 40 pages. This report covers the entire period of performance and can include information previously reported in APRs. At a minimum, this report must include the following:

- Performance Measures – Recipients must report final performance data for all process and outcome performance measures.
- Evaluation Results – Recipients must report final evaluation results for the period of performance for any evaluations conducted.
- Impact/Results/Success Stories – Recipients must use their performance measure results and their evaluation findings to describe the effects or results of the work completed over the project period, and can include some success stories.
- A final Data Management Plan that includes the location of the data collected during the funded period, for example, repository name and link data set(s)
- Additional forms as described in the Notice of Award (e.g., Equipment Inventory Report, Final Invention Statement).

4. Federal Funding Accountability and Transparency Act of 2006 (FFATA)

Federal Funding Accountability and Transparency Act of 2006 (FFATA), P.L. 109–282, as amended by section 6202 of P.L. 110–252 requires full disclosure of all entities and organizations receiving Federal funds including awards, contracts, loans, other assistance, and payments through a single publicly accessible Web site, http://www.USASpending.gov.

Compliance with this law is primarily the responsibility of the Federal agency. However, two elements of the law require information to be collected and reported by applicants: 1) information on executive compensation when not already reported through the SAM, and 2) similar information on all sub-awards/subcontracts/consortiums over $25,000.

For the full text of the requirements under the FFATA and HHS guidelines, go to:

- https://www.gpo.gov/fdsys/pkg/PLAW-109publ282/pdf/PLAW-109publ282.pdf,
- https://www. fsrs.gov/documents /ffata_legislation_ 110_252.pdf
- http://www.hhs.gov/grants/grants/grants-policies-regulations/index.html#FFATA.

5. Reporting of Foreign Taxes (International/Foreign projects only)

A. Valued Added Tax (VAT) and Customs Duties – Customs and import duties, consular fees, customs surtax, valued added taxes, and other related charges are hereby authorized as an allowable cost for costs incurred for non-host governmental entities operating where no applicable tax exemption exists. This waiver does not apply to countries where a bilateral agreement (or similar legal document) is already in place providing applicable tax exemptions and it is not applicable to Ministries of Health. Successful applicants will receive information on VAT requirements via their Notice of Award.

B. The U.S. Department of State requires that agencies collect and report information on the amount of taxes assessed, reimbursed and not reimbursed by a foreign government against commodities financed with funds appropriated by the U.S. Department of State, Foreign Operations and Related Programs Appropriations Act (SFOAA) ("United States foreign assistance funds"). Outlined below are the specifics of this requirement:

1) Annual Report: The recipient must submit a report on or before November 16 for each foreign country on the amount of foreign taxes charged, as of September 30 of the same year, by a foreign government on commodity purchase transactions valued at 500 USD or more financed with United States foreign assistance funds under this grant during the prior United States fiscal year (October 1 – September 30), and the amount reimbursed and unreimbursed by the foreign government. [Reports are required even if the recipient did not pay any taxes during the reporting period.]

2) Quarterly Report: The recipient must quarterly submit a report on the amount of foreign taxes charged by a foreign government on commodity purchase transactions valued at 500 USD or more financed with United States foreign assistance funds under this grant. This report shall be submitted no later than two weeks following the end of each quarter: April 15, July 15, October 15 and January 15.

3) Terms: For purposes of this clause:
"Commodity" means any material, article, supplies, goods, or equipment;
"Foreign government" includes any foreign government entity;
"Foreign taxes" means value-added taxes and custom duties assessed by a foreign government on a commodity. It does not include foreign sales taxes.

4) Where: Submit the reports to the Director and Deputy Director of the CDC office in the country(ies) in which you are carrying out the activities associated with this cooperative agreement. In countries where there is no CDC office, send reports to VATreporting@cdc.gov.

5) Contents of Reports: The reports must contain:

a. recipient name;
b. contact name with phone, fax, and e-mail;
c. agreement number(s) if reporting by agreement(s);
d. reporting period;
e. amount of foreign taxes assessed by each foreign government;
f. amount of any foreign taxes reimbursed by each foreign government;
g. amount of foreign taxes unreimbursed by each foreign government.

6) Subagreements. The recipient must include this reporting requirement in all applicable subgrants and other subagreements.

6. Termination

CDC may impose other enforcement actions in accordance with 45 CFR 75.371- Remedies for Noncompliance, as appropriate.

The Federal award may be terminated in whole or in part as follows:

(1) By the HHS awarding agency or pass-through entity, if the non-Federal entity fails to comply with the terms and conditions of the award;

(2) By the HHS awarding agency or pass-through entity for cause;

(3) By the HHS awarding agency or pass-through entity with the consent of the non-Federal entity, in which case the two parties must agree upon the termination conditions, including the effective date and, in the case of partial termination, the portion to be terminated; or

(4) By the non-Federal entity upon sending to the HHS awarding agency or pass-through entity written notification setting forth the reasons for such termination, the effective date, and, in the case of partial termination, the portion to be terminated. However, if the HHS awarding agency or pass-through entity determines in the case of partial termination that the reduced or modified portion of the Federal award or subaward will not accomplish the purposes for which the Federal award was made, the HHS awarding agency or pass-through entity may terminate the Federal award in its entirety.

G. Agency Contacts

CDC encourages inquiries concerning this notice of funding opportunity.

Program Office Contact

For programmatic technical assistance, contact:

First Name:
Chris

Last Name:
Stockmyer
Project Officer
Department of Health and Human Services
Centers for Disease Control and Prevention

Address:
4770 Buford Hwy NE

Chamblee Bldg 107

MS S107-4

Atlanta, GA 30341

Telephone:
770-488-5027

Email:
cstockmyer@cdc.gov

Grants Staff Contact

For **financial, awards management, or budget assistance,** contact:

First Name:
Barbara

Last Name:
Strother
Grants Management Specialist
Department of Health and Human Services
Office of Grants Services

Address:
2939 Chamblee Tucker Road

Mailstop TV-2

Atlanta, GA 30341

Telephone:
404.498.1275

Email:
BStrother@cdc.gov

For assistance with **submission difficulties related to** www.grants.gov, contact the Contact Center by phone at 1-800-518-4726.

Hours of Operation: 24 hours a day, 7 days a week, except on federal holidays.

CDC Telecommunications for persons with hearing loss is available at: TTY 1-888-232-6348

H. Other Information

Following is a list of acceptable attachments **applicants** can upload as PDF files as part of their application at www.grants.gov. Applicants may not attach documents other than those listed; if other documents are attached, applications will not be reviewed.

- Project Abstract
- Project Narrative
- Budget Narrative
- Report on Programmatic, Budgetary and Commitment Overlap
- Table of Contents for Entire Submission

For international NOFOs:

- SF424
- SF424A
- Funding Preference Deliverables

Optional attachments, as determined by CDC programs:

Resumes / CVs

Letters of Support

Organization Charts

Indirect Cost Rate, if applicable

Memorandum of Agreement (MOA)

Memorandum of Understanding (MOU)

I. Glossary

Activities: The actual events or actions that take place as a part of the program.

Administrative and National Policy Requirements, Additional Requirements (ARs): Administrative requirements found in 45 CFR Part 75 and other requirements mandated by statute or CDC policy. All ARs are listed in the Template for CDC programs. CDC programs must indicate which ARs are relevant to the NOFO; recipients must comply with the ARs listed in the NOFO. To view brief descriptions of relevant provisions, see .https://www.cdc.gov/grants/additional-requirements/index.html. Note that 2 CFR 200 supersedes the administrative requirements (A-110 & A-102), cost principles (A-21, A-87 & A-122) and audit requirements (A-50, A-89 & A-133).

Approved but Unfunded: Approved but unfunded refers to applications recommended for approval during the objective review process; however, they were not recommended for funding by the program office and/or the grants management office.

Assistance Listings: A government-wide collection of federal programs, projects, services, and activities that provide assistance or benefits to the American public.

Assistance Listings Number: A unique number assigned to each program and NOFO throughout its lifecycle that enables data and funding tracking and transparency

Award: Financial assistance that provides support or stimulation to accomplish a public purpose. Awards include grants and other agreements (e.g., cooperative agreements) in the form of money, or property in lieu of money, by the federal government to an eligible applicant.

Budget Period or Budget Year: The duration of each individual funding period within the project period. Traditionally, budget periods are 12 months or 1 year.

Carryover: Unobligated federal funds remaining at the end of any budget period that, with the approval of the GMO or under an automatic authority, may be carried over to another budget period to cover allowable costs of that budget period either as an offset or additional authorization. Obligated but liquidated funds are not considered carryover.

Competing Continuation Award: A financial assistance mechanism that adds funds to a grant and adds one or more budget periods to the previously established period of performance (i.e., extends the “life” of the award).

Continuous Quality Improvement: A system that seeks to improve the provision of services with an emphasis on future results.

Contracts: An award instrument used to acquire (by purchase, lease, or barter) property or services for the direct benefit or use of the Federal Government.

Cooperative Agreement: A financial assistance award with the same kind of interagency relationship as a grant except that it provides for substantial involvement by the federal agency funding the award. Substantial involvement means that the recipient can expect federal programmatic collaboration or participation in carrying out the effort under the award.

Cost Sharing or Matching: Refers to program costs not borne by the Federal Government but by the recipients. It may include the value of allowable third-party, in-kind contributions, as well as expenditures by the recipient.

Direct Assistance: A financial assistance mechanism, which must be specifically authorized by statute, whereby goods or services are provided to recipients in lieu of cash. DA generally involves the assignment of federal personnel or the provision of equipment or supplies, such as vaccines. DA is primarily used to support payroll and travel expenses of CDC employees assigned to state, tribal, local, and territorial (STLT) health agencies that are recipients of grants and cooperative agreements. Most legislative authorities that provide financial assistance to STLT health agencies allow for the use of DA. https://www.cdc.gov/grants/additional-requirements/index.html.

Evaluation (program evaluation): The systematic collection of information about the activities, characteristics, and outcomes of programs (which may include interventions, policies, and specific projects) to make judgments about that program, improve program effectiveness, and/or inform decisions about future program development.

Evaluation Plan: A written document describing the overall approach that will be used to guide an evaluation, including why the evaluation is being conducted, how the findings will likely be used, and the design and data collection sources and methods. The plan specifies what will be done, how it will be done, who will do it, and when it will be done. The NOFO evaluation plan is used to describe how the recipient and/or CDC will determine whether activities are implemented appropriately and outcomes are achieved.

Federal Funding Accountability and Transparency Act of 2006 (FFATA): Requires that information about federal awards, including awards, contracts, loans, and other assistance and payments, be available to the public on a single website at www.USAspending.gov.

Fiscal Year: The year for which budget dollars are allocated annually. The federal fiscal year starts October 1 and ends September 30.

Grant: A legal instrument used by the federal government to transfer anything of value to a recipient for public support or stimulation authorized by statute. Financial assistance may be money or property. The definition does not include a federal procurement subject to the Federal Acquisition Regulation; technical assistance (which provides services instead of money); or assistance in the form of revenue sharing, loans, loan guarantees, interest subsidies, insurance, or direct payments of any kind to a person or persons. The main difference between a grant and a cooperative agreement is that in a grant there is no anticipated substantial programmatic involvement by the federal government under the award.

Grants.gov: A "storefront" web portal for electronic data collection (forms and reports) for federal grant-making agencies at www.grants.gov.

Grants Management Officer (GMO): The individual designated to serve as the HHS official responsible for the business management aspects of a particular grant(s) or cooperative agreement(s). The GMO serves as the counterpart to the business officer of the recipient organization. In this capacity, the GMO is responsible for all business management matters associated with the review, negotiation, award, and administration of grants and interprets grants administration policies and provisions. The GMO works closely with the program or project officer who is responsible for the scientific, technical, and programmatic aspects of the grant.

Grants Management Specialist (GMS): A federal staff member who oversees the business and other non-programmatic aspects of one or more grants and/or cooperative agreements. These activities include, but are not limited to, evaluating grant applications for administrative content and compliance with regulations and guidelines, negotiating grants, providing consultation and technical assistance to recipients, post-award administration and closing out grants.

Health Disparities: Differences in health outcomes and their determinants among segments of the population as defined by social, demographic, environmental, or geographic category.

Health Equity: Striving for the highest possible standard of health for all people and giving special attention to the needs of those at greatest risk of poor health, based on social conditions.

Health Inequities: Systematic, unfair, and avoidable differences in health outcomes and their determinants between segments of the population, such as by socioeconomic status (SES), demographics, or geography.

Healthy People 2030: National health objectives aimed at improving the health of all Americans by encouraging collaboration across sectors, guiding people toward making informed health decisions, and measuring the effects of prevention activities.

Inclusion: Both the meaningful involvement of a community's members in all stages of the program process and the maximum involvement of the target population that the intervention will benefit. Inclusion ensures that the views, perspectives, and needs of affected communities, care providers, and key partners are considered.

Indirect Costs: Costs that are incurred for common or joint objectives and not readily and specifically identifiable with a particular sponsored project, program, or activity; nevertheless, these costs are necessary to the operations of the organization. For example, the costs of operating and maintaining facilities, depreciation, and administrative salaries generally are considered indirect costs.

Letter of Intent (LOI): A preliminary, non-binding indication of an organization's intent to submit an application.

Lobbying: Direct lobbying includes any attempt to influence legislation, appropriations, regulations, administrative actions, executive orders (legislation or other orders), or other similar deliberations at any level of government through communication that directly expresses a view on proposed or pending legislation or other orders, and which is directed to staff members or other employees of a legislative body, government officials, or employees who participate in formulating legislation or other orders. Grass roots lobbying includes efforts directed at inducing or encouraging members of the public to contact their elected representatives at the federal, state, or local levels to urge support of, or opposition to, proposed or pending legislative proposals.

Logic Model: A visual representation showing the sequence of related events connecting the activities of a program with the programs' desired outcomes and results.

Maintenance of Effort: A requirement contained in authorizing legislation, or applicable regulations that a recipient must agree to contribute and maintain a specified level of financial effort from its own resources or other non-government sources to be eligible to receive federal grant funds. This requirement is typically given in terms of meeting a previous base-year dollar amount.

Memorandum of Understanding (MOU) or Memorandum of Agreement (MOA): Document that describes a bilateral or multilateral agreement between parties expressing a convergence of will between the parties, indicating an intended common line of action. It is often used in cases where the parties either do not imply a legal commitment or cannot create a legally enforceable agreement.

Nonprofit Organization: Any corporation, trust, association, cooperative, or other organization that is operated primarily for scientific, educational, service, charitable, or similar purposes in the public interest; is not organized for profit; and uses net proceeds to maintain, improve, or expand the operations of the organization. Nonprofit organizations include institutions of higher educations, hospitals, and tribal organizations (that is, Indian entities other than federally recognized Indian tribal governments).

Notice of Award (NoA): The official document, signed (or the electronic equivalent of signature) by a Grants Management Officer that: (1) notifies the recipient of the award of a grant; (2) contains or references all the terms and conditions of the grant and Federal funding limits and obligations; and (3) provides the documentary basis for recording the obligation of Federal funds in the HHS accounting system.

Objective Review: A process that involves the thorough and consistent examination of applications based on an unbiased evaluation of scientific or technical merit or other relevant aspects of the proposal. The review is intended to provide advice to the persons responsible for making award decisions.

Outcome: The results of program operations or activities; the effects triggered by the program. For example, increased knowledge, changed attitudes or beliefs, reduced tobacco use, reduced morbidity and mortality.

Performance Measurement: The ongoing monitoring and reporting of program accomplishments, particularly progress toward pre-established goals, typically conducted by program or agency management. Performance measurement may address the type or level of program activities conducted (process), the direct products and services delivered by a program (outputs), or the results of those products and services (outcomes). A "program" may be any activity, project, function, or policy that has an identifiable purpose or set of objectives.

Period of performance –formerly known as the project period - : The time during which the recipient may incur obligations to carry out the work authorized under the Federal award. The start and end dates of the period of performance must be included in the Federal award.

Period of Performance Outcome: An outcome that will occur by the end of the NOFO's funding period

Plain Writing Act of 2010: The Plain Writing Act of 2010 requires that federal agencies use clear communication that the public can understand and use. NOFOs must be written in clear, consistent language so that any reader can understand expectations and intended outcomes of the funded program. CDC programs should use NOFO plain writing tips when writing NOFOs.

Program Strategies: Strategies are groupings of related activities, usually expressed as general headers (e.g., Partnerships, Assessment, Policy) or as brief statements (e.g., Form partnerships, Conduct assessments, Formulate policies).

Program Official: Person responsible for developing the NOFO; can be either a project officer, program manager, branch chief, division leader, policy official, center leader, or similar staff member.

Public Health Accreditation Board (PHAB): A nonprofit organization that works to promote and protect the health of the public by advancing the quality and performance of public health departments in the U.S. through national public health department accreditation http://www.phaboard.org.

Social Determinants of Health: Conditions in the environments in which people are born, live, learn, work, play, worship, and age that affect a wide range of health, functioning, and quality-of-life outcomes and risks.

Statute: An act of the legislature; a particular law enacted and established by the will of the legislative department of government, expressed with the requisite formalities. In foreign or civil law any particular municipal law or usage, though resting for its authority on judicial decisions, or the practice of nations.

Statutory Authority: Authority provided by legal statute that establishes a federal financial assistance program or award.

System for Award Management (SAM): The primary vendor database for the U.S. federal government. SAM validates applicant information and electronically shares secure and encrypted data with federal agencies' finance offices to facilitate paperless payments through Electronic Funds Transfer (EFT). SAM stores organizational information, allowing www.grants.gov to verify identity and pre-fill organizational information on grant applications.

Technical Assistance: Advice, assistance, or training pertaining to program development, implementation, maintenance, or evaluation that is provided by the funding agency.

UEI: The Unique Entity Identifier (UEI) number is a twelve-digit number assigned by SAM.gov. When applying for Federal awards or cooperative agreements, all applicant organizations must obtain a UEI number as the Universal Identifier. UEI number assignment is free. If an organization does not know its UEI number or needs to register for one, visit www.sam.gov.

Work Plan: The summary of period of performance outcomes, strategies and activities, personnel and/or partners who will complete the activities, and the timeline for completion. The work plan will outline the details of all necessary activities that will be supported through the approved budget.

NOFO-specific Glossary and Acronyms