DEPARTMENT OF HEALTH AND HUMAN SERVICES

AGENCY: Office of the Assistant Secretary of Health (OASH)/Office on Women's Health (OWH)

FUNDING OPPORTUNITY TITLE: College Sexual Assault Policy and Prevention Initiative

ACTION: Notice

ANNOUNCEMENT TYPE: Amended Competitive Cooperative Agreement

FUNDING OPPORTUNITY NUMBER: WH-AST-15-002-02

CFDA NUMBER: 93.088

CFDA PROGRAM: Advancing System Improvements for Key Issues in Women's Health

DATES: Applications are due May 18, 2015 by 5 p.m. ET. To receive consideration, applications must be received electronically via Grants.gov by the HHS Office of the Assistant Secretary for Health (HHS/OASH), Office of Grants Management (OGM) no later than this due date. Applications which do not meet the specified deadlines will be returned to the applicant unread. All applicants must submit electronically via Grants.gov unless they obtain a written exemption from this requirement 2 business days in advance of the deadline by the Director, HHS/OASH Office of Grants Management. To obtain an exemption, applicants must request one via email from the HHS/OASH Office of Grants Management, and provide details as to why they are technologically unable to submit electronically through Grants.gov portal. Requests should be submitted at least 4 business days prior to the application deadline to ensure the request can be considered prior to 2 business days in advance of the deadline. If requesting an exemption, include the following in the e-mail request: the HHS/OASH announcement number;

the organization's DUNS number; the name, address and telephone number of the organization; the name and telephone number of the Authorizing Official; the Grants.gov Tracking Number (GRANTXXXX) assigned to the submission; and a copy of the "Rejected with Errors" notification from Grants.gov. Send the request with supporting documentation to ogm.oash@hhs.gov. Note: failure to have an active System for Account Management (SAM) registration will not be grounds for receiving an exemption to the electronic submission requirement.

The HHS/OASH Office of Grants Management will only accept applications via alternate methods (hardcopy paper via US mail or other provider or PDF via email) from applicants obtaining prior written approval. The application must still be submitted by the deadline. Only applications submitted through the Grants.gov portal or alternate format (hardcopy paper via US mail or other service or PDF via email) with an approved written exemption will be accepted. *See* the heading "**APPLICATION and SUBMISSION INFORMATION**" for information on application submission mechanisms.

For more information on the Service Point of Contact (SPOC) see section IV.4 Intergovernmental Review.

To ensure adequate time to successfully submit the application, HHS/OASH recommends that applicants register as early as possible in Grants.gov since the registration process can take up to one month. For information on registering for Grants.gov, refer to http://www.grants.gov or contact the Grants.gov Contact Center 24 hours a day, 7 days a week (excluding Federal holidays) at 1-800-518-4726 or support@grants.gov.

Applicants are strongly encouraged to register multiple authorized organization representatives.

EXECUTIVE SUMMARY: The Office on Women's Health (OWH) announces the anticipated availability of funds for Fiscal Year (FY) 2015 for up to five (5) cooperative agreement awards totaling $1.5 million under the Family Violence and Community Prevention Program. This notice solicits applications for projects focused on policies to address sexual assault on college campuses. These awards will be used to enhance and implement sexual assault prevention policies through provision of national outreach and technical assistance, development of institutional partnerships, and creation of campus coalitions. OWH encourages national or regional membership-driven organizations who represent interest groups or populations that serve and support post-secondary schools, colleges and universities to apply. .There are no cost sharing requirements for these awards.

I. FUNDING OPPORTUNITY DESCRIPTION:

The Office on Women's Health (OWH) provides national leadership and coordination to improve the health of women and girls through policy, education, and model programs. OWH works with numerous government agencies, non-profit organizations, consumer groups, and associations of health care professionals to advance this mission.

OWH has a history of working to stop violence against women and girls in the United States and around the world through education, programs and policy. In past years, OWH has focused on how violence affects women with disabilities, men as partners in prevention of violence, and the role of colleges and universities in preventing sexual assault and violence against women. From 2010 – 2013, OWH implemented the Health and Wellness Initiative for Women Attending

Minority Institutions, which supported eight minority-serving institutions (two Hispanic-Serving Institutions, four Historically Black Colleges and Universities, and two Tribal Colleges and Universities) in conducting women's health promotion activities, expanding health services and resources for women, and offering on-going HIV education and screening sessions. Additionally, each grantee created institutional policies and partnerships that addressed the prevention of violence against women.

Currently, one in five female college students are sexually assaulted, yet the crime is drastically underreported: only 2% of incapacitated sexual assault survivors (drunk, drugged, and otherwise incapacitated victims) and 13% of forcible rape survivors report crime to campus or local police. Unfortunately, many institutions have no or limited policies and procedures in place to address sexual assault.

For this project, each grantee will disseminate policy information and provide technical assistance on preventing sexual assault based on the recommendations from the White House Task Force on Campus Sexual Assault, the *Not Alone Campaign*, and the *It's On Us Campaign* to the institutions within the grantee's membership. Institutions are defined as post-secondary schools, colleges and universities. In addition, grantees will partner with at least eight (8) institutions to develop a comprehensive sexual assault prevention policy and plan. Further information regarding the specific requirements of this funding opportunity is listed in the table below.

Grantees will achieve their objectives for this funding opportunity with substantial involvement from OWH. Specifically, OWH will:

- Actively participate in policy and plan development to ensure it includes strategies to address the White House Taskforce on Campus Sexual Assault goals, as applicable. The task force goals are stated here:
    1. How best to identify the problem;
    2. Preventing sexual assault on campus;
    3. Responding effectively when a student is sexually assaulted; and
    4. Improving the federal government's enforcement efforts, and making them more transparent.
- Facilitate collaboration among grantees to share best practices and lessons learned.
- Partner in identifying platforms for dissemination of evidence-based results.

College Sexual Assault Policy and Prevention Initiative
Requirement One: National Outreach and Technical Assistance
The grantee will: 1. Provide technical assistance to post-secondary schools, colleges, and universities to develop innovative strategies that: • create organizational policies and environmental interventions to reduce risk of sexual assault, including bystander interventions; • strengthen existing policies or services related to preventing, reporting, and responding to sexual violence; • increase negative consequences for perpetrators; and • change social norms that facilitate sexual violence. 2. Act as a consultant on the development and implementation of approaches that apply recommendations of the White House Task Force on Campus Sexual Assault, *Not Alone Campaign,* and the *It's On Us Campaign*. Some Task Force resources for developing sexual assault policies/procedures include: • Guide to Drafting a Sexual Assault Policy • Role of the Title IX Coordinator • Interim and Supportive Measures for Victims • Definitions of Key Terms in Sexual Misconduct Policies • Key Components of Sexual Assault Crisis Intervention/Victim Service Resources • Guidance for Developing Partnerships with Local Rape Crisis Centers

- Conducting School Climate Surveys
- Guidance for Developing Partnerships with Campus and Local Police

Requirement Two: Acquire Institutional Partnerships

The grantee will:

1. Obtain at least eight (8) Memoranda of Agreement(s) (MOAs) or letters of commitment from the academic institutions. The participant universities should include diverse representation from among the following colleges/universities:
    - Historically Black Colleges and Universities (HBCUs);
    - Tribal Colleges and Universities (TCUs);
    - American Indian and Alaska Native-Serving Institutions (AIANSIs);
    - Hispanic-Serving Institutions (HSIs);
    - Predominantly Black Institutions (PBIs);
    - Asian American and Native American Pacific Islander-Serving Institutions (AANAPISIs);
    - state universities;
    - private colleges;
    - technical colleges;
    - trade schools;
    - community colleges;
    - colleges with small, medium, and larger student bodies;
    - colleges in rural and urban areas; and
2. Create a taskforce with representation from each academic institution to coordinate innovative strategies and resources that can be utilized across institutions.
3. Conduct a needs assessment of sexual assault policy and prevention policies and prevention strategies for each academic institution.

Requirement Three: Build Campus Coalitions

The grantee will:

1. Establish or utilize existing coalitions on each of the partnership campuses to plan and implement strategies that address recommended policies and prevention activities from the White House Task Force on Campus Sexual Assault, *the Not Alone Campaign*, and the *It's On Us Campaign*. Each campus coalition should include representation from the following:
    - Local, community-based sexual assault service provider or rape crisis center;
    - Student Health Center;
    - Housing/Residence Life;
    - Counseling Services;
    - Campus Police Department;
    - Faith-based campus unit;
    - Vice President of Student Affairs' Office (or equivalent office);
    - Athletics Department;
    - Dean of Students; and
    - Admissions Department.
2. Conduct at least three (3) meetings each semester with coalitions to address the gaps in resources, services, education, policy, prevention, and planning for all students, regardless of sex or sexual orientation.

3. Facilitate the establishment of a Sexual Assault Response Team (SART), which will include a Sexual Assault Nurse Examiner (SANE) at each academic institution site.
Requirement Four: Conduct Ongoing Assessments
The grantee will: 1. Develop methods to assess the need for sexual assault policy and prevention approaches on various campuses. 2. Develop methods to assess how well and to what extent the institution implemented and/or enforced policies and prevention systematically. 3. Develop outcome measures for the initiative. 4. Provide quarterly reports on the progress of each institution. 5. Track policy advances addressing campus sexual assault prevention. 6. Assess gaps and knowledge, beliefs, policy, and access to services. **7.** Track outreach participation.

AUTHORITY: This program is authorized by 42 U.S.C 300u-2(a) and 42 U.S.C. § 237a (§3509 of the Patient Protection and Affordable Care Act).

II. AWARD INFORMATION

Grants will be funded in annual increments (budget periods) and are generally approved for a project period of up to five (5) years, although shorter project periods may be approved. Funding for all approved budget periods beyond the first year of the grant is generally level with the initial award amount and is contingent upon the availability of funds, satisfactory progress of the project, and adequate stewardship of Federal funds.

Award Information

Estimated Funds Available for Competition: $1,500,000

Anticipated Number of Awards: up to 5

Range of Awards: $200,000 - $300,000 per budget period

Anticipated Start Date: 08/01/2015

Period of Performance: Not to exceed 5 years

Budget Period Length: 12 months

Type of Award: Cooperative Agreement. Agency substantial involvement is outlined in Section I.

Type of Application Accepted: Electronic via Grants.gov **ONLY unless an exemption is granted**

III. ELIGIBILITY INFORMATION

1. *Eligible Applicants* -- Any public or private entity is eligible to apply. Eligible applicants may include (but are not limited to) national or regional membership-driven organizations who represent interest groups or populations that serve and support post-secondary schools, colleges and universities. For example, those organizations can include athletic, student government, campus police, student counseling, student health service, student affairs, college leadership, student housing, alumni, sorority, and fraternity organizations.

2. Cost Sharing or Matching: none

Application Screening Criteria

All applications appropriately submitted will be screened to assure a level playing field for all applicants. If duplicate applications from the same organization for the same project are successfully submitted, only the last application received by the deadline will be reviewed. Applications that fail to meet the screening criteria described below will **not** be reviewed and will receive **no** further consideration.

1. Applications must be submitted electronically via www.grants.gov (unless an exemption was granted 2 business days prior to the deadline) by XXXX 2015 by 5 p.m. ET.

2. The Project Narrative section of the application must be double-spaced, on the equivalent of 8 ½ " x 11" inch page size, with 1" margins on all sides (top, bottom, left and right) and font size not less than 12 points.
3. The Project Narrative must not exceed 30 pages. NOTE: The following items do not count toward the page limit: all required forms, including SF-424, SF-424A, SF-424B, SF-LLL, Project Abstract Summary and Budget narrative.
4. The total application including Appendices must not exceed 70 pages. NOTE: items noted above do not count toward total page limit.

IV. APPLICATION AND SUBMISSION INFORMATION

1. Information to Request Application Package

Application packages may be obtained electronically by accessing Grants.gov at http://www.grants.gov/. If you have problems accessing the application or difficulty downloading, contact:

Grant Operations Center, Office of Grants Management Operations Center, telephone 1-888-203-6161, or email ASH@LCGnet.com.

2. Content and Form of Application Submission

Application Format

Applications must be prepared using forms and information provided in the online grant application package.

The Project Narrative, and total application including appendices, must adhere to the page limit indicated in Application Screening Criteria.

Project Narrative pages must be double-spaced.

The applicant should use an easily readable typeface, such as Times New Roman or Arial, 12-point font. Tables may be single spaced and use alternate fonts but must be easily readable. The page limit does not include budget, budget narrative/ justification, required forms, assurances, and certifications as described in Application Screening Criteria. All pages, charts, figures, and tables, whether in the narrative or appendices, should be numbered. Applications that exceed the specified page limits when printed on 8.5" X 11" paper by HHS/OASH/OGM will not be considered. We recommend applicants print out their applications before submitting electronically to ensure that they are within the page limit and are easily readable.

Appendices

Appendices should include any specific documents outlined in the Application Content section of this FOA. If not specified, appendices may include curriculum vitae, organizational structure, examples of organizational capabilities, or other supplemental information which supports the application. Brochures and bound materials should not be submitted. Appendices are for supportive information only and should be clearly labeled. All information that is critical to the proposed project should be included in the body of the application. Appendices created specifically for the application should use the same formatting required for the Project Narrative, including double-line spacing. However, appendix documents that were not created directly in response to this funding announcement, especially those imported from other sources and documents, may use other formatting but must be easily readable (e.g., organizational structure).

Project Abstract

Applicants must complete the Project Abstract Summary form provided in the application package. The abstract will be used to provide reviewers with an overview of the application, and will form the basis for the application summary in grants management and program summary documents. Abstracts may be published by HHS/OASH and should not include sensitive or proprietary information.

Budget Narrative

The Budget Narrative text should use the formatting required of the Project Narrative for the explanatory text. Budget tables may be single-spaced but should be laid out in an easily-readable format and within the printable margins of the page.

Electronic Submission

The HHS Office of the Assistant Secretary for Health (HHS/OASH) requires all applications be submitted electronically via the Grants.gov portal unless an exemption has been granted. Any applications submitted via any other means of electronic communication, including facsimile or electronic mail, *will not* be accepted for review.

You may access the Grants.gov website portal at http://www.grants.gov. All HHS/OASH funding opportunities and grant application packages are made available on Grants.gov.

Applications will not be considered valid until all application components are received via Grants.gov by the HHS/OASH Office of Grants Management according to the deadlines

specified in the DATES section on page 1 of this announcement. Application submissions that do not adhere to the due date and time requirements will be deemed ineligible.

Applicants are encouraged to initiate electronic applications early in the application development process. This will aid in addressing any problems with submissions prior to the application deadline. Any files uploaded or attached to the Grants.gov application must be of the following file formats – Microsoft Word, Excel or PowerPoint, Adobe PDF, or image formats (JPG, GIF, TIFF, or BMP only). Even though Grants.gov allows applicants to attach any file format as part of their application, HHS/OASH restricts this practice and only accepts the file formats identified above. Any file submitted as part of the Grants.gov application that is not in a file format identified above will not be accepted for processing and will be excluded from the application during the review process. The application must be submitted in a file format that can easily be copied and read by reviewers. We do not recommend that you submit scanned copies through Grants.gov unless you confirm the clarity of the documents. Pages cannot be reduced resulting in multiple pages on a single sheet to avoid exceeding the page limitation. All documents that do not conform to the above will be excluded from the application during the review process.

A. **Important Grants.gov Information**

You may access the electronic application for this program on http://www.grants.gov. You must search the downloadable application page by the Funding Opportunity Number or CFDA number.

To ensure successful submission of applications, applicants should carefully follow the step-by-step instructions provided at http://www.grants.gov/web/grants/applicants/apply-for-

grants.html . These instructions are kept up-to-date and also provide links to Frequently Asked Questions and other troubleshooting information.

Applicants should contact Grants.gov with any questions or concerns regarding the electronic application process conducted through Grants.gov.

- You are required to provide a Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) number when applying for Federal grants or cooperative agreements. It is a unique, nine-digit identification number, which provides unique identifiers of single business entities. The DUNS number is *free and easy* to obtain.
- Instructions are available on the Grants.gov web site as part of the organization registration process at http://www.grants.gov/web/grants/applicants/organization-registration.html.
- All applicants must register in the System for Account Management (SAM). You should allow a *minimum* of five days to complete the SAM registration. Grants.gov will reject submissions from applicants with nonexistent or expired SAM Registrations. You can register with the SAM online and it will take about 30 minutes (https://www.sam.gov.)
- You must renew your SAM registration each year. Organizations registered to apply for Federal grants through http://www.grants.gov will need to *renew* their registration in SAM.

- It may take 24 hours or more for SAM updates to take effect in Grants.gov, so potential applicants should ***check for active registration well before the application deadline.***
- Applicants must maintain an active SAM registration with current information at all times during which it has an active award or an application or plan under consideration by an HHS agency.

An award cannot be made until the applicant has complied with these requirements. In accordance with 2 CFR 25.205, at the time an award is ready to be made, if the intended recipient has not complied with these requirements, HHS/OASH:

- May determine that the applicant is not qualified to receive an award; and
- May use that determination as a basis for making an award to another applicant.

Should you successfully compete and receive an award, all first-tier sub-award recipients must have a DUNS number at the time the recipient makes a sub-award.

B. Application Content

Successful applications will contain the following information:

Project Narrative

The Project Narrative is the most important part of the application, since it will be used as the primary basis to determine whether or not your project meets the minimum requirements for a grant under this announcement. The Project Narrative should provide a clear and concise description of your project. HHS/OASH recommends that your project narrative include the following components:

Executive Summary

Problem Statement

Goal(s) and Objective(s)

Proposed Approach

Special Target Populations and Organizations

Outcomes

Project Management

Evaluation

Dissemination

Organizational Capability/Experience

Executive Summary. This section should include a brief description of the proposed project, including: goal(s), objectives, outcomes, and products to be developed.

Problem Statement. This section should describe, in both quantitative and qualitative terms, the nature and scope of the specific and particular problem or issue, and the proposed intervention it is designed to address. It should detail how the project will potentially affect the targeted population, specific subgroups within those populations, and other interested stakeholders as identified. Applicants focus their problem statement on the specific aspects of the history, existing literature, current status, and policy considerations bearing on the program area, and the roles of the national, state, and local agencies responsible for their operation, rather than providing a broad or sweeping historical overview that is not directly related to the proposed interventions and activities.

Goals and Objectives. This section should consist of a description of the project's goal(s) and major objectives. Unless the project involves multiple, complex approaches, we recommend you have only one overall goal.

Proposed Approach. This section should provide a clear and concise description of the approach you are proposing to use to address the need identified in the program announcement and the problem described in the "Problem Statement" above. Applicants are expected to explain the rationale for using a particular approach and to present a clear connection between identified system gaps and needs and the proposed activities. Any approaches based on existing evidence, lessons learned, or promising practices should be described within the narrative. Proposals should detail the nature of the activities to be undertaken, how they address system gaps and identified issues, and how they will assist in achieving the overall project goals and objectives. Clarification as to why these specific activities were selected is appropriate (i.e. has this approach been successful in other settings? Does the research suggest this direction?). Also note any major barriers you anticipate encountering and how your project will be able to overcome those barriers. At minimum, applicants should:

1. Indicate a plan for addressing the problems or issues nationally. Provide detailed descriptions of specific products or outcomes proposed for development or modification.

2. Demonstrate how technology will be incorporated to advertise and advance programs and services, provide training and/or technical assistance, and disseminate information and products.
3. Describe the role and makeup of potential sub-recipients who are intended to be involved in completing specific tasks, and identify the percentage of level of effort (sub-recipients are anticipated to provide in completing programmatic activities).
4. Provide specifics about the strategies, expected outcomes, and barriers for all anticipated years of the grant.

Special Target Populations and Organizations. This section should describe how you plan to involve community-based organizations, including those that provide services to survivors of interpersonal violence and sexual assault, in a meaningful way in the planning and implementation of the proposal project. This section should also describe how the proposed approaches will target disadvantaged populations, including limited-English speaking populations. Additionally, this section should outline who the applicant considers vested stakeholders in the successful operation, how they were/will be identified, and how they will be meaningfully incorporated into the project.

Outcomes. This section of the project narrative must clearly identify the measurable outcome(s) that will result from the project. HHS/OASH will not fund any project that does not include measurable outcomes. In addition to discussion in the narrative, applicants must describe how they envision the project will benefit the field at large.

A “measurable outcome” is an observable end-result that describes how a particular approach benefits consumers. It demonstrates the “impact” of the intervention. For example, a change in a client’s financial, health, and/or functional status; mental well-being; knowledge; skill; attitude; awareness; or behavior. It can also describe a change in the degree to which consumers exercise choice over the types of services they receive, or whether they are satisfied with the way a service is delivered. Additional examples include: a change in the responsiveness or cost-effectiveness of a service delivery system; a new model of support or care that can be replicated; new knowledge; a measurable increase in community awareness; or a measurable increase in persons receiving services. A measurable outcome is not a measurable “output”, such as: the number of clients served; the number of training sessions held; or the number of service units provided.

You should keep the focus of this section on describing ***what*** outcome(s) will be produced by the project. You should use the Evaluation section noted below to describe ***how*** the outcome(s) will be measured and reported. Your application will be scored on the clarity and nature of your proposed outcomes, not on the number of outcomes cited. In many cases, it is very appropriate for a project to have only ***ONE*** outcome that it is trying to achieve through the approach/strategy reflected in the project’s design.

Project Management. This section should include a clear delineation of the roles and responsibilities of project staff and subrecipients and how they will contribute to achieving the project’s objectives and outcomes. It should specify who would have day-to-day responsibility for key tasks such as: leadership of project; monitoring the

project's on-going progress, preparation of reports; and communications with other partners and HHS/OASH. It should also describe the approach that will be used to monitor and track progress on the project's tasks and objectives. HHS/OASH expects that, throughout the grant period, the Project Director will have involvement in, and substantial knowledge about, all aspects of the project.

Evaluation. This section should describe the methods that you will use to evaluate whether or not the proposed approach/strategy(s) achieves its measurable outcome(s) and assess and evaluate the impact of activities for which you are applying. You should describe the quantitative and qualitative tools and techniques that you will employ to measure the outcome(s) and how you will identify and document the "lessons learned."

Dissemination. This section should describe the method that will be used to disseminate the project's results and findings in a timely manner and in easily understandable formats to academic institutions, the general public, and other parties who might be interested in using the results of the project. All appropriate findings and products will be posted on a HHS/OASH-sponsored website as determined by the HHS/OASH project officer. Therefore, applicants should propose other innovative approaches to informing parties who might be interested in using the results of the project to inform practice, service delivery, program development, and/or policy-making, especially to those parties who would be interested in replicating the project.

HHS/OASH expects that nationwide dissemination of products and knowledge will occur.

Organizational Capability Statement. Each application must include an organizational capability statement and vitae for key project personnel. The organizational capability statement should describe how the applicant agency (or the particular division of a larger agency which will have responsibility for this project) is organized, the nature and scope of its work, and the capabilities it possesses. This description should cover capabilities of the applicant agency not included in the program narrative, such as any current or previous relevant experience and/or the record of the project team in preparing cogent and useful reports, publications, and other products. If appropriate, include an organization chart showing the relationship of the project to the current organization.

Also include information about any contractual and/or supportive staff/organization(s) that will have a secondary role(s) in implementing the project and achieving project goals.

Budget Narrative

You are required to submit a combined multi-year Budget Narrative, as well as a detailed Budget Narrative for each year of the potential grant. Unless specified, you should develop your multi-year budgets based on level funding for each budget period. A level-funded budget is equal to the exact dollar figure of the year one budget. ***Please Note:*** Because the proposal must

demonstrate a clear and strong relationship between the stated objectives, project activities, and the budget, the budget justification should describe the ***cost estimated per proposed project, activity, or product***. This budget justification should define the amount of work that is planned and expected to be performed and what it will cost. The Budget Narrative does not count toward your total application page limit.

Appendices

All items described in this section will count toward the total page limit of your application.

Work Plan. The Project Work Plan should reflect, and be consistent with, the Project Narrative and Budget, and must cover all five (5) years of the project period. However, each year's activities should be fully attainable in one budget year. Multi-year activities may be proposed, as well as activities that build upon each other, but each phase of the project must be discreet and attainable within a single budget year. The Work Plan should include a statement of the project's overall goal, anticipated outcome(s), key objectives, and the major tasks, action steps, or products that will be pursued or developed to achieve the goal and outcome(s). For each major task of each year, action step, or product, the work plan should identify the timeframes involved (including start- and end-dates), and the lead person responsible for completing the task. The work plan should include detailed position descriptions, resumes of key staff, and a staffing chart. Resumes of key personnel must demonstrate their experience in working with the targeted population.

Memoranda of Agreement from Subrecipient Organizations and Agencies

Academic Institutions

Memoranda of Agreement are required for all organizations and entities, specifically the academic institutions that have been named as a subrecipient to carry out any aspect of the project. The signed memoranda ***must detail*** the specific role and resources that will be provided, or activities that will be undertaken, in support of the applicant. The organization's expertise, experience, and access to the targeted population(s) should also be described in the memoranda.

3. Submission Dates and Times

The deadline for the submission of applications under this Program Announcement is **5:00 p.m. Eastern Time on the date indicated in the DATES section on page 1 of this announcement.** Applications must be submitted by that date and time.

Applications that fail to meet the application due date will not be reviewed and will receive no further consideration. You are strongly encouraged to submit your application a minimum of 3-5 days prior to the application closing date. Do not wait until the last day in the event you encounter technical difficulties, either on your end or with http://www.grants.gov . Grants.gov can take up to 48 hours to notify you of a successful submission.

Unsuccessful submissions will require authenticated verification from http://www.grants.gov indicating system problems existed at the time of your submission. For example, you will be required to provide an http://www.grants.gov submission error notification and/or tracking number in order to substantiate missing the cut off date.

4. Intergovernmental Review

This program is not subject to the Intergovernmental Review requirements of Executive Order 12372, "Intergovernmental Review of Federal Programs," as implemented by 45 CFR Part 100.

5. Funding Restrictions

The allowability, allocability, reasonableness, and necessity of direct and indirect costs may be charged to HHS/OASH grants in accordance with Department regulations and policy effective at the time of the award. Current requirements are outlined at 45 CFR Part 75 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards, 79 Federal Register 75871 (December 19, 2014).

Indirect costs may be included per 45 CFR 75.414. Applicants should indicate which method and/or rate is used for this application. To obtain a negotiated indirect cost rate with the Federal Government you may contact the Health and Human Services Division of Cost Allocation (DCA) Regional Office that is applicable to your State. A list of DCA Regional Offices is included in the grant application package for this announcement.

Pre-Award Costs:

Pre-award costs are not allowed.

Salary Limitation:

The Consolidated and Further Continuing Appropriations Act, 2015 (P.L. 113-235) limits the salary amount that may be awarded and charged to HHS/OASH grants and cooperative agreements. Award funds should not be budgeted to pay the salary of an individual at a rate in excess of Executive Level II. Currently, the Executive Level II salary of the Federal Executive Pay scale is $183,300. This amount reflects an individual's base salary exclusive of fringe and

any income that an individual may be permitted to earn outside of the duties to the applicant organization. This salary limitation also applies to subawards/subcontracts under an HHS/OASH grant or cooperative agreement.

As an example of the application of this limitation: If an individual's base salary is $350,000 per year plus fringe benefits of 25% ($87,500) and that individual is devoting 50% of their time to this award, their base salary should be adjusted to $183,300, their direct salary would be $91,650 (50% FTE), fringe benefits of 25% would be $22,912.50, and a total of $114,562.50 may be included in the project budget and charged to the award in salary/fringe benefits for that individual. See the breakdown below:

Individual's *actual* base full time salary: $350,000 50% of time will be devoted to project	
Direct salary	$175,000
Fringe (25% of salary)	$43,750
Total	$218,750
Amount that may be claimed on the application budget due to the legislative salary limitation: Individual's base full time salary *adjusted* to Executive Level II: $183,300 50% of time will be devoted to the project	
Direct salary	**$91,650**
Fringe (25% of salary)	**$22,912.50**
Total amount	**$114,562.50**

Appropriate salary limits will apply as required by law.

V. APPLICATION REVIEW INFORMATION

1. Criteria: Eligible applications will be assessed according to the following criteria:

Factor 1: Problem Statement, Special Target Populations and Organizations – 10 points

- Demonstrate understanding of campus sexual assault, statistics and the impact of prevention strategies and policy implementation at the collegiate level.
- Display knowledge of the role of White House campaigns and other efforts to address campus sexual assault.
- Demonstrate understanding of how the mission and goals of the U.S. Department of Health and Human Services and the Office on Women's Health support safe campus environments and ending sexual assault.
- Clearly describe the target populations (designated post-secondary schools, colleges and universities student population) and how they benefit from the initiative.

Factor 2: Proposed Approach – 30 points

- Appropriateness and feasibility of implementing both national membership outreach and campus policy and prevention strategies at designated institutions.
- Success in obtaining partnerships and collaborating with institutions to provide technical assistance.
- Demonstrated ability to plan for taskforce and coalition development with existing community and campus entities.

- Clearly articulated approach for how each requirement will be preliminarily executed; outline for proposed activities or outreach planned; and timeline, with goals and objectives for project implementation;
- Demonstrated understanding and recognition of the utility of gender-centered approaches;
- Demonstrated understanding and clear plan for addressing and utilization of bystander intervention strategies;
- Detailed plan for maintaining and sustaining policies and campus-wide prevention approaches; inclusion of diverse groups; and the integration of students into the project.
- Inclusion of innovative approaches for nationwide dissemination and informing interested parties of the results of the project.

Factor 3: Project Management– 20 points

- Demonstrated experience of proposed staff or requirements for to-be-hired staff who will be the primary facilitators of the project: appropriateness of proposed staff level of effort and experience with management, policy implementation, working with campus and community entities, establishing taskforces/coalitions, and working with the targeted population.
- Inclusion of other relevant staff resources;
- The management plan should also describe reasonable and appropriate succession planning for key personnel.

Factor 4: Organization Capability Statement, Qualifications, and Policy Experience – 25 points

- Organizational capability and infrastructure to manage the project as determined by the qualifications.
- Demonstrated history in building partnerships and developing coalitions with members and institutions.
- Submit five (5) letters of reference that convey confidence in past performance related to policy and strategic planning with institutions.

Factor 5: Outcomes, Evaluation Plan, Goals and Objectives – 15 points

- Clear statement of project goals and objectives with clear measures of success.
- Detailed list of indicators that reflect the project's success in meeting the intent of the initiative.
- Clear demonstration of the feasibility and appropriateness of the project along with a process and logistical assessment plan.
- Inclusion of clearly-defined, measurable outcomes that demonstrate the impact of the project.

2. Review and Selection Process

Each HHS/OASH Program's office is responsible for facilitating the process of evaluating applications and setting funding levels according to the criteria set forth above.

An independent review panel will evaluate applications that pass the screening and meet the responsiveness criteria if applicable. These reviewers are experts in their fields, and are drawn from academic institutions, non-profit organizations, state and local government, and Federal government agencies. Based on the Application Review Criteria as outlined under Section V.1, the reviewers will comment on and score the applications, focusing their comments and scoring decisions on the identified criteria. In addition to the independent review panel, Federal staff will review each application for programmatic, budgetary, and grants management compliance. Final award decisions will be made by the Director.

Review of Risk Posed by Applicant

The HHS/OASH will evaluate each application in the fundable range for risks posed by an applicant before issuing an award in accordance with 45 CFR Part 75.205. This evaluation may incorporate results of the evaluation of the applicant's eligibility or the quality of its application. If we determine that a Federal award will be made, special conditions that correspond to the degree of risk assessed by the applicant will be applied to the Federal award. OASH will use a risk-based approach and may consider any items such as the following:

(1) Applicant’s 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; and

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

3. Anticipated Announcement and Award Dates

HHS/OASH seeks to award funds as much in advance of the estimated project start date shown in Section II "Award Information," as practicable, with a goal of 10-15 days.

VI. AWARD ADMINISTRATION INFORMATION

1. Award Notices

The HHS Office of the Assistant Secretary for Health does not release information about individual applications during the review process. If you would like to track your application, please see instructions at http://www.grants.gov/web/grants/applicants/track-my-application.html. The official document notifying an applicant that a project application has been approved for funding is the Notice of Award (NOA), approved by a Grants Management Officer of the HHS/OASH Office of Grants Management. Successful applicants will receive this document via system notification from our grants management system (Grant Solutions) and/or via e-mail. This document notifies the successful recipient of the amount of money awarded, the purposes of the grant, the anticipated length of the project period, terms and conditions of the grant award, and the amount of funding to be contributed by the grantee to project costs, if applicable. Grantees should pay specific attention to the terms and conditions of the award as indicated on the NOA, as some may require a time-limited response. The NOA will also identify the Grants Management Specialist and Program Project Officer assigned to the grant.

Unsuccessful applicants will be notified by the program office by email and/or letter and will receive summary comments pertaining to the application resulting from the review process. On occasion, some applicants may receive a letter indicating that an application was approved but unfunded. These applications are kept active for one year and may be considered for award without re-competing should funds become available during the hold period.

2. Administrative and National Policy Requirements

In accepting the grant award, the grantee stipulates that the award and any activities thereunder are subject to all provisions of 45 CFR parts 74 and 92, currently in effect or implemented during the period of the grant or other Department regulations and policies effective at the time of the award.

In addition, recipients must comply with all terms and conditions outlined in their grant awards, the Department of Health and Human Services (HHS) Grants Policy Statement, requirements imposed by program statutes and regulations and HHS grant administration regulations, as applicable, as well as any requirements or limitations in any applicable appropriations acts.

Grant funds may only be used to support activities outlined in the approved project plan. The successful applicant will be responsible for the overall management of activities within the scope of the approved project plan.

Smoke- and Tobacco-free Workplace

The HHS/OASH strongly encourages all grant recipients to provide a smoke-free workplace and to promote the non-use of all tobacco products. This is consistent with the

HHS/OASH mission to protect and advance the physical and mental health of the American people.

Acknowledgement of Funding

Federal grant support must be acknowledged in any publication developed using funds awarded under this program. All publications developed or purchased with funds awarded under this program must be consistent with the requirements of the program. Pursuant to 45 CFR § 74.36(a), HHS may reproduce, publish, or otherwise use materials developed under this grant for Federal purposes, and may authorize others to do so.

Trafficking in Persons

Awards issued under this funding opportunity announcement are subject to the requirements of Section 106 (g) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. 7104). For the full text of the award term, go to http://www.hhs.gov/opa/grants/trafficking_in_persons_award_condition.html. If you are unable to access this link, please contact the Grants Management Specialist identified in this funding opportunity announcement to obtain a copy of the term.

Efficient Spending

This award may also be subject to the HHS Policy on Promoting Efficient Spending: Use of Appropriated Funds for Conferences and Meetings, Food, Promotional Items, and Printing and Publications available at http://dhhs.gov/asfr/ogapa/acquisition/effspendpol_memo.html.

Pilot Whistleblower Protection

A standard term and condition of award will be in the final notice of award; all applicants will be subject to a term and condition that applies the terms of 48 CFR section 3.908 to the award, and requires that grantees inform their employees in writing of employee whistleblower rights and protections under 41 U.S.C. 4712 in the predominant native language of the workforce.

Same-sex Spouses, Marriages, and Households

A standard term and condition of award will be included in the final Notice of Award (NOA) that states: "In any grant-related activity in which family, marital, or household considerations are, by statute or regulation, relevant for purposes of determining beneficiary eligibility or participation, grantees must treat same-sex spouses, marriages, and households on the same terms as opposite-sex spouses, marriages, and households, respectively. By "same-sex spouses," HHS means individuals of the same sex who have entered into marriages that are valid in the jurisdiction where performed, including any of the 50 states, the District of Columbia, or a U.S. territory or in a foreign country, regardless of whether or not the couple resides in a jurisdiction that recognizes same-sex marriage. By "same-sex marriages," HHS means marriages between two individuals validly entered into in the jurisdiction where performed, including any of the 50 states, the District of Columbia, or a U.S. territory or in a foreign country, regardless of whether or not the couple resides in a jurisdiction that recognizes same-sex marriage. By "marriage," HHS does not mean registered domestic partnerships, civil unions or similar formal relationships recognized under the law of the jurisdiction of celebration as something other than a marriage."

Programmatic Reporting

Each grantee must provide quarterly progress reports on their activities due 30 days after the end of each 3 months of performance. Progress reports must be submitted by upload to our grants management system (GrantSolutions.gov), in the Grant Notes module.

A final progress report covering the entire project period is due 90 days after the end of the project period. Final reports must be submitted by upload to our grants management system (GrantSolutions.gov), in the Grant Notes module.

Financial Reporting

Grantees are required to submit quarterly and annual Federal Financial Reports (FFR) (SF-425). Reporting schedules will be issued as a condition of grant award. A final FFR covering the entire project period is due 90 days after the end of the project period. FFRs must be submitted via upload to our grants management system (GrantSolutions.gov), in the FFR module.

Quarterly cash reporting to the HHS Payment Management System on the FFR is also required. Please note these FFR reports are separate submissions via the Division of Payment Services. At this time, data is not transferable between the two systems and you will report twice on certain data elements. Grantees receiving $500,000 or greater of Federal funds must also undergo an independent audit in accordance with OMB Circular A-133 or regulations and policy effective at the time of the award.

Non-competing Continuation Applications and Awards

Each year of the approved project period, grantees are required to submit a noncompeting application which includes a progress report for the current budget year, and work plan, budget

and budget justification for the upcoming year. Specific guidance will be provided via Grant Solutions well advance of the application due date.

FFATA and FSRS Reporting

The Federal Financial Accountability and Transparency Act (FFATA) requires data entry at the FFATA Sub-award Reporting System (http://www.FSRS.gov) for all sub-awards and sub-contracts issued for $25,000 or more as well as addressing executive compensation for both grantee and sub-award organizations.

VII. AGENCY CONTACTS

Administrative and Budgetary Requirements and Program Requirements:

For information related to administrative and budgetary requirements, contact the HHS/OASH Office of Grants Management grants specialist listed below.

Brenda Donaldson

1101 Wootton Parkway, Suite 550

Rockville, MD

Phone: 240-453-8822

Email: Brenda.Donaldson@hhs.gov

For information on program requirements, contact the program office.

U.S. Department of Health and Human Services

OASH - Office on Women's Health

200 Independence Ave, SW Room 712E

Washington, D.C. 20201

Phone: 202-690-7650

VIII. OTHER INFORMATION

Application Elements

Application for Federal Assistance (SF-424)

Budget Information for Non-construction Programs (SF-424A)

Budget Narrative

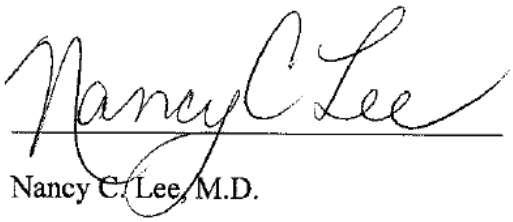
Assurances for Non-construction Programs (SF-424B)

Disclosure of Lobbying Activities (SF-LLL)

Project Abstract Summary

Project Narrative

Appendices (Work Plan, Memoranda of Agreement from Subrecipient Organizations and Agencies, and Letters of Reference)



May 8, 2015

Nancy C. Lee, M.D.

Deputy Assistant Secretary for Health

Director, Office on Women's Health