HRSA
Health Resources & Services Administration

Maternal and Child Health Bureau (MCHB)

Notice of Funding Opportunity

Application due April 23, 2025

Maternal and Child Health Research Consortium (MCH RC)

Opportunity number: HRSA-25-020

Modified on 1/28/25
Updated TA Webinar information

Contents

Before you begin

If you believe you are a good candidate for this funding opportunity, secure your SAM.gov and Grants.gov registrations now. If you are already registered, make sure your registrations are active and up-to-date.

SAM.gov registration (this can take several weeks)

You must have an active account with SAM.gov. This includes having a Unique Entity Identifier (UEI).

See Step 2: Get Ready to Apply

Grants.gov registration (this can take several days)

You must have an active Grants.gov registration. Doing so requires a Login.gov registration as well.

See Step 2: Get Ready to Apply

Apply by the application due date

Applications are due by 11:59 p.m. Eastern Time on April 23, 2025.

To help you find what you need, this NOFO uses internal links. In Adobe Reader, you can go back to where you were by pressing Alt + Left Arrow (Windows) or Command + Left Arrow (Mac) on your keyboard.

Step 1: Review the Opportunity

In this step

Basic information

Health Resources and Services Administration (HRSA)

Maternal and Child Health Bureau (MCHB)

Office of Epidemiology and Research, Division of Research (OER/DoR)

Supporting innovative research to improve the health and well-being of America's mothers, children, and families.

Summary

The HRSA Maternal and Child Health Bureau Research Consortium Program (MCHB RCP) will support a national group of researchers to study maternal and child health (MCH) and improve MCH outcomes. This program will ensure that resources are available to conduct research and share findings broadly to inform policy and practice.

The MCHB RCP contains three different investments (see Appendix A):

- Maternal and Child Health Research Consortium (MCH RC) (this competition)
- Autism Research Consortium (Autism RC) (under a separate Notice of Funding Opportunity (NOFO); HRSA-25-021)
- Research Coordinating Center (RCC) (under a separate mechanism)

The MCH RC will fund up to three research centers that will conduct research on MCHB priorities that align with Title V performance measures. The MCH RC supports both research infrastructure and research studies that will create, adapt, and share evidence-based strategies and interventions, to increase the impact and efficiency of MCHB's research investments. We anticipate that the studies will promote health and reduce health disparities.[1] The MCH RC will align research priorities with MCHB program needs and address critical evidence gaps in MCH. A coordinating center will support collaborations across MCHB's research portfolio.

Have questions?
See Contacts and Support.

Key facts

Opportunity name: Maternal and Child Health Research Consortium (MCH RC)

Opportunity number: HRSA-25-020

Announcement version: New

Federal assistance listing: 93.110

Statutory authority number: 42 U.S.C. § 701(a)(2) (Title V, § 501(a)(2) of the Social Security Act)

Key dates

NOFO issue date: January 17, 2025

Informational webinar: See Webinar Section

Application deadline: April 23, 2025

Expected award date is by: August 1, 2025

Expected start date: September 1, 2025

See other submissions for other time frames that may apply to this NOFO.

Funding details

Application types: New

Expected total available funding in FY 2025: $1,800,000

Total number and type of awards: Up to three cooperative agreements

Funding range per award: Up to $600,000 in year one, up to $800,000 in years two and three.

We plan to fund awards in 12-month budget periods for a total of three-year period of performance from September 1, 2025 to August 31, 2028.

The program and awards depend on the appropriation of funds and are subject to change based on the availability and amount of appropriations.

Eligibility

Who can apply

Eligibility is limited to public or nonprofit institutions of higher learning, and public or private nonprofit agencies engaged in research or in programs relating to maternal and child health and/or services for children with special health care needs. See 42 CFR § 51a.3(b).

- Foreign entities are not eligible to apply.
- Individuals are not eligible applicants under this NOFO.

Types of eligible organizations

These types of domestic organizations (who are otherwise eligible as per the criteria above) may apply. “Domestic” means the 50 states, the District of Columbia, the Commonwealth of Puerto Rico, the Northern Mariana Islands, American Samoa, Guam, the U.S. Virgin Islands, the Federated States of Micronesia, the Republic of the Marshall Islands, and the Republic of Palau.

- Public institutions of higher education
- Non-profit institutions of higher education
- Private non-profit entities
- State, county, city, township, and special district governments, including the District of Columbia, domestic territories, and freely associated states
- Independent school districts
- Native American tribal governments
- Native American tribal organizations

Qualifications for principal investigator or project director.

- Only one PD/PI (Project Director/Principal Investigator) can be named on the SF-424 R&R application. They will be the point of contact. You can include co-investigators as key personnel on the project.
- Generally, a PD/PI cannot have two active HRSA/MCHB/OER/DOR awards at the same time.
    - If you have an award that is in a no-cost extension year, it is considered active, and the PD/PI is not allowed to receive another award unless the PD/PI decides to step down from their role in the previously funded award.

    - However, if you are a current grantee of OER/DOR and your period of performance ends in 2026, you can apply for this opportunity.
    - If you receive this award, we may ask you to relinquish the final year of your current award under certain circumstances.
- We expect the PD/PI to dedicate a minimum of 20% full time equivalent (FTE) to the project.
- If you are selected, you will need to verify that percent effort across all federally-funded awards does not exceed 100%.

Completeness and responsiveness criteria

We will review your application to make sure it meets these basic requirements to move forward in the competition.

We will not consider an application that:

- Is from an organization that does not meet all eligibility criteria.
- Requests funding above the award ceiling shown in the funding range.
- Is submitted after the deadline.
- Is incomplete or non-responsive to the NOFO guidance.

Application limits

You may submit more than one application under the same Unique Entity Identifier (UEI) if each application proposes a distinct project. This means that different investigators (or research teams) from the same institution can apply for the same funding opportunity.

We will only review your last validated application for each project.

Cost sharing

This program has no cost-sharing requirement. If you choose to share in the costs of the project, we will not consider it during merit review. We will hold you accountable for any funds you add, including through reporting.

Program description

Purpose

The purpose of the Maternal and Child Health Research Consortium (MCH RC) is to establish the research infrastructure and to conduct research that addresses evidence gaps in pregnancy/postpartum and pediatric populations.

The consortium will support MCHB research priorities that align with Title V national performance measures.

Program goals and objectives

The program goals are to research MCHB priority areas and emerging issues, and to translate[2] research into practice. The overall goal is to improve health outcomes and reduce disparities at the population level.

Research Centers funded through the MCH RC will conduct multiple research studies and build research infrastructure to facilitate the coordination and implementation of research activities.

Research infrastructure includes providing resources, logistical support, and coordinating partnerships, to support research and translate research into practice. The Research Centers will conduct single-site or multi-site research studies that address the MCH priorities listed below.

In FY 2025, MCHB will fund three research centers related to priority research topics within pregnancy/postpartum or pediatric care. HRSA will fund one to two awards in each category.

To support program goals, each research center is expected to accomplish the following objectives during the period of performance:

- Work with strategic partners, including people and families with lived experience, to inform research design, implementation, dissemination, and evaluation.
- Conduct studies related to priority research topics within pregnancy/postpartum or pediatric care, focusing on reducing health disparities.
- Share research findings, including at least two peer-reviewed publications per year, and other dissemination products for non-academic stakeholders and partners.
- Mentor early career investigators, especially those from underserved communities[3].

About MCHB and its strategic plan

The HRSA Maternal and Child Health Bureau (MCHB) administers programs with focus areas in maternal and women's health, adolescent and young adult health, perinatal and infant health, child health, and children with special health care needs.

To learn more about MCHB and the Bureau's Strategic Plan, visit Mission, Vision, and Work | MCHB.

Background

The Maternal and Child Health Bureau Research Consortium Program (MCHB RCP) creates a national group of researchers to study maternal and child health (MCH). In the past, MCHB funded research networks, single investigator innovation studies, and field-initiated research studies. The MCHB RCP merges these programs into one. In FY 2025, this NOFO replaces the Research Network Program; including the Pregnancy-Related Care Research Network (PRCRN) and Pediatric Research in Office Settings (PROS).

MCH RC recipients will develop research-practice partnerships[4] with community organizations, people and families with lived experience,[5] and MCHB programs such as Healthy Start, Maternal, Infant, and Early Childhood Home Visiting (MIECHV), and Title V programs. Through these partnerships, you will identify best practices for maximizing the impact of your research.

You are expected to focus on **one** of the following categories. You can focus on one or more of the priority topics listed within each category:

Category 1: Pregnancy and postpartum, specifically:

- Stillbirth prevention
- The 4th trimester, defined as 12 weeks following birth
- Obstetric/gynecologic deserts
- Maternal mental health
- Maternal cardiovascular health
- Implementation of clinical guidelines for maternal care

Category 2: Pediatric care, specifically:

- Pediatric mental health
- Childhood preventive care
- Strategic partnerships with health care providers and educators
- Family collaborative care models
- Coordinating systems of care

Program requirements and expectations

We expect each MCH RC award recipient to complete the following major activities:

Research

- Carry out single-site or multi-site MCH research studies focusing on priorities identified in this NOFO. At least one of the studies should be an intervention study.[6] For the purpose of this NOFO, intervention studies can be efficacy, effectiveness, or implementation research.
- Ensure all research studies address the needs of underserved communities, are culturally and linguistically appropriate, and incorporate a community-based approach as appropriate.
- Ensure all research studies focus on the translation and implementation of effective interventions, evidence-based practices, or guidelines as appropriate.

Research Program Infrastructure

- Develop and maintain a national, interdisciplinary network of partners that will build and strengthen the evidence for effective interventions, services, supports and systems.
- HRSA intends to award a Research Coordinating Center (RCC). If awarded, the research centers will participate in activities led by the RCC, such as committees and workgroups, attending an annual meeting, and sharing publications and research findings with the RCC for broader dissemination.

Strategic Partnerships

- Establish an interdisciplinary governance body (e.g., Advisory Committee or Steering Committee) that meets biannually to both:
  - Inform research studies and their design, dissemination, implementation, translation, and evaluation.
  - Ensure that research activities are aligned with MCHB program priorities and needs.
- The governance body should have representation from each of the following groups:
  - MCHB programs, such as Healthy Start, MIECHV, and Title V programs.
  - People and families with lived experience, including those from underserved populations.
  - Experts in implementation science.

    - Key partners needed for translation and implementation of interventions, such as providers, state/local programs, policy makers, and community organizations.
- Collaborate with HRSA to modify the research plan to address emerging priorities based on input from stakeholders.

Dissemination, Evaluation, and Sustainability

- Develop a plan to disseminate research findings and evidence-based guidelines to multiple audiences in the form of policy briefs, journal manuscripts, presentations to policy makers, and professional conferences.
- Publish at least two peer-reviewed publications per year, as well as other dissemination products for non-academic audiences.
- Submit at least one grant application each year to funders outside MCHB's research program to sustain and expand the research studies.

Mentorship

- Mentor emerging and early career investigators, especially those from underserved communities, to build the MCH research workforce.

Performance measurement, evaluation, and continuous quality improvement (CQI)

We expect you to measure your performance, evaluate your program, and conduct continuous quality improvement (CQI) activities. See the accompanying section titled performance reporting and evaluation.

Actions include:

- **Measuring the performance of key activities and program objectives.**
    - This includes Discretionary Grants Information System (DGIS) measures on Research, Products and Publications, Health Equity and Partnerships and Collaboration.
    - For more information on these measures, please see the Reporting section.
- **Evaluating your program.**
    - In the event HRSA funds the RCC, you are expected to participate in evaluation activities led by the RCC.
    - You are expected to develop a preliminary, program-specific evaluation plan that includes progress towards long-term goals, including expansion of the

evidence base in priority areas, systems-level implementation of interventions, and policy and program impact.

- If awarded, you can update your plan to align with the other evaluation activities.
- Evaluation plans should include the measures listed in the performance measurement expectations section.

- **Continuous Quality Improvement (CQI).**
  - You are expected to engage in CQI for your internal use to make sure you meet your goals.
    - Example: Use findings from evaluation work to inform and improve your processes and outcomes.

Award information

Cooperative agreement terms

Our responsibilities

Aside from monitoring and technical assistance, we also get involved in these ways:

- Helping you to prioritize, plan and develop all project activities.
- Meeting and communicating with you regularly.
- Participating in project activities, such as webinars, presentations, or meetings on study results and activities.
- Holding you accountable to your project's goals and objectives.
- Helping you to create and maintain federal contacts both within and outside HRSA/MCHB that are needed to carry out your project.
- Reviewing all products including the methodology, analysis, results, policy implications, format, and tone prior to public dissemination.

Your responsibilities:

You must follow all relevant laws and policies. Your other responsibilities will include:

- Developing an organizational structure to carry out all award activities.
- Collaborating with MCHB project officer(s) and engaging them as part of your leadership team.
- Ensuring that HRSA is identified as the funder on all products and presentations developed with award funds and including appropriate disclaimers.

- Submitting to MCHB project officer(s) a pre-publication draft of manuscripts and other materials produced under this cooperative agreement before publishing and sharing with the greater public.
- Providing HRSA access to each product, including presentations and manuals, electronically or otherwise.
- Informing project officer(s) when hiring new project staff, planning new activities, and forming new partnerships.
- Responding in a timely manner to your project officer's comments, questions, and requests, including modifying your research plan and/or carrying out limited qualitative or quantitative analyses to address emerging issues.

Funding policies and limitations

Policies

- We will only make awards if this program receives funding. If Congress appropriates funds for this purpose, we will move forward with the review and award process.
- Support beyond the first budget year will depend on:
  - Appropriation of funds.
  - Your satisfactory progress in meeting the project's objectives.
  - A decision that continued funding is in the government's best interest.

If we receive more funding for this program, we may:

- Fund more applicants from the rank order list.
- Extend the period of performance.
- Award supplemental funding.
  - Recipients may request supplemental funding during their period of performance to address needs within their scope of work. HRSA may support supplemental projects in accordance with HRSA grants policy if:
    - Funding is available and allocable.
    - The request is reasonable and allowable.
    - Enough time remains in the budget period to approve the request.
    - The activities are in line with HRSA priorities and are different from other HRSA funded work.

General limitations

- For guidance on some types of costs we do not allow or restrict, see Project Budget Information in Section 3.1.4 of the R&R Application Guide. You can also see 45 CFR part 75, General Provisions for Selected Items of Cost.
- You cannot earn profit from the federal award. See 45 CFR 75.400(g).
- Congress's current appropriations act includes a salary limitation, which applies to this program. As of January 2025, the salary rate limitation is $225,700. This limitation may be updated.

See Manage Your Grant for other information on costs and financial management.

Indirect costs

Indirect costs are costs you charge across more than one project and that cannot be easily separated by project. For example, this could include utilities for a building that supports multiple projects.

Indirect costs are determined using one of two methods:

Method 1 – Approved rate. You currently have an indirect cost rate approved by your cognizant federal agency at time of application.
Method 2 – *De minimis* rate. Per 2 CFR 200.414(f), if you have never received a negotiated indirect cost rate, you may elect to charge a *de minimis* rate. This rate is 15% of modified total direct costs (MTDC). See 2 CFR 200.1 for the definition of MTDC. You can use this rate indefinitely or until you negotiate a rate. If you use the *de minimis* rate, you must use it for all federal awards unless you negotiate a rate.

This award funds research activities and research infrastructure development; as such, it is not a traditional research project. Many of the research activities may be conducted in communities or other off-site locations other than your institution. Therefore, the "Other Sponsored Program/Activities" or "Off-Site" indirect costs rate may be most appropriate for the activities described.

Program income

Program income is money earned as a result of your award-supported project activities. You must use any program income you generate from awarded funds for approved project-related activities. Find more about program income at 45 CFR 75.307.

Step 2:
Get Ready to Apply

In this step

Get registered

SAM.gov

You must have an active account with SAM.gov to apply. This includes having a Unique Entity Identifier (UEI). SAM.gov registration can take several weeks. Begin that process today.

To register, go to SAM.gov Entity Registration and select Get Started. From the same page, you can also select the Entity Registration Checklist to find out what you'll need to register.

When you register or update your SAM.gov registration, you must agree to the financial assistance general certifications and representations. You must agree to those for grants specifically, as opposed to contracts, because the two sets of agreements are different. You will have to maintain your registration throughout the life of any award.

Grants.gov

You must also have an active account with Grants.gov. You can see step-by-step instructions at the Grants.gov Quick Start Guide for Applicants.

Find the application package

The application package has all the forms you need to apply. You can find it online. Go to Grants Search at Grants.gov and search for opportunity number HRSA-25-020.

After you select the opportunity, we recommend that you click the Subscribe button to get updates.

Application writing help

Visit HHS Tips for Preparing Grant Proposals.

Visit HRSA's How to Prepare Your Application page for more guidance.

See Apply for a Grant for other help and resources.

Join the webinar

More information on this NOFO's webinar will be posted at a later date to the related documents tab here

We recommend you “Subscribe” to the NOFO on Grants.gov to receive updates when documents are posted.

The Webinar will be recorded.

Have questions? See Contacts and Support.

Step 3: Prepare Your Application

In this step

Application contents and format

Applications include five main components. This section includes guidance on each.

Application page limit: 60 pages.

Submit your information in English and express whole number budget figures using U.S. dollars.

Note: Applications that focus on autism-related topics should not be submitted to the MCH Research Consortium but instead should be submitted to the Autism Research Consortium (HRSA-25-021).

Make sure you include each of these:

Components	Submission format
Project abstract	Use the Project Abstract Summary form
Project narrative	Use the Research & Related Other Project Information form
Budget narrative	Use the Research & Related Budget form
Attachments	Enter each in the Attachments Form
Other required forms	Upload using each required form

Required format

You must format your narratives and attachments using our required formats for fonts, size, color, format, and margins. See the formatting guidelines in Section 3.2 of the R&R Application Guide.

Project abstract

Complete the information in the Project Abstract Summary form.

Make sure to:

- Include a short description of your proposed project.
- Include the needs you plan to address, the proposed research projects, and the target populations you plan to serve.

For more information, see Section 3.1.2 of the R&R Application Guide.

Project narrative

Use the Research & Related Other Project Information form to attach the project narrative. In the project narrative, you will describe all aspects of your project. Project activities must comply with the nondiscrimination requirements.

Use the section headers and the order as listed:

Introduction

See merit review criterion 1: Need

- Specify which research area you are applying for, as described in the Background section, meaning either pregnancy/postpartum or pediatric care.
- Briefly describe the purpose of your project. The purpose of this section is to provide a compelling explanation of your project so reviewers can easily understand the scientific value of the proposed studies.

Need

See merit review criterion 1: Need

- Describe the need for the project and its public health significance.
- Summarize the existing literature to show why your project objectives are important, and how they will address a critical barrier or gap in pregnancy/postpartum or pediatric care.
- Briefly outline how the project aligns with one of the following: Healthy People 2030 objectives, MCHB Strategic Research Issues, MCHB Strategic Plan Goals, or MCH Block Grant National Performance Measures.

Methodology and approach

See merit review criterion 2: Response

We recommend no more than 12 pages for this section.

- Describe the proposed research infrastructure that will support your collaborative research.
- Define overall project goals and objectives.
    - The project objectives should be specific, measurable, achievable, relevant, time-bound, inclusive, and equitable.
    - Describe how the project objectives link to the goals and objectives described in the Purpose section of this NOFO.
    - Describe how you will address health disparities in your project's goals and objectives.

- Describe the approaches or strategies to achieve each goal and objective.
    - Provide sufficient technical details to show the necessary steps to accomplish each objective.
    - Give reviewers enough information to assess if your methodology is effective and appropriate.
- Describe how you will address your stated needs and meet the program purpose, requirements and expectations described in this NOFO.
- Describe how you plan to establish a governance structure of the key stakeholders and partners listed in the program requirements and expectations, and how this will inform all stages of the research process, including planning, design, implementation, and evaluation of research activities. Include plans for recruiting members and processes for shared decision-making.
- Describe the research studies that you intend to implement during the period of performance. Include scientific rationale, specific aims, study design, and target populations. At least one study should be an intervention study.
- Provide enough detail for reviewers to evaluate the proposed research studies. If you receive the award, the research plan will be refined in collaboration with HRSA and other partners.
- Describe the anticipated impact of your proposed research, including how the collection and analysis of data by demographic characteristics, including but not limited to, race/ethnicity or socioeconomic status will have an impact on reducing health disparities.
- Describe your plans to disseminate findings widely with diverse stakeholders, including health professionals, policymakers, family members, and the greater public.
    - Specifically include plans for:
        - Peer-reviewed publications: You are expected to publish at least two peer-reviewed publications per year.
        - Dissemination strategies aiming to accelerate the translation of evidence to inform practice and policy at the national, state, and local levels.
        - Other forms of communication, such as presentations to policy makers, clinicians, and other stakeholders, webinars, trainings, tools and toolkits.
        - Your collaboration with partners including the RCC, to share and translate research findings to a variety of audiences.

High-level work plan

See merit review criteria 2 and 4: Response and Impact

- Provide a work plan and a timeline that describes the activities or steps that you will take to achieve your project's proposed objectives. Ensure that the program requirements and expectations are included, and that the work plan covers the entire period of performance.
- Describe how you will ensure that all activities will be completed during the period of performance.
- Describe your management plan.
    - Include personnel, resources, and activities.
    - If you will make subawards or spend funds on contracts, describe how you will communicate with subrecipients to make sure the work is consistent, timely, and of high-quality.
    - Describe how your organization will ensure proper documentation of funds for subrecipients.
- Identify meaningful support and collaboration with key stakeholders to plan, design, and carry out all activities.
- Describe how you will collaborate with HRSA to change the research plan to address emerging priorities.
- Describe how you will comply with the Department of Health and Human Services (HHS) regulations for protection of human subjects (45 CFR part 46).
    - Refer to instructions provided in the R&R Application Guide for specific instructions on preparing the human subjects section of the application.
    - Institutional Review Board (IRB) approval is not required when you submit your application but must be received before starting any activities involving human subjects.
    - All institutions that are engaged in nonexempt human subjects research as part of the project, must be covered by a Federalwide Assurance (FWA) approved by the Office for Human Research Protections (OHRP).

Resolving challenges

See merit review criterion 2: Response

- Discuss challenges that you may encounter while designing and carrying out the activities described in the work plan, and how you expect to resolve these challenges.
    - Examples include but are not limited to: challenges related to data collection, collaboration with stakeholders, engaging priority populations, synthesizing, and translating findings.

Performance reporting and evaluation

See merit review criteria 3 and 5: Performance reporting and evaluation and Resources and capabilities

- **Monitoring.** Describe how you will track project-related processes, activities, and milestones, and use data to identify actual or potential challenges to carrying out your plan into place. Provide an initial list of measures (indicators, metrics) you will use to monitor progress.
- **Performance Measurement**. Provide your plan for measuring and tracking program goals and objectives outlined in the purpose section. The plan should include required and proposed measures outlined in the program requirements and expectations section, and plans for your timely collection and reporting of all measures. See reporting for more information.
- **Program Evaluation.** Describe your program evaluation plans and methods for completing the activities outlined in the program requirements and expectations section.
    - Evaluations should follow the HHS Evaluation Policy, as well as the standards and best practices described in OMB Memorandum M-20-12.
    - Include your timeline for carrying out your evaluation activities, your anticipated evaluation barriers, and your plan to address them.
    - The evaluation plan can be revised after you are awarded to align with the other planned evaluation activities led by the RCC.
- **Continuous Quality Improvement.** Describe your plans for using and incorporating information from performance measurement and evaluation to inform and improve processes and outcomes.
    - Describe your capacity to collect and manage data in a way that allows for accurate and timely monitoring, performance measurement, evaluation, and continuous quality improvement.

- Include a description of the available resources (for example, organizational profile, collaborative partners, staff skills and expertise, budget), systems, and key processes you will use for monitoring (for example, data sources, data collection methods, frequency of collection, data management software).

Sustainability

See merit review criterion 4: Impact

We expect you to continue key project elements that improve practices and outcomes for the target population beyond the award period. Propose a plan for project sustainability after the period of federal funding ends.

Describe the actions you will take to:

- Identify key elements of your projects that are critical to project sustainability.
- Obtain additional sources of funding.
  - We expect you to submit at least one application for external funding each year to sustain the research infrastructure and expand the scientific knowledge created from the research supported by this award.
- Discuss challenges that you will likely encounter in continuing the research. Include how you expect to solve these challenges.

Organizational information

See merit review criterion 5: Resources and capabilities

- Briefly describe your mission, structure, and the scope of your current activities. Explain how they support your ability to carry out the program requirements. Include a project organizational chart as Attachment 3.
- Discuss how you will follow the proposed work plan, account for federal funds, and record all costs to avoid audit findings.
- Include a staffing plan for key faculty and staff in Attachment 1.
- Describe the organizations you will partner with to fulfill the program goals and meet the project's objectives. Include letters of support in Attachment 2.
- Include biographical sketches for key staff using the Research & Related Senior/ Key Person Profile form. See Other required forms.
- If research will be conducted at more than one site, describe each site's resources.

Budget and budget narrative

See merit review criterion 6: Support requested

Complete the information in the Research & Related Budget form. Your **budget** should follow the instructions in Section 3.1.4. Project Budget Information of the R&R Application Guide and any specific instructions listed in this section. Your budget should show a well-organized plan.

HHS now uses the definitions for equipment and supply in 2 CFR 200.1. The new definitions change the threshold for equipment to the lesser of the recipient's capitalization level or $10,000, and the threshold for supplies to below that amount.

The total project or program costs are all allowable (direct and indirect) costs used for the HRSA activity or project. This includes costs charged to the award and non-federal funds used to satisfy a matching or cost-sharing requirement (which may include maintenance of effort, if applicable).

The **budget narrative** supports the information you provide in the Research and Related Budget Form. See other required forms. It includes an itemized breakdown and a clear justification of the costs you request. The merit review committee reviews both.

As you develop your budget, consider:

- If the costs are reasonable and consistent with your project's purpose and activities.
- The restrictions on spending funds. See funding policies and limitations.

You are expected to budget for in-person attendance at the annual HRSA Research Grantee meeting in the Washington, D.C. area for up to two people (the PI and one other attendee) for 2 days. Meeting attendance is an award requirement. The meeting is expected to alternate between in-person or virtual each year.

To create your budget justification narrative, see detailed instructions in Section 3.1.5 of the R&R Application Guide.

Attachments

Place your PDF attachments in order in the Attachments form. See application checklist to determine if they count toward the page limit.

Attachment 1: Staffing plan

See Section 3.1.7 of the R&R Application Guide.
Include a staffing plan that shows the staff positions that will support the project and key information about each. Justify your staffing choices, including education and experience qualifications, and your reasons for the amount of time you request for each staff position.

Attachment 2: Agreements with other entities

Provide any documents that describe working relationships between your organization and others you mention in your project narrative. If you include documents that confirm actual or pending contracts or agreements, the documents should clearly describe the roles of subrecipients and contractors, as well as any deliverables. Make sure letters of agreement are signed and dated.

Attachment 3: Project organizational chart

Provide a one-page diagram that shows the full project's organizational structure.

Attachment 4: Explanation on Delinquent Federal Debt

Only attach this if you have delinquent federal debt that you will explain.

Other required forms

You will need to complete some other forms. Upload the following listed forms at Grants.gov. You can find them in the NOFO application package or review them and any available instructions at Grants.gov Forms.

Forms	Submission Requirement
Research & Related Other Project Information	With application
SF-424 (R&R)	With application
R & R Subaward Budget Attachment(s) Form	With application
Research & Related Senior/Key Person Profile (Expanded)	With application
Project/Performance Site Location(s)	With application
Disclosure of Lobbying Activities (SF-LLL)	If applicable, with the application or before award.

Form instructions

In addition to the requirements for the project abstract, budget narrative, project narrative, and attachments, following are instructions for each of the other forms required by this NOFO. See the application checklist for a full list of all application requirements.

SF 424 (R&R)

This is your application for federal assistance. Follow the instructions in Section 3.1.1 of the R&R Application Guide. This is the application for Federal Assistance.

Research & Related Other Project Information

In addition to the requirements in the project narrative section, you will provide some additional information in this form.

- Complete sections 1 through 6.
- Upload a blank document in item 7: Project Summary/Abstract to avoid a cross-form error with your Project Abstract Summary Form.
- Upload your project narrative in item 8.
- Leave items 9, 10, and 11 blank.

Research & Related Senior/Key Person Profile (Expanded)

- Include biographical sketches for people who will hold the key positions.
- For this NOFO only, biographical sketches do not count toward the page limit.

- Try to use no more than 5 pages per person.
- Do not include non-public, personally identifiable information.
- If you include someone you have not hired yet, include a letter of commitment from that person with their biographical sketch.
- Upload biographical sketches in the Research & Related Senior/Key Person Profile form.
- Include:
  - Name and title.
  - Education and Training. For each entry include institution and location, degree and date earned, if any, and field of study.
  - Section A, Personal Statement. Briefly describe why the individual's experience and qualifications make them well-suited for their role.
  - Section B, Positions and Honors. List in chronological order previous and current positions. List any honors. Include present membership on any federal government public advisory committee.
  - Section C, Contribution to Science. List selected ongoing and completed projects during the last three years. Begin with any projects relevant to the proposed project. Briefly indicate the overall goals of the projects and responsibilities of the person.

R&R Subaward Budget Attachment(s) Form

You will also complete the R&R Subaward Budget Attachment Form for each subaward you propose. These include subcontracts. You will do this using the R&R Subaward Budget Attachment(s) Form.

To complete the budget forms, follow the instructions.

- Once you open this form, you can select "Click here to extract the R&R Subaward Budget Attachment."
- Save the file and then open it to complete it.
- Once you save the file you can upload it within the form.
- Repeat the steps for each subaward.

If you have more than 10 subawards, you may upload the extra budget forms in the Research and Related Other Project Information form in Block 12 "Other Attachments."

Project/Performance Site Locations(s)

Follow the form instructions in Grants.gov Forms. Use the "Next Site" option rather than "Additional Location(s)" to add more than one project/performance site location.

Disclosure of Lobbying Activities (SF-LLL) Form

Follow the form instructions in Grants.gov Forms.

Step 4: Learn About Review and Award

In this step

Application review

Initial review

We will review your application to make sure that it meets eligibility criteria, including the completeness and responsiveness criteria. If your application does not meet these criteria, it will not be funded.

We will not review any pages that exceed the page limit.

Merit review

A panel reviews all applications that pass the initial review. The members use these criteria.

Criterion	Total number of points = 100
1. Need	15 points
2. Response	35 points
3. Performance reporting and evaluation	10 points
4. Impact	20 points
5. Resources and capabilities	10 points
6. Support requested	10 points

Criterion 1: Need (15 points)

See Project Narrative Introduction and Need sections.

The panel will review your application for how well it:

- Provides a compelling introduction and overview of the proposed research project.
- Demonstrates that your proposed project addresses critical problems or barriers in either pregnancy/postpartum or pediatric care.
- Uses scientific literature to highlight challenges related to the research topic and specify the gaps the research will address.
- Aligns with MCHB Strategic Research Issues, the HRSA MCHB Strategic Plan, the MCH Block Grant National Performance Domains or specific Healthy People 2030 objectives (See R&R Application Guide, Section 5.1. Administrative and national policy requirements).

Criterion 2: Response (35 points)

See Project Narrative Methodology and approach, High-level work plan, and Resolving challenges sections.

The panel will review your application for:

Sub-criterion 1: Methodology (15 points)

- How well your proposed project addresses the NOFO's purpose, goals, and objectives.
- The extent to which your proposed goals and objectives are feasible and supported by the proposed project activities.
- How well the activities described will help reduce health disparities and meet project objectives.
- The extent to which the proposed infrastructure will support research that addresses evidence gaps in pregnancy/postpartum and pediatric populations.
- The extent to which the proposed studies are scientifically rigorous.

Sub-criterion 2: Partnerships/Collaborations (10 points)

- The strength of your plan to establish a governance structure for planning, designing, implementing, and evaluating all proposed research activities, including detailed steps to recruit members from each stakeholder group listed in the Program, Requirements, and Expectations section, and processes for shared decision-making.
- The strength of the plan to collaborate with HRSA to modify the research plan to address emerging priorities.

Sub-criterion 3: Work Plan (10 points)

- The extent to which the timeline and activities described are feasible and your work plan clearly describes the roles and responsibilities of personnel and subrecipients and available resources.
- The extent to which you describe adequate human subjects protections in compliance with the HHS regulations for protection of human subjects (45 CFR part 46) and plans to obtain IRB approval prior to initiation of any activities involving human subjects.
- You include a strong dissemination plan that clearly describes how you will publish peer-reviewed publications and develop other materials and strategies to disseminate findings to diverse stakeholders.
- How well you describe potential obstacles and challenges you may face during the project and plans to overcome these challenges.

Criterion 3: Performance reporting and evaluation (10 points)

See Project Narrative Performance reporting and evaluation section.

The panel will review your application for:

- How well you describe how evaluation and performance measurement will be incorporated into planning, implementation, and reporting of project activities.
- The appropriateness of your plan to conduct project-specific evaluation and to participate in the other evaluations described above.
- The strength of your plan to engage partners/collaborators in evaluation and performance measurement activities.
- Your capacity to collect, track, manage, verify and report proposed and required data over time, including available resources, systems, and processes.

Criterion 4: Impact (20 points)

See Project Narrative High-level work plan and Sustainability sections.

The panel will review your application for:

- The potential for your proposed project to add to the evidence base in the priority topic area(s).
- How strong of a public health impact your project may have, with a focus on population-level programs, policies, or clinical practice.
- How strong your plan is for translating and disseminating findings broadly with the potential for expanding to other settings or populations.
- The potential for your program to continue beyond the federal funding with a concrete plan to sustain the research infrastructure and expand the scientific knowledge generated from this award.

Criterion 5: Resources and capabilities (10 points)

See Project Narrative Organizational information and Performance reporting and evaluation sections.

The panel will review your application to determine the extent to which:

- Project staff have the training or experience to carry out the project.
- Your organization has capabilities to fulfill the needs of the proposed project.
- Collaborators have the resources and capabilities to support the proposed project to meet their proposed goals and objectives.

- You describe plans for working with partners to translate research findings into practice.

Criterion 6: Support requested (10 points)

See Budget and budget narrative section.

The panel will review your application to determine:

- How reasonable your proposed budget is for each year of the period of performance.
- Whether costs, as outlined in the budget and required resources sections, are reasonable and align with the project's scope and proposed research studies.
- Whether key staff have adequate time devoted to the project to achieve project objectives.
- Budget includes costs to allow for meaningful collaboration with stakeholders for mutual benefit.

Risk review

Before making an award, we review your award history to assess risk. We need to ensure all prior awards were managed well and demonstrated sound business practices. We:

- Review any applicable past performance
- Review audit reports and findings
- Analyze the budget
- Assess your management systems
- Ensure you continue to be eligible
- Make sure you comply with any public policies

We may ask you to submit additional information.

As part of this review, we use SAM.gov Entity Information Responsibility/Qualification to check your history for all awards likely to be more than $250,000 over the period of performance. You can comment on your organization's information in SAM.gov. We'll consider your comments before making a decision about your level of risk.

If we find a significant risk, we may choose not to fund your application or to place specific conditions on the award.

For more details, see 45 CFR 75.205.

Selection process

When making funding decisions, we consider:

- The available funds.
- Assessed risk.
- Merit review results. These are key in making decisions but are not the only factor.
- The larger portfolio of HRSA-funded projects, including the diversity of project types and geographic distribution.
- HRSA intends to fund 1-2 awards in each research category: pregnancy/ postpartum or pediatric care.

We may:

- Fund out of rank order.
- Fund applications in whole or in part.
- Fund applications at a lower amount than requested.
- Decide not to allow a recipient to subaward if they may not be able to monitor and manage subrecipients properly.
- Choose to fund no applications under this NOFO.
- Consider potential overlap in topics proposed by applicants.

Award notices

We issue notices of award on or around the start date listed in the NOFO. See Section 4 of the R&R Application Guide for more information. By drawing down funds, you accept the terms and conditions of the award.

Step 5: Submit Your Application

In this step

Application submission and deadlines

Your organization's authorized official must certify your application. See the section on finding the application package to make sure you have everything you need.

Make sure you are current with SAM.gov and UEI requirements. When you register or update your SAM.gov registration, you must agree to the financial assistance general certifications and representations, and specifically with regard to grants.

Make sure that your SAM.gov registration is accurate for both contracts and grants, as these registrations differ. See information on getting registered. You will have to maintain your registration throughout the life of any award.

Deadlines

Application

You must submit your application by April 23, 2025, at 11:59 p.m. ET.

Grants.gov creates a date and time record when it receives applications.

Submission method

Grants.gov

You must submit your application through Grants.gov. You may do so using Grants.gov Workspace. This is the preferred method. For alternative online methods, see Applicant System-to-System.

For instructions on how to submit in Grants.gov, see the Quick Start Guide for Applicants. Make sure that your application passes the Grants.gov validation checks, or we may not get it. Do not encrypt, zip, or password protect any files.

Have questions? Go to Contacts and Support.

Other submissions

Intergovernmental review

If your state has a process, you will need to submit application information for intergovernmental review under Executive Order 12372. Under this order, states may design their own processes for obtaining, reviewing, and commenting on some applications. Some states have this process and others do not.

To find out your state's approach, see the list of state single points of contact. If you find a contact on the list for your state, contact them as soon as you can to learn their process. If you do not find a contact for your state, you do not need to do anything further.

This requirement never applies to American Indian and Alaska Native tribes or tribal organizations.

Application checklist

Make sure that you have everything you need to apply:

Form	See instructions	Included in page limit?*
☐ **Project Abstract Summary**	Project abstract	No
☐ **Research & Related Other Project Information**	Project narrative and Form instructions	Only the project narrative counts toward the page limit
☐ **Research & Related Budget**	Budget and budget narrative	Only the budget narrative counts toward the page limit
Attachments Form	Attachments	
☐ 1. Staffing plan		Yes
☐ 2. Agreements with other entities		No
☐ 3. Project organizational chart		Yes
☐ 4. Explanation on Delinquent Federal Debt, if applicable		Yes
Other required forms	Other required forms	
☐ SF-424 (R&R)	Form instructions	No
☐ Research and Related Other Project Information	Form instructions	Yes
☐ Research & Related Senior/Key Person Profile (Biographical Sketches)	Form instructions	No
☐ R & R Subaward Budget Attachment(s)	Form instructions	Yes*
☐ Project/Performance Site Locations(s)	Form instructions	No
☐ Disclosure of Lobbying Activities (SF-LLL)	Grants.gov Forms	No

* Unless otherwise indicated, only what you attach to a form counts toward the page limit. The form itself does not count.

Step 6: Learn What Happens After Award

In this step

Post-award requirements and administration

Administrative and national policy requirements

There are important rules you need to know if you get an award. You must follow:

- All terms and conditions in the notice of award. We incorporate this NOFO by reference.
- The regulations at 45 CFR part 75, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards, or any superseding regulations. Effective October 1, 2024, HHS adopted the following superseding provisions:
  - 2 CFR 200.1, Definitions, Modified Total Direct Cost.
  - 2 CFR 200.1, Definitions, Equipment.
  - 2 CFR 200.1, Definitions, Supply.
  - 2 CFR 200.313(e), Equipment, Disposition.
  - 2 CFR 200.314(a), Supplies.
  - 2 CFR 200.320, Methods of procurement to be followed.
  - 2 CFR 200.333, Fixed amount subawards.
  - 2 CFR 200.344, Closeout.
  - 2 CFR 200.414(f), Indirect (F&A) costs.
  - 2 CFR 200.501, Audit requirements.
- The HHS Grants Policy Statement (GPS). Your NOA will reference this document. If there are any exceptions to the GPS, they'll be listed in your NOA.
- All federal statutes and regulations relevant to federal financial assistance, including those highlighted in HHS Administrative and National Policy Requirements.
- The requirements for performance management in 2 CFR 200.301.

- **Human Subject Protection**: All research that was commenced or ongoing on or after December 13, 2016, and is within the scope of subsection 301(d) of the Public Health Service Act is deemed to be issued a Certificate of Confidentiality (Certificate) and awardees are therefore required to protect the privacy of individuals who are subjects of such research. As of March 31, 2022, HRSA will no longer issue Certificates as separate documents. More information about HRSA's policy about Certificates can be found via this link to HRSA's website.
- **Subaward Requirements:** If you receive an award, you must follow the terms and conditions in the notice of award. You'll also be responsible for how the project, program, or activity performs; how you and others spend award funds; and all other duties.
    - In general, subrecipients must comply with the award requirements (including public policy requirements) that apply to you. You must make sure your subrecipients comply with these requirements. 45 CFR § 75.101 Applicability gives details.
- **Data Rights**: All publications you develop or purchase with award funds must meet program requirements. You may copyright any work that's subject to copyright and was developed, or for which ownership was acquired, under an award.
    - However, we reserve a royalty-free, nonexclusive, and irrevocable right to your copyright-protected work. We can reproduce, publish, or otherwise use the work for federal purposes and allow others to do so. We can obtain, reproduce, publish, or otherwise use any data you produce under the award and allow others to do so for federal purposes. These rights also apply to works that a subrecipient develops.
    - If it applies, the notice of award will address HRSA's rights regarding your award.

Health information technology interoperability

If you receive an award, you must agree to the following conditions when implementing, acquiring, or upgrading health IT. These conditions also apply to all subrecipients.

- Compliance with 45 CFR part 170, subpart B. Make sure your activities meet these standards if they support the activity.
- Certified Health IT for Eligible Clinicians and Hospitals. Use only health IT certified by the ONC Health IT Certification Program for activities related to Sections 4101, 4102, and 4201 of the HITECH Act.

If 45 CFR part 170, subpart B standards do not support the activity, we encourage you to:

- Use health IT that meets non-proprietary standards.
- Follow specifications from consensus-based standards development organizations.
- Consider standards identified in the ONC Interoperability Standards Advisory.

Non-discrimination legal requirements

If you receive an award, you must follow all applicable nondiscrimination laws. You agree to this when you register in SAM.gov. You must also submit an Assurance of Compliance (HHS-690). To learn more, see the Laws and Regulations Enforced by the HHS Office for Civil Rights.

Contact the HHS Office for Civil Rights for more information about obligations and prohibitions under federal civil rights laws or call 1-800-368-1019 or TDD 1-800-537-7697.

The HRSA Office of Civil Rights, Diversity, and Inclusion (OCRDI) offers technical assistance, individual consultations, trainings, and plain language materials to supplement OCR guidance. Visit OCRDI's website to learn more about how federal civil rights laws and accessibility requirements apply to your programs, or contact OCRDI directly at HRSACivilRights@hrsa.gov.

Executive order on worker organizing and empowerment

Executive Order on Worker Organizing and Empowerment (E.O. 14025) encourages worker organizing and collective bargaining to promote equality of bargaining power between employers and employees.

You can support these goals by developing policies and practices that you could use to promote worker power.

Cybersecurity

You must create a cybersecurity plan if your project involves both of the following conditions:

- You have ongoing access to HHS information or technology systems.
- You handle personal identifiable information (PII) or personal health information (PHI) from HHS.

You must base the plan on the NIST Cybersecurity Framework. Your plan should include the following steps:

Identify:

- List all assets and accounts with access to HHS systems or PII/PHI.

Protect:

- Limit access to only those who need it for award activities.
- Ensure all staff complete annual cybersecurity and privacy training. Free training is available at 405(d): Knowledge on Demand (hhs.gov).
- Use multi-factor authentication for all users accessing HHS systems.
- Regularly backup and test sensitive data.

Detect:

- Install antivirus or anti-malware software on all devices connected to HHS systems.

Respond:

- Create an incident response plan. See Incident-Response-Plan-Basics_508c.pdf (cisa.gov) for guidance.
- Have procedures to report cybersecurity incidents to HHS within 48 hours. A cybersecurity incident is:
  - Any unplanned interruption or reduction of quality, or
  - An event that could actually or potentially jeopardize confidentiality, integrity, or availability of the system and its information.

Recover:

- Investigate and fix security gaps after any incident.

Reporting

If you are funded, you will have to follow the reporting requirements in Section 4 of the R&R Application Guide.

You must also follow these program-specific reporting requirements:

- Progress reports required each year.
  - The recipient must submit a progress report each budget year via the Non-Competing Continuation (NCC) Renewal in the EHBs, which should address progress against program outcomes (e.g., accomplishments, barriers, significant changes, plans for the upcoming budget year), and include annual

data on performance measures identified in the Project Narrative, if not captured by DGIS.

- **Federal Financial Report:** The Federal Financial Report (SF-425) is required annually. The report is an accounting of expenditures under the project that year. Financial reports must be submitted electronically. Visit Reporting Requirements | HRSA. More specific information will be included in the notice of award.
- **End-of-Year Progress Report:** The recipient must submit a report at the end of the calendar year with updates to select performance measures.
- **DGIS Performance Reports**. Available through the Electronic Handbooks (EHBs), the Discretionary Grant Information System (DGIS) is where you will report annual performance data to us. You will submit a DGIS Performance Report annually, by the specified deadline.
- You can find the listing of administrative forms, performance measures, and requirements for this program on HRSA.gov. The type of report required is determined by the project year of the award's period of performance. You can see the full OMB-approved reporting package at Discretionary Grants Information System on our website (OMB Number: 0915-0298 | Expiration Date: 12/31/2026).

Type of Report	Reporting Period	Available Date	Report Due Date
a) New Competing Performance Report	9/1/2025 – 8/31/2028 (administrative data and performance measure projections, as applicable)	Period of performance start date	120 days from the available date
b) Non-Competing Performance Report	9/1/2025 – 8/31/2026 9/1/2026 – 8/31/2027	Beginning of each budget period (Years 2–3, as applicable)	120 days from the available date
c) Project Period End Performance Report	9/1/2027 – 8/31/2028	Period of performance end date	90 days from the available date

- **Comprehensive final report:** The recipient must submit a comprehensive final report narrative after the conclusion of the project. In this narrative, the recipient will discuss their project, challenges and resolutions, findings, and the impact their study has on public health. This report will be made publicly available on the HRSA/MCHB webpage.
- **Integrity and Performance Reporting:** The notice of award will contain a provision for integrity and performance reporting in FAPIIS, as required in 45 CFR part 75 Appendix XII.

Contacts and Support

In this step

Agency contacts

Program and eligibility

Jessica DiBari, PhD, MHS and **Maura Maloney, PhD, MS**
Office of Epidemiology and Research, Division of Research

Attn: Maternal and Child Health Research Consortium
Maternal and Child Health Bureau
Health Resources and Services Administration
Email your questions to: MCH_RC@hrsa.gov
Call: 301-443-2170

Financial and budget

Carla Lloyd
Grants Management Specialist

Division of Grants Management Operations, OFAAM
Health Resources and Services Administration
Email your questions to: CLLOYD@hrsa.gov
Call: 301-443-0164

HRSA Contact Center

Open Monday – Friday, 7 a.m. – 8 p.m. ET, except for federal holidays.
Call: 877-464-4772 / 877-Go4-HRSA
TTY: 877-897-9910

Electronic Handbooks Contact Center

Grants.gov

Grants.gov provides 24/7 support. You can call 800-518-4726, search the Grants.gov Knowledge Base, or email Grants.gov for support. Hold on to your ticket number.

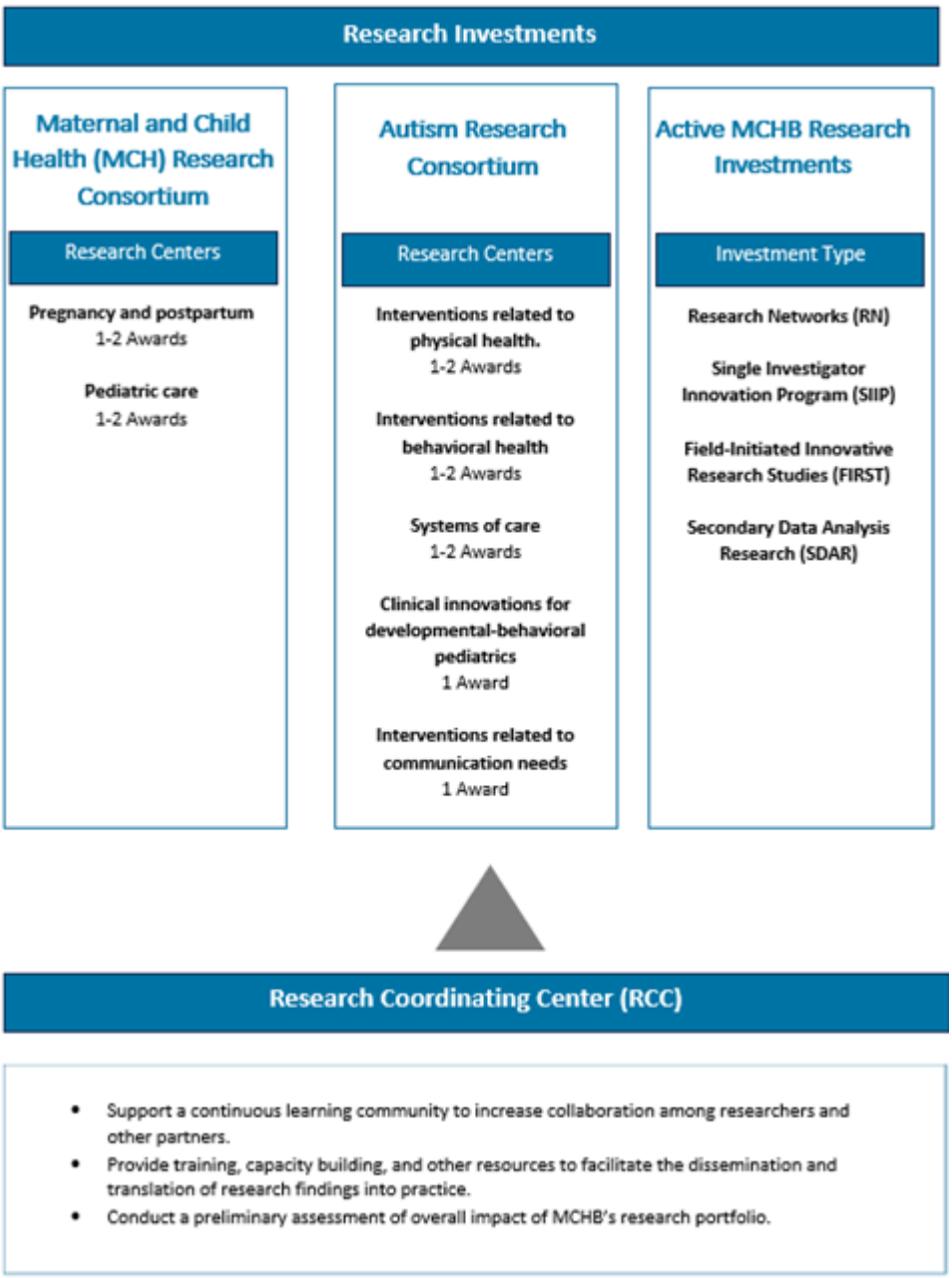
SAM.gov

If you need help, you can call 866-606-8220 or live chat with the Federal Service Desk.

Helpful websites

- HRSA Grants page
- HHS Tips for Preparing Grant Proposals

Appendix A: MCHB Research Program Organizational Structure



Appendix B: Frequently Asked Questions (FAQs)

How to Apply – The Basics

Where do I find application materials for the MCH Research Consortium?

All application materials are available through Workspace on Grants.gov.

What is Grants.gov?

Grants.gov is the web site that the U.S. Government uses to inform citizens of grant opportunities and provide a portal for submitting applications to government agencies. More information can be found on the Grants.gov website.

Is there anything that we need to do immediately to better prepare for our new grant application?

- Yes, make sure that the Authorized Organization Representative at your organization has registered the organization and himself/herself in Grants.gov.
- In order to submit your application, your university and your Authorized Organization Representative MUST be registered in Grants.gov.
- When your Authorized Organization Representative registers in Grants.gov, they will receive a Credential Username and Password, which will allow that individual to submit application forms in Grants.gov.

What are the key things to know about Grants.gov?

- Make sure that the Authorized Organization Representative from your university/ organization is registered in Grants.gov NOW. This process can take up to 1 month and it is better to complete it and have it out of the way before starting any grant application.

- Read the instructions on Grants.gov carefully and allow time for corrections. Enter information in fields even if it is 0 or the form will remain incomplete.
- Required fields are highlighted in yellow.
- There are resources available on the Grants.gov web site to help you navigate this new system. Please visit Grants.gov to access these resources.
- Some business practices will change with the introduction of the new SF-424 R&R Form:
    - With the HRSA SF-424 R&R, you will be reporting faculty and staff time in calendar month equivalents.

We are trying to apply for the announced grants, but our organization does not have an Indirect Cost Rate Agreement. What should we do?

Per 2 CFR 200.414(f), if you have never received a negotiated indirect cost rate, you may elect to charge a *de minimis* rate. This rate is 15% of modified total direct costs (MTDC). The R&R Application Guide also contains information on how to negotiate the indirect cost rate.

How do I know what my institution's indirect cost rate is?

Your institution's indirect cost rate is negotiated by the institution with the U.S.

Department of Health and Human Services (HHS). Your sponsored programs office will be able to provide further information about the indirect cost rate.

Does HRSA offer extensions for submitting applications?

If you experience system glitches or a qualified emergency, you can request an exemption/waiver for your application which is subject to HRSA's discretion. Please submit your exemption request in writing to ApplicationWaivers@hrsa.gov. For details, see Section 2.6. Requesting a waiver in the R&R Application Guide.

Eligibility for Organizations and Principal Investigators

What types of institutions can apply?

Eligibility is described in detail in the Eligibility section of the NOFO.

We are a foreign organization interested in applying. Are foreign entities eligible to apply?

No, the MCH Research Consortium program (HRSA-25-020) is not open to foreign entities.

We have more than one investigator in our institution planning to apply to this NOFO. Is more than one application per institution allowable?

Yes, more than one application per institution is allowable.

Does this competition allow for multiple principal investigators (PIs), also known as project directors (PDs)?

HRSA allows one PD/PI to be named on the face page of the SF-424 R&R application, who will serve as the key point of contact. The application can include co-investigators as key personnel on the project.

Is there a requirement regarding minimum or maximum effort for the PI?

We expect the PD/PI to dedicate a minimum of 20% FTE to the project.

Can someone who is currently a PI on a grant funded by another agency be a PI on this application?

Yes, a PI on another (non-HRSA/MCHB) agency's grant can be a PI on this application; however, if selected for funding, the new recipient will need to verify that percent time across all federally funded grants does not exceed 100%.

Application Format

Are there page limits for the submitted application?

Yes, the total size of all uploaded files included in the page limit may not exceed 60 pages when printed by HRSA. Any pages that go over the limit will be deleted, and the modified application will be sent to the review committee. For a summary of what counts towards the page limits, see the Application Checklist.

Are there any page limitations to the narrative?

We recommend no more than 12 pages for the methodology and approach section.

Which format should we follow for the biographical sketch?

Please use the following biographical sketch form.

Are there font/margin requirements?

Follow HRSA guidelines, which call for 1" margins and 12-point font. More information on specification regarding fonts and margins can be found in the R&R Application Guide.

MCHB Research Programs

Where can I learn more about the MCHB Research Consortium Program?

The MCHB Research Consortium Program is a new program funded through MCHB's Office of Epidemiology and Research, Division of Research (OER/DoR). The figure in Appendix A shows how the overall program will be structured.

Where can I find information on previous awards for the MCH Research Program?

Information on current and past funded projects can be found the HRSA/MCHB website.

What are MCHB's Research Priorities?

MCHB's overall research priorities are highlighted in the Strategic Research Issues. The research priorities for this specific competition are described in the Background section of this NOFO.

Further Assistance

Who should I contact if I have additional questions?

Please contact:

- For programmatic questions, the Project Officers listed in the NOFO via email.
- For budget questions, the Grants Management Specialist listed in the NOFO via email.

In addition, questions about this opportunity will be discussed on a technical assistance webinar. HRSA will record the webinar and make it available approximately 2 weeks after the webinar.

Can I ask the program officer listed in the NOFO to read my abstract/proposal for their comments and suggestions?

No, the project officer has no authority to determine the validity or success of your proposal. The project officer cannot provide feedback or guidance on your draft proposal. Your proposal will be reviewed by an independent review panel comprised of experts in the field.

When will you announce your other research NOFOs?

Please join our listserv to receive an alert whenever our NOFOs are released. Forecasted funding opportunities are also posted on Grants.gov.

Endnotes

1. Healthy People 2030 defines a **health disparity** as "a particular type of health difference that is closely linked with social, economic, and/or environmental disadvantage. Health disparities adversely affect groups of people who have systematically experienced greater obstacles to health based on their racial or ethnic group; religion; socioeconomic status; gender; age; mental health; cognitive, sensory, or physical disability; sexual orientation or gender identity; geographic location; or other characteristics historically linked to discrimination or exclusion." ↕
2. Please reference CDC's Knowledge to Action Framework which defines the translation phase as "processes needed to ensure widespread implementation of evidence-based programs, practices, and policies. These processes include making the decision to translate, transforming scientific knowledge into actionable products, developing appropriate supporting structures, and disseminating evidence-based programs, practices, or policies to potential adopters." Wilson KM, Brady TJ, Lesesne C, on behalf of the NCCDPHP Work Group on Translation. An organizing framework for translation in public health: the Knowledge to Action Framework. Prev Chronic Dis 2011;8(2):A46. Available at https://www.cdc.gov/pcd/issues/2011/mar/10_0012.htm . Accessed on September 28, 2022. ↕
3. For the purpose of this NOFO, underserved communities are defined as populations sharing a particular characteristic, as well as geographic communities, that have been systematically denied a full opportunity to participate in aspects of economic, social, and civic life. Underserved communities may include Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality. See Executive Order 13985 on Advancing Racial Equity and Support for Underserved Communities Through the Federal Government, 86 FR 7009, at § 2 (Jan. 20, 2021), https://www.govinfo.gov/content/pkg/FR-2021-01-25/pdf/2021-01753.pdf ↑
4. For the purpose of this NOFO, we use the following definition of a research-practice partnership: "A research-practice partnership approach is intended to promote efficacious and relevant interventions given that both researchers' perspectives and practitioners' experiences shape implementation. These partnerships emphasize research with communities, agencies, and systems, rather than research "on" these systems, as a way to make interventions relevant and build capacity." Sheridan SM, Fernandez V, Knoche L, Stacks AM, Van Horne BS, Bouza, Johayra; Niño S, Greenfield, DB, Montroy, JJ; Dwyer K, and The EHS Parent Teacher Intervention Consortium. *Journal of Applied Research on Children: Informing Policy for Children at Risk.* Building a Real-World Evidence Base for Improving Child and Family Outcomes. Vol. 11: Iss. 1, Article 11. Available at https://digitalcommons.library.tmc.edu/childrenatrisk/vol11/iss1/11 . Accessed on August 15, 2024. ↕
5. Lived experiences refers to "representation and understanding of an individual's human experiences, choices, and options and how those factors influence one's perception of knowledge" based on one's own life. People with lived experience are those directly affected by social, health, public health, or other issues and the strategies that aim to address those issues. This gives them insights that can inform and improve systems, research, policies, practices, and programs. Office of the Assistant Secretary for Planning and Evaluation. Engaging People with Lived Experience to Improve Federal Research, Policy, and Practice. Available at https://aspe.hhs.gov/lived-experience#:~:text=In%20the%20context%20of%20ASPE%27s . Accessed on August 9, 2023. ↑

6. An intervention is defined as a manipulation of the subject or the subject's environment for the purpose of modifying one or more health-related biomedical or behavioral processes and/or endpoints. Examples include drugs/small molecules/compounds, biologics, devices, procedures (e.g., surgical techniques), delivery systems (e.g., telemedicine, face-to-face interviews), strategies to change health-related behavior (e.g., diet, cognitive therapy, exercise, development of new habits), treatment strategies, prevention strategies, and diagnostic strategies. National Institutes of Health. Office of Research on Women's Health. NIH inclusion Outreach Toolkit: How to Engage, Recruit, and Retain Women in Clinical Research. Available at: NIH Definitions . Accessed on August 28, 2024. ↕