

Centers for Disease Control and Prevention

National Center for Chronic Disease Prevention and Health Promotion

Promoting Population Health through Increased Capacity in Alcohol Epidemiology & the Prevention of Excessive Alcohol Use

CDC-RFA-DP21-2105

Application Due Date: 04/26/2021

Promoting Population Health through Increased Capacity in Alcohol Epidemiology & the Prevention of Excessive Alcohol Use

CDC-RFA-DP21-2105

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Part I. Overview Information

Applicants must go to the synopsis page of this announcement at www.grants.gov and click on the "Subscribe" button link to ensure they receive notifications of any changes to CDC-RFA-DP21-2105. Applicants also must provide an e-mail address to www.grants.gov to receive notifications of changes.

A. Federal Agency Name:

Centers for Disease Control and Prevention (CDC)

B. Notice of Funding Opportunity (NOFO) Title:

Promoting Population Health through Increased Capacity in Alcohol Epidemiology & the Prevention of Excessive Alcohol Use

C. Announcement Type: New - Type 1

This announcement is only for non-research activities supported by CDC. If research is proposed, the application will not be considered. For this purpose, research is defined at https://www.govregs.com/regulations/title42_chapterI_part2_subpartD_section2.52.

D. Agency Notice of Funding Opportunity Number:

CDC-RFA-DP21-2105

E. Assistance Listings (CFDA) Number:

93.845

F. Dates:

1. Due Date for Letter of Intent (LOI): **N/A**

Is a LOI: Not Applicable

N/A

2. Due Date for Applications: **04/26/2021**, 11:59 p.m. U.S. Eastern Standard Time, at www.grants.gov.

3. Date for Informational Conference Call: **03/10/2021**

March 10, 2021, at 1 pm ET at (855) 644-0229, passcode 9357150#.

G. Executive Summary:

1. Summary Paragraph:

CDC announces the availability of fiscal year (FY) 2021 funds to implement CDC-RFA-DP21-2105, Promoting Population Health through Increased Capacity in Alcohol Epidemiology and the Prevention of Excessive Alcohol Use. The purpose of this NOFO is to build state capacity in alcohol epidemiology and provide the tools and information needed to perform core public health functions related to excessive alcohol use prevention in states. This increased epidemiologic capacity will help build the public health infrastructure that is needed to reduce excessive alcohol use – a leading preventable cause of death in the U.S. The NOFO includes an additional component for the delivery of expert technical assistance and training on population-level evidence-based strategies for preventing excessive alcohol use and related harms in states and communities, such as those recommended by the Community Preventive Services Task Force. The period of performance is 5 years with a 12-month budget period and an anticipated

start date of 9/30/2021.

a. Eligible Applicants: Open Competition
b. NOFO Type: Cooperative Agreement
c. Approximate Number of Awards: 9
Component 1: Approximately eight awards; Component 2: Approximately one award

d. Total Period of Performance Funding: $9,250,000
e. Average One Year Award Amount: $187,500
Component 1: $187,500; Component 2: $350,000

f. Number of Years of Award: 5
g. Estimated Award Date: 08/31/2021
h. Cost Sharing and / or Matching Requirements: N
Cost sharing or matching funds are not required for this program.
Although no statutory matching requirement for this NOFO exists, leveraging other resources and related ongoing efforts to promote sustainability is strongly encouraged.

Part II. Full Text

A. Funding Opportunity Description

1. Background

a. Overview

Excessive alcohol use is responsible for more than 95,000 deaths each year in the United States. The lives of those who died from excessive drinking were shortened by about 29 years, totaling 2.8 million years of potential life lost each year. Excessive alcohol use contributes to 1 in 10 total deaths among working-age adults aged 20 to 64 years. In 2010, excessive alcohol use cost the US economy $249 billion, or $2.05 per drink. In the short term, excessive alcohol use is associated with motor vehicle crashes, violence, and injuries. Over time, excessive alcohol use can lead to various chronic conditions, including liver disease, high blood pressure, heart diseases, stroke, certain kinds of cancer, and alcohol use disorders.
Excessive alcohol use includes binge drinking (4 or more drinks on an occasion for a woman or 5 or more drinks on an occasion for a man), heavy drinking (8 or more drinks per week for a woman or 15 or more drinks per week for a man), and any alcohol use by pregnant women or anyone younger than age 21. Binge drinking is responsible for about half the deaths and three-quarters of the costs due to excessive alcohol use. CDC estimates that 37 million US adults—or 1 in 6—binge drink about once a week, consuming an average of 7 drinks per binge. As a result, US adults consume about 17 billion binge drinks annually, or about 470 binge drinks per binge drinker.
States and communities can address excessive alcohol use and related harms by supporting population-level evidence-based strategies, such as those recommended by the Community Preventive Services Task Force, an independent, nonfederal, volunteer body of public health and prevention experts that makes recommendations based on systematic reviews of the scientific literature on the effectiveness of programs, services, and policies in various

populations and settings. However, effective population-level strategies for preventing excessive drinking are often underused.
As part of CDC's efforts to reduce excessive drinking, the CDC Alcohol Program (located in the National Center for Chronic Disease Prevention and Health Promotion's Division of Population Health) is releasing this NOFO with two components. Component 1 supports building state capacity in alcohol epidemiology. This component's activities will align with the key functions of Chronic Disease Epidemiologists, as specified in the 2004 CSTE Chronic Disease Epidemiology Essential Functions White Paper, available at: www.cste.org. This funding opportunity will build on the successes achieved through the prior cooperative agreement, DP16-1608 Promoting Population Health Through Increased Capacity in Alcohol Epidemiology, which provided funding to 5 states and demonstrated that investment in state alcohol epidemiology can lead to greater state and local capacity to prevent excessive drinking. In addition, Component 2 of this NOFO will support the delivery of expert technical assistance and training on the implementation of population-level evidence-based strategies for preventing excessive alcohol use and related harms in states and communities, such as those recommended by the Community Preventive Services Task Force.

b. Statutory Authorities

This program is authorized under the Public Health Service Act § 301(a) and 317(k)(2), 42 U.S.C. § 241(a) and 247b(k)(2), as amended.

c. Healthy People 2030

Healthy People 2030 Focus Area: Reduce misuse of drugs and alcohol

d. Other National Public Health Priorities and Strategies

HHS Strategic Objective 2.1: Empower people to make informed choices for healthier living

HHS Strategic Objective 4.1: Improve surveillance, epidemiology, and laboratory services

e. Relevant Work

Component 1 of this NOFO builds upon CDC-RFA-DP16-1608: Promoting Population Health through Increased Capacity in Alcohol Epidemiology.

Component 2 is new to this NOFO and consolidates various partnership agreements under CDC-RFA-OT18-1802 to support the delivery of expert technical assistance on the prevention of excessive alcohol use in states and communities.

2. CDC Project Description

a. Approach

Bold indicates period of performance outcome.

CDC-RFA-DP21-2105 Logic Model: Promoting Population Health through Increased Capacity in Alcohol Epidemiology and the Prevention of Excessive Alcohol Use

Bold indicates period of performance outcome

Strategies and Activities	Short-term Outcomes	Intermediate Outcomes	Long-term Outcomes
Component 1			
Analyze and interpret surveillance data on excessive alcohol use and related harms and policies. Disseminate scientific findings on excessive alcohol use and related harms to stakeholders* and the general public. Develop partnerships with stakeholders and communities to provide scientific support and help plan and evaluate prevention strategies. Respond to inquiries from and provide technical assistance to stakeholders and the public on excessive alcohol use and related harms.	Increase DP21-2105 recipients' and other stakeholders' knowledge and skills related to: • public health impact of excessive alcohol use and related harms. • how to translate evidence-based, population-level strategies into public health practice. • status of policy and environmental strategies to prevent excessive drinking. **Increase the number of Essential Public Health Services provided by DP21-2105 recipients related to excessive alcohol use.**	**Increase the number of stakeholders engaging with DP21-2105 recipients on the prevention of excessive alcohol use.** **Increase the dissemination of surveillance data on excessive alcohol use in states.**	Increase the number of stakeholders working on implementing evidence-based, population-level strategies for preventing excessive alcohol use and related harms. Increase the implementation of evidence-based strategies to prevent excessive drinking. Increase the prevention of excessive drinking. Reduce excessive alcohol use and related harms.
Component 2			
Provide technical assistance to Component 1 recipients and other stakeholders on evidence-based, population-level prevention	Increase DP21-2105 recipients' capacity to implement evidence-based, population-level strategies to prevent excessive alcohol use. Increase the number of stakeholders with	**Increase the number of DP21-2105 recipients and other stakeholders receiving specialized technical assistance related to effective prevention strategies and the**	

strategies. Centralize and disseminate existing resources on the prevention of excessive alcohol use. Develop and disseminate new research translation tools. Provide training to Component 1 recipients and other stakeholders.	knowledge and skills about: • effective prevention strategies. • how to translate evidence-based strategies into public health practice. • status of policy and environmental prevention strategies.	**measurement of alcohol outlet density.**	

*Stakeholders include health departments, other public health partners and leaders, prevention specialists, professional organizations, key decision makers, policymakers, community coalitions, researchers, state government officials.

i. Purpose

The purpose of Component 1 of this NOFO is to support the building of state capacity in alcohol epidemiology and provide the tools and information needed to perform core public health functions related to excessive alcohol use prevention in states, such as public health surveillance and stakeholder engagement. This increased epidemiologic capacity will help build the public health infrastructure that is needed to reduce excessive alcohol use – a leading preventable cause of death in the U.S.

The purpose of Component 2 of this NOFO is to support the delivery of expert technical assistance and training on population-level evidence-based strategies for preventing excessive alcohol use and related harms in states and communities, such as those recommended by the Community Preventive Services Task Force. The recipient may also develop and disseminate research translation tools and work to coordinate stakeholders and centralize resources related to the prevention of excessive drinking. This recipient may conduct proactive outreach to organizations (e.g. public health or preventive medicine professional organizations) in order to disseminate tools or provide training or other technical assistance. This delivery of expert technical assistance, training, coordination, and tools on the use of evidence-based strategies for preventing excessive drinking will help translate scientific information into public health practice to more effectively prevent excessive alcohol use and related harms in states across the country.

ii. Outcomes

Component 1 recipients are expected to achieve the following short-term outcomes during the period of performance:

• Increase the number of Essential Public Health Services provided by DP21-2105 recipients related to excessive alcohol use.
• Increase the number of stakeholders engaging with DP21-2105 recipients on the prevention of excessive alcohol use.
• Increase the dissemination of surveillance data on excessive alcohol use in states.

Component 2 recipients are expected to achieve the following short-term outcomes during the period of performance:
• Increase the number of DP21-2105 recipients and other stakeholders receiving specialized technical assistance related to effective prevention strategies and the measurement of alcohol outlet density.

iii. Strategies and Activities

Component 1 recipients will be expected to conduct the following strategies and activities during the period of performance:
• Analyze, and interpret surveillance data on excessive alcohol use and related harms and policies in your state, such as measures of excessive alcohol use from state surveys and estimates of alcohol-related deaths.
• Disseminate scientific findings on excessive alcohol use and related harms to stakeholders and the general public in your state. Dissemination channels may include meetings, conferences, webinars, factsheets, dashboards, policy briefs, reports, manuscripts, or earned media.
• Develop partnerships with stakeholders and communities in your state to help provide scientific support and plan and evaluate prevention strategies. Stakeholders include health departments, other public health partners and leaders, prevention specialists, professional organizations, key decision makers, policymakers, community coalitions, researchers, state government officials.
• Respond to inquiries from and provide technical assistance to stakeholders and the public in your state, including communities or groups that are disproportionately affected, on excessive alcohol use and related harms in a culturally competent manner.

Component 2 recipients will be expected to conduct the following strategies and activities during the period of performance:
• Assemble a team with substantial knowledge and expertise on the implementation of population-level evidence-based strategies for preventing excessive alcohol use and related harms, such as those recommended by the Community Preventive Services Task Force (e.g., regulating alcohol outlet density, enforcement of laws prohibiting sales to minors and intoxicated patrons, alcohol pricing strategies, and laws holding retailers accountable for harms resulting from illegal alcohol sales).
• Provide expert technical assistance to Component 1 recipients and other stakeholders on translating evidence-based, population-level prevention strategies for preventing excessive drinking into public health practice. In addition, technical assistance will include measuring alcohol outlet density and analyzing state or local alcohol control policy environments.
• Centralize and disseminate existing resources on the prevention of excessive alcohol use to connect recipients of technical assistance with appropriate partners, resources, or both.
• Develop and disseminate new research translation tools. Dissemination channels may include publishing factsheets, guides, or toolkits, leading trainings, presenting at conferences or meetings, or delivering webinars.

• Provide training to Component 1 recipients and other stakeholders on the implementation of effective population-level strategies for preventing excessive alcohol use and related harms. This recipient may conduct proactive outreach to organizations (e.g., public health or preventive medicine professional organizations) to disseminate tools or provide training or other technical assistance.

1. Collaborations

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

Component 1 applicants are expected to demonstrate how they will develop and maintain collaborative relationships with other CDC-funded projects, when available within their states, to achieve the outcomes shown in the logic model. If the applicant is not a state public health agency, the applicant must describe how surveillance data will be obtained from the state public health agency and how data will be shared with the state public health agency. The applicant must also submit a description of previous and current collaborations with the state public health agency and, at a minimum, should outline the roles and responsibilities that the state public health agency has agreed to in writing, including level of access to specific public health data (beyond Vital Records) necessary to complete analyses, such as previous Behavioral Risk Factor Surveillance System (BRFSS) data to construct trend analyses, National Violent Death Reporting System (NVDRS) data, school-based surveillance of youth risk behaviors (e.g., the Youth Risk Behavior Surveys) data, State Unintentional Drug Overdose Reporting System (SUDORS) data, or National Syndromic Surveillance Program (NSSP) data.

Component 1 applicants are required to demonstrate how they will obtain and analyze surveillance and outcome data related to excessive alcohol use (including BRFSS data). They should also demonstrate how they will collaborate with other CDC-funded programs related to excessive alcohol use (e.g., cancer, injury, violence, or overdose prevention) and how they will disseminate findings to local health partners and collaborate with them on the prevention of excessive drinking.

These collaborations are required by applicants and can greatly increase the quality and effectiveness of their work. Applicants are required to document how these collaborations will assist their implementation of activities, as well as file a copy of Memorandums of Understanding (MOUs), Memorandum of Agreement (MOAs), Data Use Agreements (DUAs), or letters of support with their application.

Applicants must file the MOU or MOA, Data Use Agreement, or letters of support as appropriate, name the file MOUs/MOAs, DUAs, or “letters of support” and upload it as a PDF file at www.grants.gov.

Component 2 recipients are required to collaborate with Component 1 recipients on the prevention of excessive drinking in states, and should keep Component 1 recipients apprised of any activities occurring in their state.

b. With organizations not funded by CDC:

If applicable, Component 1 applicants are encouraged to demonstrate how they will obtain and

analyze surveillance and outcome data related to excessive alcohol use from non-CDC funded sources, such as emergency department or emergency medical services data, hospitalization data, or Fatality Analysis Reporting System (FARS) data.

Component 2 applicants should demonstrate how they will establish and maintain collaborations with national and state organizations, as well as other stakeholders, to best promote and disseminate resources related to the effective prevention of excessive alcohol use and related harms.

Component 2 applicants are encouraged to assemble a team with substantial demonstrated knowledge and expertise on the implementation of population-level evidence-based strategies for preventing excessive alcohol use and related harms, such as those recommended by the Community Preventive Services Task Force. To further complement the Component 2 applicant's team, the applicants may choose to collaborate with other organizations.

All Component 1 and 2 applicants should demonstrate existing or proposed plans to collaborate with state and local public health partners on the prevention of excessive alcohol use and related harms. Other collaborations might include:
• Health and safety partners, in addition to those mentioned above, such as hospitals, first responders, or enforcement agencies;
• Alcohol licensing or alcoholic beverage control agencies;
• Prevention specialists, single state agencies, or State Epidemiological Outcomes Workgroups (SEOW);
• Professional organizations related to public health or substance misuse;
• Key decision makers, such as local leaders, tribal leadership, policymakers, or other state government officials;
• Community coalitions addressing alcohol and other substance misuse or neighborhood safety; and
• Researchers and academic partners.

When relevant, applicants are encouraged to document how these collaborations will assist their implementation of activities, as well as file a copy of Memorandums of Understanding (MOUs), Memorandum of Agreement (MOAs), Data Use Agreements (DUAs), or letters of support with their application if available. Applicants should file the MOU or MOA, Data Use Agreement, or letters of support as appropriate, name the file MOUs/MOAs, DUAs, or "letters of support" and upload it as a PDF file at www.grants.gov.

2. Target Populations

The work completed under this NOFO is intended to target populations who drink excessively in states. Component 1 applicants may choose to identify specific populations to work with or to study to reduce alcohol-related disparities and improve health equity in the state. However, due to the nature of excessive drinking and its potential to be associated with harms to drinkers and to others, this NOFO is intended to create safer and healthier states for everyone by addressing excessive drinking at a population level.

Nevertheless, strategies and activities that directly involve populations that are disproportionately impacted by excessive alcohol use are critical for accelerating a reduction in the alcohol-related health, social, and economic burden experienced by some populations; therefore, surveillance of excessive drinking and related harms among these populations is

encouraged. Component 1 recipients will be expected to engage with disproportionately affected populations in their jurisdiction in a culturally competent manner. Alcohol-related disparities vary across jurisdictions and they are affected by characteristics of populations, social determinants of health, and the implementation of alcohol control policies.

a. Health Disparities

In the context of excessive alcohol use, addressing social determinants of health and health equity could provide the opportunity for all people to live safe from alcohol-related harms regardless of their race or ethnicity, level of education, gender identity, sexual orientation, the job they have, or the neighborhood they live in. With the overarching goal of reducing excessive alcohol use and related harms, recipients will monitor excessive alcohol use and educate stakeholders about effective strategies for reducing excessive drinking across the population. In addition, because of alcohol-related health disparities across groups including race/ethnicity, education level, and income level, recipients can also propose additional activities to address alcohol-related disparities in the state and/or collaborate with local health partners, community coalitions, and organizations that have the potential to reach populations particularly affected by alcohol-related disparities, such as tribal populations or lower-income populations. By encouraging recipients to partner with local public health stakeholders, community groups, and other public health partners, this NOFO supports recipients in addressing alcohol-related health disparities in their state.

iv. Funding Strategy (for multi-component NOFOs only)

Approximately $1,850,000 is available in year 1 to support approximately eight Component 1 recipients at approximately $187,500 each and approximately one Component 2 recipient at approximately $350,000. Only one Component 1 award will be made within a state or territory. If multiple applicants are interested in applying for Component 1 of this NOFO within a state or territory, CDC encourages coordination on a single NOFO application. Funding availability is subject to change.

b. Evaluation and Performance Measurement

i. CDC Evaluation and Performance Measurement Strategy

CDC will work with recipients to develop and implement jurisdiction-specific evaluation plans and ensure accurate evaluation and performance measurement reporting.

Component 1 recipients are expected to report on the following performance measures:
• Increase the number of Essential Public Health Services provided by DP21-2105 recipients related to excessive alcohol use.
• Increase the number of stakeholders engaging with DP21-2105 recipients on the prevention of excessive alcohol use.
• Increase the dissemination of surveillance data on excessive alcohol use in states.

Component 2 recipients are expected to report on the following performance measures:
• Increase the number of DP21-2105 recipients and other stakeholders receiving specialized technical assistance related to effective prevention strategies and the measurement of alcohol outlet density.

Applicants are required to submit a Data Management Plan (DMP) that is as complete as possible and includes:

• A description of the data to be collected or generated in the proposed project;
• The standards to be used for the collected or generated data;
• Mechanisms for, or limitations to, providing access to the data, including a description for the provisions for the protection of privacy, confidentiality, security, and intellectual property, or other rights;
• Statement of the use of data standards that ensure all documentation that describes the method of collection, what the data represent, and
• Plans for archiving and long-term preservation of the data, or explaining why long-term preservation and access are not justified; and,
• Other additional requirements based on the program.
The DMP may be submitted as a checklist, paragraph, or other format. Below are DMP examples to help guide applicants in the development of the DMP:

University of California: http://dmp.cdlib.org/
USGS: http://www.usgs.gov/datamanagement/plan/dmplans.php
ICPSR: http://www.icpsr.umich.edu/icpsrweb/content/datamanagement/dmp/plan.html

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

- How applicant will collect the performance measures, respond to the evaluation questions, and use evaluation findings for continuous program quality improvement.
- How key program partners will participate in the evaluation and performance measurement planning processes.
- Available data sources, feasibility of collecting appropriate evaluation and performance data, and other relevant data information (e.g., performance measures proposed by the applicant)
- Plans for updating the Data Management Plan (DMP), if applicable, for accuracy throughout the lifecycle of the project. The DMP should provide a description of the data that will be produced using these NOFO funds; access to data; data standards ensuring released data have documentation describing methods of collection, what the data represent, and data limitations; and archival and long-term data preservation plans. For more information about CDC's policy on the DMP, see https://www.cdc.gov/grants/additional-requirements/ar-25.html.

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

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

- Describe other information (e.g., measures, data sources).

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

c. Organizational Capacity of Recipients to Implement the Approach

Component 1:
Applicant should provide a staffing plan, including an organizational chart, CVs, position descriptions and project management structure that demonstrate sufficient capacity to meet the goals of the proposed project and that clearly defines staff roles and reporting structure.

Applicant should demonstrate substantial history of working with CDC or other large, national organizations to analyze public health survey data.

Applicant should demonstrate substantial experience managing public health programs and resources ensuring the administrative, financial, and staff support necessary to sustain programmatic activities.

Applicant should demonstrate experience effectively acquiring and managing public health data on health risk behaviors, ensuring the administrative, financial, and staff support necessary to sustain surveillance activities.

Applicant should demonstrate substantial past experience using public health data to inform the prevention of health risk behaviors and disseminating surveillance findings to state and local partners, as well as other stakeholders. If applicant has experience in alcohol epidemiology this should be highlighted as well.

Applicant should demonstrate substantial experience engaging and collaborating with stakeholders on the prevention of health risk behaviors.

Applicant should demonstrate required skills including program planning, program evaluation, performance monitoring, financial reporting, budget management and administration, and personnel management. Applicant must demonstrate their ability to manage the required procurement efforts, including the ability to write and award contracts in accordance with grants regulations.

Applicant must have a financial management system that will allow for funds management and segregation of funds by program, and meet the requirements as stated in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards. The financial system should permit the preparation of reports required by general and program-specific terms and conditions; and the tracing of funds to a level of expenditure adequate to establish that such funds have been used according to the federal statutes, regulations, and terms and conditions of the federal award.

If relevant, applicant may describe their current status in applying for public health department accreditation or evidence of accreditation. Information on accreditation may be found at http://www.phaboard.org.

All applicants should file the CVs/resumes, organizational chart, and staffing plan, as

appropriate, and name the file CVs/resumes, organizational chart or staffing plan and upload it as a PDF file at www.grants.gov.

Component 2:
Applicant should provide a staffing plan, including an organizational chart, CVs, position descriptions and project management structure that demonstrate sufficient capacity to meet the goals of the proposed project and that clearly defines staff roles and reporting structure. Any planned consultancies or subcontracts should be included in the project management structure.

Applicant should demonstrate project team's substantial experience addressing issues related to the implementation of effective population-level strategies to reduce excessive alcohol use, including those that address the availability, accessibility and affordability of alcohol, and experience providing technical assistance and training. The project team specifically must be able to provide consultation on a comprehensive approach for preventing excessive alcohol use, including topics such as the use of data to educate and inform about evidence-based population-level prevention strategies, the measurement of alcohol outlet density, preemption of local authority to regulate alcohol outlet density and alcohol sales, and alcohol pricing strategies. The project team should also have capacity to deliver technical assistance on measuring alcohol outlet density and analyzing state or local alcohol policy control environments (e.g. answering legal questions related to preemption of local authority).

Applicant should demonstrate project team's experience developing tools, factsheets or other resources to assist with the translation of research into public health practice, and disseminating tools and resources to stakeholders.

Applicant should demonstrate required skills include program planning, program evaluation, performance monitoring, financial reporting, budget management and administration, and personnel management. Applicants must demonstrate their ability to manage the required procurement efforts, including the ability to write and award contracts in accordance with grants regulations. Applicants should demonstrate understanding of applicable anti lobbying provisions and the types of allowable activities under these restrictions (e.g., educate and inform but not engage in impermissible lobbying using CDC funds).

Applicant must have a financial management system that will allow for funds management and segregation of funds by program, and meet the requirements as stated in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards. The financial system should permit the preparation of reports required by general and program-specific terms and conditions; and the tracing of funds to a level of expenditure adequate to establish that such funds have been used according to the federal statutes, regulations, and terms and conditions of the federal award.

All applicants should file the CVs/resumes, organizational chart, and staffing plan, as appropriate, and name the file CVs/resumes, organizational chart or staffing plan and upload it as a PDF file at www.grants.gov.

d. Work Plan

Applicants should develop a work plan that provides a detailed plan for the first year of the period of performance and a high-level plan for the subsequent years. Applicants should clearly describe how the sections in their work plans crosswalk to the strategies, activities, outcomes,

and evaluation and performance measures presented in the logic model and the narrative sections of the NOFO.

A sample work plan format is presented below. Applicants should complete the table for each period of performance outcome. If a particular activity leads to multiple outcomes, it should be described under each outcome measure.

Period of Performance Outcome: *[from Outcomes section and/or logic model]*		Outcome Measure: *[from Evaluation and Performance Measurement section]*	
Strategies and Activities	Process Measure [from Evaluation and Performance Measurement section]	Responsible Party	Completion Date
1.			
2.			
3.			
4.			

e. CDC Monitoring and Accountability Approach

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

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

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

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

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

f. CDC Program Support to Recipients (THIS SECTION APPLIES ONLY TO COOPERATIVE AGREEMENTS)

Technical assistance to Component 1 recipients will be provided in the form of trainings and presentations and access to expertise retained by the CDC Alcohol Program via Component 2 of this NOFO.

Technical assistance to Component 2 recipients will be provided in the form of trainings and presentations.

This support will allow CDC to:
- Provide resources, training, technical assistance, and consultation to recipients in collecting, analyzing, and disseminating surveillance data on the excessive alcohol use and related harms and policies.
- Provide resources, training, and technical assistance, and consultation to support collaborations on the prevention of excessive drinking and related harms.
- Serve as a convener and resource on the prevention of excessive alcohol use and related harms.

B. Award Information

1. Funding Instrument Type: Cooperative Agreement

CDC's substantial involvement in this program appears in the CDC Program Support to Recipients Section.

2. Award Mechanism: U58

3. Fiscal Year: 2021

Estimated Total Funding: $9,250,000

4. Approximate Total Fiscal Year Funding: $1,850,000

$1,500,000 for Component 1 and $350,000 for Component 2 per fiscal year.

This amount is subject to the availability of funds.

5. Approximate Period of Performance Funding: $9,250,000

Component 1: $7,500,000; Component 2: $1,750,000

6. Total Period of Performance Length: 5

7. Expected Number of Awards: 9

Component 1: Approximately eight awards; Component 2: Approximately one award

8. Approximate Average Award: $187,500 Per Budget Period

Component 1: $187,500; Component 2: $350,000

This amount is subject to the availability of funds.

9. Award Ceiling: $600,000 Per Budget Period
Component 1: $200,000. Component 2: $400,000.

10. Award Floor: $200,000 Per Budget Period
Component 1: $100,000. Component 2: $100,000.

11. Estimated Award Date: 08/31/2021
Start Date 9/30/2021

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

12. Budget Period Length: 12 month(s)

13. Direct Assistance

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

C. Eligibility Information

1. Eligible Applicants

Eligibility Category:

State governments
County governments
City or township governments
Special district governments
Independent school districts
Public and State controlled institutions of higher education
Native American tribal governments (Federally recognized)
Public housing authorities/Indian housing authorities
Native American tribal organizations (other than Federally recognized tribal governments)
Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education
Nonprofits without 501(c)(3) status with the IRS, other than institutions of higher

education
Private institutions of higher education
For profit organizations other than small businesses
Small businesses
Others (see text field entitled "Additional Information on Eligibility" for clarification)
Unrestricted (i.e., open to any type of entity above), subject to any clarification in text field entitled "Additional Information on Eligibility"

Additional Eligibility Category:

Government Organizations:

State (includes the District of Columbia)
Local governments or their bona fide agents
Territorial governments or their bona fide agents in the Commonwealth of Puerto Rico, the Virgin Islands, the Commonwealth of the Northern Marianna Islands, American Samoa, Guam, the Federated States of Micronesia, the Republic of the Marshall Islands, and the Republic of Palau.
State controlled institutions of higher education
American Indian or Alaska Native tribal governments (federally recognized or state-recognized)

Non-government Organizations:

American Indian or Alaska native tribally designated organizations

Other:

Private colleges and universities
Community-based organizations
Faith-based organizations

2. Additional Information on Eligibility

1. (Component 1 only) Applicants must be physically located and operate in the state or territory for which work is proposed. Applicants must specifically identify the state or territory in which they will work. Applicants with locations in multiple states or territories must select one state or territory, the state or territory in which that applicant is located. Applicants must provide a statement that identifies the state or territory in which the applicant will do the proposed work, evidence of operation in that state in the form of a mailing address, and must title this file "Operational Jurisdiction" and upload it as a PDF file at www.grants.gov. Applicants proposing to work in states or territories other than where the applicant is physically located and operates will be considered non-responsive and will not receive further review.
2. Applicants may apply for Component 1 or Component 2, but not both. Applicants should clearly state which component they are applying for in their project abstract (Component 1 or Component 2). Applicants who apply for both Component 1 and Component 2 will be considered non-responsive, and will not be entered into the review process.
3. CDC will not accept and review applications with budgets greater than the ceiling of the award range ($200,000 for Component 1 and $400,000 for Component 2). Applications with budgets that exceed the ceiling of the award, which includes both direct and indirect costs, will be considered non-responsive, and will not be entered into the review process.

3. Justification for Less than Maximum Competition

N/A

4. Cost Sharing or Matching

Cost Sharing / Matching Requirement: No

Cost sharing or matching funds are not required for this program.

Although no statutory matching requirement for this NOFO exists, leveraging other resources and related ongoing efforts to promote sustainability is strongly encouraged.

5. Maintenance of Effort

Maintenance of effort is not required for this program.

D. Required Registrations

1. Required Registrations

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

a. Data Universal Numbering System: All applicant organizations must obtain a Data Universal Numbering System (DUNS) number. A DUNS number is a unique nine-digit

identification number provided by Dun & Bradstreet (D&B). It will be used as the Universal Identifier when applying for federal awards or cooperative agreements.
The applicant organization may request a DUNS number by telephone at 1-866-705-5711 (toll free) or internet at http:// fedgov.dnb. com/ webform/ displayHomePage.do. The DUNS number will be provided at no charge.
If funds are awarded to an applicant organization that includes sub-recipients, those sub-recipients must provide their DUNS numbers before accepting any funds.
b. System for Award Management (SAM): The SAM is the primary registrant database for the federal government and the repository into which an entity must submit information required to conduct business as a recipient. All applicant organizations must register with SAM, and will be assigned a SAM number. All information relevant to the SAM number must be current at all times during which the applicant has an application under consideration for funding by CDC. If an award is made, the SAM information must be maintained until a final financial report is submitted or the final payment is received, whichever is later. The SAM registration process can require 10 or more business days, and registration must be renewed annually. Additional information about registration procedures may be found at https://www.sam.gov/index.html.
c. Grants.gov: The first step in submitting an application online is registering your organization at www.grants.gov, the official HHS E-grant Web site. Registration information is located at the "Applicant Registration" option at www.grants.gov.
All applicant organizations must register at www.grants.gov. The one-time registration process usually takes not more than five days to complete. Applicants should start the registration process as early as possible.

Step	System	Requirements	Duration	Follow Up
1	Data Universal Number System (DUNS)	1. Click on http:// fedgov.dnb.com/ webform 2. Select Begin DUNS search/request process 3. Select your country or territory and follow instructions to obtain your DUNS 9-digit # 4. Request appropriate staff member(s) to obtain DUNS number, verify & update information under DUNS number	1-2 Business Days	To confirm that you have been issues a new DUNS number check online at (http:// fedgov.dnb.com/ webform) or call 1-866-705-5711
2	System for Award Management (SAM) formerly Central Contractor	1. Retrieve organizations DUNS number 2. Go to https://www.sam.gov/index.html and designate an E-Biz POC (note CCR username will not work in SAM and you will	3-5 Business Days but up to 2 weeks and must be renewed once a year	For SAM Customer Service Contact https://fsd.gov/fsd-gov/home.do Calls: 866-606-8220

	Registration (CCR)	need to have an active SAM account before you can register on grants.gov)		
3	Grants.gov	1. Set up an individual account in Grants.gov using organization new DUNS number to become an authorized organization representative (AOR) 2. Once the Account is set up the E_BIZ POC will be notified via email 3. Log into grants.gov using the password the E- BIZ POC received and create new password 4. This authorizes the AOR to submit the applications on behalf of the organization	Same day but can take 8 weeks to be fully registered and approved in the system (note, applicants MUST obtain a DUNS number and SAM account before applying to grants.gov)	Register early! Log into Grants.gov and check AOR status until it shows you have been approved

2. Request Application Package

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

3. Application Package

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

4. Submission Dates and Times

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

a. Letter of Intent Deadline (must be emailed or postmarked by)

Due Date for Letter of Intent: **N/A**

N/A

b. Application Deadline

Due Date for Applications: **04/26/2021** , 11:59 p.m. U.S. Eastern Standard Time, at www.grants.gov. If Grants.gov is inoperable and cannot receive applications, and circumstances preclude advance notification of an extension, then applications must be submitted by the first business day on which grants.gov operations resume.

Date for Informational Conference Call: 03/10/2021
March 10, 2021, at 1 pm ET at (855) 644-0229, passcode 9357150#.

5. CDC Assurances and Certifications

All applicants are required to sign and submit "Assurances and Certifications" documents indicated at http:// wwwn.cdc.gov/ grantassurances/ (S(mj444mxct51lnrv1hljjjmaa)) / Homepage.aspx.
Applicants may follow either of the following processes:

- Complete the applicable assurances and certifications with each application submission, name the file "Assurances and Certifications" and upload it as a PDF file with at www.grants.gov
- Complete the applicable assurances and certifications and submit them directly to CDC on an annual basis at http:// wwwn.cdc.gov/ grantassurances/ (S(mj444mxct51lnrv1hljjjmaa)) / Homepage.aspx

Assurances and certifications submitted directly to CDC will be kept on file for one year and will apply to all applications submitted to CDC by the applicant within one year of the submission date.

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

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

example, a copy of Procurement policy submitted in response to the questionnaire may be labeled using the following format: Risk Questionnaire Supporting Documents _ Procurement Policy.

Duplication of Efforts

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

6. Content and Form of Application Submission

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

7. Letter of Intent

Is a LOI: Not Applicable

N/A

8. Table of Contents

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

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

9. Project Abstract Summary

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

Abstract Summary" text box at www.grants.gov.

10. Project Narrative

Multi-component NOFOs may have a maximum of 15 pages for the "base" (subsections of the Project Description that the components share with each other, which may include target population, inclusion, collaboration, etc.); and up to 4 additional pages per component for Project Narrative subsections that are specific to each component.

Text should be single spaced, 12 point font, 1-inch margins, and number all pages.

Page limits include work plan; content beyond specified limits may not be reviewed. Applicants should use the federal plain language guidelines and Clear Communication Index to respond to this Notice of Funding Opportunity Announcement. Note that recipients should also use these tools when creating public communication materials supported by this NOFO. Failure to follow the guidance and format may negatively impact scoring of the application.

a. Background

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

b. Approach

i. Purpose

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

ii. Outcomes

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

iii. Strategies and Activities

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

1. Collaborations

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

described in the CDC Project Description.

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

c. Applicant Evaluation and Performance Measurement Plan

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

- How applicant will collect the performance measures, respond to the evaluation questions, and use evaluation findings for continuous program quality improvement. The Paperwork Reduction Act of 1995 (PRA): Applicants are advised that any activities involving information collections (e.g., surveys, questionnaires, applications, audits, data requests, reporting, recordkeeping and disclosure requirements) from 10 or more individuals or non-Federal entities, including State and local governmental agencies, and funded or sponsored by the Federal Government are subject to review and approval by the Office of Management and Budget. For further information about CDC's requirements under PRA
  see https://www.cdc.gov/od/science/integrity/reducePublicBurden/.
- How key program partners will participate in the evaluation and performance measurement planning processes.
- Available data sources, feasibility of collecting appropriate evaluation and performance data, data management plan (DMP), and other relevant data information (e.g., performance measures proposed by the applicant).

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

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

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

d. Organizational Capacity of Applicants to Implement the Approach

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

11. Work Plan

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

12. Budget Narrative

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

- Salaries and wages
- Fringe benefits
- Consultant costs
- Equipment
- Supplies
- Travel
- Other categories
- Contractual costs
- Total Direct costs
- Total Indirect costs

Indirect costs could include the cost of collecting, managing, sharing and preserving data. Indirect costs on grants awarded to foreign organizations and foreign public entities and performed fully outside of the territorial limits of the U.S. may be paid to support the costs of compliance with federal requirements at a fixed rate of eight percent of MTDC exclusive of tuition and related fees, direct expenditures for equipment, and subawards in excess of $25,000. Negotiated indirect costs may be paid to the American University, Beirut, and the World Health Organization.
If applicable and consistent with the cited statutory authority for this announcement, applicant entities may use funds for activities as they relate to the intent of this NOFO to meet national standards or seek health department accreditation through the Public Health Accreditation Board (see: http://www.phaboard.org). Applicant entities to whom this provision applies include state, local, territorial governments (including the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, the Commonwealth of the Northern Marianna Islands, American Samoa, Guam, the Federated States of Micronesia, the Republic of

the Marshall Islands, and the Republic of Palau), or their bona fide agents, political subdivisions of states (in consultation with states), federally recognized or state-recognized American Indian or Alaska Native tribal governments, and American Indian or Alaska Native tribally designated organizations. Activities include those that enable a public health organization to deliver public health services such as activities that ensure a capable and qualified workforce, up-to-date information systems, and the capability to assess and respond to public health needs. Use of these funds must focus on achieving a minimum of one national standard that supports the intent of the NOFO. Proposed activities must be included in the budget narrative and must indicate which standards will be addressed.
Vital records data, including births and deaths, are used to inform public health program and policy decisions. If applicable and consistent with the cited statutory authority for this NOFO, applicant entities are encouraged to collaborate with and support their jurisdiction's vital records office (VRO) to improve vital records data timeliness, quality and access, and to advance public health goals. Recipients may, for example, use funds to support efforts to build VRO capacity through partnerships; provide technical and/or financial assistance to improve vital records timeliness, quality or access; or support vital records improvement efforts, as approved by CDC.
Applicants must name this file "Budget Narrative" and upload it as a PDF file at www.grants.gov. If requesting indirect costs in the budget, a copy of the indirect cost-rate agreement is required. If the indirect costs are requested, include a copy of the current negotiated federal indirect cost rate agreement or a cost allocation plan approval letter for those Recipients under such a plan. Applicants must name this file "Indirect Cost Rate" and upload it at www.grants.gov.

Applicants should include travel funds to support a kickoff meeting in Atlanta, GA, in year 1, as well as annual Council of State and Territorial Epidemiologists (CSTE) conferences and periodic Alcohol Policy meetings (hosted by the U.S. Alcohol Policy Alliance – next meeting planned for April 2022).

13. Intergovernmental Review

Executive Order 12372 does not apply to this program.

14. Pilot Program for Enhancement of Employee Whistleblower Protections

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

14a. Funds Tracking

Proper fiscal oversight is critical to maintaining public trust in the stewardship of federal funds. Effective October 1, 2013, a new HHS policy on subaccounts requires the CDC to set up payment subaccounts within the Payment Management System (PMS) for all new grant awards. Funds awarded in support of approved activities and drawdown instructions will be identified on the Notice of Award in a newly established PMS subaccount (P

subaccount). Recipients will be required to draw down funds from award-specific accounts in the PMS. Ultimately, the subaccounts will provide recipients and CDC a more detailed and precise understanding of financial transactions. The successful applicant will be required to track funds by P-accounts/sub accounts for each project/cooperative agreement awarded. Applicants are encouraged to demonstrate a record of fiscal responsibility and the ability to provide sufficient and effective oversight. Financial management systems must meet the requirements as described 2 CFR 200 which include, but are not limited to, the following:

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

14b. Copyright Interests Provisions

This provision is intended to ensure that the public has access to the results and accomplishments of public health activities funded by CDC. Pursuant to applicable grant regulations and CDC's Public Access Policy, Recipient agrees to submit into the National Institutes of Health (NIH) Manuscript Submission (NIHMS) system an electronic version of the final, peer-reviewed manuscript of any such work developed under this award upon acceptance for publication, to be made publicly available no later than 12 months after the official date of publication. Also at the time of submission, Recipient and/or the Recipient's submitting author must specify the date the final manuscript will be publicly accessible through PubMed Central (PMC). Recipient and/or Recipient's submitting author must also post the manuscript through PMC within twelve (12) months of the publisher's official date of final publication; however the author is strongly encouraged to make the subject manuscript available as soon as possible. The recipient must obtain prior approval from the CDC for any exception to this provision.
The author's final, peer-reviewed manuscript is defined as the final version accepted for journal publication, and includes all modifications from the publishing peer review process, and all graphics and supplemental material associated with the article. Recipient and its submitting authors working under this award are responsible for ensuring that any publishing or copyright agreements concerning submitted articles reserve adequate right to fully comply with this provision and the license reserved by CDC. The manuscript will be hosted in both PMC and the CDC Stacks institutional repository system. In progress reports for this award, recipient must identify publications subject to the CDC Public Access Policy by using the applicable NIHMS identification number for up to three (3) months after the publication date and the PubMed Central identification number (PMCID) thereafter.

14c. Data Management Plan

As identified in the Evaluation and Performance Measurement section, applications involving data collection must include a Data Management Plan (DMP) as part of their evaluation and performance measurement plan. The DMP is the applicant's assurance of the quality of the public health data through the data's lifecycle and plans to deposit data in a repository to

preserve and to make the data accessible in a timely manner. See web link for additional information: https://www.cdc.gov/grants/additional-requirements/ar-25.html.

15. Funding Restrictions

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

- Recipients may not use funds for research.
- Recipients may not use funds for clinical care except as allowed by law.
- Recipients may use funds only for reasonable program purposes, including personnel, travel, supplies, and services.
- Generally, recipients may not use funds to purchase furniture or equipment. Any such proposed spending must be clearly identified in the budget.
- Reimbursement of pre-award costs generally is not allowed, unless the CDC provides written approval to the recipient.
- Other than for normal and recognized executive-legislative relationships, no funds may be used for:
    - publicity or propaganda purposes, for the preparation, distribution, or use of any material designed to support or defeat the enactment of legislation before any legislative body
    - the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before any legislative body
- See Additional Requirement (AR) 12 for detailed guidance on this prohibition and additional guidance on lobbying for CDC recipients.
- The direct and primary recipient in a cooperative agreement program must perform a substantial role in carrying out project outcomes and not merely serve as a conduit for an award to another party or provider who is ineligible.
- In accordance with the United States Protecting Life in Global Health Assistance policy, all non-governmental organization (NGO) applicants acknowledge that foreign NGOs that receive funds provided through this award, either as a prime recipient or subrecipient, are strictly prohibited, regardless of the source of funds, from performing abortions as a method of family planning or engaging in any activity that promotes abortion as a method of family planning, or to provide financial support to any other foreign non-governmental organization that conducts such activities. See Additional Requirement (AR) 35 for applicability https://www.cdc.gov/grants/additional-requirements/ar-35.html

Funds may not be used for the provision of clinical services, including individual-level substance use treatment or counseling services; the implementation of group therapies designed for persons in recovery from alcohol or substance use disorders; the development or use of pharmaceutical therapies; or for the design and delivery of classroom-based alcohol and other substance use educational programs for youth audiences.

16. Other Submission Requirements

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

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

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

If you do not receive a "validation" e-mail within two business days of application submission, please contact www.grants.gov. For instructions on how to track your application, refer to the e-mail message generated at the time of application submission or the Grants.gov Online User Guide.
https://www.grants.gov/help/html/help/index.htm?callingApp=custom#t=GetStarted%2FGetStarted.htm

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

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

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

1. Include the www.grants.gov case number assigned to the inquiry
2. Describe the difficulties that prevent electronic submission and the efforts taken with the www.grants.gov Contact Center to submit electronically; and
3. Be received via e-mail to the GMS/GMO listed below at least three calendar days before the application deadline. Paper applications submitted without prior approval will not be considered.
   If a paper application is authorized, OGS will advise the applicant of specific instructions for submitting the application (e.g., original and two hard copies of the application by U.S. mail or express delivery service).

E. Review and Selection Process

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

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

b. Phase II Review
A review panel will evaluate complete, eligible applications in accordance with the criteria below.
i. Approach ii. Evaluation and Performance Measurement iii. Applicant's Organizational Capacity to Implement the Approach
Not more than thirty days after the Phase II review is completed, applicants will be notified electronically if their application does not meet eligibility or published submission requirements.

Component 1 Approach	Maximum Points: 35

Outcomes (10 points) Evaluate the extent to which the applicant:
• Presents program-specific achievable and appropriate outcomes that are consistent with the outcomes described in the CDC Project Description and logic model. (5)
• Describes overall program-specific strategies and activities consistent with the CDC Project Description, logic model, and outcome and that are achievable and appropriate for the project. (5)

Collaboration (15 points) Evaluate the extent to which the applicant:
• Adequately describes how they will collaborate with CDC-funded programs and organizations not funded by CDC, how those collaborations will assist in achieving the NOFO period of performance outcomes (3), and provides letters of support or MOAs/MOUs for all collaborators necessary to meeting application goals and objectives. (2)
• Describes how they will obtain and share alcohol epidemiology and surveillance data with the

state public health agency (if applicant is not a state public health agency) and other stakeholders. (5)
• Describes how they will engage with local level organizations, community groups, or other stakeholders in the state to study or address disparities related to excessive alcohol use in the state. (5)

Work Plan (10 points) Evaluate the extent to which the applicant:
• Presents a work plan that is aligned with the strategies/activities, outcomes, and performance measures described in the logic model. (10)

Component 1 Evaluation and Performance Management	Maximum Points: 25

Evaluation Plan (25 points) Evaluate the extent to which the applicant:
• Describes clear monitoring and evaluation procedures and how evaluation and performance measurement will be incorporated into planning, implementation, and reporting of project activities. (10)
• Describes an evaluation plan that clearly identifies key evaluation questions, type(s) of evaluations to be conducted, how and by whom data will be reported, and how evaluation and performance measurement findings will be used to demonstrate the outcomes of the NOFO and for continuous program quality improvement. (5)
• Provides an evaluation plan that is methodologically sound, demonstrates program successes, measurable impact and engages key stakeholders. (10)

Component 1 Applicant's Organizational Capacity to Implement the Approach	Maximum Points: 40

Relevant Experience (20 points) Evaluate the extent to which the applicant:
• Has substantial experience working with CDC or other large, national organizations to analyze public health survey data. (7)
• Has substantial experience using public health data to inform the prevention of health risk behaviors and disseminating surveillance findings to state and local partners, as well as other stakeholders. (7)
• Demonstrates substantial experience engaging and collaborating with stakeholders on the prevention of health risk behaviors. (6)

Organizational Infrastructure (20 points) Evaluate the extent to which the applicant:
• Provides a staffing plan, including an organizational chart, CV’s, position descriptions and project management structure that will be sufficient to meet the goals of the proposed project and which clearly defines staff roles and reporting structure. (10)
• Demonstrates evidence of effectively acquiring and managing public health data on health risk behaviors, ensuring the administrative, financial, and staff support necessary to sustain surveillance activities. (5)
• Demonstrates substantial experience managing public health programs, ensuring the administrative, financial, and staff support necessary to sustain programmatic activities. Required skills include program planning, program evaluation, performance monitoring, financial reporting, budget management and administration, and personnel management. (5)

Component 1 Budget	Maximum Points: 0

The extent to which the applicant provides a strong justification for budget activities and whether they align closely with activities described in the work plan.
The extent to which the applicant shows that the proposed use of funds is an efficient and effective way to implement the strategies and activities and attain the period of performance outcomes.

Component 2 Approach	Maximum Points: 35

Outcomes (15 points) Evaluate the extent to which the applicant:
• Presents program-specific achievable and appropriate outcomes that are consistent with the outcomes described in the CDC Project Description and logic model, and that are achievable and appropriate for the project. (8)
• Describes overall program-specific strategies and activities consistent with the CDC Project Description, logic model, and outcome and that are achievable and appropriate for the project. (7)

Collaboration (10 points) Evaluate the extent to which the applicant:
• Adequately describes how they will collaborate with CDC-funded programs and partners and organizations not funded by CDC, and how those collaborations will assist in achieving the NOFO period of performance outcomes. (5)
• Provides letters of support from collaborators documenting the project team's expertise in the use of evidence-based population-level approaches for preventing excessive alcohol use. (5)

Work Plan (10 points) Evaluation the extent to which the applicant:
• Presents a work plan that is aligned with the strategies/activities, outcomes, and performance measures described in the logic model. (10 points)

Component 2 Evaluation and Performance Measurement	Maximum Points: 25

Evaluation Plan (25 points) Evaluate the extent to which the applicant:
• Describes clear monitoring and evaluation procedures and how evaluation and performance measurement will be incorporated into planning, implementation, and reporting of project activities. (10)
• Describes an evaluation plan that clearly identifies key evaluation questions, type(s) of evaluations to be conducted, how and by whom data will be reported, and how evaluation and performance measurement findings will be used to demonstrate the outcomes of the NOFO and for continuous program quality improvement. (5)
• Provides an evaluation plan that is methodologically sound, demonstrates program successes, measurable impact and engages key stakeholders. (10)

Component 2 Applicant's Organizational Capacity to Implement the Approach	Maximum Points: 40

Relevant Experience (25 points) Evaluate the extent to which the applicant has assembled a project team with:
• Substantial experience addressing issues related to the implementation of effective population-level strategies to reduce excessive alcohol use, including those that address the availability, accessibility and affordability of alcohol, with demonstrated experience providing technical assistance and training. (15)
• Demonstrated experience developing tools, factsheets or other resources to assist with the translation of research into public health practice, and disseminating tools and resources to

stakeholders. (10)

Organizational Infrastructure (15 points) Evaluate the extent to which the applicant:
• Provides a staffing plan, including an organizational chart, CV's, position descriptions and project management structure that will be sufficient to meet the goals of the proposed project and which clearly defines staff roles and reporting structure, including any planned consultancies or subcontracts. (10)
• Demonstrates required skills include program planning, program evaluation, performance monitoring, financial reporting, budget management and administration, and personnel management. (5)

Component 2 Budget	Maximum Points: 0

The extent to which the applicant provides a strong justification for budget activities and whether they align closely with activities described in the work plan.
The extent to which the applicant shows that the proposed use of funds is an efficient and effective way to implement the strategies and activities and attain the period of performance outcomes.

c. Phase III Review

Component 1: CDC may fund out of rank order to ensure geographical distribution to prevent over representation of a single geographical region of the United States. Only one award will be made per state, therefore if a state has more than one eligible applicant the top scoring applicant will be eligible for funding. CDC will provide justification for funding out of rank order.

Component 2: Applications will be funded in order by score and rank determined by the review panel.

Review of risk posed by applicants.
Prior to making a Federal award, CDC is required by 31 U.S.C. 3321 and 41 U.S.C. 2313 to review information available through any OMB-designated repositories of government-wide eligibility qualification or financial integrity information as appropriate. See also suspension and debarment requirements at 2 CFR parts 180 and 376.
In accordance 41 U.S.C. 2313, CDC is required to review the non-public segment of the OMB-designated integrity and performance system accessible through SAM (currently the Federal Recipient Performance and Integrity Information System (FAPIIS)) prior to making a Federal award where the Federal share is expected to exceed the simplified acquisition threshold, defined in 41 U.S.C. 134, over the period of performance. At a minimum, the information in the system for a prior Federal award recipient must demonstrate a satisfactory record of executing programs or activities under Federal grants, cooperative agreements, or procurement awards; and integrity and business ethics. CDC may make a Federal award to a recipient who does not fully meet these standards, if it is determined that the information is not relevant to the current Federal award under consideration or there are specific conditions that can appropriately mitigate the effects of the non-Federal entity's risk in accordance with 45 CFR §75.207.

CDC's framework for evaluating the risks posed by an applicant may incorporate results of the evaluation of the applicant's eligibility or the quality of its application. If it is determined that a Federal award will be made, special conditions that correspond to the degree of risk assessed may be applied to the Federal award. The evaluation criteria is described in this Notice of Funding Opportunity.
In evaluating risks posed by applicants, CDC will use a risk-based approach and may consider any items such as the following:
(1) Financial stability;
(2) Quality of management systems and ability to meet the management standards prescribed in this part;
(3) History of performance. The applicant's record in managing Federal awards, if it is a prior recipient of Federal awards, including timeliness of compliance with applicable reporting requirements, conformance to the terms and conditions of previous Federal awards, and if applicable, the extent to which any previously awarded amounts will be expended prior to future awards;
(4) Reports and findings from audits performed under subpart F 45 CFR 75 or the reports and findings of any other available audits; and
(5) The applicant's ability to effectively implement statutory, regulatory, or other requirements imposed on non-Federal entities.
CDC must comply with the guidelines on government-wide suspension and debarment in 2 CFR part 180, and require non-Federal entities to comply with these provisions. These provisions restrict Federal awards, subawards and contracts with certain parties that are debarred, suspended or otherwise excluded from or ineligible for participation in Federal programs or activities.

2. Announcement and Anticipated Award Dates

Awards will be announced by August 31, 2021 for a start date of September 30, 2021.

F. Award Administration Information

1. Award Notices

Recipients will receive an electronic copy of the Notice of Award (NOA) from CDC OGS. The NOA shall be the only binding, authorizing document between the recipient and CDC. The NOA will be signed by an authorized GMO and emailed to the Recipient Business Officer listed in application and the Program Director.
Any applicant awarded funds in response to this NOFO will be subject to the DUNS, SAM Registration, and Federal Funding Accountability And Transparency Act Of 2006 (FFATA) requirements.
Unsuccessful applicants will receive notification of these results by e-mail with delivery receipt or by U.S. mail.

2. Administrative and National Policy Requirements

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

Brief descriptions of relevant provisions are available at http://www.cdc.gov/grants/additionalrequirements/index.html#ui-id-17.
The HHS Grants Policy Statement is available at http://www.hhs.gov/sites/default/files/grants/grants/policies-regulations/hhsgps107.pdf.

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

3. Reporting

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

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

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

Report	**When?**	**Required?**
Recipient Evaluation and Performance Measurement Plan, including Data Management Plan (DMP)	6 months into award	Yes
Annual Performance Report (APR)	No later than 120 days before end of budget period. Serves as yearly continuation application.	Yes
Data on Performance Measures	Annually in APR	No
Federal Financial Reporting Forms	90 days after the end of the budget period	Yes
Final Performance and	90 days after end of period of performance	Yes

Financial Report		
Payment Management System (PMS) Reporting	Quarterly reports due January 30; April 30; July 30; and October 30	Yes

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

Recipient Evaluation and Performance Measurement Plan (required): This plan should provide additional detail on the following:
Performance Measurement
• Performance measures and targets
• The frequency that performance data are to be collected.
• How performance data will be reported.
• How quality of performance data will be assured.
• How performance measurement will yield findings to demonstrate progress towards achieving NOFO goals (e.g., reaching target populations or achieving expected outcomes).
• Dissemination channels and audiences.
• Other information requested as determined by the CDC program.

Evaluation
• The types of evaluations to be conducted (e.g. process or outcome evaluations).
• The frequency that evaluations will be conducted.
• How evaluation reports will be published on a publically available website.
• How evaluation findings will be used to ensure continuous quality and program improvement.
• How evaluation will yield findings to demonstrate the value of the NOFO (e.g., effect on improving public health outcomes, effectiveness of NOFO, cost-effectiveness or cost-benefit).
• Dissemination channels and audiences.
HHS/CDC or its designee will also undertake monitoring and evaluation of the defined activities within the agreement. The recipient must ensure reasonable access by HHS/CDC or its designee to all necessary sites, documentation, individuals and information to monitor, evaluate and verify the appropriate implementation the activities and use of HHS/CDC funding under this Agreement.

b. Annual Performance Report (APR) (required)
The recipient must submit the APR via https://www.grantsolutions.gov 120 days prior to the end of the budget period. This report must not exceed 45 pages excluding administrative

reporting. Attachments are not allowed, but weblinks are allowed.
This report must include the following:

- **Performance Measures:** Recipients must report on performance measures for each budget period and update measures, if needed.
- **Evaluation Results:** Recipients must report evaluation results for the work completed to date (including findings from process or outcome evaluations).
- **Work Plan:** Recipients must update work plan each budget period to reflect any changes in period of performance outcomes, activities, timeline, etc.
- **Successes**
    - Recipients must report progress on completing activities and progress towards achieving the period of performance outcomes described in the logic model and work plan.
    - Recipients must describe any additional successes (e.g. identified through evaluation results or lessons learned) achieved in the past year.
    - Recipients must describe success stories.
- **Challenges**
    - Recipients must describe any challenges that hindered or might hinder their ability to complete the work plan activities and achieve the period of performance outcomes.
    - Recipients must describe any additional challenges (e.g., identified through evaluation results or lessons learned) encountered in the past year.
- **CDC Program Support to Recipients**
    - Recipients must describe how CDC could help them overcome challenges to complete activities in the work plan and achieving period of performance outcomes.
- **Administrative Reporting** (No page limit)
    - SF-424A Budget Information-Non-Construction Programs.
    - Budget Narrative – Must use the format outlined in "Content and Form of Application Submission, Budget Narrative" section.
    - Indirect Cost Rate Agreement.

The recipient must submit the Annual Performance Report via https://www.grantsolutions.gov 120 days prior to the end of the budget period.

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

d. Federal Financial Reporting (FFR) (required)

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

e. Final Performance and Financial Report (required)

This Final Performance Report is due 120 days after the end of the period of performance. The Final FFR is due 120 days after the end of the period of performance and must be submitted through the Payment Management System (PMS). CDC programs must indicate that this report should not exceed 40 pages. This report covers the entire period of performance and can include information previously reported in APRs. At a minimum, this report must include the following:

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

Please consult with your project officer for additional final performance findings.

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

Federal Funding Accountability and Transparency Act of 2006 (FFATA), P.L. 109–282, as amended by section 6202 of P.L. 110–252 requires full disclosure of all entities and organizations receiving Federal funds including awards, contracts, loans, other assistance, and payments through a single publicly accessible Web site, http://www.USASpending.gov. Compliance with this law is primarily the responsibility of the Federal agency. However, two elements of the law require information to be collected and reported by applicants: 1) information on executive compensation when not already reported through the SAM, and 2) similar information on all sub-awards/subcontracts/consortiums over $25,000.
For the full text of the requirements under the FFATA and HHS guidelines, go to:

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

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

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

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

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

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

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

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

5) Contents of Reports: The reports must contain:

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

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

G. Agency Contacts

CDC encourages inquiries concerning this NOFO.

Program Office Contact

For programmatic technical assistance, contact:

Jessica Mesnick, Project Officer
Department of Health and Human Services
Centers for Disease Control and Prevention
Telephone: (770) 488-8063
Email: gla5@cdc.gov

Grants Management Office Information

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

Barbara Strother, Grants Management Specialist
Department of Health and Human Services
Office of Grants Services
Email: kty4@cdc.gov

For assistance with **submission difficulties related to** www.grants.gov, contact the Contact Center by phone at 1-800-518-4726.
Hours of Operation: 24 hours a day, 7 days a week, except on federal holidays.

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

H. Other Information

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

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

For international NOFOs:

- SF424
- SF424A
- Funding Preference Deliverables

Optional attachments, as determined by CDC programs:

- Position descriptions
- Letters of Support
- Indirect Cost Rate, if applicable
- Memorandum of Agreement (MOA)
- Memorandum of Understanding (MOU)

Required Component 1 Attachments:

- "Operational Jurisdiction" attachment described under *Additional Information on Eligibility*
- CVs/resumes
- Organizational chart
- Staffing plan
- Any applicable Memorandums of Understanding (MOUs), Memorandum of Agreement (MOAs), or Data Use Agreements (DUAs)

Required Component 2 Attachments:

- CVs/resumes
- Organizational chart
- Staffing plan

Please visit www.cdc.gov/alcohol for more information on the CDC Alcohol Program.

I. Glossary

Activities: The actual events or actions that take place as a part of the program.
Administrative and National Policy Requirements, Additional Requirements (ARs): Administrative requirements found in 45 CFR Part 75 and other requirements mandated by statute or CDC policy. All ARs are listed in the Template for CDC programs. CDC programs must indicate which ARs are relevant to the NOFO; recipients must comply with the ARs listed in the NOFO. To view brief descriptions of relevant provisions, see http:// www.cdc.gov/ grants/ additional requirements/ index.html. Note that 2 CFR 200 supersedes the administrative requirements (A-110 & A-102), cost principles (A-21, A-87 & A-122) and audit requirements (A-50, A-89 & A-133).
Approved but Unfunded: Approved but unfunded refers to applications recommended for approval during the objective review process; however, they were not recommended for funding by the program office and/or the grants management office.
Assistance Listings (CFDA): A government-wide compendium published by the General Services Administration (available on-line in searchable format as well as in printable format as a .pdf file) that describes domestic assistance programs administered by the Federal Government.
Assistance Listings (CFDA) Number: A unique number assigned to each program and NOFO throughout its lifecycle that enables data and funding tracking and transparency.
Award: Financial assistance that provides support or stimulation to accomplish a public purpose. Awards include grants and other agreements (e.g., cooperative agreements) in the form of money, or property in lieu of money, by the federal government to an eligible applicant.
Budget Period or Budget Year: The duration of each individual funding period within the period of performance. Traditionally, budget periods are 12 months or 1 year.
Carryover: Unobligated federal funds remaining at the end of any budget period that, with the approval of the GMO or under an automatic authority, may be carried over to another budget period to cover allowable costs of that budget period either as an offset or additional authorization. Obligated but liquidated funds are not considered carryover.
CDC Assurances and Certifications: Standard government-wide grant application forms.
Competing Continuation Award: A financial assistance mechanism that adds funds to a grant and adds one or more budget periods to the previously established period of performance (i.e., extends the "life" of the award).
Continuous Quality Improvement: A system that seeks to improve the provision of services with an emphasis on future results.
Contracts: An award instrument used to acquire (by purchase, lease, or barter) property or services for the direct benefit or use of the Federal Government.
Cooperative Agreement: A financial assistance award with the same kind of interagency relationship as a grant except that it provides for substantial involvement by the federal agency funding the award. Substantial involvement means that the recipient can expect federal programmatic collaboration or participation in carrying out the effort under the award.
Cost Sharing or Matching: Refers to program costs not borne by the Federal Government but by the recipients. It may include the value of allowable third-party, in-kind contributions, as well as expenditures by the recipient.
Direct Assistance: A financial assistance mechanism, which must be specifically authorized by statute, whereby goods or services are provided to recipients in lieu of cash. DA generally involves the assignment of federal personnel or the provision of equipment or supplies, such as vaccines. DA is primarily used to support payroll and travel expenses of CDC employees

assigned to state, tribal, local, and territorial (STLT) health agencies that are recipients of grants and cooperative agreements. Most legislative authorities that provide financial assistance to STLT health agencies allow for the use of DA. http:// www.cdc.gov /grants /additionalrequirements /index.html.

DUNS: The Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) number is a nine-digit number assigned by Dun and Bradstreet Information Services. When applying for Federal awards or cooperative agreements, all applicant organizations must obtain a DUNS number as the Universal Identifier. DUNS number assignment is free. If requested by telephone, a DUNS number will be provided immediately at no charge. If requested via the Internet, obtaining a DUNS number may take one to two days at no charge. If an organization does not know its DUNS number or needs to register for one, visit Dun & Bradstreet at http://fedgov.dnb.com/ webform/displayHomePage.do.

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

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

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

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

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

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

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

Grants Management Specialist (GMS): A federal staff member who oversees the business

and other non-programmatic aspects of one or more grants and/or cooperative agreements. These activities include, but are not limited to, evaluating grant applications for administrative content and compliance with regulations and guidelines, negotiating grants, providing consultation and technical assistance to recipients, post-award administration and closing out grants.

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

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

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

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

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

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

Intergovernmental Review: Executive Order 12372 governs applications subject to Intergovernmental Review of Federal Programs. This order sets up a system for state and local governmental review of proposed federal assistance applications. Contact the state single point of contact (SPOC) to alert the SPOC to prospective applications and to receive instructions on the State's process. Visit the following web address to get the current SPOC list: https://www.whitehouse.gov/wp-content/uploads/2020/04/SPOC-4-13-20.pdf.

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

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

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

Maintenance of Effort: A requirement contained in authorizing legislation, or applicable regulations that a recipient must agree to contribute and maintain a specified level of financial effort from its own resources or other non-government sources to be eligible to receive federal

grant funds. This requirement is typically given in terms of meeting a previous base-year dollar amount.

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

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

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

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

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

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

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

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

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

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

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

Public Health Accreditation Board (PHAB): A nonprofit organization that works to promote and protect the health of the public by advancing the quality and performance of public health departments in the U.S. through national public health department accreditation http://www.phaboard.org.
Social Determinants of Health: Conditions in the environments in which people are born, live, learn, work, play, worship, and age that affect a wide range of health, functioning, and quality-of-life outcomes and risks.
Statute: An act of the legislature; a particular law enacted and established by the will of the legislative department of government, expressed with the requisite formalities. In foreign or civil law any particular municipal law or usage, though resting for its authority on judicial decisions, or the practice of nations.
Statutory Authority: Authority provided by legal statute that establishes a federal financial assistance program or award.
System for Award Management (SAM): The primary vendor database for the U.S. federal government. SAM validates applicant information and electronically shares secure and encrypted data with federal agencies' finance offices to facilitate paperless payments through Electronic Funds Transfer (EFT). SAM stores organizational information, allowing www.grants.gov to verify identity and pre-fill organizational information on grant applications.
Technical Assistance: Advice, assistance, or training pertaining to program development, implementation, maintenance, or evaluation that is provided by the funding agency.
Work Plan: The summary of period of performance outcomes, strategies and activities, personnel and/or partners who will complete the activities, and the timeline for completion. The work plan will outline the details of all necessary activities that will be supported through the approved budget.

BRFSS: The Behavioral Risk Factor Surveillance System (www.cdc.gov/brfss).
YRBS: The Youth Risk Behavior Surveillance System (www.cdc.gov/yrbs).