

Centers for Disease Control and Prevention

National Center for Immunization and Respiratory Diseases

Partnering with National Organizations to Increase Vaccination Coverage Across Different Racial and Ethnic Adult Populations Currently Experiencing Disparities

CDC-RFA-IP21-2106

Application Due Date: 01/04/2021

Partnering with National Organizations to Increase Vaccination Coverage Across Different Racial and Ethnic Adult Populations Currently Experiencing Disparities

CDC-RFA-IP21-2106

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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-IP21-2106. Applicants also must provide an e-mail address to www.grants.gov to receive notifications of changes.

A. Federal Agency Name:

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

B. Notice of Funding Opportunity (NOFO) Title:

Partnering with National Organizations to Increase Vaccination Coverage Across Different Racial and Ethnic Adult Populations Currently Experiencing Disparities

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. Guidance on how CDC interprets the definition of research in the context of public health can be found at https://www.hhs.gov/ohrp/regulations-and-policy/regulations/45-cfr-46/index.html (See section 45 CFR 46.102(d)).

New-Type 1

D. Agency Notice of Funding Opportunity Number:

CDC-RFA-IP21-2106

E. Assistance Listings (CFDA) Number:

93.185

F. Dates:

1. Due Date for Letter of Intent (LOI):	**[Insert 10 days from date of publication]**
2. Due Date for Applications:	**01/04/2021**, 11:59 p.m. U.S. Eastern Standard Time, at www.grants.gov.

3. Date for Informational Conference Call:

Potential applicants may participate in a conference call for information on this NOFO. The conference call will be conducted by the Immunization Services Division. The call will be held: December 11, 2020, 2:30-3:30 pm. Please use this link to access the call: Join Zoom Meeting ;

(US: +1 669 254 5252 or 1 646 828 7666; Meeting ID: ; 160 685 1443; Password: ;76292438) ;

International numbers

Join from an H.323/SIP room system

H.323:	161.199.138.10 (US West) 161.199.136.10 (US East)
Meeting ID:	160 685 1443

Passcode: 72692438

SIP: 1606851443@sip.zoomgov.com

Passcode: 72692438

G. Executive Summary:

1. Summary Paragraph:

CDC seeks to build the evidence base of effective interventions to improve vaccination coverage and to identify and implement strategies to reduce racial and/or ethnic disparities in adult vaccination coverage.

The goal of this NOFO is to support efforts to increase coverage for adults in racial and/or ethnic populations experiencing disparities in vaccination rates. This NOFO would fund national organizations to do the following:

A. National organizations to **build their own infrastructure/capacity for and implement** flu vaccination-related activities now and COVID-19 vaccination-related activities, when COVID-19 vaccines become available; and

This NOFO with also fund some organizations to do the following:

B. National organizations to identify and sub-award 15–20 of its local branches, chapters, and/or formal, established affiliates to **implement flu and COVID-19 (when appropriate) vaccination activities at the community level.** Resources and learnings from these funded entities would be shared across other local entities within the organization, as appropriate. A branch or chapter of an organization is a local division of the national organization. An affiliate is a local organization with a formal, established relationship with the national organization.

a. Eligible Applicants: Single

b. NOFO Type: Cooperative Agreement

c. Approximate Number of Awards: 10

d. Total Period of Performance Funding: $17,500,000

e. Average One Year Award Amount: $500,000

The precise amount of funding will vary depending on the type of organization and whether they are working on part A or both part A and B. National organizations working on only part A of the NOFO will receive different funding compared to national organizations working on parts A and B. National organizations working on both parts A and B will be expected to sub-grant approximately 70% of the award to their local branches, chapters, and/or affiliates. The award amount for national organizations working on parts A and B will vary depending on the number of local branches, chapters, and/or affiliates to which they plan to sub-grant (up to 20).

f. Total Period of Performance Length: 5

g. Estimated Award Date: 01/22/2021
h. Cost Sharing and / or Matching Requirements: N

Part II. Full Text

A. Funding Opportunity Description

Part II. Full Text

1. Background

a. Overview

Vaccination is considered one of the most important public health achievements of the twentieth century and continues to offer great promise. Vaccines save lives and improve the quality of life by preventing serious infectious diseases and their consequences. However, the benefits of vaccination are not realized equally across the population of the United States. Adult vaccination coverage remains low nationally and significant racial and ethnic disparities exist. The groups experiencing disparities are also disproportionately affected by COVID 19, at risk for serious illness from COVID 19, and/or at high risk for complications from influenza infection. Given the expected co-circulation of SARS CoV 2 and influenza, this 2020 2021 influenza season is a critical opportunity to ensure equal uptake of the flu vaccine as well as COVID 19 vaccines, when the data becomes available.

b. Statutory Authorities

This program is authorized under Public Health Service Act Section 317(k)(1) of the Public Health Service Act (42 U.S.C. 247b(k)(1)), as amended.

c. Healthy People 2030

This NOFO relates to two Healthy People 2030 topic areas: social determinants of health

(https://health.gov/healthypeople/objectives-and-data/social-determinants-health) and infectious disease

(https://health.gov/healthypeople/objective-and-data/browse-objectives/infectious-desease).

A goal of Healthy People 2030 is to eliminate health disparities and achieve health equity.

(https://health.gov/healthypeople/about/healthy-people-2030-framework).

This NOFO addresses the following vaccination objectives:

- Increase the proportion of persons who are vaccinated annually against seasonal influenza
- Increase the proportion of adults age 19 years or older who get recommended vaccines — IID D03

d. Other National Public Health Priorities and Strategies

This program advances CDC National Stakeholder Strategy for Achieving Health Equity. The programs emphasis on reducing health disparities in immunization through increased vaccination opportunities, vaccination education, and identification of the drivers of vaccine hesitancy directly align with the following goals within the National Strategy

Goal 3 Health Systems and Life Experience-Improving Health and Health-care Outcomes

Goal 4 Cultural and Linguistic Competency-Improving Cultural and Linguistic Competency and Diversity

Goal 5 Data, Research, and Evaluation-Improving Data

Additionally, this program also advances the CDC COVID 19 Response Health Equity Strategy: Accelerating Progress Towards Reducing COVID 19 Disparities and Achieving Health Equity (https://www.cdc.gov/coronavirus/2019-ncov/downloads/community/CDC-Strategy.pdf).

The CDC COVID 19 Response Health Equity Strategy has the intended outcomes:

- Reduced COVID19-related health disparities.
- Increased testing, contact tracing, isolation options, and preventive care and disease management in populations at increased risk for COVID 19.
- Ensured equity in nationwide distribution and administration of future COVID 19 vaccines.
- Implemented evidence-based policies, systems, and environmental strategies to mitigate social and health inequities related to COVID 19.
- Reduced COVID 19 associated stigma and implicit bias.
- Expanded cultural responsiveness and application of health equity principles among an increasingly diverse COVID 19 responder workforce.

e. Relevant Work

This award builds on the work done through a supplement to CDC Racial and Ethnic Approaches to Community Health (REACH) program. Currently, NCIRD is deploying funding to REACH recipients to implement focus areas aiming to increase flu vaccination coverage and COVID, when appropriate among racial and ethnic groups experiencing disparities. As a complement to the REACH work, CDC is also standing up two supportive resources: the Learning and Data Hubs. The Learning Hub offers technical assistance, coaching, learning opportunities, and synthesized, organized resources. The Data Hub allows CDC and other partners to synthesize multiple data sources to inform decisions on identifying focus areas, segmenting populations, and tracking interventions and community level progress. National partners will build on REACH learnings and based on their expertise, experience, and nationwide influence, will contribute to information and insights to both platforms.

2. CDC Project Description

a. Approach

Bold indicates period of performance outcome.

CDC-RFA-IP21-2106 Logic Model: *Partnering with National Organizations to Increase*

Vaccination Coverage Across Different Racial and Ethnic Adult Populations Currently Experiencing Disparities

National Center for Immunization and Respiratory Diseases

Bold indicates period of performance outcome

Strategy and Activities	**Outputs**	**Short Term Outcomes**	**Long Term Outcomes**
Part A Coordinate sub-awarded local branches, chapters, and/or affiliates Deploy educational campaign Enhance the resource and evidence base **Part B** Provide data and insights to CDC detailing barriers to vaccine uptake Equip influential messengers - Increase vaccination opportunities and enhance provider partnerships	- Coordination, technical assistance, and other support for local branches, chapters, and/or affiliates - Educational campaign - Established criteria for an impactful influencer - User-tested and culturally and linguistically appropriate messages, visual assets, and other communications materials - Education and communications campaigns - Recruitment campaigns and training for influencers - Educational modules, events, webinars, and convenings - MoU and partnership agreements with providers and community organizations - Mobile	- **Increased range of trusted community voices supporting vaccine education and delivery** - **Increased availability of community or population-specific messages** - **Increased number and diversity of vaccination opportunities** - **Increased number of partnerships or collaborative activities between providers and community organizations**	- Increased acceptance of flu vaccine among priority populations (i.e., African American, American Indian/Alaska Native, Asian American, Hispanic or Latino American, Native Hawaiian/other Pacific Islander) - Increased access to immunization services among priority populations and/or communities experiencing disparities

	vaccination clinics and activities		

i. Purpose

CDC seeks to build the evidence base of effective interventions to improve vaccination coverage and to identify and implement strategies to reduce racial and/or ethnic disparities in adult vaccination coverage.

ii. Outcomes

By the end of the performance period, recipients are expected to achieve the following outcomes:

- Increased range of trusted community voices supporting vaccine education and delivery.
- Increased availability of community or population-specific messages.
- Increased number and diversity of vaccination opportunities.
- Increased number of partnerships or collaborative activities between providers and community organizations.

iii. Strategies and Activities

A. National Organizations: Focus Areas

During the performance period, the national organization applicant is expected to **build and implement infrastructure/capacity for flu and COVID-19 vaccination activities and carry out those activities.** This involves the identification of individual(s) within the applicant organization to address the following focus areas:

- **Coordinate sub-awarded local branches, chapters, or affiliates:** Coordinate and advise on vaccination activities with local entities;
- **Deploy educational campaign:** Develop and implement a vaccination educational campaign targeting adults in racial or ethnic populations experiencing disparities as part of the applicant's other communications strategies; and
- **Enhance the resource and evidence base:** Collaborate with the Learning Hub, Data Hub, and Media Center to review, modify, and improve resources that can be more broadly shared, as appropriate (see Appendix for additional information).

B. Local Branches, Chapters, or Affiliates: Focus Areas

During the performance period, applicants with local branches, chapters, and/or affiliates are expected to **identify and fund local branches, chapters, and/or affiliates to implement flu vaccination-related activities now and COVID 19 vaccination-related activities, when COVID 19 vaccines become available.** All funded local entities are expected to implement activities in each of the following focus areas:

- **Provide data and insights to CDC detailing barriers to vaccine uptake:** Work with communities to identify and address drivers of vaccine hesitancy, influential community messengers and partners, and community-acceptable approaches for improving vaccination availability, accessibility, and acceptability
- **Equip influential messengers:** Educate and empower "trusted voices" in the community to support vaccine education and delivery
- **Increase vaccination opportunities and enhance provider partnership:** Build partnerships between vaccination providers (e.g., pharmacies) and the community to increase the number, range, and diversity of opportunities for vaccination.

Focus Area Activities

Implementation: Implementation will focus on improving flu vaccination coverage now and COVID 19 vaccination coverage when COVID 19 vaccines are available among adults in racial and ethnic groups experiencing disparities. Recipients should execute work in the focus areas described in this section, using and/or adapting a subset of the accompanying activities listed below. They may also enhance or add relevant activities to focus areas, as appropriate.

Applicant organizations are expected to undertake activities for the second two focus areas for Part A. If applicant organizations have local branches, chapters, or affiliates, applicants are expected to undertake the first focus area in Part A (coordinate local branches, chapters, and/or affiliates).

Applicant-funded branches, chapters, or affiliates are expected to undertake activities for all focus areas for Part B.

The following list includes examples of possible activities but is not an exhaustive list of all permissible activities.

Focus Area	**Potential Activities**
Part A: National organizations applicant is expected to build and implement infrastructure/capacity for flu vaccination-related activities now and COVID19 vaccination-related activities, when COVID19 vaccines become available, and carry out those activities	
Coordinate local branches, chapters, and/or affiliates: Coordinate and advise on vaccination activities with local entities	• Regularly convene project leaders from funded entities to provide technical assistance, discuss project goals and progress, address common challenges, and identify and mitigate risks in consistent and collaborative manner • Facilitate regular information updates (situational awareness) with, or on behalf of, CDC and the applicant organization to branches, chapters, or affiliates to ensure consistent awareness both at a high level and in the field

	• Ensure funded branches, chapters, or affiliates are carrying out focus area activities, as identified in Part B • Establish a protocol for collecting communications materials, successful messaging strategies, and other resources developed at local level and sharing across the organization (including non funded chapters, branches, and affiliates), with CDC and with the Learning Hub, Data Hub, or Media Center, as appropriate • Adapt practices and resources developed/used by some funded entities to practices and resources that non funded entities can use • Conduct data calls to collect information from local entities, as needed • Provide regular updates to CDC with lessons learned, recommendations, or common challenges
Deploy educational campaign: Develop and implement a vaccination educational campaign as part of the applicants other communications strategies	• Identify and execute on opportunities to incorporate health, flu, COVID 19, and flu/COVID 19 vaccination messaging into existing organization communications campaigns and strategy, extending the reach of messaging beyond audiences targeted for vaccination-specific communications • Organize events and educational campaigns until the end of the influenza vaccination season or for as long as the flu vaccine is available, including during National Influenza Vaccination Week December. This may be expanded to include COVID19 vaccines, as appropriate (https ://www.cdc.gov/flu/resource-center/nivw/index.htm) • Support and leverage CDCs flu, COVID19, flu/COVID19 vaccination, and other health materials for relevant groups
Enhance the resource and evidence base: Collaborate with	• Modify or enhance resources such as tool kits, checklists, quick guides, etc., in collaboration with CDC, as appropriate • Collaborate with CDC to develop new materials and resources, as

the Learning Hub, Data Hub, and Media Center to review, modify, and improve resources that can be more broadly shared, as appropriate	needed, based on observed common challenges and practices associated with flu vaccination implementation and uptake that have been or are likely to be successful • Develop and synthesize strategies and messaging for working with community-level organizations to understand vaccine needs, perceptions, and community-acceptable approaches for reducing racial and ethnic disparities in vaccination, including: o Synthesizing practices, materials, and resources that have been or are likely to be successful across local entities' efforts for inclusion in the Learning Hub o Drawing on expertise, experience, and evidence base in racial equity, health equity, and/or community-level interventions, identify, document, and share the following: Practices in messaging to and communicating with racial and ethnic groups experiencing vaccination disparities that have been or are likely to be successful; Practices in identifying and working with community-level organizations that have been or are likely to be; and Learnings and insights from project implementation to inform CDCs long-term strategy in addressing disparities in vaccination rates • Contribute to and leverage Data Hub resources supporting outreach to and vaccine uptake among groups experiencing disparities • Document lessons learned related to sub-awarded branches or chapter activities, including recommendations and/or common challenges • Evaluate the resources developed, incorporating input from key stakeholders

Part B: National organizations to identify and fund local branches, chapters, and/or affiliates to implement vaccination activities. Resources and learnings from these funded entities would be shared across other local entities within the organization, as appropriate. All funded local entities are expected to implement activities in each of the following focus areas:	
Provide data and insights to CDC detailing barriers to vaccine uptake: Work with communities to identify and address drivers of vaccine hesitancy, influential community messengers and partners, and community-acceptable approaches for improving vaccination availability, accessibility, and acceptability	• Conduct surveys, interviews, town halls, or focus groups to identify drivers of vaccine hesitancy, influential messengers, and community-acceptable approaches • Document and share relevant learnings from events, conversations, or convenings with applicant organization (to share with CDC) • Respond to applicant organization's data calls to identify common drivers of vaccine hesitancy and collect other key information • Based on community interactions and learnings, share tangible insights, common challenges, and key lessons learned with organization leadership to inform CDCs and organization's strategies in addressing racial and ethnic disparities in vaccination
Equip influential messengers: Educate and empower trusted voices in the community to support vaccine education and delivery	• Support and leverage CDCs seasonal flu materials and COVID19 resources in outreach to relevant groups and communities • Develop and implement community-based, culturally and linguistically appropriate messages that focus on the following: 1) Flu spread, symptoms, prevention, and treatment; 2) Flu vaccine safety and efficacy; 3) Flu vaccination purpose, need, and opportunities/locations; 4) Similarities and differences between flu and COVID 19 (https

	://www.cdc.gov/flu/symptoms/flu-vs-covid19.htm#anchor_1595599456); and 5) COVID 19 spread, symptoms, prevention and treatment. • Identify and train trusted community-level spokespersons (e.g., faith leaders, teachers, community health workers, radio DJs, local shop owners, barbers) to communicate the burden of flu and importance of flu and COVID 19 vaccination through local media outlets, social media, faith-based venues, community events, and other community-based, culturally appropriate venues • Support non funded local entities by sharing learnings and materials
Increase vaccination opportunities and enhance provider partnership: Build partnerships between vaccination providers (e.g., pharmacies) and	• Connect vaccination providers with places of worship, community organizations, recreation programs, food banks/pantries, schools and colleges/universities, grocery stores, salons/barber shops/beauticians, major employers, and other key community institutions to set up temporary and/or mobile flu and COVID-19 vaccination sites, especially in high-disparity communities • Connect local health departments, community health centers, and/or trusted healthcare organizations including pharmacies with communities through mobile flu and COVID-19 vaccination clinics in communities facing disparities

the community to increase the number, range, and diversity of opportunities for vaccination	• Advocate for dialysis centers, prenatal care centers, well-baby care clinics, family planning clinics, dentists, nursing homes, COVID-19 testing sites, and other specific providers or programs to deliver flu vaccines where patients are already seeking care for themselves or their family members • Organize events and mobile and/or temporary flu vaccination sites for as long as the flu vaccine is available, including during National Influenza Vaccination Week in December. This may be expanded to include COVID-19 vaccines, as appropriate https://www.cdc.gov/flu/resource-center/nivw/index.htm • Build partnerships with health care providers to increase provider understanding of the populations of interest and interventions to increase vaccination rates for these populations • Work with vaccination service providers to expand the types of health professionals (e.g., community health workers, patient navigators, patient advocates) and administrative staff (e.g., front desk workers) engaged in promoting vaccination and increasing referrals of individuals to flu and COVID-19 vaccination sites

1. Collaborations

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

This award builds on the work done through a supplement to CDC's Racial and Ethnic Approaches to Community Health (REACH) program. Currently, NCIRD is deploying funding to REACH recipients to implement focus areas aiming to increase flu vaccination coverage (and COVID, when appropriate) among racial and ethnic groups experiencing disparities. As a complement to the REACH work, CDC is also standing up two supportive resources: the Learning and Data Hubs. The Learning Hub offers technical assistance, coaching, learning opportunities, and synthesized, organized resources. The Data Hub allows CDC and other

partners to synthesize multiple data sources to inform decisions on identifying focus areas, segmenting populations, and tracking interventions and community-level progress. National partners will build on REACH learnings and, based on their expertise, experience, and nationwide influence, will contribute to information and insights to both platforms.

Applicants must describe intentions to collaborate with CDC in improving technical and program guidance and evaluation.

b. With organizations not funded by CDC:

Partnerships have been critical in the REACH work in addressing disparities and will continue to be so for this current project. Without them, ISDs capacity to build trust and amplify messages in these communities would be severely hampered.

Applicants are required to build and/or continue strategic partnerships and collaborations with immunization stakeholders that have a role in achieving the NOFO outcomes and proposed activities.

Applicants must also describe capacity to participate in stakeholder meetings and other collaborative efforts with public health partners to provide expert consultation to CDC and CDC funded programs (as requested).

2. Target Populations

Applicants will select up to two of the five priority populations listed for work on this award:

- African American/Black
- American Indian/Alaska Native
- Asian American
- Hispanic/Latino/Latina/Latinx American
- Native Hawaiian/Other Pacific Islander

Applicants must provide specific information on disparities experienced by the proposed priority population(s) and a justification for the proposed geographical area, particularly for part B activities with sub-recipients (i.e., local branches, chapters, and/or affiliates).

Applicants must cite the data sources used to define and describe the priority population(s).

a. Health Disparities

Adult vaccination coverage remains low nationally and significant racial and ethnic disparities exist. The groups experiencing disparities are also disproportionately affected by COVID-19, at risk for serious illness from COVID-19, and/or at high risk for complications from influenza infections. Given the expected co-circulation of SARS-CoV-2 and influenza, this 2020–2021 influenza season is a critical opportunity to ensure equal uptake of the flu and COVID-19 vaccines, when the COVID-19 vaccine becomes available.

Achieving health equity requires valuing everyone equally with focused and ongoing efforts to address avoidable inequities, historical and contemporary injustices, and the elimination of health and healthcare disparities. The population health impact of COVID-19 has exposed long-standing inequities that have systematically undermined the physical, social, economic, and emotional

health of racial and ethnic minority populations and other population groups that are bearing a disproportionate burden of COVID-19.

Persistent health disparities combined with historic housing patterns, work circumstances, and other factors have put members of some racial and ethnic minority populations at higher risk for COVID-19 infection, severe illness, and death. As we continue to learn more about the impact of COVID-19 on the health of different populations, immediate action is critical to reduce growing COVID-19 disparities among the populations known to be at disproportionate risk.

The goal of this NOFO is to support efforts to increase coverage for adults in racial and/or ethnic populations experiencing disparities in vaccination rates.

This project is in direct support of the CDC strategy to address disparities in influenza and COVID-19 vaccination on the basis of race and ethnicity. Work with these organizations will enable national organizations and their local branches, chapters and/or affiliates to promote vaccination among communities of color.

iv. Funding Strategy

This project will be supported with funding for response to the COVID-19 pandemic and is likely to continue to be supported with funds intended to control spread of COVID-19. Current funding may not allow funding of all applicants initially. Those that cannot be funded will be designated as approved but unfunded and will likely be prioritized for funding when additional resources become available. Decisions on which applicants will be funded initially will be based on the strength of the application, the breadth of the proposed scope of work, and size of the populations that will be reached.

b. Evaluation and Performance Measurement

i. CDC Evaluation and Performance Measurement Strategy

CDC seeks to gather data on performance measures that can inform understanding of activity outputs and impacts. The following outlines a set of measures to be collected monthly:

Equip Influential Messengers
Messengers
Number and types of community-level spokespersons trained
Messages
Number and types of audience-tested and culturally and linguistically appropriate communication products developed to promote influenza vaccinations (e.g., social media post, email, radio spot)

Type(s) of communications vehicles or outlets used (e.g., social media platform, radio, television)
Events and Campaigns
Number and types of events or campaigns held to promote influenza vaccination
Number of people who attended promotional events
Successes and Challenges
Major successes for equipping influential messengers
Major challenges for equipping influential messengers

Provider Partnerships
Partnerships
List of partners and their notable contributions
Mobile Clinics
Number of temporary and/or mobile flu vaccination sites established because of partnerships
Number of people vaccinated at mobile flu vaccination sites
Location of temporary and/or mobile flu vaccination sites (e.g., county, neighborhood, community)
Educational Campaigns
Number and types of educational campaigns conducted for providers or other healthcare professionals
Number and types of providers or other healthcare professionals reached through educational campaigns
Successes and Challenges
Major successes for provider partnerships
Major challenges for provider partnerships

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

- Applicants should demonstrate relevant experience and capacity (management, administrative, and technical) to implement the activities and achieve the project outcomes, experience and capacity to implement the evaluation plan, and a staffing plan and project management structure sufficient to achieve the project outcomes and which clearly defines staff roles.
    - This should include experience with existing partnerships and engagement of target communities.
    - This should also include a description in the narrative of the number and geographic distribution of local branches, chapters, and/or formal established affiliates.
- Applicants should have project management skills critical to implementing this approach, including: program planning, performance monitoring, financial reporting, budget management and administration, personnel management.

- Applicants should describe in the narrative that they have a financial management system that will allow proper 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.
- Applicants should demonstrate their ability to manage the required procurement efforts, including the ability to write and award contracts in accordance with applicable grants regulations

Please include CVs/resumes of proposed staff. Applicants must name this file CVs or Resumes or Organizational Charts and upload it at www.grants.gov.

d. Work Plan

Applicant must identify and address the activities under this NOFO in no more than 20 pages. Specific details on how the proposed strategies will achieve the outcomes should be included.

CDC will provide feedback and technical assistance to recipients to finalize the work plan during if needed.

A description of administrative and assessment processes to ensure successful implementation, reporting and quality assurance

A description of the staff and administrative roles and functions to support the project work plan and the outcomes. Recipients should identify and assign staff, contractors, and/or consultants, sufficient in number and expertise, to carry out the activities of the activities of this NOFO.

A sample work plan format is presented below to show how a traditional work plan aligns with the

logic model and narrative.

- In this format, **the table would be completed 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 Position / Party**	**Completion Date**

1.			
2.			
3.			
4.			
5.			
6.			

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

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

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

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

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

f. CDC Program Support to Recipients (THIS SECTION APPLIES ONLY TO COOPERATIVE AGREEMENTS)
CDC support to this program includes, but is not limited to the following activities:

- ***Learning Hub:*** The Learning Hub provides technical assistance and resources to community partners, including group learning and 1:1 coaching / check-in sessions to discuss plans and progress. The learning hub also gathers, protocolizes, and disseminates promising interventions used by recipients so they can be scaled elsewhere.
- ***State and Community Health Media Center:*** The Media Center is an online repository of

advertisements and marketing materials produced by state and local health departments, nonprofit organizations, and federal agencies. The purpose of the Media Center is to share best practices, audience research, and communication materials. Recipients will be expected to share materials on the State and Community Health Media Center.

- ***Data Hub:*** The data hub will enable CDC and recipients to synthesize multiple data sources to inform decisions on where to focus, segment populations, and track interventions and community-level progress. For example, the data hub may provide detailed maps of at-risk populations and relevant healthcare providers.

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: H23

3. Fiscal Year: 2021

4. Approximate Total Fiscal Year Funding: $3,500,000

5. Approximate Period of Performance Funding: $17,500,000

This amount is subject to the availability of funds.

Estimated Total Funding: $17,500,000

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

7. Expected Number of Awards: 10

8. Approximate Average Award: $500,000 Per Budget Period

The precise amount of funding will vary depending on the type of organization and whether they are working on part A or both part A and B. National organizations working on only part A of the NOFO will receive different funding compared to national organizations working on parts A and B. National organizations working on both parts A and B will be expected to sub-grant approximately 70% of the award to their local branches, chapters, and/or affiliates. The award amount for national organizations working on parts A and B will vary depending on the number of local branches, chapters, and/or affiliates to which they plan to sub-grant (up to 20).

9. Award Ceiling: $0 Per Budget Period

This amount is subject to the availability of funds.

10. Award Floor: $0 Per Budget Period

11. Estimated Award Date: 01/22/2021

12. Budget Period Length: 12 month(s)

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

13. Direct Assistance

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

C. Eligibility Information

1. Eligible Applicants

Eligibility Category:	Others (see text field entitled "Additional Information on Eligibility" for clarification)

Additional Eligibility Category:

2. Additional Information on Eligibility

Competition will be limited to the following applicants:

- National Association for the Advancement of Colored People (NAACP)
- Conference of National Black Churches (CNBC)
- National Council of Negro Women (NCNW)
- National Pan-Hellenic Council (NPHC)
- National Urban League (NUL)
- Unidos US
- National Alliance for Hispanic Health
- Tribal Epidemiology Centers
- Asian and Pacific Island American Health Forum
- National Minority Quality Forum
- Note: Only seven of the ten applicants will be funded.

3. Justification for Less than Maximum Competition

To reduce disparities in vaccination coverage among certain racial and ethnic groups, CDC would benefit from national partners with influence in communities experiencing vaccination disparities nationwide. Given the urgent concerns regarding the co-circulation of COVID-19

and influenza this year, it is particularly important to expedite and amplify this work.

For the purpose of this work, it is critical that the selected national organizations are reputable and respected "trusted voice" in their community, are able to tap into communities across the country through their branches and affiliates, and had a demonstrated ability to meet the organizational capacity requirements to manage a grant of this size.

This award builds on the work done through a supplement to CDCs Racial and Ethnic Approaches to Community Health (REACH) program. Currently, NCIRD is deploying funding to REACH recipients to implement focus areas aiming to increase flu vaccination coverage (and COVID, when appropriate) among racial and ethnic groups experiencing disparities. As a complement to the REACH work, CDC is also standing up two supportive resources: the Learning and Data Hubs. The Learning Hub offers technical assistance, coaching, learning opportunities, and synthesized, organized resources. The Data Hub allows CDC and other partners to synthesize multiple data sources to inform decisions on identifying focus areas, segmenting populations, and tracking interventions and community-level progress. National partners will build on REACH learnings and, based on their expertise, experience, and nationwide influence, will contribute to information and insights to both platforms.

Partnerships have been critical in the REACH work in addressing disparities and will continue to be so for this current project. Without them, ISD's capacity to build trust and amplify messages in these communities would be severely hampered.

4. Cost Sharing or Matching

Cost Sharing / Matching Requirement: No

5. Maintenance of Effort

D. Application and Submission Information

1. Required Registrations

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

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 the 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 issued 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 Registration (CCR)	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 need to have an active SAM account before you can register on grants.gov)	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
3	Grants.gov	1. Set up an individual account in Grants.gov using	Same day but can take	Register early! Log into

		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 applications on behalf of the organization	8 weeks to be fully registered and approved in the system (note, applicants MUST obtain a DUNS number and SAM account before applying on grants.gov)	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 notice of funding opportunity at www.grants.gov.

4. Submission Dates and Times

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

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

Due Date for Letter of Intent: **[Insert 10 days from date of publication]**

b. Application Deadline

Due Date for Applications: **01/04/2021** , 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 Information Conference Call

Potential applicants may participate in a conference call for information on this NOFO. The

conference call will be conducted by the Immunization Services Division. The call will be held: December 11, 2020, 2:30-3:30 pm. Please use this link to access the call: Join Zoom Meeting ;

(US: +1 669 254 5252 or 1 646 828 7666; Meeting ID: ; 160 685 1443; Password: ;76292438) ;

International numbers	
Join from an H.323/SIP room system	
H.323:	161.199.138.10 (US West) 161.199.136.10 (US East)
Meeting ID:	160 685 1443
Passcode:	72692438
SIP:	1606851443@sip.zoomgov.com
Passcode:	72692438

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

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

(Maximum 1 page)
A project abstract is included on the mandatory documents list and must be submitted at www.grants.gov. The project abstract must be a self-contained, brief summary of the proposed project including the purpose and outcomes. This summary must not include any proprietary or confidential information. Applicants must enter the summary in the "Project Abstract Summary" text box at www.grants.gov.

10. Project Narrative

(Unless specified in the "H. Other Information" section, maximum of 20 pages, single spaced, 12 point font, 1-inch margins, number all pages. This includes the work plan. Content beyond the specified page number will not be reviewed.)
Applicants must submit a Project Narrative with the application forms. Applicants must name this file “Project Narrative” and upload it at www.grants.gov. The Project Narrative must include **all** of the following headings (including subheadings): Background, Approach, Applicant Evaluation and Performance Measurement Plan, Organizational Capacity of Applicants to Implement the Approach, and Work Plan. The Project Narrative must be succinct, self-explanatory, and in the order outlined in this section. It must address outcomes and activities to be conducted over the entire period of performance as identified in the CDC Project Description section. Applicants should use the federal plain language guidelines and Clear Communication Index to respond to this Notice of Funding Opportunity. Note that recipients should also use these tools when creating public communication materials supported by this NOFO. Failure to follow the guidance and format may negatively impact scoring of the application.

a. Background

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

b. Approach

i. Purpose
Applicants must describe in 2-3 sentences specifically how their application will address the

public health problem as described in the CDC Background section.

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

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

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

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

c. Applicant Evaluation and Performance Measurement Plan

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

- How applicant will collect the performance measures, respond to the evaluation questions, and use evaluation findings for continuous program quality improvement. The Paperwork Reduction Act of 1995 (PRA): Applicants are advised that any activities involving information collections (e.g., surveys, questionnaires, applications, audits, data requests, reporting, recordkeeping and disclosure requirements) from 10 or more individuals or non-Federal entities, including State and local governmental agencies, and funded or sponsored by the Federal Government are subject to review and approval by the Office of Management and Budget. For further information about CDC's requirements under PRA
  see 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.

13. Funds Tracking

Proper fiscal oversight is critical to maintaining public trust in the stewardship of federal funds. Effective October 1, 2013, a new HHS policy on subaccounts requires the CDC to set up

payment subaccounts within the Payment Management System (PMS) for all new grant awards. Funds awarded in support of approved activities and drawdown instructions will be identified on the Notice of Award in a newly established PMS subaccount (P subaccount). Recipients will be required to draw down funds from award-specific accounts in the PMS. Ultimately, the subaccounts will provide recipients and CDC a more detailed and precise understanding of financial transactions. The successful applicant will be required to track funds by P-accounts/sub accounts for each project/cooperative agreement awarded. Applicants are encouraged to demonstrate a record of fiscal responsibility and the ability to provide sufficient and effective oversight. Financial management systems must meet the requirements as described 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.

14. Intergovernmental Review

Executive Order 12372 does not apply to this program.

15. 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.

16. 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.

17. 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.

18. 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.

19. 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 1 Review
All applications will be initially reviewed for eligibility and completeness by CDC Office of Grants Services. Complete applications will be reviewed for responsiveness by the Grants Management Officials and Program Officials. Non-responsive applications will not advance to Phase II review. Applicants will be notified that their applications did not meet eligibility and/or published submission requirements.

b. Phase II Review

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

ii. Evaluation and Performance Measurement
iii. Applicant's Organizational Capacity to Implement the Approach
Not more than thirty days after the Phase II review is completed, applicants will be notified electronically if their application does not meet eligibility or published submission requirements.

i. Approach Maximum Points:25

.Applicants will be evaluated on the extent to which they address the items below:

- Effectiveness in describing (in 2-3 sentences) specifically how their application will address the public health problem as described in the CDC Background Section.
- Applicants must select existing evidence-based strategies that meet their needs or describe in the Applicant Evaluation and Performance Measure Plan how these strategies will be evaluated over the course of the period of performance. See the Strategies and Activities section of the CDC Project Description.

ii. Evaluation and Performance Measurement Maximum Points:25

Applicants will be evaluated on the extent to which they address the items below:

- Effectiveness in clearly and concisely describing the strategies and activities they will use to achieve the period of performance outcomes.
- Demonstrate ability to assess and evaluate their performance and outcomes they expect to achieve by the end of the period of performance, as identified in the logic model in the Approach section of the CDC Project Description. Outcomes are defined as the results that the program intends to achieve and usually indicate the intended direction of change (e.g., increase, decrease).

iii. Applicant's Organizational Capacity to Implement the Approach Maximum Points:50

Applicants will be evaluated on the extent to which they address the items below:

- Demonstrate relevant experience and capacity (management, administrative, and technical) to implement the activities and achieve the project outcomes, experience and capacity to implement the evaluation plan.
- Demonstrate a staffing plan and project management structure sufficient to achieve the project outcomes and which clearly define staff roles. This should include experience with existing partnerships and engagement of target communities, and the number of geographic distribution of local branches, chapters and/or formally-established affiliates.
- Demonstrate sufficient project management skills critical to implementing this approach, including program planning, performance monitoring, financial reporting, budget management and administration, personnel management.
- Provide evidence of a financial management system that will allow proper 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. Additionally, 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.

- Demonstrate ability to manage the required procurement efforts, including the ability to write and award contracts in accordance with applicable grants regulations

Budget

Is the itemized budget and justification aligned with the stated objectives and planned program activities?

c. Phase III Review

Technical Review

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

CDC will notify selected applicant(s) by phone call prior to distribution of official award notice. Anticipated award date is February 1, 2020.

F. Award Administration Information

1. Award Notices

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

Any applicant awarded funds in response to this Notice of Funding Opportunity will be subject to 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.

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

AR-12: Lobbying Restrictions

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 project period. Also, reporting is a requirement for recipients who want to apply for yearly continuation of funding. Reporting helps CDC and recipients because it:

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

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

Report	When?	Required?
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	Monthly	Yes
Federal Financial Reporting Forms	90 days after the end of the budget period.	Yes
Final Performance and Financial Report	90 days after end of project period.	Yes
Payment Management System (PMS) Reporting	Quarterly reports due January 30; April 30; July 30; and October 30.	Yes

Describe the post-award reporting requirements for the NOFO. CDC seeks to maximize the benefit of reporting by requiring high-impact data, while streamlining reporting to minimize the burden on recipients. Reporting allows for continuous program monitoring and identifies successes and challenges encountered throughout the award. Reporting is also necessary for recipients to apply for yearly continuation of funding.

CDC programs must explicitly plan how recipient reports will be used to support, implement, and monitor the award. This planning must focus on the individual progress or performance of each recipient and how the reports will be aggregated and analyzed to understand the overall performance of all the recipient.

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 no later than120 days prior to the end of the budget period. This report must not exceed 45 pages excluding administrative reporting. Attachments are not allowed, but web links are allowed.
This report must include the following:

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

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

c. Performance Measure Reporting (optional)

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

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

e. Final Performance and Financial Report (required)
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 project period, and can include some success stories.
- A final Data Management Plan that includes the location of the data collected during the funded period, for example, repository name and link data set(s)
- Additional forms as described in the Notice of Award (e.g., Equipment Inventory Report, Final Invention Statement).

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

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

similar information on all sub-awards/subcontracts/consortiums over $25,000.
For the full text of the requirements under the FFATA and HHS guidelines, go to:

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

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

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

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

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

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

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

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

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

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

G. Agency Contacts

CDC encourages inquiries concerning this notice of funding opportunity.

Program Office Contact

For programmatic technical assistance, contact:

Ram Koppaka, Project Officer
Department of Health and Human Services
Centers for Disease Control and Prevention
1600 Clifton Road NE

Atlanta, GA 30333

Telephone: (404) 718-6122
Email: vcr4@cdc.gov

Grants Staff Contact

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

Wayne Woods, Grants Management Specialist
Department of Health and Human Services
Office of Grants Services
Telephone: (770) 488-2948
Email: kuv1@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 - List of proposed sub awarded local branches, chapters and or affiliates.

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 project period. Traditionally, budget periods are 12 months or 1 year.
Carryover: Unobligated federal funds remaining at the end of any budget period that, with the approval of the GMO or under an automatic authority, may be carried over to another budget period to cover allowable costs of that budget period either as an offset or additional authorization. Obligated but liquidated funds are not considered carryover.
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.

NOFO-specific Glossary and Acronyms