

# Memorandum

To: Delegates, Tribal Health Directors, and Tribal Chairs

From: Michelle Edwards, Grants Administrator

Date: March 2, 2012

**RE: Grant Opportunities**

Please find the following funding opportunities below. Note the upcoming deadline. If you would like assistance with any of these announcements please contact Michelle Edwards at (503) 228-4185 ext. 274 or [medwards@npaih.org](mailto:medwards@npaih.org). Thank you.

**Building Capacity to Conduct Effective HIV, STD, and Teen Pregnancy Prevention among American Indian and Alaska Native Youth**

**Due:** Required webinar will take place on March 5<sup>th</sup> at 4:00 ET

Declaration of intent to apply is due March 9<sup>th</sup>

Final applications are due March 20<sup>th</sup>, both should be submitted to Sarah Gillen at [sgillen@nnphi.org](mailto:sgillen@nnphi.org).

**Amount:** \$40,000

**Description:** The funding opportunity is open to Tribal organizations and Community Based Organizations that have a strong history and existing capacity to serve American Indian/Alaska Native youth. Applicants must have an **interest and ability** to address HIV, STD, and/or Teen Pregnancy Prevention issues with AI/AN youth; however, past experience conducting HIV, STD, and/or Teen Pregnancy Prevention programs is not required

**For more information (RFA follows):**

<http://nnphi.org/news-events/funding-opportunities>

**Leonard P Rome CATCH Visiting Professorships,**

**Due:** March 21, 2012

**Amount:** \$4,500

**Description:** The purpose of the Leonard P Rome CATCH Visiting Professorships Program is to promote advocacy for children and advance the field of community pediatrics. The program will provide up to 8 accredited pediatric residency programs with up to \$4,500 each to fund a 2 or 3-day educational program focusing on the field of community pediatrics.

**For more information:** <http://www2.aap.org/commpeds/cpti/opportunities.htm>



**Building Capacity to Conduct Effective HIV, STD, and Teen Pregnancy Prevention among American Indian and Alaska Native Youth**

**Call for Proposals: Evidence Based HIV, STD, and Teen Pregnancy Capacity Building Awards**

**Proposal Deadline: March 20th, 2012**

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*Building Capacity to Conduct Effective HIV, STD, and Teen Pregnancy Prevention among American Indian and Alaska Native Youth* is managed by the National Network of Public Health Institutes with support from the Centers for Disease Control and Prevention.

## OVERVIEW:

The [National Network of Public Health Institutes](#) (NNPHI) and the Centers for Disease Control and Prevention (CDC) are collaborating to increase the use of evidence-based HIV, STD, and Teen Pregnancy prevention programs among American Indian and Alaska Native (AI/AN) youth between the ages of 12-16 years. Up to eight (8) AI/AN youth serving organizations throughout the nation will be selected to participate in the 12-month program. Participating organizations will receive a \$40,000 financial award as well as professional development training and technical assistance for key staff that will work to increase the application and implementation of evidence-based HIV, STD, and Teen Pregnancy prevention programs in their community. The participants will be required to accomplish the following:

1. Work with NNPHI and CDC to select a HIV, STD and/or Teen Pregnancy prevention program to be adapted
2. Adapt the selected program so that it is relevant to AI/AN Youth between the ages of 12-16 years in the organization's community
3. Conduct train the trainer activities with appropriate stakeholders that will implement the program
4. Conduct a pilot implementation of the adapted program (time permitting)
5. Evaluate program activities
6. Participate in Learning Community Activities with Peer Awardees

## BACKGROUND:

AI/AN youth experience disproportionately higher rates of pregnancy and sexually transmitted infections (STIs) compared to other adolescent populations in the United States.<sup>1,2,3</sup> AI/AN adolescent females have higher teen birth rates than Hispanic and non-Hispanic black adolescents and twice the rates of non-Hispanic white adolescents. In 2010, AI/AN 15- to 19-year olds had the second highest Chlamydia rates (after black non-Hispanic youth) and Chlamydia rates three times higher than white non-Hispanic youth.<sup>2</sup> Testing for HIV infection is low in this population however, the diagnosed rate of adolescents 13 -19 years old living with a diagnosis of HIV infection in 2008 was slightly above whites.<sup>4</sup> AI/AN have a 40% higher rate of AIDS and HIV infection compared to the white population. For all ages, AI/AN women have twice the AIDS rate, and are 3.4 times more likely to die from AIDS, compared to white women. In 2009, AI/AN women were 2.8 times more likely to be diagnosed with HIV infection, compared to the White female population.<sup>3</sup> These statistics clearly indicate that AI/AN youth are engaging in behaviors that put them at disproportionate risk for pregnancy and STDs, including HIV.

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<sup>1</sup>Martin JA, Hamilton BE, Ventura SJ, et al. Births: Final data for 2009. National vital statistics reports; vol 60 no 1. Hyattsville, MD: National Center for Health Statistics. 2011. Available at: [http://www.cdc.gov/nchs/data/nvsr/nvsr60/nvsr60\\_01.pdf](http://www.cdc.gov/nchs/data/nvsr/nvsr60/nvsr60_01.pdf) Accessed February 2012

<sup>2</sup> Centers for Disease Control and Prevention. *Sexually Transmitted Disease Surveillance 2010*. Atlanta, GA: US Department of Health and Human Services; 2011. (See Tables 11A, pg 96; 11B, pg 97; 21A, pg 108; 21B, pg 109.) Available at: <http://www.cdc.gov/std/stats10/surv2010.pdf>.

<sup>3</sup> Centers for Disease Control and Prevention. *HIV Surveillance Report, 2009*; vol. 21. <http://www.cdc.gov/hiv/topics/surveillance/resources/reports/>. Published February 2011. Accessed February 2012.

<sup>4</sup> Centers for Disease Control and Prevention. Diagnoses of HIV infection and AIDS among adolescents and young adults in the United States and 5 U.S. dependent areas, 2006–2009. *HIV Surveillance Supplemental Report 2012*;17(No. 2). <http://www.cdc.gov/hiv/topics/surveillance/resources/reports/>. Published January 2012. Accessed February 2012.

While many sexual risk prevention programs have been developed and found to be effective, there are relatively few programs targeting AI/AN youth. Most sexual risk prevention programs targeting AI/AN youth have not been rigorously evaluated. Evidence-based programs to prevent HIV, STDs and Teen Pregnancy are those supported by credible scientific studies that find associated decreases in sexual risk behaviors (e.g., delay sexual initiation or increase condom-use) or adverse health outcomes (e.g., HIV or other STD transmission, pregnancy). This funding announcement seeks to develop the capacity of AI/AN youth serving organizations to adapt an existing evidence-based program for HIV, STD, and teen pregnancy prevention so that the program is appropriate for the AI/AN youth served by the organization. Successful applicants will receive in-depth training on how to identify evidence based programs and adhere to guidelines for making adaptations to such programs so that the program addresses the cultural context of AI/AN youth. NNPFI and CDC are collaborating on this project via Cooperative Agreement: 5U38HM000520-04 with funding support from the National Minority AIDS Initiative.

### **AWARDS:**

NNPFI will provide up to eight (8) awards at \$40,000 each to support the following: participation in professional development training and learning community activities; adaptation of HIV, STD and /or Teen Pregnancy Prevention programs; training of community leaders and implementation of prevention programs.

Awards will be provided via contract to selected participating organizations. Award funds may be used for project staff salaries; consultant fees; data collection and analysis; supplies; project-related travel; communications/marketing; and project supplies. Funds **may not** be used for food, catering, lobbying activities; ongoing general operating expenses or existing deficits; items for which third-party reimbursement is available; endowments; or capital costs, including construction, renovation, or equipment.

Participating organizations will be required to attend a professional development training meeting in June 2012 that will be hosted by NNPFI. Travel, lodging, and per diem for one person serving as the lead staff person for the project should be included in the applicant's budget to support travel to attend this training meeting.

### **ELIGIBILITY CRITERIA:**

Applicants may include Tribal entities and Community Based Organizations that have a strong history and existing capacity to serve American Indian/Alaska Native youth. Applicants must have an **interest and ability** to address HIV, STD, and/or Teen Pregnancy Prevention issues with AI/AN youth as demonstrated by a letter of commitment from the organization's leadership. Past experience conducting HIV, STD, and/or Teen Pregnancy Prevention programs is not required.

Examples of eligible organizations serving AI/AN youth include (but are not limited to): Federally Recognized Tribal governments targeting their recreational and youth programs, and organizations that include Intertribal Councils and American Indian Health Boards which meet the definition set forth in 25 U.S.C. Section 1603 (e); Urban Indian Health Programs, tribal and intertribal consortia that meet the definition set forth in 25 U.S.C. Section 1603 (f) and/or 1603

(g)<sup>5</sup>; Reservation- and urban-based AI/AN youth groups including recreational groups, cultural societies, and LGBT youth organizations; Non-profit community-based organizations such as Boys and Girls Clubs, YMCA/YWCA, after-school programs, scout groups, community service activities, and religious youth groups may apply; **however** these organizations must demonstrate significant existing work and outreach to a significant AI/AN youth population.

## **SELECTION CRITERIA:**

Proposals will be reviewed by an objective review panel involving: CDC staff, NNPHI staff and consultants; experts in the fields of HIV, STD and Teen Pregnancy Prevention and evidence based public health practice.

### **Sites will be selected based on the following considerations:**

- Completeness and quality of the proposal -- **Incomplete proposals will not be reviewed.**
- Evidence that the applicant has history of working with and access to AI/AN youth.
- Interest and ability to address HIV, STD and/or Teen Pregnancy Prevention programs with AI/AN youth as demonstrated by a letter of commitment from the organization's leadership
- Demonstrated capacity to meet the project requirements.

## **SELECTED PARTICIPANTS:**

### **Participants selected for the Evidence Based HIV, STD and/or Teen Pregnancy Prevention Capacity Building Award Program will be required to:**

- Designate a point of contact (the staff member with whom NNPHI will directly communicate on all matters relating to this project).
- Participate in all Project Activities, including:
  - Approximately 3-5 webinars/teleconferences
  - In-person professional development training
- Complete all Project Deliverables, including:
  - (1) Work with NNPHI and CDC to select a HIV, STD and/or Teen Pregnancy Prevention program to be adapted
  - (2) Adapt the selected program so that it is relevant to American Indian and Alaska Native Youth between the ages of 12-16 years in the organization's community

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<sup>5</sup> Eligibility is limited to the aforementioned applicants because they have necessary knowledge of, experience, and capability/capacity to work within AI/AN communities to perform the required activities. Applicants must provide a copy of a tribal resolution specific to this project from the tribe, or letter of authorization from the board if a tribal organization. If there is insufficient time to procure such a resolution prior to submitting the application, the resolution must be submitted within one month after award. Place this document as an attachment to the application.

#### Additional Information on Eligibility:

Eligible applicants include the following: • Federally-recognized Tribes operating an Indian health program operated pursuant to a contract, grant, cooperative agreement, or compact with the IHS pursuant to the Indian Self-Determination and Education Assistance Act (ISDEAA), (Pub. L. 93-638). • Tribal organizations operating an Indian health program operated pursuant to a contract, grant, cooperative agreement, or compact with the IHS pursuant to the ISDEAA, (Pub. L. 93-638). • Urban Indian health programs that operate a Title V Urban Indian Health Program: this includes programs currently under a grant or contract with the IHS under Title V of the Indian Health Care Improvement Act, (Pub. L. 93-437). • Indian Health Service facilities (refer to announcement for details).

- (3) Conduct train the trainer activities with appropriate stakeholders that will implement the program
- (4) Conduct a pilot implementation of the adapted program (time permitting)
- (5) Evaluate program activities

- Seek opportunities and resources to sustain the program activities
- Submit a brief final report to NNPHI that documents the accomplishments and lessons learned from the project (see Attachment A)
- Provide adapted program materials to NNPHI
- Adhere to NNPHI's standard contract (see Attachment B).
- Execute a contract with NNPHI within 45 days of notice of selection (sites will be notified of selection status no later than April 2nd, 2012).

## **HOW TO APPLY:**

### **1. Attend Optional Web Conference:**

Questions about this Call for Proposals will be answered during an *optional* web conference, to be held **from 4:00 p.m. -5:00 ET on March 5th, 2012**. The web conference will include a review of the objectives of this program, describe this solicitation and describe the requirements for proposals.

Registration is required to participate on the web conference. Registration information as well as instructions to join the web conference are available at <http://nnphi.org/news-events/funding-opportunities>. The web conference will be recorded and archived on this same website for those unable to attend.

### **2. Declare Intent to Apply**

Submit an email declaring organization's intent to apply to the attention of Sarah Gillen at [sgillen@nnphi.org](mailto:sgillen@nnphi.org) by **3:00 p.m. ET on March 9th, 2012**.

### **3. Submit Proposal**

A proposal must be submitted following the proposal guidelines and template in **Attachment A**. The proposal must be submitted via email to [sgillen@nnphi.org](mailto:sgillen@nnphi.org) by **3:00 p.m. ET on March 20th, 2012**.

Please direct inquiries to [sgillen@nnphi.org](mailto:sgillen@nnphi.org). All inquiries will receive a response from the NNPHI team within 48 hours. The NNPHI team will develop a Frequently Asked Questions document that will be accessible at: <http://nnphi.org/news-events/funding-opportunities>.

## **KEY DATES AND DEADLINES:**

- **February 28th, 2012**— Launch of Call for Proposals
- **March 5, 2012 (4 p.m.-5 p.m. ET)**—**Applicant Web Conference**  
Registration is required. Please visit <http://nnphi.org/news-events/funding-opportunities> to register and find instructions to join the web conference.
- **March 9th, 2012 (3 p.m. ET)** –Deadline for declaration of intent to apply.
- **March 20th, 2012 (3 p.m.ET)**—Deadline for receipt of full proposal submitted via email.
- **April 2nd, 2012**—Sites notified of selection.
- **May 1, 2012**—Contracts initiated
- **June, 2012, Official Dates TBD** — Professional Development Training Workshop

*The Following dates are tentative and subject to change*

- **May1, 2012**—Contract start date
- **April 30, 2013** — Projects must be completed

### **Attachment A: Proposal Guidelines and Questions:**

To apply, please send an email to Sarah Gillen ([sgillen@nnphi.org](mailto:sgillen@nnphi.org)) with a PDF attachment that responds to the following information requests. Your responses should be no longer than 5 single-spaced pages (total, including letter from organizational leadership identifying support to engage in the project). Your email must be received by 3:00 p.m. ET on March 20<sup>th</sup>, 2012. NNPHI will select participating organizations the week of March 26<sup>th</sup>, 2012. Scoring points are listed next to each area for response (Total Score = 100).

1. Provide a brief overview of your organization and the target populations that you serve including a description of the American Indian/Alaska Native (AI/AN) communities, including youth, served by your organization. (20 points)
2. Describe services and programs that your organization offers to AI/AN youth. If this will be your first initiative addressing HIV, STD and Teen Pregnancy Prevention issues, describe your organization's interest and ability to address these issues with youth. (20 points)
3. Identify any challenges that you anticipate your organization might experience addressing HIV, STD, and Teen Pregnancy Prevention issues. How will you address these challenges? Describe technical assistance needs that you can anticipate needing from NNPHI to help you be successful. (15 points)
4. Please describe your organization's experience addressing the cultural context and AI/AN youth? What steps do you anticipate needing to take to adapt evidence based practices to address the cultural context of AI/AN youth? (15 points)
5. Describe your organization's capacity to conduct train the trainer activities with leaders supporting programs that target AI/AN youth. (10 points)
6. Identify the lead staff person supporting this project (including name, address, email, telephone number). Include a description of the lead staff person's comfort working with AI/AN youth and experience / comfort level working on programs that address sexual risk reduction. Are there additional team members that will support the project? (10 points)
7. Budget narrative – Provide a brief budget narrative for up to \$40,000 stating how your organization will utilize the funds (e.g., staff time, meeting space rental, meeting materials) for the 12 month period of the project. Please document additional sources of funding or in-kind support and specify whether committed or your intended approach for requesting additional support from other sources. Please note applicants will be asked to confirm the funds from NNPHI **will not** be used to purchase food or for lobbying / advocacy efforts (10 points).
8. Confirm you are a tax-exempt organization (YES/NO)

## Attachment B. NNPHI Standard Contract Language

**THIS AGREEMENT made and entered into this X day of DATE, by and between the following:**

National Network of Public Health Institutes, a private, non-profit Corporation, represented herein by Joseph D. Kimbrell, Chief Executive Officer of the National Network of Public Health Institutes, duly authorized, whose mailing address is 1515 Poydras Street, Suite 1200 New Orleans, LA 70112 (hereinafter referred to as "NNPHI"), and [Contractor Name] (herein referred to as "Contractor").

**During the performance of this agreement, the parties hereby agree to the following terms and conditions:**

1. This Agreement shall be in effect from [date] to [date].
2. Contractor's obligations include but are not limited to the following:
  1. Select a HIV, STD and/or Teen Pregnancy Prevention program to adapt
  2. Adapt the selected program so that it is relevant to American Indian and Alaska Native Youth between the ages of 12-16 years in the organization's community
  3. Conduct train the trainer activities with appropriate stakeholders that will implement the program
  4. Conduct a pilot implementation of the adapted program (time permitting)
  5. Evaluate program activities
3. Terms of Payment: In consideration for the services actually rendered by Contractor under the terms of this Agreement, NNPHI shall pay Contractor a maximum of \$40,000, to be paid in three installments, with the first installment of \$15,000 due and payable at the at the signing of this agreement. The second installment of \$15,000 due and payable upon the submission of adapted program and training materials and training work plan. The final installment of \$10,000 will be due and payable within thirty (30) days of receipt of a final report due [insert due date]. Invoices must be submitted for final payments. Please include the contract number listed above on the invoice and submit it to the attention of Merilee Jones at [mjones@nnphi.org](mailto:mjones@nnphi.org). Any approved direct travel costs for meetings and/or conferences will be reimbursed at cost, and are not included in this contract.
4. In the performance of the work, duties and obligation assumed by and imposed upon Contractor under the terms of this Agreement, it is mutually understood and agreed that Contractor is at all times acting and performing as an independent contractor.
5. Contractor shall be solely responsible for all federal, state and municipal income taxes, social security, retirement and all other taxes and NNPHI shall not withhold taxes or be obligated in any manner therefore. Contractor is solely responsible for workmen's compensation as required by state law and

prescribed by the statutory limits and any other legally required insurance. No relationship of employer and employee is created by this Agreement. It is expressly understood by the parties that NNPHI shall neither have nor exercise any control of direction over the methods by which Contractor shall perform the work and functions subject to this Agreement, which Contractor further agrees to perform pursuant to and at all times in strict accordance with all applicable laws and regulations.

6. Contractor shall abide by the laws and regulations concerning confidentiality which safeguard information and the patient/client confidentiality.
7. This Agreement being personal to Contractor shall not be assignable by Contractor to any other party without NNPHI's prior written approval. Furthermore, Contractor shall not substitute the services of another party for Contractor's Services hereunder without prior written approval of NNPHI. Violation of this Section will be cause for immediate termination of the Agreement.
8. Any alterations, variations, modifications or waivers of provision(s) of this Agreement shall be valid only when they have been reduced to writing, duly signed by both parties, and attached to the original of this Agreement. No claim for services furnished or requested for reimbursement by Contractor, not provided for in this Agreement, shall be allowed by NNPHI.
9. It is understood and agreed that the Contractor, in rendering the services listed herein, acts on its own and NNPHI shall not be held liable for acts of the Contractor which may result in damage.
10. Request agreement be silent as to Governing law.
11. No funds provided herein shall be used to urge any elector to vote for or against any candidate or proposition on an election ballot nor shall such funds be used to lobby for or against any proposition or matter having the effect of law being considered by the legislature or any local governing authority. This provision shall not prevent the normal dissemination of factual information relative to a proposition on any election ballot or a proposition or matter having the effect of law being considered by the legislature or any local governing authority. Agreements with individuals shall be exempt from this provision.
12. Upon completion of this Agreement or if terminated earlier NNPHI shall have the right to reproduce, publish, or otherwise use the materials generated by the project.
13. All records prepared pursuant to this contract shall be retained and safeguarded for a 5-year period following the termination of this contract, and said records shall be made available to either party to this contract, and/or an independent auditor retained by either party.
14. Neither party to this contract shall discriminate against any person on the basis of race, ancestry, national origin, color, sex, disability, age, or religion and the parties shall conform to the applicable provisions of the federal and state anti-discrimination acts.

15. Waiver of a breach in performance of any term of this contract shall not be construed as a waiver of any subsequent breach of the same or any other performance or provision of this contract.
16. Any provision of this contract determined to be invalid or unenforceable shall not affect the validity or enforceability of the remaining provisions, and in all respects the contract shall be construed as if such invalid or unenforceable provisions were omitted.
17. This contract supersedes all prior negotiations and contracts between these parties with respect to the matters stated herein, and it represents the entire understanding of the parties.
18. All notices which are required or which may be given pursuant to any provisions of this contract shall be made in writing and shall be deemed by the parties sufficient in all respects if delivered as follows:

If to NNPHI:

National Network of Public Health Institutes

[insert information]

If to Contractor:

[insert information]

or to such other address or to the attention of such other person as may be identified by a party during the term of this contract.

19. It is the responsibility of the Contractor to advise NNPHI in advance if funds or terms included in the Agreement may be insufficient to complete contract objectives.

THUS DONE AND SIGNED in New Orleans, Louisiana, on the day and date herein first above mentioned.