

March 11, 2014

Good morning,

Through the Centers for Disease Control and Prevention's (CDC) National Public Health Improvement Initiative (NPHII) CFDA 93.507, the Public Health Improvement Program at the Northwest Portland Area Indian Health Board (NPAIHB) is able to provide up to \$70,000 in subcontract(s) to the 43 member Tribes, to support Tribal Public Health Accreditation readiness activities and Quality Improvement of Public Health program and service delivery.

Please see the attached documents. If you have any questions please contact Bridget Canniff at bcanniff@npaihb.org

Thank you,

Public Health Improvement Program

Northwest Portland Area Indian Health Board

2121 SW Broadway, Suite 300

Portland, OR 97201



**Northwest Portland Area
Indian Health Board:
Public Health Improvement Program**



Issues the Following

Request for Applications (RFA)

for

**Tribal Public Health Accreditation Readiness Activities and
Quality Improvement of Public Health Program and Service Delivery within
the Communities of our 43 Member Tribes**

Date of issuance: March 11, 2014

Applications Due: 5:00 P.M. PST, April 7, 2014

Issuing Office: Public Health Improvement Program

Point of Contact:

Bridget Canniff, MALD

Public Health Improvement Manager,

Public Health Improvement Program

Northwest Portland Area Indian Health Board

2121 SW Broadway, #300

Portland, OR 97201

Phone: 503-416-3302

Fax: 503-228-8182

Email: bcanniff@npaihb.org

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Subcontract(s) will be awarded to applicants seeking to complete Public Health Accreditation readiness activities such as the Community Health Assessment, Community Health Improvement Plan, and/or Agency Strategic Plan, as well as to those seeking to complete Quality Improvement projects related to Public Health programs and services. For additional information about the Public Health Accreditation Board: www.phaboard.org. Technical support will be available through NPAIHB's Public Health Improvement Program.

Funding Requirements:

- Recipients must represent one of NPAIHB's 43 member Tribes.
- One application per Tribe.
- Recipients must be designated by the Tribe to complete Public Health Accreditation readiness activities or Quality Improvement for the Tribe's Public Health programs and services.
- Recipients must utilize funding for Public Health Accreditation readiness activities, or Quality Improvement projects related to Public Health programs and services. **Funds may not be used to buy equipment.**
- Recipient must set-up **1 progress report call** with the Public Health Improvement Manager **before September 5, 2014.**
- Recipients must complete an Interim Report. A Survey Monkey link will be provided June 20, 2014. Reports will be due **July 3, 2014.**
- Recipients must complete a Post-Evaluation Report. A form will be provided September 5, 2014. Reports will be due **September 19, 2014.**

Appendices – Optional:

- Resumes/CVs for key staff (e.g. Project Coordinator).
- Organization Chart.
- Letter(s) of Support.
- Other information that supports funded Public Health Accreditation and Public Health Quality Improvement activities.

Applications Due: 5:00 P.M. PST, April 7, 2014
Notice of Subcontract Award: April 18, 2014
Interim Report Due: July 3, 2014
Awarded Funds Expended by: September 5, 2014 – No Extensions
Evaluation Report Due: September 19, 2014

**Application: Tribal Public Health Accreditation
Readiness Activities and Quality Improvement of Public Health
Program and Service Delivery within the
Communities of our 43 Member Tribes**

Tribe:

Agency Name:

Address, City, State, & Zip:

Program/Subcontract Contact Name:

Phone Number:

Fax:

Email:

Funding Requested:

This program or activity will focus on:

- Public Health Accreditation readiness activities:
 - Development of a Community Health Assessment
 - Development of a Community Health Improvement Plan
 - Development of an Agency Strategic Plan
- Quality Improvement projects to address a deficiency related to Public Health programs and services and/or a specific Public Health Accreditation Board standard or measure (please specify):

Project Narrative: In a separate Word document, briefly describe how the *NPHII* funds will be used to promote Public Health Accreditation readiness activities and/or Quality Improvement of Public Health program and service delivery within your community. Include: 1) a brief overview of the project/activity; 2) Work Plan: activity, desired outcome(s), timeline for completing key activities, person(s) responsible for completing project/activity, and partners and cross-jurisdictional relationships; 3) the outcomes that are expected by **September 5, 2014**.

Line Item Budget: April 18, 2014 – September 5, 2014. Not to exceed \$70,000.

Budget worksheet should include each of the following Budget Categories, as relevant:

- Salary or stipends for consultants, technical assistance experts, and other project staff.
- Fringe benefits.
- Project supplies, community outreach materials, and printed materials.
- Other relevant program or activity expenses, such as telephone, copying, printing, postage, and mailing.
- Contracts.
- Indirect Rate.

Item Description	Quantity	Total Cost
Total Budget:		

In exchange for this subcontract, (Tribe) _____ agrees to send the Public Health Improvement Program an Interim Report by **July 3, 2014** and a Post-Evaluation Report by **September 5, 2014** using provided link and form.

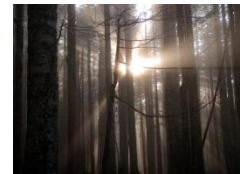
The program/subcontract contact, (contact name) _____ agrees to set-up **1 progress report call** with the Public Health Improvement Manager **before September 5, 2014**.

Authorized Signature: _____

Title: _____



Tribal Public Health Accreditation Readiness Activities and Quality Improvement of Public Health Program and Service Delivery within the Communities of our 43 Member Tribes



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Awarded Funds Must be Expended by: September 5, 2014 – **No Extensions**

For additional information please contact: Bridget Canniff, Public Health Improvement Manager, Public Health Improvement Program, Northwest Portland Area Indian Health Board, Phone: 503-416-3302, Email: bcanniff@npaihb.org.