



**REQUEST FOR PROPOSAL ANNOUNCEMENT**

The Alaska Native Tribal Health Consortium’s Alaska Native Epidemiology Center (EpiCenter) is currently accepting proposals from Tribal Health Organizations (THOs) with the purpose of improving public health infrastructure. Selected applicants will implement evidence-informed and culturally adapted strategies to strengthen one or more of the following Foundational Capabilities identified in the [Foundational Public Health Services Framework](#).

The Sub-Award Cooperative Agreements will be administered by ANTHC and ANTHC EpiCenter staff will assist with project development and provide technical support to the selected recipients throughout the sub-award performance period.

**AWARD INFORMATION**

<b>Expected # of Awards</b>	Minimum of 3 sub-awards	<b>Period of Performance</b>	Up to 2 years beginning September 2024
<b>Match Requirement</b>	None	<b>Sub-Award Fiscal Year</b>	FY25-26
<b>CFDA #</b>	93.231	<b>Federal Fiscal Year</b>	FY25-26
<b>Type of Application</b>	Competitive		
<b>Award Floor &amp; Ceiling</b>	Floor: \$100,000. Ceiling: \$400,000.		
<b>Proposal Due Date</b>	July 15, 2024		
<b>Anticipated Award Notification</b>	September 1, 2024		

**FUNDING SOURCE OVERARCHING FEDERAL GRANT**

Epidemiology Program for American Indian/Alaska Native Tribes and Urban Indian Communities  
 Notice of Funding Opportunity (NOFO) Number: HHS-2021-IHS-EPI-0001  
 ANTHC Grant: U1B1IHS0008  
 Statutory Authority: Epidemiology Centers are authorized under section 214 of the Public Health Service Act, [section 214(A)(1)], as amended; Public Law 94-437 S.214(A)(1)

**ELIGIBILITY AND PURPOSE**

**Eligibility:** Alaska-based regional Tribal Health Organizations

**Purpose:**

Public health infrastructure provides the foundational support necessary to conduct and implement all public health programs and services. The COVID-19 pandemic highlighted pre-existing gaps and opportunities in public health infrastructure across all levels of programming in the public health sector. Lack of funding and resources have led to an overburdened workforce, outdated technologies, and increasing inequities.

The ANTHC EpiCenter is requesting proposals from THOs to strengthen public health infrastructure and improve capacity to deliver public health services and respond to future public health emergencies. Selected applicants will implement evidence-informed and culturally adapted activities to strengthen infrastructure elements in one or more of the following foundational capabilities:

- Assessment & Surveillance
- Community Partnership Development
- Equity
- Organizational Competencies
- Policy Development & Support
- Accountability & Performance Management



- Emergency Preparedness & Response
- Public Health Communications

For examples of what activities fall within each of these foundational capabilities, please reference the Foundational Public Health Services Framework [Operational Definitions](#).

**Expectations:**

Through this funding, THOs will be expected to:

1. State their goals, objectives, and activities.
2. Identify and name at least 1 dedicated staff who will be involved in project/program implementation. Funding will require a reasonable portion of FTE dedicated to this project.
3. Identify a Project Champion. The Project Champion should be an individual within the organization who has administrative oversight responsibilities.
4. If proposal is accepted, applicant will be expected to draft an Action Plan for each activity selected.
5. Submit quarterly reports.
6. Demonstrate successful project/program implementation.
7. The key staff and Project Champion will be expected to participate in regular meetings to communicate project progress, at least monthly.

**Sample Activities:**

The sample activities provided below are intended as examples. Potential projects are not limited to these examples. Innovative projects and activities within the scope of public health infrastructure are encouraged.

1. Strengthen disease surveillance systems by upgrading/improving software/technology and providing training and education for staff responsible for surveillance activities and analysis.
2. Conduct internal or external public health infrastructure or community needs assessment.
3. Engage in outreach and public health education for new or existing public health programs.
4. Develop/update/exercise emergency preparedness plans for public health emergencies.
5. Develop/update localized public health education curriculum.
6. Build and strengthen local partnerships by facilitating regular meetings and establishing joint communication channels.
7. Create/bolster public health workforce internship and/or mentorship program.

**Application Scoring Rubric:**

Unbiased reviewers with no conflict of interest will score applications.

Topic	Points
Project goals	5
Project objectives (SMART format)	10
Activities	30
Evaluation	25
Deliverables	30
Budget	0
Total Points	100



**APPLICATION SUBMISSION AND PROGRAM CONTACT**

<p>If you have questions, please contact Maria Caruso at <a href="mailto:mtcaruso@anthc.org">mtcaruso@anthc.org</a>.</p> <p>Note: Sub-award projects are not guaranteed to be funded.</p>	<p><b>Program Contacts:</b>          Maria Caruso, MA          Public Health Infrastructure Program Manager  <a href="mailto:mtcaruso@anthc.org">mtcaruso@anthc.org</a></p> <p>Alaska Native Epidemiology Center          Alaska Native Tribal Health Consortium (ANTHC)          3900 Ambassador Drive          Anchorage, AK 99508</p>
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**FUNDING RESTRICTIONS AND GRANT TERMS AND CONDITIONS**

The sub-awardees are required to meet the base award’s Federal Grant Regulation policies: [HHS Grants Policy Statement](#).

**Funding Restrictions:**

- The available funds are inclusive of direct and indirect costs.
- Funding limitations must follow the terms and conditions of the parent award. If awarded, this sub-award will be subject to the requirements set forth in the Uniformed Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at 45 CFR Part 75, Subpart E Cost Principles, and 45 CFR Part 75 Subpart F Audit Requirements for HHS Awards for all awards after December 26, 2014.
- If awarded, additional requirements may be included in the Sub-Award Agreement.
- Awards should not supplant existing funds or duplicate current activities. Proposals should include new or expanded activities.
- Awardees may not use funds for construction, furniture, clinical care, research, or lobbying.
- Awardees may use funds only for reasonable program purposes, such as personnel, travel, supplies, and services.
- Reimbursement of pre-award costs generally is not allowed, unless ANTHC provides written approval to the awardee. Pre-award costs are incurred at the risk of the applicant.

**AWARD INFORMATION / NOTICES**

**Funding Instrument Type:** Sub-award application

**Notices:**  
 Notification to the successful applicants will be made via email. The notification will advise the sub-awardee that the proposed project has been successfully reviewed and recommended for award. The notification, which advises that the applicant’s proposed project has been recommended for funding, is not an authorization to begin grant performance.

**Signatures and Approvals**

Tribal Health Organization Name:	
<b>Signature:</b>	<b>Date Signed:</b>
<b>Print Name and Title:</b>	



**WORK PLANS**

Work plan must include goals, objectives, activities, evaluation, and budget. Applicants may use the template provided or may make their own as long as all of the required elements are included.

**Project Goals:**

Provide 2-3 sentences on the proposed project(s) (what you would like to achieve during the project period). Make sure to identify which public health infrastructure element under which the project falls. See purpose section of this RFP. Describe what the positive impact will be and how it will be achieved.

**Project Objectives:**

List two to three specific objectives that you wish to accomplish during the project period. Objectives should be provided in a SMART objective (Specific, Measureable, Actionable, Realistic, Time-Bound) format. **Projects must end on or before 9/1/2026.**

**Activities:**

Describe what you will collect in order to analyze and ensure that project goals and objectives are achieved. An example program activity format is provided below.

Project Activities	Staff Responsible	How used in project	Deliverables/Targets	Timeline
Examples <ul style="list-style-type: none"> <li>• Educational materials used or developed for the project</li> <li>• Social or other media used in outreach or education</li> <li>• Data collection tools</li> </ul>				



**Project Evaluation:**

Applicants are required to evaluate their efforts and to identify lessons learned and project successes and challenges. Plans for project evaluation and collection methods to be used should be described below.

Evaluation	Collection Method
<u>Examples:</u> <ul style="list-style-type: none"> <li>• Assess knowledge gained</li> <li>• Project reach</li> <li>• Lessons learned challenges/successes</li> <li>• Infrastructure strengthened</li> </ul>	<u>Examples:</u> <ul style="list-style-type: none"> <li>• Surveys</li> <li>• Sign in sheets</li> <li>• Interviews with staff</li> <li>• Staff trained, New MOUs implemented</li> </ul>

**BUDGET INSTRUCTIONS**

Enter the whole dollar amount for each field. Ensure the proposed budget is reasonable and consistent with the approach outlined in the work plan. The funding requests to ANTHC should not be less than \$100,000 and no more than \$400,000. This amount is the budget for the full performance period. Applicants can choose to select a shorter period of performance, but not longer.

If selected, organization will be required to submit a full detailed budget and budget narrative.

Budget Line Item Summary Proposed	
Salary	\$
Fringe	\$
Equipment	\$
Supplies	\$
Travel	\$
Other	\$
Contractual/Consultant	\$
Total Direct Costs	\$
Indirect Costs	\$
<b>Total</b>	\$