



CDC-OT21-2103: National Initiative to Address COVID-19 Health Disparities Among Populations at High-Risk and Underserved, Including Racial and Ethnic Minority Populations and Rural Communities

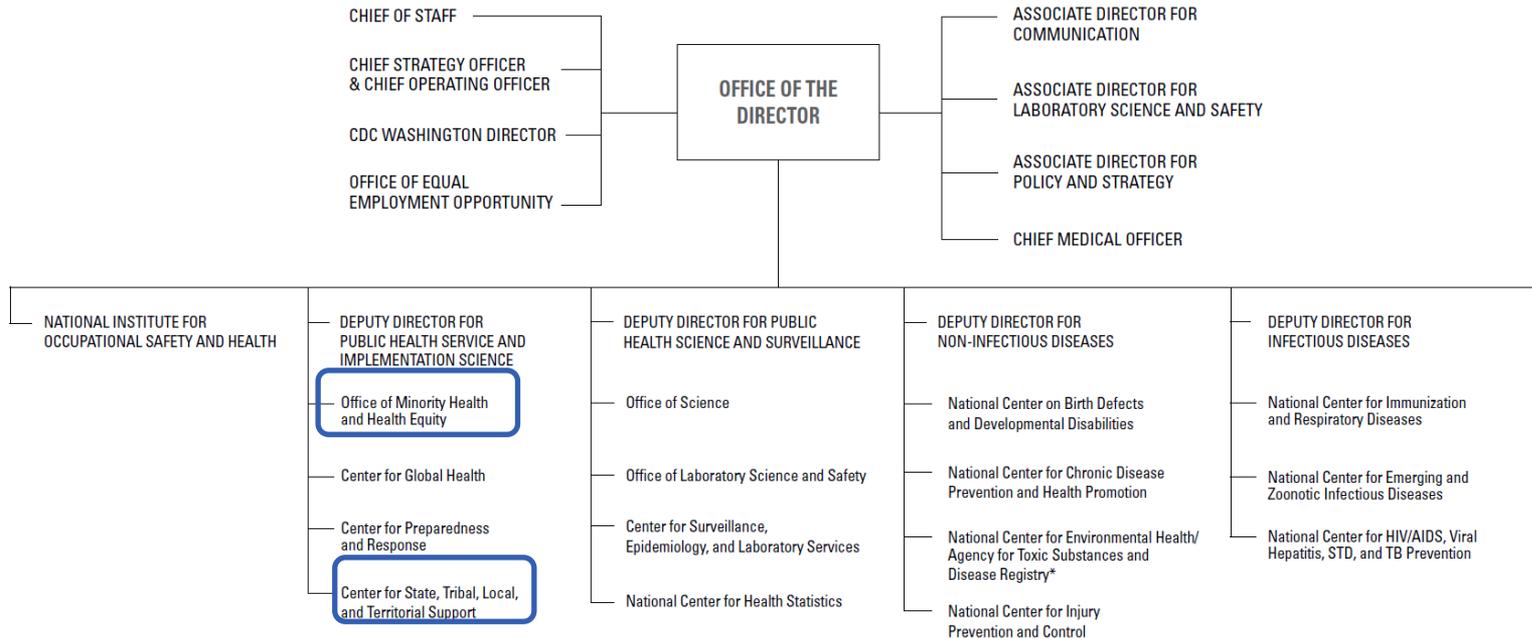
Recipient Information Conference Call

June 15, 2021

Speaker: José T. Montero, Center for State, Tribal, Local and Territorial Support

What Are the Key CDC Roles?

DEPARTMENT OF HEALTH AND HUMAN SERVICES CENTERS FOR DISEASE CONTROL AND PREVENTION (CDC)



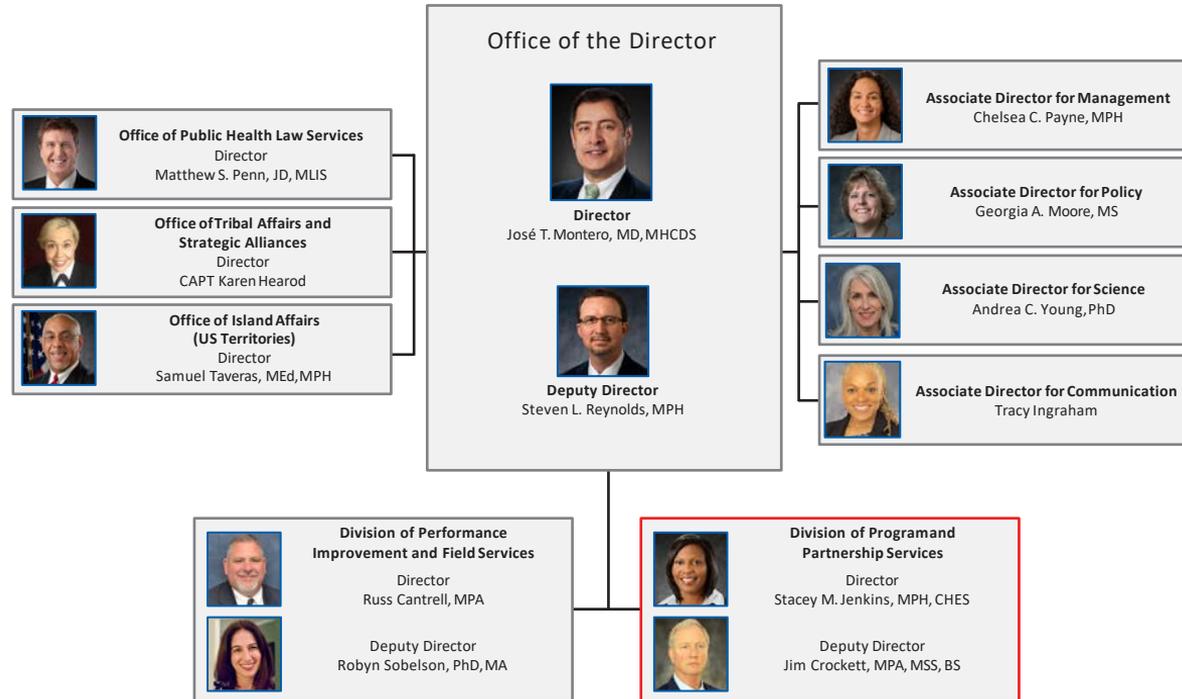
* ATSDR is an OPDIV within DHHS but is managed by a common director's office.

APPROVED 8/17/2018
EFFECTIVE 9/25/2018



U.S. Department of Health and Human Services
Centers for Disease Control and Prevention

Center for State, Tribal, Local, and Territorial Support



June 2021

Presentation Objectives

- Overview
- Roles and responsibilities
- Laws, Regulations and policies
- Notice of award (NOA)
- Reporting requirements
- Equipment
- REDCap Reporting
- Evaluation and work plan analysis
- Technical assistance and resources
- Next steps and actions
- Questions and answers

Grant Overview – Overarching Strategies

The program is composed of four overarching strategies that aim to build infrastructure that both address disparities in the current pandemic and future responses.

1 Expand existing and/or develop new mitigation and prevention resources and services to reduce COVID-19-related disparities among populations at higher risk and that are underserved.

2 Increase/improve data collection and reporting for populations experiencing a disproportionate burden of COVID-19 infection, severe illness, and death to guide the response to the COVID-19 pandemic.

3 Build, leverage, and expand infrastructure support for COVID-19 prevention and control among populations that are at higher risk and underserved.

4 Mobilize partners and collaborators to advance health equity and address social determinants of health as they relate to COVID-19 health disparities among populations at higher risk and that are underserved.

Grant Overview – Intended Outcomes

The intended outcomes for this grant are:

1. **Reduced COVID-19-related health disparities**
2. **Improved and increased testing and contact tracing** among populations at higher risk and that are underserved, including racial and ethnic minority groups and people living in rural communities
3. **Improved** state, local, US territorial, and freely associated state **health department capacity and services** to prevent and control COVID-19 infection (or transmission) among populations at higher risk and that are underserved, including racial and ethnic minority groups and people living in rural communities

Roles and Responsibilities

What Are the Key Roles in the OT21-2103 Grant?

- **Recipient**

- Authorized Organizational Representative/Authorized Official (AOR)
- Project Director (PD)/Principal Investigator (PI)

- **CDC**

- Project Officer (PO)
- Grants Management Specialist (GMS)
- Grants Management Officer (GMO)
- Subject Matter Experts (SME)

What Are the Primary Recipient Roles?

- **Authorized Organizational Representative/Authorized Official (AOR)**
 - The individual(s), named by the recipient organization, who is authorized to act for the recipient and to assume the obligations imposed by the federal laws, regulations, requirements, and conditions that apply to grant awards
- **Project Director (PD)/Principal Investigator (PI)**
 - The individual(s) designated by the recipient to have the appropriate level of authority and responsibility to direct the project or program to be supported by the award

Recipient Roles and Responsibilities

- **Authorized Organizational Representative (AOR)**
 - Holds authority to act on behalf of the organization
 - Able to sign grant applications and post-award amendments
 - Held accountable for the appropriate use of funds awarded and the performance of the grant-supported project or activities
- **Other Accountable Parties**
 - Principal Investigator
 - Program/Project Director
 - Program/Project Coordinator
 - Business/Fiscal Officer
 - Payment Management System Preparer/Approver

What Are Recipient's Roles and Responsibilities?

- Expend awarded funds
- Perform proposed activities in accordance with the notice of funding opportunity (NOFO) and application
- Submit timely programmatic progress and financial reports, as required by the NOA
- Report any changes in the project or proposed activities, as appropriate
- Use reporting data to address evaluation questions
- Submit documentation required for closeout
- Participate in audit activities, as appropriate

What Are CDC's Roles and Responsibilities?

- Monitor performance in accordance with the NOFO
- Ensure compliance with the terms and conditions of the NOA
- Oversee closeout activities
- Participate in audit activities, as appropriate

What Is the Project Officer (PO) Roles and Responsibilities?

- **The Project Officer manages *administrative and programmatic* activities**
 - Provides recommendations for funding applications and amendments
 - Ensures that programmatic terms and conditions are provided to the Grants Management Officer (GMO)
 - Conducts monitoring activities
 - Post-award performance and progress monitoring
 - Site visits or reverse site visits
 - Provides technical assistance and consultation on technical issues, and directs recipient to GMO and/or subject matter expert, as needed

What Are the Roles and Responsibilities of the Grants Management Specialist (GMS) and Officer (GMO)?

- **The GMS *processes* business aspects of the award**
 - Responsible for the day-to-day business management (non-programmatic) aspects of grants, under the direction of the GMO
 - Primary point of contact for grant-related issues, such as processing prior approvals

- **A GMO *approves* business aspects of the award**
 - Responsible for the business management of the cooperative agreement, including review, negotiation, award, and administration, and for the interpretation of grants administration policies and provisions
 - **Only** official authorized to
 - Require CDC to spend federal funds or
 - Change the funding, duration, or other terms and conditions of an award

What Is the Subject Matter Expert's (SME's) Roles and Responsibilities ?

- A subject matter expert is responsible for providing *programmatic technical assistance*
 - Reviews proposals and amendments to ensure consistency with project needs and requirements (makes recommendations to PO)
 - Provides subject matter expertise and guidance for project activity implementation
 - Participates in monitoring activities
 - Post-award performance and progress monitoring
 - Site visits or reverse site visits

How Do CDC Staff Members Work Together to Administer the Grant?

- Each CDC staff member brings different expertise and carries out distinct functions to manage the grant
 - A Project Officer (PO) manages the *administrative* and the *programmatic* aspects
 - A Grants Management Specialist (GMS) and Grants Management Officer (GMO) manage the *business* aspects
 - Subject Matter Experts (SMEs) provide subject matter expertise and guidance for project activity implementation

How Do Recipients and CDC Communicate?

- **[Grant Solutions](#)/Grants Management Module**
 - Official communication between CDC and recipients
- **Recipient calls/webinars**
 - Periodic group calls or webinars
- **Site visits**
 - Virtual (or in-person, site-based) meetings of recipient and CDC staff
- **OT21-2103Support@cdc.gov**
 - Email announcements, news, or reminders
- **Ad hoc emails/phone calls**
 - Project-specific, routine communication with CDC staff (PO, GMO, GMS)

Laws, Regulations and Policies

Order of Precedence

- Constitution of the United States
- Statutes
- Regulations
- Executive orders
- Office of Management and Budget (OMB) circulars
- Policies
- Guidelines and procedures

Code of Federal Regulations (CFRs)

- **Important CFRs for recipients**

- 2 CFR 200: Universal cost principles, administrative, and audit requirements for Federal Awards to non-Federal entities
- 45 CFR Part 75: HHS Uniform administrative requirements, cost principles, and audit requirements for federal awards

Policies

- **External policies**

- National Policy

- HHS Grants Policy Statement

- www.hhs.gov/sites/default/files/grants/grants/policies-regulations/hhsgps107.pdf

- **Internal policies**

- CDC additional requirements

- www.cdc.gov/grants/federalregulationspolicies/index.html

Enforcement of Laws, Regulations, and Policies

- **HHS or CDC can also:**

- Temporarily withhold payments pending corrections of deficiencies
- Disallow all or part of activities/actions not in compliance
- Wholly or partly suspend an award
- Terminate an award
- Initiate suspension or debarment proceedings
- Withhold further federal awards for the project or program
- Take other remedies legally available

Notice of Award

Notice of Award

- **Legally binding document issued to the grant recipient**
- **Provides an official commitment of US government funds to recipient**
- **Indicates that funds may be requested from the Payment Management System**
- **Incorporates the following guidance:**
 - NOFO and program specific terms and conditions
 - Application (including Budget and Workplans submitted)
 - National Policies
 - HHS Grants Policy Statement
 - CDC General terms and conditions of award

Notice of Award (cont.)

- A recipient indicates acceptance of an award and its associated terms and conditions by **drawing down or requesting funds.**
- OT21-2103 has a **24-month budget period** and period of performance **ending May 31, 2023.**
- OMB Memorandum M21-20 authorizes **pre-award costs dating back to March 15, 2021.** Activities must be COVID-19-related and tie directly to the strategies of this NOFO.

Notice of Award (cont.)

- **Sets forth pertinent information about the grant:**
 - Grant identification number (“grant number”)
 - Name of recipient organization
 - Name of key staff (e.g., PI/PD)
 - Approved period of performance start and end dates
 - Approved budget period start and end dates
 - Amount of federal funds authorized for spending by the recipient
 - Matching (non-federal share)
 - Standard and program specific terms and conditions
 - Administrative or programmatic restrictions

Notice of Award (cont.)

- **Sets forth pertinent information about the grant:**
 - High risk determination (requires additional conditions)
 - Required reporting
 - Applicable legislation and regulations
 - CDC points of contact
 - CDC programmatic substantial involvement responsibilities (for cooperative agreements)

Notice of Award Page 1

- Recipient Information including EIN/DUNS, PD or PI, and AOR

- Agency Grants Management and Program Contacts



Department of Health and Human Services
Operating Division

Notice of Award
FAIN# XXXXXXXXXX
Federal Award Date
XX/XX/XXXX

<p>Recipient Information</p> <p>1. Recipient Name Name of Recipient Address Line 1 Address Line 2 City, State, XXXXX-XXXX</p> <p>2. Congressional District of Recipient XX</p> <p>3. Payment System Identifier (ID) XX-XXXXXXX</p> <p>4. Employer Identification Number (EIN) XX-XXXXXXX</p> <p>5. Data Universal Numbering System (DUNS) XX-XXX-XXXX</p> <p>6. Recipient's Unique Entity Identifier XXXXXXXXXXXXXX</p> <p>7. Project Director or Principal Investigator Name Title email@email.com XXX-XXX-XXXX</p> <p>8. Authorized Official Name Title email@email.com XXX-XXX-XXXX</p> <hr/> <p>Federal Agency Information</p> <p>9. Awarding Agency Contact Information Name Title Operating Division Name email@email.com XXX-XXX-XXXX</p> <p>10. Program Official Contact Information Name of Program Official Title Operating Division Name email@email.com XXX-XXX-XXXX</p>	<p>Federal Award Information</p> <p>11. Award Number XXXXXXXXXXXX</p> <p>12. Unique Federal Award Identification Number (FAIN) XXXXXXXXXX</p> <p>13. Statutory Authority XX XXX XXXX XX XXX</p> <p>14. Federal Award Project Title XXXX</p> <p>15. Assistance Listing Number XX-XXX</p> <p>16. Assistance Listing Program Title XXXX</p> <p>17. Award Action Type XXXX</p> <p>18. Is the Award R&D? XXXX</p> <hr/> <p style="text-align: center;">Summary Federal Award Financial Information</p> <p>19. Budget Period Start Date XX/XX/XXXX – End Date XX/XX/XXXX</p> <p>20. Total Amount of Federal Funds Obligated by this Action \$ 0 20a. Direct Cost Amount \$ 0 20b. Indirect Cost Amount \$ 0</p> <p>21. Authorized Carryover \$ 0</p> <p>22. Offset \$ 0</p> <p>23. Total Amount of Federal Funds Obligated this budget period \$ 0</p> <p>24. Total Approved Cost Sharing or Matching, where applicable \$ 0</p> <p>25. Total Federal and Non-Federal Approved this Budget Period \$ 0</p> <hr/> <p>26. Project Period Start Date XX/XX/XXXX – End Date XX/XX/XXXX</p> <p>27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Project Period \$ 0</p> <p>28. Authorized Treatment of Program Income XXXX</p> <p>29. Grants Management Officer - Signature Signature</p>
<p>30. Remarks XXXX</p>	

Award Information including Award Number and Award Action

Summary of Financial Information including budget and project period; award amount total (per action and totals)

GrantSolutions

Notice of Award Page 2



DEPARTMENT OF HEALTH AND HUMAN SERVICES
Centers for Disease Control and Prevention

Notice of Award

Award# 1 NU50CK000584-01-00

FAIN# NU50CK000584

Federal Award Date: 01/29/2021

- Includes approved budget by budget category

Recipient Information
Recipient Name NATIONAL SAFETY COUNCIL 1121 Spring Lake Dr NATIONAL SAFETY COUNCIL Itasca, IL 60143-3200 [NO DATA]
Congressional District of Recipient 08
Payment Account Number and Type 1362167809A1
Employer Identification Number (EIN) Data 362167809
Universal Numbering System (DUNS) 046573085
Recipient's Unique Entity Identifier Not Available

31. Assistance Type Cooperative Agreement
32. Type of Award Other

34. Accounting Classification Codes						
FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	OBJECT CLASS	AMT ACTION FINANCIAL ASSISTANCE	APPROPRIATION	
1-9390EX3	21NU50CK000584C3	CK	41.51	\$500,000.00	75-2024-0943	

33. Approved Budget (Excludes Direct Assistance)	
I. Financial Assistance from the Federal Awarding Agency Only	
II. Total project costs including grant funds and all other financial participation	
a. Salaries and Wages	\$153,750.00
b. Fringe Benefits	\$59,809.00
c. Total Personnel Costs	\$213,559.00
d. Equipment	\$0.00
e. Supplies	\$0.00
f. Travel	\$0.00
g. Construction	\$0.00
h. Other	\$60,969.00
i. Contractual	\$102,500.00
j. TOTAL DIRECT COSTS	\$377,028.00
k. INDIRECT COSTS	\$122,972.00
l. TOTAL APPROVED BUDGET	\$500,000.00
m. Federal Share	\$500,000.00
n. Non-Federal Share	\$0.00

- Box 34 contains necessary information to draw down funds

Notice of Award

Terms and conditions include—

- Those applicable to all CDC awards
- Any award specific conditions
- Incorporates NOFO, application and approved budget by referenc3
- Notes specific funding restrictions

Funding Opportunity Announcement (FOA) Number: **DP15-1502**
Award Number: 5 NUSDP00609-02-00
Award Type: **Cooperative Agreement**
Applicable Regulations: 45 Code of Federal Regulations (CFR) Part 75, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards

45 CFR Part 75 supersedes regulations at 45 CFR Part 74 and Part 92

AWARD INFORMATION

Incorporation: The Centers for Disease Control and Prevention (CDC) hereby incorporates Funding Opportunity Announcement number DP15-1502, entitled, **Organized Approaches to Increase Colorectal Cancer Screening** and application dated March 2, 2016, as may be amended, which are hereby made a part of this Non-Research award hereinafter referred to as the Notice of Award (NOA). The Department of Health and Human Services (HHS) grant recipients must comply with all terms and conditions outlined in their NOA, including grants policy terms and conditions contained in applicable HHS Grants Policy Statements, and requirements imposed by program statutes and regulations Executive Orders, and HHS grant administration regulations, as applicable; as well as any requirements or limitations in any applicable appropriations acts. The term grant is used throughout this notice and includes cooperative agreements.

Note: In the event that any requirement in this Notice of Award, the Funding Opportunity Announcement, the HHS GPS, 45 CFR Part 75, or applicable statutes/appropriations acts conflict, then statutes and regulations take precedence.

Approved Funding: Funding in the amount of **\$693,160** is approved for the Year 02 budget period, which is June 30, 2016 through June 29, 2017. All future year funding will be based on satisfactory programmatic progress and the availability of funds.

Note: Refer to the Payment Information section for draw down and Payment Management System (PMS) subaccount information.

Award Funding: Not funded by the Prevention and Public Health Fund

FUNDING RESTRICTIONS AND LIMITATIONS

Funding Opportunity Announcement (FOA) Restrictions:

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

- Awardee may not use funds for research.
- Awardees may not use funds for clinical care.
- Awardees may use funds only for reasonable program purposes, including personnel, travel, supplies, and services.
- Generally, awardees 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 is not allowed.
- 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 http://www.cdc.gov/grants/additional_requirements/index.htm#ar12 for detailed guidance on this prohibition and <http://www.cdc.gov/grants/documents/Anti-LobbyingRestrictionsforCDCGranteesJuly2012.pdf>
- The direct and primary recipient in a cooperative agreement program must perform a substantial role

Notice of Award (cont.)

Payment information

- Automatic drawdowns managed by PMS
- Website to set up account after award
- Subaccount document number
- Subaccount title
- Acceptance of award terms and conditions

PAYMENT INFORMATION
<p>Automatic Drawdown (Direct/Advance Payments): Payment under this award will be made available through the Department of Health and Human Services (HHS) Payment Management System (PMS). PMS will forward instructions for obtaining payments.</p> <p><u>PMS correspondence, mailed through the U.S. Postal Service, should be addressed as follows:</u></p> <p>Director, Payment Management Services P.O. Box 6021 Rockville, MD 20852 Phone Number: (877) 614-5533 Email: PMSsupport@psc.gov Website: http://www.dpm.psc.gov/help/help.aspx?explorer.event=true</p> <p>Note: To obtain the contact information of PMS staff within respective Payment Branches refer to the links listed below:</p> <ul style="list-style-type: none">• University and Non-Profit Payment Branch: http://www.dpm.psc.gov/contacts/dpm_contact_list/univ_nonprofit.aspx?explorer.event=true• Governmental and Tribal Payment Branch: http://www.dpm.psc.gov/contacts/governmental_and_tribal.aspx?explorer.event=true• Cross Servicing Payment Branch: http://www.dpm.psc.gov/contacts/cross_servicing.aspx?explorer.event=true• International Payment Branch: Bhavin Patel (301) 492-4918 Email: Bhavin.patel@psc.hhs.gov
<p>Payment Management System Subaccount: Effective October 1, 2013, a new HHS policy on subaccounts requires the CDC setup payment subaccounts within the Payment Management System (PMS) for all grant awards. Funds awarded in support of approved activities have been obligated in a newly established subaccount in the PMS, herein identified as the "P Account". A "P Account" is a subaccount created specifically for the purpose of tracking designated types of funding in the PMS.</p> <p>All award funds must be tracked and reported separately. Funds must be used in support of approved activities in the FOA and the approved application.</p> <p>The grant document number and subaccount title (below) must be known in order to draw down funds from this P Account.</p> <p>Grant Document Number: 06033DP15 Subaccount Title: DP151513BRFSSHLTDP15</p> <p>Acceptance of the Terms of an Award: By drawing or otherwise obtaining funds from the grant Payment Management Services, the grantee acknowledges acceptance of the terms and conditions of the award and is obligated to perform in accordance with the requirements of the award. If the recipient cannot accept the terms, the recipient should notify the Grants Management Officer within thirty (30) days of receipt of this award notice.</p> <p>Certification Statement: By drawing down funds, the grantee certifies that proper financial management controls and accounting systems, to include personnel policies and procedures, have been established to adequately administer Federal awards and funds drawn down. Recipients must comply with all terms and conditions outlined in their NoA, including grant policy terms and conditions contained in applicable HHS Grant Policy Statements, and requirements imposed by program statutes and regulations and HHS grants administration regulations, as applicable; as well as any regulations or limitations in any applicable appropriations acts.</p>

Payment Management System (PMS)

- **Managed by HHS, not CDC**
- **Recipient must enroll in PMS to receive funds through electronic bank transfer**
- **PMS registration process**
 - Recipient completes Direct Deposit Form (SF-1199A)
 - Domestic or international
 - Recipient completes PMS System Access Form
 - Submit forms to the Program Service Center (PSC) Liaison Accountant via mail, email or fax
 - PMS verifies bank information
 - PMS sends registered users (recipient) an account number and temporary password
 - Recipient logs-in and changes password

Requesting Payment

- **Also known as drawing-down funds**
- **Request funds needed for immediate use**
 - Can be requested daily – weekly – bi-monthly – monthly
 - PMS can accommodate frequent requests
 - Do not draw down excess funds
 - Do not draw down restricted funds
- **PMS processes request within 24 hours**
 - Allow additional time for international fund transfers
- **If there are any issues, contact PMS for assistance.**

PMS Reporting Requirements

- **Periodic financial reports**
 - Quarterly report schedule posted on PMS
 - Reports submitted online
 - Failure to submit report results in system lock-out
- **Change password every 90 days**
 - Failure to comply results in system lock-out

PMS FFR Reporting

Effective October 1, 2020

Navigating to the Federal Financial Report



The screenshot shows the PMS Main Page navigation menu. The menu items are: Inquiry, Payment, Disbursement, View PSC272 Reports, FFR Cash Transaction Report, FFR Interest Income, Federal Financial Report, FFR File Transfer, My User Info, and Account Maintenance. An orange arrow points to the Federal Financial Report link.

PSC Payment Management System
Main Page

DEPARTMENT OF HEALTH & HUMAN SERVICES USA

1 - 877 - 614 - 5533 | PMSsupport@psc.gov

Curiosity. Partnership. Simplicity. Impact. Passion

PMS Support Information

Help Desk Support

Phone: (877) 614-5533

Hours: Monday-Friday 7:00 am--9:00 pm (EDT) Except on federal holidays

Email: pmssupport@psc.gov

PMS User Guide: <https://pms.psc.gov/training/pms-user-guide.html>

Reporting Requirements

Reporting Requirements

- **Quarterly Performance/Financial Reports – REDCap**
- **Quarterly Federal Cash Transaction Report (FCTR) – PMS**
- **Annual Federal Financial Reports (FFR) (SF-425 or 425A) – PMS**
- **Federal Funding Accountability and Transparency Act (FFATA) of Sub-award Report**
- **Final Performance Reports – Grantsolutions & PMS**
 - Submitted within 90 days of performance period end date
 - Final FFR
 - Final Performance Report
 - Equipment Disposition

Equipment

Equipment Purchases

- **Require prior approval for all equipment purchased more than \$5,000**
 - Follow documented procurement procedures

- **Purchasing a motor vehicle or motorcycle**
 - Before the purchase of vehicle(s), submit a request to the GMS:
 - AOR submits prior approval request
 - Provide justification for the purchase of the vehicle(s) – including why the vehicle can't be leased
 - Provide an analysis of purchasing versus leasing a vehicle
 - Provide quotes or basis for pricing
 - State the purpose of the vehicle(s)
 - Provide disposition plans for the vehicle at the end of the project

Equipment Purchases (cont.)

- **Purchasing a motor vehicle or motorcycle (cont.)**
 - Within 30 days after the purchase of the vehicle(s) provide:
 - A copy of the original invoice of the vehicle(s) purchased
 - The Vehicle Identification Number (VIN)
 - Proof of insurance on all vehicles purchased
 - A copy of the recipient organization's mileage usage log
 - A copy of the operation manual for driving a recipient organization's vehicle

Equipment

- **Equipment management system must include:**
 - Records that adequately identify equipment, including location
 - Physical inventory at least every two years
 - Control procedures to prevent loss, damage, or theft
 - Adequate maintenance procedures

- **Equipment management**
 - Written equipment management policy

Equipment (cont.)

- **Equipment management (cont.):**
 - Records include . . .
 - Full description of equipment
 - Purchase price
 - Date of purchase
 - Vendor information
 - Location of vehicle
 - Maintain vehicle logs to document usage
 - Inventory equipment at least annually
 - Report damage

REDCap Reporting

REDCap and Reporting

Research Electronic Data Capture (REDCap) is a secure web application for building and managing online surveys and databases. CDC is using REDCap as the grant management platform for this grant.

- The workplans you submitted are already in REDCap. You will have the opportunity revise your workplans in REDCap, as necessary, with the support of your project officer.
- You will document progress reports and performance measures in REDCap.
- More information on this will be provided during a dedicated REDCap information session for all recipients. We will provide more information about technical assistance and trainings during the week of **June 21st!**



[Rdcp.cdc.gov](https://rdcp.cdc.gov)

REDCap System Access

Access to the grant in REDCap happens in 3 steps:

1. Identify Your Team

We will send you a template to provide contact information for a primary and alternate user on your team.

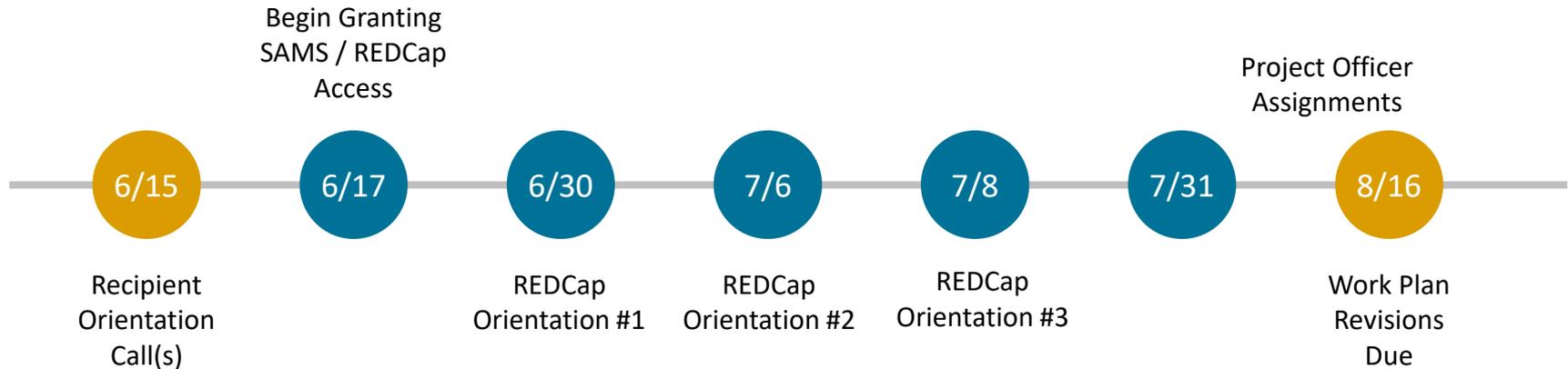
2. Obtain Secure Access Management Services (SAMS) & REDCap Access

You will receive invitations to register with SAMS and REDCap.

3. Gain access to the grant in REDCap

You will receive access to the grant in REDCap after attending training.

Work Plan Revisions Timeline (June – August 2021)



Legend



Key Date



Milestone

**Dates may be subject to change.*

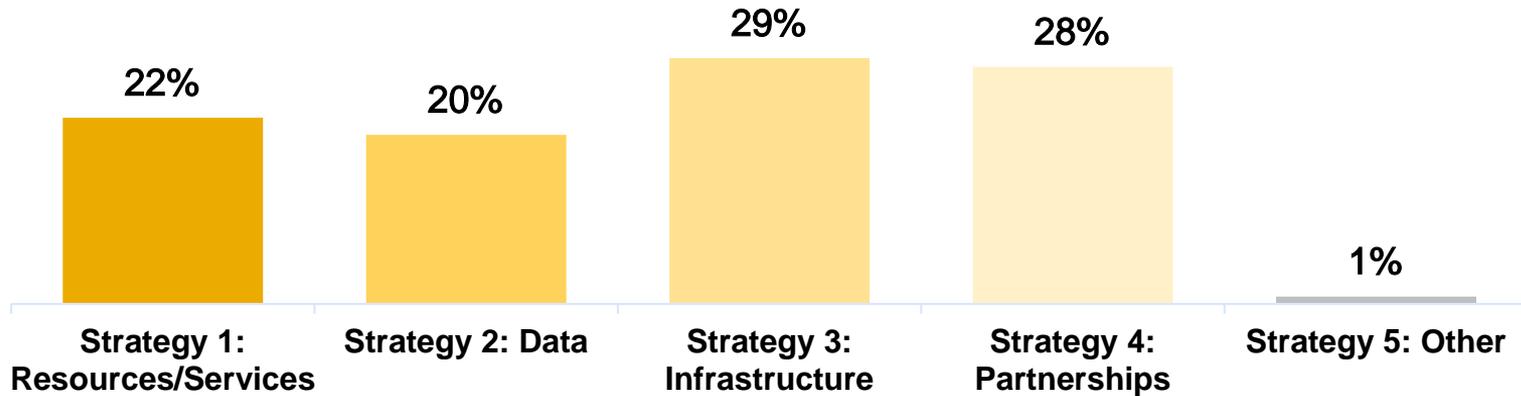
Evaluation and Work Plan Analysis

Speaker: Nancy Habarta, Division of Performance Improvement and Field Services (DPIFS), CSTLTS 48

Evaluation: Preliminary Work Plan Analysis

107 state, local, and territorial agencies submitted work plans

Distribution of activities (N=1,548) across strategies



More data cleaning and analysis will be done after final Work Plans are submitted.

Evaluation: Preliminary Work Plan Analysis

Number of Activities (N=1,548) by Racial and Ethnic Populations*

Hispanic, Latino or Latinx	Black or African American	Asian	American Indian	Native Hawaiian and Pacific Islanders	Alaska Native
1148	1098	813	757	579	370
				Other	N/A
				262	102
					42

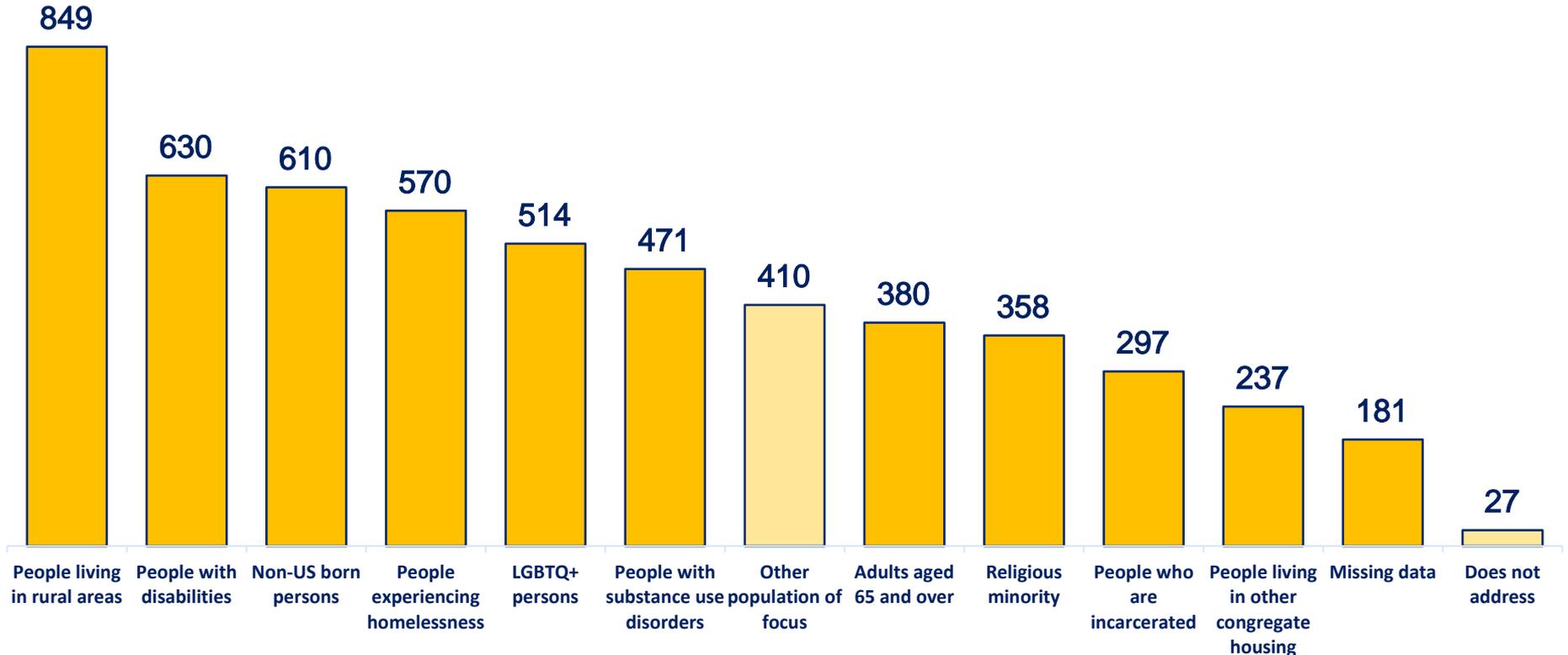
*More than one racial and ethnic population could be selected for each activity

**“N/A” in chart refers to activities that do not address racial and ethnic populations

***The bottom right value (42) indicates that data was missing

Evaluation: Preliminary Work Plan Analysis (cont.)

Number of Activities (N= 1,548) by Populations of Focus



* More than one population of focus could be selected for each activity. Multiple racial and ethnic populations are included in these populations of focus.

Updating the Work Plan

- Populations of focus
- Setting
- Partner types



[This Photo](#) by Unknown Author is licensed under [CC BY-SA-NC](#)

Evaluation Next Steps

- **CSTLTS will provide performance measures and the logic model to recipients by July 15, 2021**
- **Input from recipients through a small workgroup**



Technical Assistance and Resources

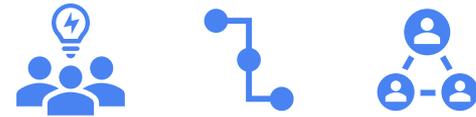
Technical Assistance (TA) for Jurisdictions

CDC will foster collaboration and provide support to recipients throughout the grant lifecycle.



Internal CDC TA

- CDC coordinates across multiple CIOs (Center for State, Tribal, Local and Territorial Support; Office of Minority Health and Health Equity; Office of Grants Services) to provide guidance, technical assistance, and subject matter expertise to recipients.



External CDC TA

- CDC anticipates awarding \$17 million to three partners via the OT18-1802 National Partners Umbrella Cooperative Agreement to provide additional technical assistance to recipients.
- State Offices of Rural Health/Equivalent

COVID-19 Resources

- [CDC's Grants Welcome Packet](#)
 - For important instructions, guidelines, and key requirements critical to the success of your grant
- [CDC's COVID-19 Website](#)
 - For the latest updates, guidelines, and information from CDC on COVID-19
- [CDC's COVID-19 Resource Page for States, Tribes, Localities, and Territories](#)
 - For a repository of guidelines, tools, and resources from CDC and others for states, tribes, localities, and territories
- [COVID-19 Healthy Equity web page](#)
 - To stop the spread of COVID-19 and move toward greater health equity, CDC continues to work with organizations, agencies, and communities to ensure resources are available to maintain and manage physical and mental health, including easy access to information, affordable testing, and medical and mental health care.

COVID-19 Resources

- [CDC's Strengthening Public Health Systems and Services Through National Partnerships to Improve and Protect the Nation's Health Initiative](#)
 - Information on CSTLTS's complementary and nonduplicative COVID-19 funding mechanism and gateway for national technical assistance and support
- [CDC's Gateway for State, Tribal, Local, and Territorial Public Health Professionals](#)
 - CSTLTS portal to CDC resources, tools, and information

Next Steps and Actions

Next Steps and Action Items

- **Review your NoA**
- **Complete registration Systems**
 - GMM through GrantSolutions
 - Ensure that you have designated the right person for specific roles
 - PMS
 - REDCap
- **Revise your work plan and budget**
- **Engage stakeholders and sub-recipients**
- **Contact your PO with questions**

Revised Work Plan and Budget Narrative

- **What:**
 - ✓ Work plans and budgets should be revised to reflect feedback included in technical review
 - ✓ State recipients must also revise budgets to reflect rural carveout dollars
- **When:** Revisions due by **August 16, 2021**
- **How:**
 - ✓ Revise work plan in REDCap
 - ✓ Submit revised work plan as a Grant Note and budget narrative as a budget revision amendment via GrantSolutions (www.cdc.gov/grants/grantsolutions/index.html)

Questions and Answer Session

Additional Questions:

OT21-2103Support@cdc.gov

Thank You!

For more information, contact CDC
1-800-CDC-INFO (232-4636)
TTY: 1-888-232-6348 www.cdc.gov

The findings and conclusions in this report are those of the authors and do not necessarily represent the official position of the Centers for Disease Control and Prevention.

