Request for Applications

Climate and Health Training Implementation with CDC Foundation

Date Issued: 01/12/24
Date Response Due: 01/26/24

CDC FOUNDATION CONTACT
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About the CDC Foundation
The CDC Foundation is an independent nonprofit and the sole entity created by Congress to mobilize philanthropic and private-sector resources to support the Centers for Disease Control and Prevention’s (CDC) critical health protection work. We are a catalyst for unleashing the power of collaboration between CDC and philanthropies, private entities and individuals to protect the health, safety and security of America and the world. The government has unique capacities as well as limitations. The same is true for the private and philanthropic sectors. We believe that people, groups, and organizations have greater positive impact and can accomplish more collectively than individually. By aligning diverse interests and resources and leveraging all parties’ strengths, our focused collaborations with private and philanthropic partners help create greater impact than any one entity can alone. Over the past two decades, thanks to our donors, we have launched more than 1,000 health protection programs and raised over $1 billion to support CDC’s work. To keep people healthy, safe, and secure, we managed hundreds of CDC-led programs in the United States and in more than 140 countries.

SUMMARY OF REQUEST
The CDC Foundation is accepting applications for health departments to take a web-based climate and health training and create an action plan, with in-person guidance and support from CDC Foundation, to implement between February-June 2024. The selected health department will receive a mini-grant to support staff time and implementation of the climate and health training.

A. BACKGROUND AND NEED
State, tribal, local and territorial (STLT) health departments have increasing concerns about the health effects of climate change on their communities. Each region has unique climate risks and health needs, which many STLT staff have not been fully prepared to tackle. While there are numerous fact sheets, one-pagers and general guidance documents available, there are very few existing trainings that provide actionable steps STLT health departments can take to improve climate-related health outcomes within their communities.

The CDC Foundation, along with an implementing partner, developed a web-based climate and health modular training that is hosted on CDC Train. The CDC Foundation is seeking applications for a health department to take the climate and health training, develop and action plan and implement the action plan with climate-related activities in their jurisdiction.
B. SCOPE OF WORK

The purpose of this request for application (RFA) is to identify one subcontractor to take the climate and health training and implement an action plan between February-June 2024.

WHAT WE WILL FUND

The CDC Foundation will fund one state, tribal, local or territorial health department to take the climate and health training, develop an action plan to incorporate the training into health department activities and implement the action plan. The selected health department will not already have a robust climate and health program in place prior to the start date of this funding; this funding will support new activities or support adapting existing activities to include a climate lens. Ideally, the health department has already identified climate and health challenges within their community, but does not have the budget to support climate and health activities at this time.

Approved Activities: Potential approved activities would include, but is not limited to:

- Complete the free, web-based modular climate and health training on CDC Train (~2-3 hours)
- Host an in-person planning meeting with CDC Foundation and implementing partners at your health department to develop a detailed action plan
- Implement climate and health activities as detailed in the action plan; this could mean adjusting current program activities or starting new climate-related activities within the health department
- Engage in monthly virtual meetings with CDC Foundation team and partners to share feedback and progress
- Provide a final report and lessons learned
- Collaborate with CDC Foundation and partners on abstract submissions and/or presentations to share project results

FUNDING SPECIFICS

- Grant may be awarded in an amount up to $15,000 USD;
- Indirect costs are limited to 10% of total direct costs;
- Funding should primarily be used to cover staff time to take and implement the training
- Grant funds must be used for the purposes described in the grantee’s application, and must be expended for dissemination activities by June 30, 2024 with the final report due in July.

DELIVERABLES/EXPECTATIONS:

- Monthly virtual meetings with CDC Foundation team and one in-person meeting with CDC Foundation team and partners (at the health department location)
- Detailed action plan and associated evaluation metrics
- Final report sharing the impact of the action plan and reporting on final evaluation metrics. The final report will also include plans to continue or expand work on the action plan.
- Detailed lessons learned for other health departments to consider on taking the climate and health training and creating/implementing an action plan, in a format suitable to the
C. ELIGIBILITY REQUIREMENTS

Applicants must meet the following eligibility requirements:

- **Must be a state, tribal, local or territorial health department**
- Health department has identified climate and health challenges in the community, but does not have the budget to develop a climate and health action plan and implement it in the near future
- Confirmation of being headquartered in US;
- Be in existence for a minimum of 3 years
- Have sustainable operations, be in good financial standing and have a proven record of program effectiveness; and
- Be an equal opportunity employer with all-inclusive membership that does not discriminate on the basis of gender, race/ethnicity, color, sex, sexual orientation, country of national origin or nationality, age, religion, intellectual or physical disabilities and military or veteran status in its activities or operations.

D. EVALUATION CRITERIA

All proposals received will be reviewed and taken into consideration. The following Review Criteria will be utilized:

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<tr>
<th>Category (Weight)</th>
<th>Considerations</th>
<th>Total Weight Percentage by Category</th>
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| Health Department Background and Need (30pts) | • Description of health department  
• Description of current climate and health issues within community  
• Description of climate and health work (if any) being done in health department  
• Need for climate and health training  
• Need for guidance and technical assistance in developing and implementing an action plan | 30% |
| Readiness and Bandwidth (35pts) | • Readiness of health department to incorporate a climate lens to current activities or create new climate-related activities  
• Availability of at least one staff to take the training, participate in meetings and support | 30% |
implementation of the action plan

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<thead>
<tr>
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<th>Budget (15pts)</th>
<th>Timeline (10pts)</th>
<th>Submission of proposal (10pts)</th>
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<tbody>
<tr>
<td></td>
<td>• Cost-effectiveness</td>
<td>• Availability to begin February 2024</td>
<td>• Writing</td>
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<td></td>
<td>• Detailed budget justification</td>
<td>• Capacity to fulfill requirements by June 2024 (no extension can be provided)</td>
<td>• Organization</td>
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<td>20%</td>
<td>10%</td>
<td>Total 10%</td>
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E. APPLICATION REQUIREMENTS

To apply, please complete an online application for RFA titled "Climate and Health Training Implementation". Applicants must attach the following to their online application:
- Application template (provided by the CDC Foundation)
- Budget template (provided by the CDC Foundation);
- Appendix to include:
  - Vendor status verification: U.S. System Award Management (SAM), or equivalent, search results for overall organization and individuals designated to this proposal. Providing a UEI number is sufficient.
  - Annual Budget
  - Most recent audited financial statement or copy of most recent annual report with detailed financial, if statement is not available

RFA Link: [CLICK TO SUBMIT APPLICATION](#)

Please direct any questions to CDC Foundation point of contact Jessie Kelly, jkelly@cdcfoundation.org.

Pre-Award Risk Assessment:

The CDC Foundation reserves the right to conduct financial and due diligence reviews. As a public entity, the CDC Foundation has a responsibility to the public to ensure that the organizations that receive grant funds are financially stable and to evaluate each applicant’s risk of noncompliance with Federal statutes, regulations, and the terms and conditions of the subaward for purposes of determining the appropriate method of monitoring. Data available through third party sources such as Dun & Bradstreet may be consulted, along with information publicly available via Federal and State award, debarment, exclusion and sanction databases.

Maximum Payable Amount (MPA)
CDC Foundation will pay the contractor a fee not to exceed a Maximum Payable Amount (MPA) or ceiling price. The MPA will be based on the budget proposed and will be negotiated as part of the resulting contract.

**E. TIMELINE**

- **Friday, January 12, 2023**: RFA submissions open
- **Friday, January 26, 2024**: RFA submissions close
- **Wednesday, January 31, 2024**: Award decision notification
- **February – June 2024**: Project implementation and funding expenditure period
- **July 2024**: Final dissemination report on project activities due

*The CDC Foundation will notify candidates directly if they are selected or not. Proposal scores will not be discussed.*

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