



FUNDING OPPORTUNITY

Published: April 18, 2022

Funding Amount: Up to \$50,000 for a consultant or a team

Project Period: May 16, 2022- July 31, 2022

Eligibility: This opportunity is available to members of the National Network of Public Health Institutes (NNPHI), Public Health Training Centers, and consultants/contractors.

Award Mechanism: NNPHI anticipates making a sub-award for Project Firstline support founder CFDA 93.421Centers for Disease Control and Prevention Cooperative Agreement 6 NU38OT000303-02-04.

Timeline:

RFP Released	Monday, April 18, 2022
Informational Webinar (optional)	Friday, April 22 and 29 at 11:00 AM EST
Deadline to Submit Questions	Wednesday, April 27, 2022 at 5:00 PM EST
Proposal Submission Deadline	Friday, April 29, 2022 at 11:59 PM EST
Review Period	May 2-5, 2022
Notice of Selection status	Friday, May 6, 2022

Objective

NNPHI seeks a partner to scan, review, interpret and make suggestions for revision, packaging, and dissemination of Project Firstline's Infection Risk Education Materials for the healthcare workers in public health. This work will directly correlate with Project Firstline's objective of prevention & control of emerging & re-emerging infectious diseases through the dissemination & communication of IPC, HAI, and AR-related training materials. Through this RFP, NNPHI hopes to strengthen the skills of HAI/involved public health workers.

Background

Mobilizing more than 40 public health institutes throughout 32 states along with ten university-based regional training centers and 40 training affiliates, the National Network of Public Health Institutes (NNPHI) support national public health system initiatives and strengthen public health institutes to promote multisector activities resulting in measurable improvements of public health structures, systems, and outcomes. To learn more about NNPHI, visit www.nnphi.org.

Project Firstline is a CDC-led, multi-year national training collaborative focused on healthcare infection prevention and control (IPC) related to coronavirus and other infectious agents that aims to train all frontline healthcare personnel in the United States. The project will build an infection control foundation of knowledge and culture of expertise in the healthcare and the public health communities that will help protect patients, healthcare workers, and the public.

Nine national-level partners, including NNPHI, will help disseminate and deliver CDC-developed IPC training.

The project will build an infection control foundation of knowledge and culture of expertise in the healthcare and the public health communities that will help protect patients, healthcare workers, and the public. Nine national-level partners, including NNPHI, will help disseminate and deliver CDC-developed IC training and develop original content. This project will also involve state, local, and territorial health departments that receive Epidemiology and Laboratory Capacity for Prevention and Control of Emerging Infectious Diseases Cooperative Agreement (ELC) funding.

Scope of Work (SOW)

This RFP aims to establish agreements with an organization (herein referred to as "contractors") to support Project Firstline with the first activity listed above. The general scope of work is to expand the project's reach by reviewing the information, assisting with identifying a target audience and consulting with packaging the materials for the target audience.

1. The contractor will review Infection Risk Education Materials released by the CDC for healthcare professionals and modify appropriate course material and IPC motifs for the public health workforce in healthcare settings.

Deliverables

- Make recommendations to NNPHI on training models and platform
- Document potential delivery methods of synthesized training
- Consult with NNPHI on meetings with potential partners to help disseminate training
- Identify similar patterns in training material and begin to group them for healthcare workers in IPC and report monthly to NNPHI

2. Assist NNPHI in identifying an approach to the target audience of public health workers in a healthcare setting through environmental scans of local health departments, previous needs assessments, public health institutions, and research on similar training distribution points.

Deliverables

- Provide updates on the environmental scans during monthly meetings
- Identify classification and delivery methods for pieces of training for specific audiences (including but not limited to the 11 infographics, 13 videos, six training Toolkits, and three posters from recently released updated PFL materials released by CDC)
- Identify similar patterns in training and begin to group them for the public health workforce and report monthly to NNPHI
- Create a repository of people who would benefit from training

Contractor Selection Criteria

NNPHI will make contractor selection based on qualifications by the provisions of this RFP. The following criteria will guide NNPHI in reviewing and scoring applicants and determine the choice of a contractor(s) for this project:

1. Demonstrated deep knowledge of adult learning principles, training standards, content development, and content dissemination best practices
2. Demonstrated knowledge of infection control measures, vaccination safety, infectious diseases, outbreak surveillance, epidemiology, and contact tracing (staff member or SME consultant, previous pieces of training/content)

3. Demonstrated capacity to accomplish the SOW.
4. Reasonable and clear budget following provided guidelines.
5. Demonstrated capacity to manage a federal subaward in a fiscally compliant manner.
6. Completeness and quality of the proposal.

Funding

Funds may be used for salaries and benefits for staff engaged in the project, meetings and meeting supplies, pre-approved project-related travel, research and database software, data collection and analysis, supplies, communications, marketing, and graphic design. Funds are not intended to supplant state or federal funding. Funds may not be used for: lobbying activities; ongoing general operating expenses or existing deficits; items for which third-party reimbursement is available; endowments; meeting meals; or capital costs, including construction or renovation.

How to Apply

NNPHI is utilizing a Smartsheet Online System for the proposal submission process. Submit your notice of intent to apply, proposal, and all additional documents through the links below. If you have any technical difficulties, please moldson@nnphi.org.

Submit your proposal and required attachments by **11:59 PM ET on Friday, April 29, 2022**.

Click "[Here](#)" to submit your proposal via the NNPHI Smartsheet system.

Questions

Submit questions about this funding opportunity "[Here](#)" by 5:00 PM ET on Wednesday, April 27, 2022. NNPHI will respond to inquiries within 24 hours. Please check back frequently to review the latest questions/answers.

Informational Session

Join us for one or both informational sessions and on the series of RFPs released for NNPHI's work with Project Firstline's Infection Risk Materials on Friday, April 22, or Friday, April 29, 2022, at 11:00 AM EST. Please register "[Here](#)" by the Thursday before the information session (Thursday, April 21 or Thursday, April 28) at 5:00 PM EST.

Proposal

Please respond to the following questions, do not exceed ten pages, single-spaced, Arial or Times New Roman 12-point font, with 1-inch margins. It is helpful to reviewers if you respond to the questions in the order presented below.

1. Introduce yourself, your organization, and your interest in the project.
2. Explain why you are particularly well-suited to complete the SOW.
3. Describe how your organization's experience and expertise apply to the SOW.
4. Describe the background and experience of the staff who would be assigned to the project and any partners that will be engaged in the work.
5. Describe at least one example of similar work that speaks to your capacity to perform the SOW, including:
 - Key staff and partners
 - Approach and methodologies used and timeframe in which was the work was completed
 - Milestones
 - Deliverables
 - Outcomes

- Include links to previous work
6. Describe your approach to the bullet points listed in the SOW section above address all issues from Phases 1-3.
 7. Please describe previous experience with a project supported by federal funding (either as a direct recipient or as a sub-recipient).

Required Additional Information

1. Cover Letter
2. Budget spreadsheet and detailed narrative that aligns with the SOW
 - a. [CDC Budget Guidelines](#)
3. Resume or CV of for all proposed personnel
5. Work Sample: Sample of work or a similar product (attachments and links)

Notice to Applicants

Please be advised that NNPHI reserves the right to modify the terms of the RFP with reasonable notification to all interested parties. This RFP and any related discussions or evaluations by anyone create no rights or obligations whatsoever. NNPHI may cancel or delay this solicitation at any time at its discretion. Anything to the contrary notwithstanding, the contract executed by NNPHI and the selected applicant, if any, will be the exclusive statement of rights and obligations extending from this solicitation. Applicants are further advised that all information submitted in response to this solicitation shall remain in the public domain.

This project is supported by the Centers for Disease Control and Prevention of the U.S. Department of Health and Human Services (HHS) as part of a financial assistance award totaling \$3,500,000 with 100 percent funded by CDC/HHS. The contents are those of the author(s) and do not necessarily represent the official views of, nor an endorsement, by CDC/HHS, or the U.S. Government.