



FUNDING OPPORTUNITY

Published: August 14th, 2023

Funding Amount: Up to \$360,000 for one (1) contractor or divided between two (2) contractors.

Project Period: September 8th, 2023 – May 31st, 2024

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

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

To Apply Please Click Here:

<https://app.smartsheet.com/b/form/0eb9a1913b5d45d9b6c9245ab0968471>

Timeline:

Initial Q & A	August 17 st , 2023 at 12:00 PM ET
Deadline to Submit Questions	August 18 th , 2023 at 5:00 PM ET
Proposal Submission Deadline	August 25th, 2023 at 11:59 PM ET
Review Period	August 28 th , 2023 – September 1 st , 2023
Notice of Selection status	September 4th, 2023
Project Period	September 8 th , 2023 – May 31 st , 2024

Objective

In this Request for Proposals (RFP), NNPHI seeks a partner or partners to develop a plan for a pilot program that aims to introduce infection prevention and control (IPC),

healthcare-associated infections (HAIs), and antibiotic resistance (AR) content into existing curriculum at accredited universities who offer the Master of Public Health (MPH) degree. The plan should address the unique needs of universities of all sizes who serve diverse student populations in a variety of settings (rural, urban, and suburban). The plan should also address the challenges faced by the public health workforce employed in IPC in low-resource healthcare settings.

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) supports national public health system initiatives and strengthens 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 builds 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. Multiple national-level partners, including NNPHI, help disseminate and deliver CDC-developed IPC training.

Scope of Work

This RFP aims to establish an agreement with organizations (herein referred to as "contractors") to provide support to Project Firstline with the aforementioned objectives and activities. The contractors will work in consultation with NNPHI and will be responsible for completing each part of the SOW as outlined in the RFP. Bi-weekly calls and monthly progress reports will be required throughout the project period.

The general scope of work is focused on five (5) key components and one (1) optional, but requested component:

1. Curriculum Development: Integrating the findings from a previously contracted report from a curriculum feasibility study and a KII and listening session-based report for the public health workforce working in IPC, design and develop a comprehensive, evidence-based curriculum that addresses IPC, HAIs, and AR and essential skills training. This curriculum should be adaptable to diverse student populations in a variety of settings (rural, urban, and suburban) and address the unique challenges faced by the public health workforce employed in IPC in low-resource healthcare settings.
2. Integration Strategy: Development of a flexible and adaptable strategy for the integration of the new content into existing MPH programs.
3. Faculty Training: Development of a plan for faculty training on the new content and its delivery methods.
4. Evaluation Plan: Create an evaluation plan to assess the effectiveness and impact of the curriculum changes.
5. Implementation Roadmap: Provide an implementation roadmap detailing each phase of the project from the initial rollout to full implementation across diverse university settings.
6. *Optional but Requested* -- Market Analysis: Conduct a comprehensive market analysis for Master of Public Health (MPH) graduates in the field of infection prevention and control

(IPC) that addressed the following areas:

- a. Market Research: Conduct extensive research into current job market trends, including demand for skills, geographic distribution, potential growth areas, salary expectations, and employer preferences.
- b. Stakeholder Engagement: Engage with key stakeholders including MPH graduates, employers, academia, and professional organizations to gain insights into current and future trends in the IPC field.
- c. Data Analysis and Reporting: Analyze data collected and develop a comprehensive report summarizing findings, providing interpretations of data, and offering recommendations.

Deliverables:

1. A detailed project plan that includes timelines, milestones, stakeholders, and required resources.
2. A comprehensive curriculum module that addresses IPC, HAIs, and AR training.
3. A strategy for integrating the new content into existing MPH programs at different types of universities (those with and without existing IPC curriculum and in different geographic and demographic settings).
4. A training program for faculty on the new content and delivery methods.
5. An evaluation plan to assess the program's effectiveness.
6. An implementation roadmap for the rollout of the new curriculum content at universities.
7. *Optional but Requested* -- A comprehensive report on the current market situation for MPH graduates in the field of IPC with recommendations, based on the contractor's findings, focusing on future trends and skills required in the IPC field.

(** The deliverables above will be considered complete if NNPHI receives the following: One (1) Detailed Plan, One (1) Curriculum Module, One (1) Plan for Faculty Training, and One (1) Implementation Plan. *Optional* One (1) Market Analysis Report **)

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.

Contractor Selection Criteria

The selected contractor for this RFP must have demonstrated knowledge of the following:

- Public health academic programs, certificates, and curriculums.
- Understanding of infection prevention and control, healthcare-associated infections, and antibiotic resistant best practices.
- Experience developing academic course tracks or certificate programs.
- Experience training faculty and staff to deliver newly developed curriculum.

- Expertise in healthcare best practices in low-resource settings.

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 experience in conducting research and design studies as it relates to a university academic area or program;
2. Familiarity with or demonstrated expertise on the intersection of public health and healthcare as it related to IPC, HAI, and ARs is preferred;
3. Demonstrated knowledge of infection prevention and control measures, healthcare-associated infections, antibiotic resistance, outbreak surveillance, epidemiology, and other relevant knowledge;
4. Qualifications and experience of the project team;
5. Demonstrated capacity to accomplish the SOW in a timely manner & a reasonable and clear budget that includes a timeline for the project period;
6. Demonstrated capacity to manage a federal sub-award in a fiscally compliant manner; and
7. Completeness and quality of the proposal.

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 email Nicolas Llinas– nllinas@nnphi.org.

Submit your proposal and required attachments by **11:59 PM ET on Friday, August 25th, 2023**. Click the following link to submit your proposal via the NNPHI Smartsheet system: <https://app.smartsheet.com/b/form/0eb9a1913b5d45d9b6c9245ab0968471>

Questions

Submit questions about this funding opportunity **by 5:00 PM ET on Tuesday, August 22th, 2023**. NNPHI will respond to inquiries within 24 hours. Please check back frequently to review the latest questions/answers. Please submit your questions via the NNPHI Smartsheet system at: <https://app.smartsheet.com/b/form/f4a965d6c1f344e9b4b35faed6047305>

Informational Session

Join us for an informational session on this RFP on **Monday, August 21st, 2023**, at 2:00 p.m. ET. Please register for the session at the same link for submitting questions: <https://app.smartsheet.com/b/form/f4a965d6c1f344e9b4b35faed6047305>

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 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, addressing all activities with a proposed timeline for completion within the project period.
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 for all proposed project personnel
4. Work Sample: Sample of work or a similar product (attachments and links)

(** Note – Any proposals that are missing any of “required additional information” items will be considered incomplete and will not be reviewed by NNPHI **)

Notice to Applicants

NNPHI views the application process as a learning opportunity. Information from the applications will be shared in the summary format with our funding agency and NNPHI members to support learning and capacity building for the public health workforce.

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.

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