

Published: March 11th, 2025

Funding Amount: Up to \$50,000 per applicant

Project Period: April 4th, 2025 - June 9th, 2025

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/b7413eb8136347589185f9006748755a>

Timeline:

Proposal Submission Deadline	March 21st, 2025, at 11:59 PM ET
Review Period	March 24 th , 2025 – March 28 th , 2025
Notice of Selection status	April 2nd, 2025
Project Period	April 4 th , 2025 – June 9 th , 2025

Background

The National Network of Public Health Institutes (NNPHI) seeks qualified facilitators for an in-person workshop focused on Infection Prevention and Control (IPC) in healthcare. This workshop, titled Building Bridges: Strengthening Relationships Between Public Health Institutes and Healthcare Entities to Advance Infection Prevention and Control (IPC), is part of an effort to enhance public health workforce capacity in IPC, especially among public health professionals and their partners. The workshop will explore emerging trends, health inequities, the evolving role of Infection Preventionists (IPs), and the essential skills for bridging gaps in clinical care and infection prevention.

Purpose

This in-person workshop is designed for NNPHI Annual Conference attendees, including professionals from public health institutes, healthcare organizations, health departments, academic institutions, and other partners

interested in strengthening partnerships to address infection prevention and control. Ideal participants include those working to bridge public health and healthcare settings, particularly in the context of HAIs and IPC initiatives.

Learning Objectives:

- Explain the role public health professionals have in addressing healthcare-associated infections (HAIs) to effectively engage in conversations with infection prevention teams.
- Demonstrate strategies to highlight public health institutes' strengths in educating and building awareness about HAIs within healthcare settings.
- Develop a plan to educate communities on HAI risks and promote awareness using Project Firstline materials through equitable, actionable communication approaches.

Audience

- Public Health Institutes and professionals in healthcare IPC
- Project Firstline National Partners
- State and local health department partners
- Healthcare IPC workforce

Workshop Content Overview

This in-person workshop is designed for NNPHI Annual Conference attendees, including professionals from public health institutes, healthcare organizations, health departments, academic institutions, and other partners interested in strengthening partnerships to address infection prevention and control. Ideal participants include those working to bridge public health and healthcare settings, particularly in the context of HAIs and IPC initiatives.

Workshop Objectives

- Explain the role public health professionals have in addressing healthcare-associated infections (HAIs) to effectively engage in conversations with infection prevention teams.
- Demonstrate strategies to highlight public health institutes' strengths in educating and building awareness about HAIs within healthcare settings.
- Develop a plan to educate communities on HAI risks and promote awareness using Project Firstline materials through equitable, actionable communication approaches.

Scope of Work

- Develop and deliver a 4-hour in-person workshop.
- Ensure content is culturally relevant, accessible, and aligns with adult learning standards.
- Participate in pre-workshop meetings with NNPHI to finalize content and logistics.
- Engage with participants effectively to foster understanding and skill development.

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 another 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 the Climate Crisis and Preparedness Portfolio at ccp@nnphi.org.

Submit your proposal and required attachments by **11:59 PM ET on Friday, March 21st, 2025**. Click the following link to submit your proposal via the NNPHI Smartsheet system: <https://app.smartsheet.com/b/form/b7413eb8136347589185f9006748755a>

Submission Requirements

Interested candidates should submit:

1. A cover letter outlining relevant experience and interest in facilitating this workshop.
2. A resume or CV detailing qualifications and past training/facilitation experience.
3. Examples of past relevant work.
4. Contact information for at least two references familiar with the candidate's training or facilitation experience.
5. Budget and Budget Narrative Proposal- Provide a line-item budget, Not to exceed \$50,000, that clearly outlines the dollar amount, percentage of total budget, and a narrative cost justification for each line item. You do not need to include travel costs to the workshop taking place in June 2025

Required Additional Information

1. Cover Letter
2. Budget spreadsheet and detailed narrative that aligns with the SOW
 - a. [Example Budget](#)
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.

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.