

2020 MRC Operational Readiness Awards (ORA) Application Questions

* Denotes a required answer

1. MRC Unit Information

- MRC Unit Name *
- MRC Unit Number (4-digit format, example: 0123) *
- Name of MRC Point of Contact *
- MRC Unit Email *
- MRC Unit Phone Number *
- City *
- State *
- MRC Region (example: Region 6) *

2. MRC Unit Capacity

- Unit Status: Please select the status of your MRC unit: *
 - New - Created within the past two years
 - Experienced - Has over two years of experience
 - Rebuilding - Has over two years of experience, but is rebuilding due to unit leader transitions, membership decline, or other unit change
- Unit Size: What is the current total number of MRC volunteers in your unit? *
- Volunteer Structure: Does your unit categorize volunteers using one of the following methods: *
 - State-specific volunteer structure
 - Unit-specific volunteer structure
 - National MRC volunteer structure
 - None.
 - Other. Please describe [text]
- Volunteer Training: Does your unit have an organized MRC Volunteer training plan? *
 - Please describe: [text]
- MRC Partners: Does your unit regularly partner with local stakeholders? *
 - If so, how many partners, on average, does your MRC unit work with?
 - Please describe the partnerships your MRC unit has with local stakeholders: [text]

3. Sponsor Agency or 501(c)3 Information and Signatory Authority

- Legal Name of Sponsoring Agency that will serve as the contract agency and receipt of funds. (if MRC Unit is a 501(c)3, list Official Name) *
- Employer Identification Number for sponsoring agency *
- DUNS Number (Dun and Bradstreet Number) for sponsoring agency *
- First and Last Name - Authorized Signatory for Organization (Person who will sign the contract) *
- Email for Authorized Signatory for Organization *
- Phone Number - Authorized Signatory for Organization *
- Street Address for Housing/Sponsor Agency (Address to be used in the contract and for mailing funds) *
- City *
- State *
- Zip Code *

4. MRC Operational Readiness Award Selection

1. Select the funding level you are applying for: *
 1. \$2,500 – Strengthen MRC Volunteer Capabilities
 2. \$7,500 – Strengthen MRC Unit Response Capabilities

5. ORA Project Proposal Description, Work Plan, Budget, and Evaluation

Project Description (50% of total score)

1. For the funding level selected, describe the current state of your MRC unit and why you are selecting this funding level (Maximum 300 words). *
2. Describe the goals of your project. What are the measurable objectives for your project? (Maximum 300 words). *
3. Describe the benefits and impacts your program, initiative, or activity will have on your community and/or participants. What are the expected measurable outcomes? (Maximum 300 words). *
4. Describe how the project supports MRC and ASPR priorities. (Maximum 200 words) *

Work Plan (25% of total score)

1. Implementation plans: Describe how the project will be carried out and include a brief project timeline. (Maximum 300 words) *
2. Describe how MRC volunteers and/or stakeholders will be engaged in the process. (Maximum 300 words). *

Budget (12.5% of total score)

1. Upload your projected budget in a spreadsheet or pdf. Include line item estimates for the following categories: 1. Administrative Costs and Fees; 2. Professional Service Fees; 3. Facilities, Rentals and AV Fees; 4. Uniforms, Equipment and Resources; 5. Training & Exercises (T&E); 6. Travel/Transportation Services; 7. Awards, Recruitment and Outreach. *

Evaluation (12.5% of total score)

1. Describe how your unit will collect, monitor, and report data to share the impacts of your ORA project. For example, did you meet your goals for improved volunteer capability? i.e. Number of total volunteers, number of Tier I & II volunteers, number of mission set capabilities, number of volunteers trained for a specific mission set response. (Maximum 200 words) *

6. Verification of Eligibility

Minimum eligibility requirements for the MRC ORAs include the following:

- MRC units must have an account at NACCHO's Awards website (<http://application.naccho.org>) to apply.
- Selected applicants must have fully updated their unit profiles* on the MRC Program Office website (<https://mrc.hhs.gov/HomePage>) between July 1 – October 28, 2019, prior to receiving award funding.
 - *A fully updated unit profile is one in which all questions have been answered or updated (particularly unit leader contact information, numbers of volunteers, and activity reports, if applicable). The MRC Program Office strongly encourages units to update their unit profiles with any previously unreported activities for the last year, as well as new activities.
- Applicants must be eligible to receive federal funds through their housing/sponsoring agency or be a 501(c) (3) non-profit organization.
- Applicants must provide both their Employer Identification Number (EIN) and their Duns & Bradstreet Number (DUNS), as required by Federal regulations.
- Prospective MRC units** applying for a 2020 MRC ORA must follow the MRC Program Office's unit registration process, have submitted their prospective unit's application for registration, and have been confirmed by their Regional Liaison no later than October 28, 2019, to be eligible.
 - **A prospective MRC unit that has applied for an MRC ORA will not be awarded funding until it is an approved and registered MRC unit.
- MRC Units selected for funding will receive a notification of award and contractual agreement. Units that accept the funding agree to comply with the terms of agreement outlined in the contractual agreement and submit all documents within the terms of agreement timeframe. NACCHO will not be able to accept any requests for changes to the content language of the contractual agreement. Requests for corrections or changes to designated approving authorities, housing agencies, or addresses to the contract must be submitted to NACCHO by February 10, 2020.
- MRC units that received an MRC Challenge Award in 2018 must have submitted a final project evaluation report to be eligible for funding in 2020. Contact mrc@naccho.org if you are unsure if you have submitted a report.

I agree to and understand that I must meet all of the relevant eligibility requirements to be considered for an award. [select checkboxes: yes / no] *