**2021 MRC Operational Readiness Awards (ORA) Application Questions**

The 2021 MRC ORA aims to build the operational readiness capabilities of MRC units to meet the emergency preparedness and response needs of their local, regional, or statewide stakeholders.  The awards are intended to be flexible to meet the needs of all MRC units, support efforts to build MRC capabilities, strengthen stakeholder awareness of MRC capabilities, and identify or sustain integration of the MRC into local, state, and/or regional emergency response plans.

Application Period: November 9, 2020 8am ET – December 7, 2020 8pm ET

**Application Page 1:**Contact information for person submitting

**MRC Unit Information:**

* Award Level Requested(select one) category
  + $5,000 – Building MRC Response Capabilities
  + $10,000 – Strengthen MRC Response Capabilities
* MRC HHS Region:  Select from Regions 1 – 10
* MRC Unit Name
* MRC Unit Number (4-digit format, example: 0123)
* Name of MRC Point of Contact
* MRC Unit Email
* MRC Unit Phone Number (xxx-xxx-xxxx)
* City
* State

**Sponsor Agency or 501(c)3 Information & 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)
* Title of Authorized Signatory for Organization
* Email for Authorized Signatory for Organization
* Phone Number for Authorized Signatory for Organization
* Street Address for Housing/Sponsor Agency (Address to be used in the contract and for mailing funds. Do not use a P.O. Box)
* City
* State (State 2 letter drop down option)
* Zip Code

**Application Page 2:**Project Overview

* **Select the primary ASPR MRC Priority that will be included in your project goals (Select one)**
  + Medical screening and care in emergencies
  + POD’s, mass vaccinations, and other mass dispensing efforts
  + Deployment of volunteers outside of local jurisdiction
  + Training community members to respond
* **Number of MRC volunteers?**

**Application Page 3:**Project Description

**Instructions:** The Project Description is 50% of your total score; 250-word limit per question; Please use plain text formatting when copy and pasting your information. Be aware that copying into application text boxes from Word can cause formatting issues. We do not recommend adding tables as it does not render correctly in this platform. Check your work thoroughly for any source code or formatting errors.

* Background:  Describe the **community that your MRC unit supports** and how the MRC supports the community during emergencies/non-emergencies. Include jurisdiction demographics that impact the types of support roles or missions for the MRC unit such as age, disability, income, race, and ethnicity. Include any other unique challenges that demonstrate a need for this funding.
* Current State:  Describe the **current readiness and capabilities** of your MRC unit.  Describe your challenges or strengths to support the level of funding requested. Units selecting the Strengthening award should be able to demonstrate their current capacity to develop response plans and mission sets. Include how your MRC unit is currently integrated into response plans or areas for opportunities to support new or evolving missions.
* Future State:  Describe the **goals** of your project to build or strengthen the unit’s operational readiness for the next 12 months. Consider what is realistic this project year and the measurable objectives to build your unit’s operational readiness over the next 12-36 months.
  + *(Example: 1. Develop a targeted recruitment plan for medical personnel to support mass vaccination plans or other identified response roles. 2. Develop a Mass Vaccination Mission Set to support local response plans and implement a training and exercise plan to support the mission set).*
* Measurable Outcomes:  Describe the **measurable outcomes** of your planned project activities or planning resources developed for the next 12 months.
  + *(Example:  1. Number of MRC volunteers conduct onboarding administrative and training requirements to be a Level 3 deployable volunteer.  2. Number of volunteers have been trained to support an MRC Mass Vaccination mission 3. Develop mission sets and supporting training plans).*
* MRC Priorities:  The MRC program has identified four priorities that MRC units should strive for.  Describe the activities that will be conducted to support the primary MRC ASPR Priority that this project supports and why it is important for the community your MRC serves.
  + Medical screening and care in emergencies
  + Points of Dispensing, mass vaccination, and other mass dispensing efforts
  + Use of MRC units outside of local jurisdiction
  + Training community members to respond

**Application** **Page 4:**Work Plan

**Instructions:** The Work Plan is 20% of your total score; 250-word limit per question; Please use plain text formatting when copy and pasting your information. Be aware that copying into application text boxes from Word can cause formatting issues. We do not recommend adding tables as it does not render correctly in this platform. Check your work thoroughly for any source code or formatting errors.

* Implementation plan: Describe the activities or trainings to be conducted to meet the project goals, objectives, and outcomes.  Include a brief timeline over the next 12 months.
* Collaboration: Describe how MRC volunteers and stakeholders will be engaged in the project and strategies to address any barriers to deploy volunteers.

**Application Page 5:**Evaluation and Sustainability

**Instructions:** Evaluation and Sustainability is 20% of your total score; 250-word limit per question; Please use plain text formatting when copy and pasting your information. Be aware that copying into application text boxes from Word can cause formatting issues. We do not recommend adding tables as it does not render correctly in this platform. Check your work thoroughly for any source code or formatting errors.

* Evaluation:  Describe how your unit will collect data, monitor, and track planned activities to meet your project goals and objectives.
* Sustainability:  Describe how your project goals will help build sustainability of your MRC unit during the next 12-36 months. *(Example - what procedures, plans, or trainings will be developed for future MRC activities).*

**Application Page 6:**Budget

**Instructions**: Upload a Spreadsheet of Line Item. The Budget is 10% of your total score;

* Include a line item budget of your estimated program costs. Your budget should equal $5,000 or $10,000 based on the award level requested. Use NACCHO’s Budget Template, or your own budget template saved as a doc, docx, pdf, csv, or xml file.
* Administrative costs should be minimized where possible and funds should be used to support unit response capabilities. **NACCHO’s MRC Award funding may not be used to purchase promotional items/giveaways.** Please include the following categories in your budget: \*
  + Administrative Costs and Fees
  + Professional Service Fees
  + Facilities, Rentals, and AV Fees
  + Uniforms, Field Equipment, and Resources
  + Training & Exercises (T&E)
  + Travel/Transportation Services
  + Awards, Recruitment, and Outreach