

Vector Control Collaborative: A Vector Control and Surveillance Mentorship Program Request for Applications

Applications due May 24, 2019 by 11:59 pm PST

BACKGROUND

The National Association of County and City Health Officials (NACCHO) supports local health departments in protecting their communities from the bacterial and viral diseases transmitted by mosquitoes, ticks, rodents, and other emerging vectors. NACCHO and the [Centers for Disease Control and Prevention](#) (CDC) have partnered to establish a framework of necessary operational capabilities for vector control programs based on Integrated Pest Management (IMP) and Integrated Mosquito Management (IMM) principles. The ten capabilities are as follows:

Core Capabilities

- Capability 1: Routine mosquito surveillance through standardized trapping and species identification;
- Capability 2: Treatment decisions using surveillance data;
- Capability 3: Larviciding, adulticiding, or both;
- Capability 4: Routine vector control activities (e.g., chemical, biological, source reduction, or environmental management);
- Capability 5: Pesticide resistance testing;

Supplemental Capabilities

- Capability 6: Licensed pesticide application;
- Capability 7: Vector control activities other than chemical control (e.g., biological source reduction or water management);
- Capability 8: Community outreach and education campaigns regarding mosquito-borne diseases, how they spread, and how to prevent infection;
- Capability 9: Regular communication with local health departments regarding surveillance and epidemiology; and
- Capability 10: Outreach (e.g., communication and/or cooperation) with nearby vector control programs.

In 2017, [NACCHO assessed vector control programs across the United States](#) and found that 84% of surveyed vector control programs need improvement related to one or more core vector control and surveillance capabilities. The results of this assessment and lessons learned from responses such as the Zika Virus Epidemic have indicated a need for further programmatic and educational support for vector control programs nationwide.

Therefore, NACCHO and CDC have established the Vector Control Collaborative to match local vector control programs with demonstrated expertise in the ten capabilities with vector control programs currently looking for guidance, tools and resources, and recommendations to build

program capability. NACCHO intends to award four vector control programs located in states that were impacted by Hurricanes Matthew, Maria, and Irma with a maximum of \$10,000 each to form mentorship pairs that will improve participant capacity to address vector-borne diseases.

APPLICATION REQUIREMENTS

A. Eligibility

- **Eligible programs must be in one of the following states:**
 - **Alabama**
 - **Florida**
 - **Georgia**
 - **Louisiana**
 - **Mississippi**
 - **North Carolina**
 - **South Carolina**
 - **Texas**
- Represent a vector control program housed within a local health department or other local government department. “Local” is here defined as organizations working at county, city, or community levels. Private vector control entities are not eligible for funding through this opportunity.
- Be staff or a manager of a local vector control organization or program.
- **Mentors:** Applicants applying to serve as mentors should demonstrate program expertise in at least four core capabilities and all supplemental capabilities.
- **Mentees:** Applicants applying to become mentees should demonstrate gaps in program expertise in one or more of the four core capabilities.

B. Funding Available

Applicants can apply for up to \$10,000 in funding for projects and activities that enhance vector control program expertise in at least one of the 10 capabilities. Four awards of \$10,000 each will be available for work starting June 1, 2019. The performance period for this award is June 1, 2019 – February 28, 2020.

NACCHO will award funds based on the proposed scope of work and the funding specified in the budget request.

Program participants may not use funds on any of the following:

- Alcoholic beverages
- Donations and contributions
- Entertainment costs
- Fundraising
- Goods and services for personal use
- Losses on other sponsored agreements or contracts
- Pre-Award Costs

- Selling and marketing

C. Application Procedure

- Applicants must complete the program application which includes contact information, background, program self-assessment, statement of work, budget request, and acknowledgement of the reimbursement requirement.
- If you are not applying as an employee of a local health department, you must include a letter of support [no more than one page] from your local health authority describing how the local health department and vector control program will collaborate to improve jurisdictional capacity to prevent and respond to vector-borne threats. Your local health authority may be a health commissioner, a departmental director of environmental health, or another representative with appropriate decision-making authority.
- Applicants who have identified an organization with whom they wish to partner as a mentor or mentee may document that organization in their application.
- This is a competitive grant process. Applications for the Vector Control Collaborative can be requested from vectorcontrol@naccho.org. Applicants must email their completed application to vectorcontrol@naccho.org by 11:59 p.m. PST, Friday, May 24, 2019. Applicants will be notified of their selection status via email by May 31, 2019.

D. Technical Assistance

- a. Technical assistance will be provided to mentors and mentees throughout the program period. Specific areas of technical assistance include:
 - i. NACCHO administrative support to include facilitation of meetings, webinars, and project conference calls.
 - ii. NACCHO technical support and guidance for any needs, including resources.
 - iii. Access to CDC Vector Borne Disease Specialists and Entomologists address questions on Integrated Pest Management, including pesticide resistance testing.

PARTICIPANT SCOPE OF WORK

Participants in the VCC will be expected to complete the following as a part of their participation in the program:

- Work with mentor/mentee to finalize joint action plan by July 1, 2019.
- Participate in an all-participants program kick-off in June 2019. The call will introduce program contacts from NACCHO, CDC, cohort members, and discuss program expectations and requirements.
- Participate in two cohort calls with NACCHO and CDC. These calls are designed for mentors and mentees to share lessons learned, describe any challenges they may be facing, and to work with program staff to re-focus efforts as appropriate.
- Schedule and convene at least one in-person site visit with mentor/mentee. NACCHO recommends that participants schedule the site visit early in the project period.

- Participate in regular conference calls and other electronic communications with mentor/mentee.
- Communicate progress and any major changes to program's statement of work to NACCHO.
- Participate in post-program evaluation to identify successes, challenges, and opportunities for program improvement.
- Document and share lessons learned, tools and resources that were helpful for the project. Serve as resource for vector control programs who are interested in participating in the Vector Control Collaborative.
- Submit invoices by NACCHO deadlines.
- Complete all project deliverables by February 28, 2020.

Mentors are expected to:

- Identify mentee's areas of interest in advance of the site visit and focus on the tools, resources, and processes entailed in meeting those areas.
- Share knowledge and experiences in vector surveillance and control to support mentee in meeting program goals.

Mentees are expected to:

- Communicate specific questions and learning objectives to mentor in a clear and concise manner.
- Share their areas of interest with their mentor in advance of the in-person site visit to focus the meeting on the tools, resources, and processes entailed in meetings those areas.
- Assemble relevant documents to share with mentor during the in-person site visit.

SELECTION PROCESS

Applications will be reviewed by NACCHO and CDC.

- Late applications will not be accepted.
- Incomplete applications and applications that are not emailed to vectorcontrol@naccho.org will not be reviewed.
- Applicants will be notified of their selection status by May 31, 2019 via email to the specified point of contact. Selected applicants will be provided with a letter certifying NACCHO's plans for reimbursement.

NACCHO and CDC will use the following criteria to review application materials in each of the sections below:

- Completeness in application materials and all related questions;
- Demonstrated capability (**mentors**) or gaps (**mentees**) in the application self-assessment; and
- Well-supported plans to build program capacity, improve local collaboration and support program sustainability as appropriate.

Background

Applicants should provide a brief description of their program, including staffing, services, geographic service area, and relevant population data. Applicants must also complete the program self-assessment, indicating their current capacity to address the ten vector control and surveillance program capabilities.

Statement of Work

Applicants should identify priorities based on the completed self-assessment and describe how these priorities align with jurisdictional needs. Applicants should describe activities in their statement of work that will build their capacity in one or more of the ten vector control capabilities. Highly rated applications will also indicate how the applicant will encourage program sustainability and identify agencies with whom the program will partner to achieve activities included in their statement of work.

Sustainability activities could include:

- Establishing training materials and standard operating procedures for staff and temporary employees
- Developing MOUs with neighboring jurisdictions to share resources and equipment during an outbreak (e.g. Accessing ultra-low volume adulticide spray when needed)
- Promoting or developing a financing structure to support program activities (e.g. Identifying sustainable funding sources, working with local government to prioritize vector control)
- Developing a jurisdictional vector control and surveillance plan
- Determining ways to cost-share
- Including vector control as a line item on budgets (e.g. personnel, funds)
- Implementing tracking measures and tools to identify program impact, show value added, or conduct a cost-benefit analysis

Budget Request

Funding for the grant is \$10,000. Applicants must complete the budget narrative, proposing a realistic and appropriate request that includes a breakdown of costs and timeline for disbursement.

EXPECTATIONS

From June 1, 2019 to February 28, 2020 selected applicants are expected to:

- Designate one point of contact to serve as the project coordinator. Even if this person will not be leading all project activities, each participating program must designate one individual with whom NACCHO will directly communicate on all matters related to program participation.
- Adhere to the activities and timeline proposed in the application materials. The designated point of contact should be in communication with NACCHO staff if deliverables must change due to unforeseen circumstances.

Adhere to NACCHO's standard contract language and be able to sign and return a contract to NACCHO within 30 days of receiving it. Costs incurred will be on a reimbursable basis. **No modifications to the terms or contract language will be made.** Agencies that cannot agree to NACCHO's contract language should not apply for this initiative. As part of the proposal, the agency will be asked to verify that it has read NACCHO's standard contract language and has provided a copy to the individual with signing authority at the agency for advanced consideration.

Key Activities and Dates

Deadline for Completion	Activity
April 11, 2019	RFA released and application opens
May 24, 2019	Applications due
May 23 – 30, 2019	Review of applications
May 31, 2019	Notification of selected awardees
June 2019 (TBD)	Orientation call (date to be scheduled) and begin project activities
June 2019 – March 31, 2020	Submit reimbursement materials
February 28, 2020	Deliverables completed – work with NACCHO to publish and share work as appropriate
March 9 – March 13, 2020	Process evaluation

If you have additional questions on the Vector Control Collaborative or the program application, please contact vectorcontrol@naccho.org.