

APPLICATIONS DUE BY 11:59PM E.T. ON JANUARY 17, 2019



## REQUEST FOR APPLICATIONS

### Million Hearts® in Municipalities Project

#### BACKGROUND

The National Association of County and City Health Officials (NACCHO) is the voice of nearly 3,000 local health departments (LHDs) across the country. These city, county, metropolitan, district, and tribal departments work to protect and improve the health of all people and all communities. NACCHO provides resources to help LHD leaders develop public health policies and programs to ensure that communities have access to the vital programs and services people need to keep them protected from disease and disaster. Additionally, NACCHO advocates on behalf of LHDs with federal policymakers for adequate resources, appropriate public health legislation, and sensible policies to address the myriad of challenges facing communities.

NACCHO supports community-level efforts to address chronic conditions that critically impact the community's health and well-being. Every year, more than **1.5 million** people in the U.S. suffer from heart attacks and strokes and more than **800,000** deaths occur from cardiovascular disease (CVD). CVD costs the U.S. **hundreds of billions** of dollars annually and is the greatest contributor to racial disparities in life expectancy. In 2012, the Centers for Disease Control and Prevention (CDC) and the Centers for Medicare & Medicaid Services—alongside 120 official public and private sector partners and 20 federal agencies—successfully aligned national cardiovascular disease prevention efforts around a select set of evidence-based public health and clinical goals and strategies. As a result, significant progress was made toward the audacious aim to prevent a million Cardiovascular (CV) events in five years. Million Hearts® 2022 was launched in 2017 to enhance progress and continue the achievements in reducing the burden of CVD in the United States. Million Hearts® 2022 provides a platform to promote high-impact, sustainable evidence-based strategies and serves to cultivate collaborations, identify community strengths and align synergies among diverse partners and stakeholders. For more information on the Million Hearts® 2022 initiative go to [millionhearts.hhs.gov](http://millionhearts.hhs.gov).

NACCHO and CDC will host one (1) optional webinar on **December 06, 2018 at 2:00pm E.T.** to discuss the funding opportunity and respond to questions. Registration information for the webinar is located below. The webinar will be recorded and sent out to registrants. Please note that no new information will be shared during the webinar; as such, applicants need not wait for this optional call in order to begin or submit the application. The webinar will be recorded and posted to the NACCHO website: <https://www.naccho.org/programs/community-health/chronic-disease/cardiovascular>.

All necessary information regarding the project and application process may be found in the Request for Application (RFA). Applicants may pose individual questions to NACCHO at any point during the application process by e-mailing [chronicdisease@naccho.org](mailto:chronicdisease@naccho.org).

#### FUNDING OVERVIEW

With support from the CDC, NACCHO is pleased to announce a funding opportunity for local, state, tribal, and territorial public health departments, or their designee, to enhance efforts to prevent cardiovascular disease and implement Million Hearts® 2022 strategies in their community. CDC and NACCHO will provide tools and resources, optional technical assistance, and subject matter expertise. In addition, there may be additional opportunities to collaborate and leverage efforts from Million Hearts® national partners, depending upon the strategy of focus.

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NACCHO will make up to five (5) awards available to municipal public health departments, or their designee for a 5-month Million Hearts® in Municipalities Project. Each grantee will receive up to \$10,000 to support project activities.

## ELIGIBILITY AND CONTRACT TERMS

### ELIGIBLE APPLICANTS

Minimum eligibility requirements for the Million Hearts® in Municipalities Project award include the following:

- Applicants must have an account at NACCHO's Awards website (<http://application.naccho.org>) to apply.
- Applicants must be a local, state, tribal and territorial public health department, or their designee.

### CONTRACT TERMS

- Agreement with NACCHO standard contract terms and conditions is a requirement. **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 opportunity.** 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.
- Applicants must be able to sign and return a contract to NACCHO within 30 days of receiving it.
- Applicants should review all terms and conditions to determine whether or not they are appropriate for submitting a proposal. Any application that fails to satisfy the deadline requirements will be considered non-responsive and will not be considered for funding under this announcement.
- Multiple applications from an organization are not allowable. However, organizations or agencies have the ability to submit joint applications for this funding opportunity.

### METHOD OF PAYMENT

NACCHO will distribute the funds to the selected grantees in two payments upon receipt of the required deliverables.

1. The initial payment will be 30% of the funds awarded upon receipt of the first deliverable (*a work plan using provided template*) by the given deadline.
2. The final payment will be awarded upon receipt of the final deliverable (*a final summery report using provided template*) by the given deadline.

Payments will be based on the payment schedule outlined during the contracting process. Please note that NACCHO reserves the right to make changes to the project timeline and payment schedule if necessary.

## PROGRAM REQUIREMENTS AND EXPECTATIONS

From January 2019 through June 30, 2019, grantees will be funded to enhance current efforts to prevent cardiovascular disease and implement Million Hearts® 2022 strategies listed [here](#). Grantees will be expected to:

- Designate one main point of contact to serve as the project coordinator. Even if this person will not be leading all project activities, the site must designate one individual with whom NACCHO will directly communicate on all matters related to this project; this person will be responsible for submitting all deliverables and

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participating in individual phone calls. If there is more than one contact person, the designated contact is responsible to identify all staff involved and provide their contact information to NACCHO.

- Participate in one individual 30-minute phone call with NACCHO and CDC within the first two weeks of project initiation.
- Provide a **Million Hearts® in Municipalities Project work plan** (using provided template) that includes the implementation of one or more of the evidence-based [Million Hearts® 2022 strategies](#) that align with the following priorities:
  - *Keeping people healthy* (e.g. adding street lights, pavement or bike lanes to make physical activity safer and easier);
  - *Optimizing care* (e.g. Self-Measured Blood Pressure Monitoring loaner program); and /or
  - *Improving outcomes for priority populations* (e.g. training to scale and spread smoking cessation interventions for the community members with mental and/or substance use disorders).
- Provide a **final summary report** (using provided template) on the implementation process, barriers, facilitators, outcomes, and future sustainability efforts in implementing Million Hearts® 2022 strategies at the community level.

Grantees have the option to:

- Attend office hours where NACCHO and CDC will be available to answer questions and offer guidance and technical assistance if needed.

Applications must be submitted no later than **January 17, 2019 at 11:59pm ET**. Selections will be made on or about **February 7, 2019** and the project period will run from the date of contract execution to **June 30, 2019**.

## SELECTION PROCESS

Local health departments and/or their designee interested in applying should create an account at NACCHO's Awards website <http://application.naccho.org> in order to apply.

Applications will be reviewed by both NACCHO and CDC. Please note:

- Awardees will be notified of their selection status on **February 7, 2019** via email to the specified point of contact. Selected applicants will be provided with a letter outlining NACCHO's contract terms and plans for payment.
- Applications not selected for the award will be notified by **February 15, 2019**.

## SELECTION CRITERIA

Applications will be reviewed and scored based on the following criteria:

- ***Community Need and Capacity***: Municipality has high chronic disease burden and the LHD has the capacity to implement one or more Million Hearts® strategies.
- ***Organization Collaborations***: LHD has a history of multi-sector collaborations or key partnerships to support efforts.
- ***Readiness to Implement***: LHD has selected one or more Million Hearts® strategies and is ready to implement it in their community to improve cardiovascular health.
- ***Ability to demonstrate measurable outcomes***: LHD has means to measure and validate the impact of implementing a Million Hearts® strategy in their municipality.
- Completeness in answering the questions.

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- Realistic and appropriate budget.
- Letter(s) of Support.
- Demonstration of overall commitment.
- Submission of all required information and documents.
- Ability to complete the implementation of project by **June 30, 2019**.

Funding will be provided to municipalities who appear to be most ready to implement a Million Hearts® strategy. Successful applicants will identify what their community is doing well in cardiovascular health and why the cardiovascular health work should be expanded, improved and/or initiated.

NACCHO reserves the right to select grantees based on strategy selection, geographic preference or random selection in the event that there is a high volume of applicants.

## SCHEDULE OF EVENTS

Please note the following deadlines and events for this application:

<b>Event</b>	<b>Date/Time</b>
Informational Webinar	December 6, 2018 – 2pm E.T.
Application Period Closes	January 17, 2019 – 11:59pm E.T.
Award Notification	February 7, 2019
Contract due to NACCHO	February 15, 2019
Anticipated Contract Start Date	February 19, 2019
Individual Grantee Kick-off Calls	February 25-28, 2019
Submit first deliverable to NACCHO	March 13, 2019
First distribution of grant money	March 20, 2019
Submit final deliverable, and last distribution of grant money	June 27, 2019
Anticipated Contract End Date	June 30, 2019
Participate in monthly office hours with CDC and NACCHO, <i>optional</i> ; communicate progress and any major changes to the proposed work plan to NACCHO, as needed.	Ongoing

## TECHNICAL REQUIREMENTS

NACCHO and CDC will serve as a resource to the contractor to ensure adequate completion of the scope of work and achievement of project goals by fulfilling the following responsibilities:

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- Provide background information related to the project, including access to reports, data, and other resources to support implementation of Million Hearts® activities.
- Provide optional monthly office hours and as needed phone or e-mail consultations for direct technical assistance.
- Support an online community of practice portal to disseminate data and information to the project sites.
- Provide tools, guidance, and assistance to support project reporting, contract monitoring, and invoicing for payments.

## SUBMISSION INSTRUCTIONS

Applications must be prepared using NACCHO application website. <http://application.naccho.org>

The responses are limited to the word limit to each response. In addition, applications will need to attach the following documents:

- Budget proposal and justification
- Letter(s) of Support

Final response to this RFA should be submitted by **January 17, 2019 at 11:59pm E.T.** Responses submitted after this deadline will not be considered.

## ADDITIONAL INFORMATION

Questions about Million Hearts® in Municipalities Project application can be directed to:

Johanna Segovia  
Program Analyst, Community Health  
(202) 463-8617  
[jsegovia@naccho.org](mailto:jsegovia@naccho.org)

Stephanie Weiss  
Senior Program Analyst, Community Health  
(202) 507-4275  
[sweiss@naccho.org](mailto:sweiss@naccho.org)

## RESOURCES

**Million Hearts® Website:** This website provides a variety of online resources, including tools, action guides, and publications that describe the past and current Million Hearts® initiative. <https://millionhearts.hhs.gov>

**Million Hearts® 2022 fact sheet:** <https://millionhearts.hhs.gov/files/MH-2022-Fact-Sheet.pdf>

**Million Hearts® Framework:** This graphic provides a summary of the Million Hearts® 2022 Initiative. <https://millionhearts.hhs.gov/files/MH-Framework.pdf>

**The Census Bureau's American Fact Finder** can assist in identifying demographic data for population served <http://factfinder2.census.gov/faces/nav/jsf/pages/index.xhtml>

**RFA Informational Webinar Registration:** December 06, 2019 at 2pm E.T. ([Register Here](#))

## 2018-19 Million Hearts® in Municipalities

### Applicant Information

Full Name:

Company:

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Title:

Email:

Phone:

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City:

State:

Zip:

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### Size

Select a size:

- Small (0-50,000)     Medium (50,000-499,999)     Large (500,000+)

### Background Information

Point of Contact Name (If different from applicant):

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Point of Contact Email (If different from applicant):

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Point of Contact Phone (If different from applicant):

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Organization Type: \*

- Local Health Department     State Health Department     Tribal Health Department     Territorial Health Department     Designee

If you are not a public health department, what is your organization type?:

- Community-based organization     Faith-Based Institution     Academic Institution     Healthcare organization

If you are not a health department, please upload a letter of support from the local, state, tribal and/or territorial public health agency?:

*Go to online application to upload files*

Select up to 2 Million Hearts® strategies that align with Million Hearts® 2022 priorities of keeping people healthy, optimizing care, and improving outcomes for priority populations. Please refer to the Million Hearts® framework and use the exact language when selecting your priorities, goals, and strategies. For example, if your health department’s priority is to “Increase Physical Activity”, your health department can select up to two of the strategies provided: 1) Create or enhance access to places for physical activity; 2) Design communities and streets that support physical activity; or 3) Develop and promote peer support programs.

Priority 1 \*

(leave space for applicant to write in response)

Goal

(leave space for applicant to write in response)

Strategy

(leave space for applicant to write in response)

Priority 2 (optional)

(leave space for applicant to write in response)

Goal

(leave space for applicant to write in response)

Strategy

(leave space for applicant to write in response)

Proposal Overview: proposal overview should respond to the following questions: 1) how does your organization plan to implement chosen Million Hearts® strategies to reduce or prevent CVD in the community or enhance your organizational capacity? 2) what is your community currently doing in CV health (e.g. programs and/or services) and how successful have these activities been?; 3) what are the current/potential assets (including public health partnerships) in your community related to CV health that you plan to enhance and/or will be leverage. (500 word maximum) \*

## ProblemStatement

Problem statement should include: 1) description of the public health burden and current landscape of CVD and CVD prevention efforts in the community (please use relevant CVD data and community statistics wherever possible); and 2) identify how the chosen Million Hearts® priorities will address the public health burden in your community. (500 word maximum) \*

## Organizational Capacity and Experience

Describe your organization and key staff responsible for completing your proposed work. Please include: 1) experience engaging in CVD prevention and health promotion efforts that involve (a) implementing evidence-based and innovative programs, practices, and services and (b) establishing public health partnerships; 2) your organization's capacity to collect or obtain data to inform further development of the Million Heart® strategies at the local level. (500 word maximum) \*

Provide the requested budget amount for each item noted below. Estimates are acceptable.

Salaries: \*

Fringe Benefits: \*

Consultant/Sub-award: \*

Supplies: \*

Travel: \*

Other: \*

Indirect: \*

Total: \*

Please upload your budget justification that provides detail description of each item above. \*

*Go to online application to upload files*

## Certification

The organization has reviewed a copy of NACCHO's standard contract language and reviewed the terms and conditions within.

YES                      NO

The organization accepts the terms and conditions within NACCHO's standard contract language and understand that no modifications to the terms or contract language will be made.

YES                      NO

The organization will be able to execute the contract within 30 days of notification of award from NACCHO.

YES                      NO