



REQUEST FOR APPLICATIONS

**Strengthening COVID-19 Prevention and Mitigation Strategies among Refugee,
Immigrant, and Migrant (RIM) Communities**

National Association of County and City Health Officials (NACCHO)

Release Date: January 3, 2023

Due Date: February 10, 2023

For questions about the Request for Applications, contact Kalikidan Gizaw (RIM@naccho.org)

Summary Information

Project Title: Strengthening COVID-19 Prevention and Mitigation Strategies among Refugee, Immigrant, and Migrant (RIM) Communities

Proposal Due Date and Time: February 10, 2023, at 11:59 PM ET

Selection Announcement Date: February 24, 2023

Informational Webinar: January 6, 2023, at 2:00 p.m.

Funding Amount: Up to \$140,000

Estimated Period of Performance: 12 months (upon execution of the contract)

Point of Contact: Kalikidan Gizaw (RIM@naccho.org)

Overview

The National Association of County and City Health Officials (NACCHO) is the voice of the 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 capacity-building resources that support LHD leaders in developing and implementing public health policies and practices to ensure communities have access to the vital programs and services that protect them from disease and disaster. Additionally, NACCHO engages with federal policymakers on behalf of LHDs to ensure adequate resources, appropriate public health legislation, and sensible policies are in place to address the myriad of public health challenges facing communities.

In partnership with the University of Minnesota National Resource Center for Refugees, Immigrants and Migrants (NRC-RIM) ([NRC-RIM](#)), **NACCHO is pleased to extend a funding opportunity to LHDs and CBOs to sustain established COVID-19 education, testing, contact tracing, vaccination, and other prevention and mitigation strategies with refugee, immigrant, and migrant (RIM) communities.**

Background

Refugee, immigrant, and migrant (RIM) populations include people residing in the United States who were born in another country. There is significant diversity among RIM populations, who come from all over the world with different languages, experiences, and cultural practices and who have spent varied amounts of time in the United States and have different immigration statuses. RIM populations have been disproportionately impacted by COVID-19 morbidity and mortality due to language and cultural barriers, occupational hazards, and structural racism and xenophobia which may be particularly heightened for RIM populations of color. Upstream

factors include increased exposure to COVID-19 in occupational and other high-risk settings, such as migrant farmworker housing, meat packing plants, or institutional settings such as detention facilities; greater prevalence of underlying health conditions that increase the severity of COVID-19; and fear or distrust of government or health systems, which may be exacerbated for undocumented individuals or RIM populations of color, given the history of medical discrimination and experimentation in the United States. Downstream factors include language barriers, cultural practices, and unfamiliarity with the US public health and healthcare systems, all of which may make it difficult to access, understand, and follow standard public health guidance.

To ensure the success of COVID-19 prevention and mitigation strategies and to address inequities in COVID-19 morbidity and mortality experienced by RIM communities, LHDs need strong and sustained community partnerships, experienced human resources, cross-program infrastructure to support logistics for testing and vaccine delivery at scale, and planning, evaluation, and financial management capacity. This funding opportunity will support LHDs to strengthen partnerships with RIM communities in their jurisdictions and to collaboratively design, implement, and evaluate innovative and sustainable approaches to prevention of COVID 19 and other vaccine preventable diseases.

The goals of this project are to:

1. Improve COVID-19 prevention, contact tracing and mitigation among RIM populations.
2. Reduce inequities in COVID-19 morbidity and mortality in funded jurisdictions.
3. Implement and disseminate models and best practices for prevention and mitigation of COVID-19 that are sustainable and have potential to address other communicable diseases among RIM populations in the future.
4. Implement sustainable approaches for community engagement and strengthening partnerships between LHDs and RIM populations and adapting public health strategies for RIM populations.

Funding Overview and Timeline

NACCHO will issue contracts of **up to \$140,000 to 18 LHD and CBO sites that have existing collaborations between LHDs and RIM serving organizations developed to address COVID 19.**

Applications must be submitted by **February 10, 2023, at 11:59 PM ET** to RIM@naccho.org, and selections will occur on or around **February 24, 2023**. All necessary information regarding the project and application process is outlined in this Request for Applications (RFA).

NACCHO will host an **optional informational webinar** for potential applicants on **January 6, 2023, at 2:00 p.m. ET** to review the RFA and respond to questions. Please note that no new information will be shared during the webinar and applicants do not need to wait for this

optional webinar to begin or submit applications. To register for the webinar, visit [here](#). Questions may be submitted in advance to RIM@naccho.org.

Key Application Dates

Event	Date/Time
Informational Webinar	January 6, 2023, at 2:00 p.m.
Application Deadline	February 10, 2023, at 11:59 PM ET
Anticipated Notification Date	February 24, 2023
Project Period	12 months (upon execution of the contract)

Eligibility and Contract Terms

This RFA is open to LHDs and community-based organizations that have previously established and sustained a partnership or collaboration in order to address COVID 19 in one or more RIM communities

Applicants should plan for 12 months of project implementation. Projects will begin on the date of contract execution. NACCHO will pay the selected project areas upon receipt of deliverables per the payment schedule identified in the scope of work contained in the contract. Please note that NACCHO reserves the right to make changes to the project timeline and payment schedule if necessary.

NACCHO standard contract language can be found [here](#) if needed.

Project Expectations and Requirements

This project seeks to sustain the capacity of LHDs and RIM communities who are working effectively with each other to prevent and respond to COVID-19 by supporting innovative and sustainable approaches to COVID-19 contact tracing, testing, education, vaccination, and other prevention and mitigation strategies. Awardees will be expected to design, implement, and evaluate interventions that meet the following criteria:

- **Focus on RIM populations:** Interventions should focus on at least one specific, defined RIM population that resides and/or works within the LHD’s jurisdiction.
- **Community Engagement:** A partnership between a LHD and one or more community-based organizations that serve RIM populations, or with community leaders within RIM populations, should guide all aspects of their project.
- **Community Assessment:** Selection of priority interventions and approaches should be informed by recent review of target RIM community COVID-19 prevention needs.
- **Feasible and Replicable Across Jurisdictions:** Proposed interventions should demonstrate the potential to feasibly be replicated and/or adapted for use in other jurisdictions.
- **Ready for Start-Up or Implementation:** Proposed interventions should be ready to

be implemented or already being implemented to some extent.

- **Sustainability:** The project should be sustainable—that is, result in initiation of expanded public health efforts with RIM communities that have the potential to be sustained beyond the project end date, e.g., development of a community advisory board or other relationships and infrastructure that will facilitate ongoing collaborations beyond the project and beyond the COVID-19 pandemic.

Evaluation

NACCHO will work with funded applicants to design and implement individual project and overall program evaluation efforts and will provide technical assistance to funded sites to support monitoring and evaluation. Each site will be expected to work with NACCHO to develop an evaluation plan and collect the necessary data to answer key evaluation questions.

Summary of Required Grant Activities to be Covered by Award

During the project period, awardees will:

- Participate in a virtual kick-off meeting
- Finalize a workplan and evaluation plan
- Implement the workplan and evaluation plan
- Develop a sustainability plan
- Collaborate with NACCHO and UMN-RIM to collect, analyze, interpret, and synthesize evaluation findings.
- Collaborate with NACCHO and UMN-RIM to share ongoing lessons learned and findings through reports, webinars, and limited peer-to-peer technical assistance with other jurisdictions interested in learning more about the innovation or improvement.
- Participate in regularly scheduled project conference calls and other potential project or dissemination meetings, as appropriate.

Summary of key project deliverables for funded sites:

- Final workplan
- Final evaluation plan
- Clean, aggregate summaries of all data collected under the evaluation plan (e.g., Excel worksheets of collected data, summaries of qualitative data analysis)
- Electronic copy of written protocols, procedures, tools, or job aids that were used to implement/guide the innovation or improvement and which other jurisdictions might benefit from seeing
- Written summaries of results and lessons learned
- Final sustainability plan

Support and Technical Assistance

NACCHO will provide ongoing support to awardees in the form of:

- Provision of templates for reports/plans/dissemination/summary products
- Technical assistance via conference calls, webinars, or site visits to facilitate project planning, implementation, data collection and analysis, and reporting
- Connection to national, state, and local subject matter experts
- Program and project evaluation planning, development of data collection tools, and support for data management and analysis
- Synthesis of evaluation findings across jurisdictions

Application Instructions

1. Cover page and project abstract (1 page)
 - Include project title; applicant organization name and address; primary point of contact name, email address, and phone number; requested funding amount; and <250 word project summary.
2. Statement of Need (1-2 pages)
 - Briefly describe the demographics of your jurisdiction and of the RIM population(s) that you serve.
 - What has been the response to COVID-19 among RIM communities in your jurisdiction to date? What challenges and barriers are RIM communities experiencing in their response to COVID-19 citing any evidence you have of these challenges (e.g., needs assessments, focus groups, surveillance data, stakeholder reports, etc.).
3. Partnerships (1-2 pages)
 - Describe existing partnerships between the LHD and organizations or leaders within the RIM communities you propose to work with. What ongoing structures are in place to facilitate communication and engagement?
 - How will your LHD/community-based partnership jointly engage on an ongoing basis with RIM communities to support their meaningful participation in program planning and implementation?
4. Needs Assessment (1-2 pages)
 - Describe any special data collection/needs assessment activities for COVID-19 prevention and mitigation interventions in RIM communities that have been conducted by you or others in your jurisdiction. How will you rapidly review data and/or collect information to better understand COVID-19 prevention and mitigation needs in the RIM population you propose to reach. How will you partner with the RIM community in this effort?
5. Activities (2-3 pages)
 - Describe activities you have conducted in the past year in collaboration with LHD(s) and/or community partner(s) to address priority COVID-19 prevention and mitigation needs within RIM communities, including activities to support scale-up

of COVID-19 vaccine delivery, COVID-19 testing, and/or COVID-19 contact tracing in RIM communities. What have you learned from these activities that you will apply to this work?

- Describe your program strategies for;
 - Building and sustaining RIM community engagement and community health planning structures
 - Supporting RIM community health assessment processes, focusing on community needs for sustainable approaches to address COVID-19 prevention and mitigation needs, including vaccine hesitancy, and health education
 - Supporting development of referral and linkage systems to RIM friendly community health education, and health and social services,
 - Explain how these strategies will be culturally and linguistically appropriate, and how they will be accessible to persons of low-literacy and low-English proficiency.
 - Describe efforts you will take to ensure that your activities will improve the ability of the LHD and of the RIM community to effectively promote the public health of RIM communities for the long term.
- 6. Evaluation (1-2 pages)
 - Describe how you will document implementation of this/these activities to inform replication and scale-up efforts in other jurisdictions.
 - Describe your current capacity to evaluate this project, including your ability to develop an evaluation plan, design and implement data collection tools, and to collect and analyze data.
 - What kinds of technical assistance will you need to support evaluation of this project?
- 7. Organizational Capacity (1 page)
 - Describe your capacity to manage this project. Which staff will be involved in this project, and why?
 - Provide an overview of organizational roles in project implementation (i.e., what the applicant will do and what role your LHD or community partner(s) will play)
- 8. Budget
 - Complete a proposed project budget using the [provided template](#) and provide a justification for your expected costs in a budget narrative.

Please review the Budget Guidance document as you create your budget [and budget narrative](#) to ensure compliance with NACCHO's budgetary requirements.

- 9. Required Attachments
 - Memorandum of Understanding or Letter of Support from at least one community-based/LHD project partner .
 - [Contract Cover Sheet](#)
 - [Vendor Information Form](#)
 - [Certification of Non-Debarment](#)

- [W-9](#)
- [FFATA data collection form](#)
- Proof of active registration with SAM.gov in accordance with an active Unique Entity Identification (UEI) number. Contracts cannot be initiated without an active registration. Applicants should submit a screenshot or PDF of their registration or proof of a pending registration under review as part of their application package. Registration can be done [here](#).

Please note that all required forms should be signed and dated within the past year.

Selection Criteria

NACCHO will review and score applications for this RFA in accordance with the following criteria (out of 100 points):

- Extent to which the applicant has conducted activities in the past year in collaboration with LHD(s) and/or community partner(s) to address COVID-19 among RIM populations. (30 points)
- Extent to which proposed strategies are or will be responsive to RIM COVID-19 prevention and mitigation needs and trends e.g., as identified through needs assessment (20 points)
- Extent to which proposed strategies are likely to result in sustainable and meaningful engagement of RIM community-based organizations and community members in COVID-19 prevention and mitigation planning and implementation (30 points)
- Extent to which organization has the capacity and partnerships needed to ensure successful implementation of the proposed intervention or improvement (20 points)