

Wastewater Surveillance for SARS-CoV-2 Mentorship Program

Request for Application (RFA)

Informational Webinar

Questions? Please share via the Q&A box.

Introductions

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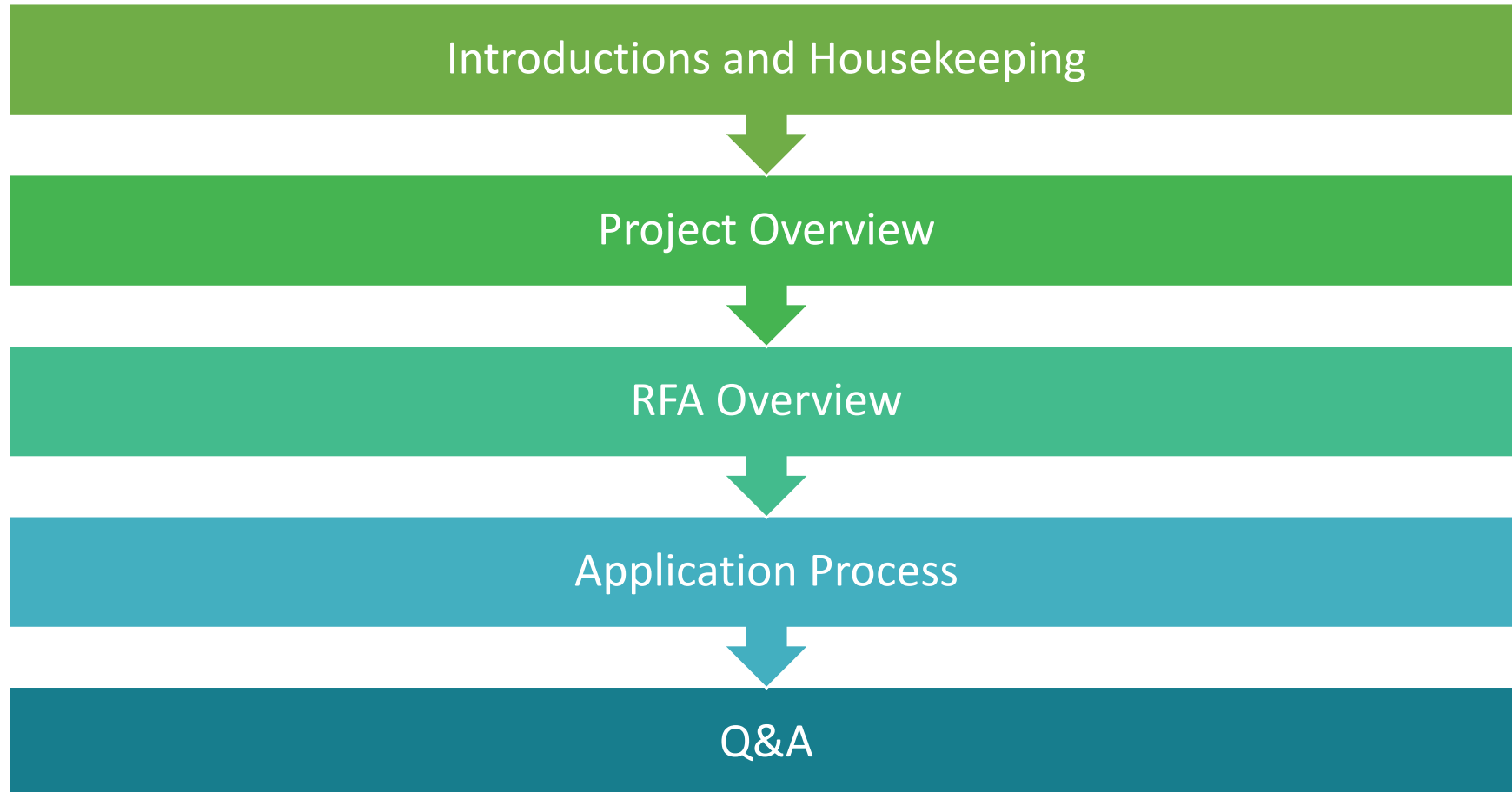


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National Association of County and City Health
Officials (NACCHO)



Contact us by e-mailing WASH@naccho.org

Agenda









Webinar Materials

Find the webinar slides and webinar recording on NACCHO's WASH
Webpage (www.naccho.org/wash)

About NACCHO

NACCHO is comprised of nearly **3,000** local health departments across the United States.

Our mission is to serve as a **leader, partner, catalyst,** and **voice** with local health departments.

-  Advocacy
-  Partnerships
-  Funding
-  Training and education
-  Networking
-  Resources, tools, and technical assistance



Project Overview

Wastewater surveillance:

- Inclusive
- Non-invasive
- Inexpensive
- Can detect SARS-CoV-2 up to 3 to 4 days before individual testing
- Overcomes barriers of traditional testing
- Help leaders direct resource

Goal

The goal of this mentorship program is to ensure that LHDs have the support necessary to start or expand wastewater surveillance programs to fit their community's needs. It also ensures that LHDs with expertise in wastewater surveillance have the opportunity to share their knowledge through mentorship.

Establish a
growing WWS
network

Provide technical
assistance

Identify strategies
& resources
needed

Share experiences
and lessons
learned

Strengthening
relationships



RFA Overview

Important Dates

Event	Date/Time
Release of Preparing for Wastewater Surveillance for SARS-CoV-2 Mentorship Pilot Program	February 1, 2023
Optional Informational webinar for Potential Applicants	February 9, 2023 1:00 PM ET Registration Link
Submission Deadline	February 27, 2023 11:59 PM ET
Award Notification Date*	March 2023
Anticipated Contract Start Date*	March 15, 2023
Anticipated Contract End Date*	July 31, 2023

Eligibility and Contract Terms

Eligibility

- This RFA is open to local health departments or other local government agencies
- **Mentors** should demonstrate subject-matter expertise and experience leading a wastewater surveillance program
- **Mentees** should demonstrate interest and need in developing and/or expanding wastewater surveillance in their jurisdiction, and how this mentorship program will guide them through this process

Contract Terms

- NACCHO will issue a total of 4 awards:
 - 1 **mentor** award up to \$15,000
 - 3 **mentee** awards up to \$10,000 each
- Agreement with NACCHO standard contract terms and conditions is a requirement.

Scope of Work

Kick-off call

Monthly technical assistance calls

Pre-assessment (both mentors and mentees)

Post-assessment (mentees only)

Final deliverables

End-of-year webinar

Activities

Deadline for Completion	Activity
March 2023*	<ul style="list-style-type: none">• All applicants notified of selection status• Kick-off call and begin project activities – to be scheduled
March 2023 – July 2023	<ul style="list-style-type: none">• Complete program activities including monthly technical assistance calls with mentor site.
July 14, 2023	<ul style="list-style-type: none">• Submit invoice #1 (March 15 - June 30, 2023) with reimbursement materials
July 31, 2023	<ul style="list-style-type: none">• Participate in an end-of-year webinar• Complete post-assessment (mentees only) and final deliverables
August 14, 2023	<ul style="list-style-type: none">• Submit invoice #2 (July 1- July 31, 2023) with reimbursement materials

*These dates are subject to change due to possible application deadline extensions and other contracting needs.



Application Process

Application Submission Elements

1

Application

Contains bulk of information including pre-assessment, statement of work, workplan, and a few contracting questions.

Use Application Template

2

Budget

Line item budget

Use the Budget Template

3

Budget Narrative

Explanation of how each line item was calculated in the budget

Use Budget Narrative Template

4

Attachments

These support contracting
Use forms or attach proof

Application and all supporting materials must be submitted via email to WASH@naccho.org no later than **11:59PM ET on Monday, February 27, 2023**. Please use the subject line, "Wastewater Surveillance Mentorship Application: [Name of Organization]."

Application

- Contact Information
- Background
- Pre-assessment
- Statement of work
- Workplan
- Standard Contract Language Verification
- Contract and Auditing

Applications due by 11:59 PM ET on Monday, February 27, 2023.



Wastewater Surveillance for SARS-CoV-2 Mentorship Program (2023) Application

The National Association of County and City Health Officials (NACCHO) and the Centers for Disease Control and Prevention (CDC) have established Wastewater Surveillance for SARS-CoV-2 Mentorship Program to match local health departments with demonstrated expertise in wastewater surveillance with local health departments currently looking for guidance, tools and resources, and recommendations to build program capability.

NACCHO will issue a total of four (4) awards for the 2023 cohort of the Wastewater Surveillance Mentorship program: one (1) mentor award up to \$15,000 and three (3) mentee awards up to \$10,000 each. Interested applicants must complete and submit this application with all the required materials outlined in the Request for Application.

Completed applications and all required materials must be sent to WASH@naccho.org no later than 11:59 PST on Monday, February 27, 2023.

To complete this application: Please fill out sections 1-6. Some sections contain more than one item. For written answers, please type in your answer next to or below the question. Questions requiring written answers may specify a word limit. If no word limit is specified, please keep answers as succinct as possible.

For multiple choice questions please highlight your selection, for example:

Select one option:

- Yes
- No

1. Applicant [six (6) items]

- Applying as a mentee or mentor, select one:
 - Applying as a mentee - a local jurisdiction with demonstrated interest and need in developing and/or expanding wastewater surveillance.
 - Applying as a mentor - a local jurisdiction with subject-matter expertise and experience leading a wastewater surveillance program.
- Local Health Department/Agency/Organization Name:
- City or County:
- State:
- Jurisdiction Size, select one:
 - Small (0-50,000)
 - Medium (50,000-499,999)
 - Large (500,000+)
- Please provide a primary contact for your agency/organization:
 - Name:
 - Title:
 - Email Address:
 - Phone number:

2. Background [seven (7) items, all written answers]

- Describe your organization's prior or current wastewater surveillance efforts. Please include experience with any wastewater surveillance indicators (i.e., opioid use, polio, SARS-CoV-2).

- Why are you interested in applying to this program as mentor or mentee?

Budget

Provide a line-item budget of:

- **Mentors:** \$15,000
- **Mentees:** \$10,000

*Budgets that are more than these caps will not be reviewed

For guidance:

- **Appendix A:** Budget Guidance
- **Appendix D:** Funding Restrictions

LINE-ITEM BUDGET		
NAME OF ORGANIZATION		
TITLE OF PROJECT		
Line Items	Requested Amount for March 15, 2023 to July 31, 2023	Cost Justification
Direct Labor (Name & Position description)		
Personnel Subtotal	\$ -	
Fringe Benefits (X%)	\$ -	
Subtotal Direct Labor & Fringe	\$ -	
Contracts (Subaward and/or Contractor)		
al of Contracts (Subaward and/or Contractor)	\$ -	
Materials/ Supplies		
Subtotal of Materials/ Supplies	\$ -	
Travel		

Budget Narrative

A budget narrative should also be provided using the Budget Narrative Template explaining each line-item and how the amounts were derived.

Please refer to *Appendix A* for more detailed budget guidance.

Budget Narrative

The budget narrative should explain each line-item in the budget proposal, including the cost breakdown and justification as to how it will support project goals and objectives. Refer to the Budget Guidance: Appendix B for details.

[ORGANIZATION]

Wastewater Surveillance for SARS-CoV-2 Mentorship Program
(March 15, 2023 – July 31, 2023)

A.	Personnel	Total \$XXX
B.	Fringe Benefits	Total \$XXX
C.	Contractual	Total \$XXX
D.	Supplies and Equipment	Total \$XXX
E.	Travel	Total \$XXX
F.	Other	Total \$XXX
G.	Indirect Costs	Total \$XXX
	Grand Total Requested	\$XXXX

Attachments

Please include the following attachments with your application:

- Contract Cover Sheet
- Vendor Information Form
- W-9
- Certification of Non-Debarment
- Certification Regarding Lobbying Form
- Certification Regarding Non-Applicability of Single Audit or a copy of a single audit where applicable
- Subrecipient Risk Assessment Form
- Proof of active registration with SAM.gov in accordance with active DUNS number.
- Back up documentation for fringe and indirect rate.

Evaluation

Application – 80 points

Provide background on your organization's current experience with wastewater surveillance and interest in the mentorship program. Complete a pre-assessment on the status of your jurisdiction's wastewater surveillance program. Provide a statement of work and workplan for the activities that your program will complete during the project period.

Budget and Budget Narrative – 20 points

Provide a line-item budget of \$15,000 (mentor) or \$10,000 (mentees), that clearly outlines the dollar amount for the completion of the project, and a narrative cost justification for each line item. Please note that any budgets that are more than this cap will not be reviewed.

To Apply

1

Review RFA

2

Read NACCHO's Standard Contract Language (Appendix B)

3

Complete and attach: Application Template, Budget Template, Budget Narrative Template and Attachments

4

Submit via email to WASH@naccho.org by **11:59 PM ET on Feb. 27, 2023** with the subject line "Wastewater Surveillance Mentorship Program Application: [Name of Organization]."

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