

2022 Operational Readiness Awards (ORA) Application

The [2022 Medical Reserve Corps \(MRC\) 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 1, 2021, 5:00 AM PT – December 1, 2021, 5:00 PM PT

Application: <https://nacchoapplication.secure-platform.com/a>

Application Page 1: Administrative Information

Contact Information

- Name, email address, and phone number for the main point of contact

MRC Unit & Award Information

- MRC unit name
- MRC unit number (4-digit format, e.g., 0123)
- MRC unit email
- MRC unit phone number
- City and state of unit
- Award level requested (select one)
 - \$5,000 – Building MRC response capabilities
 - \$10,000 – Strengthen MRC response capabilities
- HHS Region of unit (select from Regions 1 – 10)
- Size of jurisdiction that the unit serves (select one)
 - Less than 49,999
 - 50,000 – 100,000
 - 100,000 – 199,999
 - 200,000 – 399,999
 - 400,000 – 749,999
 - 750,000 – 1,999,999
 - 3,000,000 or more
 - Statewide support

Optional Demographic Information

- What are the primary racial/ethnic demographics that the MRC unit serves?
 - White, not Hispanic or Latino
 - Black or African American
 - American Indian and Alaskan Native
 - Asian
 - Native Hawaiian and Other Pacific Islander
 - Hispanic or Latino
- What is the median household income of the jurisdiction that the unit serves?
- What is the percentage of persons in poverty in the jurisdiction that the unit serves?
- What is the percentage of persons with a disability, under age 65 that the unit serves?

Sponsor Agency or 501(c)3 & Signatory Authority Information

- Legal name of sponsoring agency that will serve as the contract agency and receipt of funds. If the MRC unit is a 501(c)3, list the official name.
- Employer Identification Number (EIN) for sponsoring agency
- Duns & Bradstreet (DUNS) number for sponsoring agency
- First and last name of the authorized signatory for organization (i.e., the person who will sign the contract)
- Title, email address, and phone number of the authorized signatory for organization
- Official street address for housing/sponsor agency (including city, state, and zip code).
- Mailing address for MRC award check (including city, state, and zip code).

Application Page 2: Eligibility Verification

NEW SAM.gov Verification Instructions: Upload a screenshot of the sponsoring agency's active registration on the federal government's System of Award Management (SAM) website, [SAM.gov](https://sam.gov), and provide the expiration date of the registration. See [the RFA](#) for more detailed instructions.

MRC Program Office Verification Instructions: Provide the date of the last activity entered for the unit on the [MRC Unit Profile & Activity Reporting System](#) (must be between 09/01/21 and 12/01/21).

Application Page 3: Project Description

- Primary ASPR/MRC priority that will be promoted by the project goals
 - Medical screening and care in emergencies
 - Points of dispensing (PODs), mass vaccinations, and other mass dispensing efforts
 - Deployment of volunteers outside of local jurisdiction
 - Training community members to respond
- Current number of MRC volunteers within the unit

Instructions: The Project Description is worth 30% of the total score and there is a 250-word limit for each of the three components. Please use plain text formatting when copy and pasting responses. 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.

1. **Background:** Describe the **community that the MRC unit supports** and the support roles the unit provides during emergencies and non-emergencies. Include the general jurisdiction demographics, such as population density and populations served, that influence the need for the MRC unit's support roles or missions. Include any other unique challenges that demonstrate a need for this funding.
2. **Collaboration:** Describe how MRC volunteers, community and response partners, local health departments, and/or other sponsoring agencies will be engaged in the project. Propose strategies to address anticipated barriers to implementation.
3. **ASPR/MRC Priorities:** ASPR has identified four priorities that MRC units should strive for. Restate the primary priority that project activities will support, describe the activities that will be conducted, and explain why the priority is important for the community the MRC unit serves.
 - Medical screening and care in emergencies
 - PODs, mass vaccination, and other mass dispensing efforts
 - Use of MRC units outside of local jurisdiction
 - Training community members to respond

Application Page 4: ORA Action Plan

Instructions: The ORA Action Plan is worth 30% of the total score and there is a 250-word limit for each of the three components. Please use plain text formatting when copy and pasting responses. 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.

1. **Current State:** Describe the **current readiness and capabilities** of the MRC unit. Describe the challenges and strengths to support the level of funding requested. Units requesting the Tier 2 award should be able to demonstrate their current capacity to develop response plans and mission sets. Include how the MRC unit is currently integrated into response plans and opportunities to support new or evolving missions.
2. **Future State:** Describe the **goals** of the project (i.e., building or strengthening the unit's operational readiness over the next 12-36 months). Consider what is realistic this project year and what specific steps the unit will take to achieve the project goals (i.e., the objectives). Use **SMART criteria** to develop goals and objectives. (*Example: Goal – Bolster the MRC unit's capability to successfully deploy at least seven volunteers at local mass vaccination sites by October 1st. Objective 1 – Develop a targeted recruitment plan for medical personnel to support mass vaccination plans or other identified response roles by the start of the 3rd quarter. Objective 2 – Develop a Mass Vaccination Mission Set to support local response plans by June. Objective 3 – Develop and implement an expedited training plan for volunteers to support deployments by August).*)
3. **Implementation Plan:** Describe the activities and/or training events to be conducted to meet the project goals, objectives, and outcomes. Include a brief timeline that covers the next 12 months.

Application Page 5: Evaluation & Sustainability

Instructions: Evaluation and Sustainability is worth 30% of the total score and there is a 250-word limit for each of the three components. Please use plain text formatting when copy and pasting responses. 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.

1. **Measurable Outcomes:** Describe the **measurable outcomes** of the planned project activities and/or resources developed. (*Example: 1 – Number of MRC volunteers who conducted onboarding and fulfilled the training requirements to become a Level 3 deployable volunteer. 2 – Number of volunteers have been trained to support a mass vaccination mission. 3 – Number of mission sets and supporting training plans developed).*)
2. **Evaluation:** Describe how the unit will collect and monitor data and track planned activities to analyze outcomes and assess whether the project goals were met.
3. **Sustainability:** Describe how the project will help build sustainability for the MRC unit during the next 12-36 months (*i.e., what procedures, plans, or training events will be developed for future MRC unit activities?*).

Application Page 6: Budget

Budget Instructions: The Budget is worth 10% of the total score. You may use [NACCHO's Budget Template](#) or your own budget template saved as a doc, docx, pdf, or xlsx file.

- The line-item budget of the estimated project costs should equal \$5,000 or \$10,000 based on the award tier requested.
- 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 or giveaways. See Appendix C of the Request for Applications for additional funding restrictions.**
- Please include the following categories in the budget:
 - Administrative Costs and Fees
 - Professional Service Fees
 - Facilities, Rentals, and Audiovisual Fees
 - Uniforms, Field Equipment, and Resources
 - Training & Exercises (T&E)
 - Travel/Transportation Services
 - Awards, Recruitment, and Outreach