

DEPARTMENT OF HEALTH AND HUMAN SERVICES

AGENCY: Office of Public Health and Science, Office of Population Affairs.

FUNDING OPPORTUNITY TITLE: Announcement of Availability of Funds for Natural Family Planning Research Grants.

ANNOUNCEMENT TYPE: Initial Competitive Grant

CFDA NUMBER: 93.974

AUTHORITY: Section 1004 of the Public Health Service (PHS) Act.

DATES: To receive consideration, applications must be received by the Office of Grants Management, Office of Public Health and Science (OPHS), Office of Grants Management no later than **July 25, 2008**. Applications will be considered as meeting the deadline if they are received by the OPHS Office of Grants Management, c/o Grant Application Center, 1515 Wilson Blvd., Suite 100, Arlington, VA 22209, no later than 5 P.M Eastern Time on the application due date and no later than 11:00 pm on the same deadline date for electronic applications submitted through GrantSolutions.gov or Grants.gov. Applications will not be accepted by fax, nor will the submission deadline be extended. The application due date requirement specified in this announcement supersedes the instructions in the OPHS-1 form. Applications which do not meet the

deadline will be returned to the applicant unread. See section IV “APPLICATION AND SUBMISSION INFORMATION” for information on application submission mechanisms. Letters of Intent (LOI) should be submitted no later than two weeks before the application deadline.

EXECUTIVE SUMMARY: The Office of Population Affairs (OPA), Office of Family Planning (OFP) requests applications for research that will: 1) identify the determinants of natural family planning (NFP) usage as well as the predictors of contraceptive success (defined as the prevention of an unintended pregnancy) using NFP; and 2) identify and/or evaluate program strategies and approaches that are effective at increasing or enhancing the use of NFP among family planning clients.

I. FUNDING OPPORTUNITY DESCRIPTION

The Office of Population Affairs (OPA) announces the availability of \$1.5 million in Fiscal Year (FY) 2008 funds, inclusive of indirect costs, to support an estimated five to ten (5-10) research projects, as authorized under section 1004 of the Public Health Service Act, that will investigate specific questions concerning the use of natural family planning (NFP) methods, otherwise known as fertility awareness methods (FAM). The aim of this research initiative is to strengthen the evidence base for NFP practices through the study of social and cultural factors that influence NFP use, and documentation of NFP effectiveness in preventing unintended pregnancies. Proposals are requested from public or private nonprofit entities, including community-based organizations, to conduct research that will: 1) identify the determinants of NFP usage as well as the predictors of

contraceptive success (defined as the prevention of an unintended pregnancy) using NFP; and 2) identify and/or evaluate program strategies and approaches that are effective at increasing or enhancing the use of NFP among family planning clients.

Research projects supported under this announcement are expected to be consistent with one or more of the following performance goals for the Family Planning Program: 1) improve health outcomes; 2) increase utilization of preventive health care, particularly among vulnerable and special needs populations; or 3) increase the proportion of pregnancies that are intended. Applicants should use the Title X legislation, regulations, legislative mandates and other information included in this announcement, and in the application kit to guide them in developing their applications.

Statutory Background

Title X of the PHS Act, 42 U.S.C. 300 et seq., authorizes grants for projects to provide family planning services to persons from low-income families and others. Section 1001 of the Act, as amended, authorizes grants “to assist in the establishment and operation of voluntary family planning projects which shall offer a broad range of acceptable and effective methods and services (including natural family planning methods, infertility services, and services for adolescents).”

Section 1004 of the Act, as amended, authorizes the Secretary of Health and Human Services to support “research in the biomedical, contraceptive development, behavioral and program implementation fields related to family planning and population.” Although there are no regulations specific to Title X research projects,

regulations that generally pertain to health-related research project grants administered by the Public Health Service (PHS) or its components are set out at 42 CFR part 52.

The research emphasis of this announcement is consistent with the Title X statute and with the FY 2008 Title X Family Planning Program Priorities. In particular, Priority 2 stipulates that projects funded under Title X are responsible for: “Assuring access to a broad range of acceptable and effective family planning methods and services that include natural family planning methods, infertility services, and services for adolescents; highly effective contraceptive methods; breast and cervical cancer screening and prevention services that correspond with nationally recognized standards of care; STD and HIV prevention education and counseling; and other preventive health services. The broad range of services does not include abortion as a method of family planning.”

Background

The Family Planning Program, authorized by Title X of the Public Health Service (PHS) Act, 42 U.S.C. 300, et seq., is the only federal program devoted solely to funding family planning and related preventive health care services. This program supports a nationwide network of nearly 4,500 clinics and provides family planning and preventive health services to approximately 5 million persons each year. By law, priority for services is to be given to persons from low-income families. Section 1001 of the Act, as amended, authorizes grants “to assist in the establishment and operation of voluntary family planning projects which shall offer a broad range of acceptable and effective family planning methods and services (including natural family planning methods, infertility services, and services for adolescents).”

According to Contraceptive Technology, Fertility Awareness-Based (FAB) methods of family planning rely on identifying the fertile time during a woman's menstrual cycle when intercourse is most likely to result in a pregnancy. Natural family planning (NFP) involves abstaining from intercourse during the fertile time in an effort to avoid pregnancy. Among perfect users of NFP, the percentage of women experiencing an unintended pregnancy during the first year of use ranges from two to five percent, depending on the method. The effectiveness of many of the NFP methods with perfect use is equal to or more effective than many other contraceptives, including the contraceptive sponge, male and female condom, diaphragm, and cervical cap.

Although natural family planning (NFP) methods are explicitly referenced in the Title X statute, the utilization of NFP methods remains low among clients seeking services in Title X-funded clinics. Recent data from the Family Planning Annual Report (FPAR) show that in 2006, less than one percent of female Title X clients (9,702 females) relied on fertility awareness methods (also known as NFP) methods as their primary method of pregnancy prevention.

The Family Planning Annual Report (FPAR) is the only source of annual, uniform reporting by all Title X-funded services grantees. A revised FPAR data collection system was implemented in 2005, and the definition of fertility awareness methods changed at that time. The current FPAR definition stipulates that "fertility awareness method (FAM) refers to family planning methods that rely on identifying potentially fertile days in each menstrual cycle when intercourse is most likely to result in a pregnancy." Included in this definition are: rhythm/calendar, Standard Days™, Basal Body Temperature, Cervical Mucus, and Symptothermal Methods.

The percentage of Title X clients using NFP is consistent with national rates of NFP use reported by the National Center for Health Statistics (NCHS) in the 2002 National Survey of Family Growth (NSFG). The percentage of women 15 – 44 years of age who stated that they currently used NFP as their current contraceptive method was also less than one percent.

Reasons posited for low utilization of NFP are varied, including lack of awareness about NFP and its effectiveness, inadequate training, as well as individual preferences and perceptions. A number of studies have shown that women who are not currently using NFP state that they might be likely to do so in the future. In recent years, there has been a gradual shift for some segments of society toward more natural approaches to achieving health and wellness. Fear of side effects associated with hormonal birth control methods is often mentioned as a reason for discontinuation or refusal of these methods. Some women and couples may desire more natural approaches towards family planning but are not sufficiently educated or trained on how to do so.

There is a need to have a more complete understanding of the factors that impact the decisions of individuals and couples to use NFP successfully, as well as information on strategies that lead to increased utilization of any of the Fertility Awareness Methods (FAM) included in the FPAR definition. This knowledge would greatly strengthen the evidence base for NFP and also help to improve clinical practice on the delivery of comprehensive family planning services.

Purpose of Grant

The purpose of this grant is to expand the body of knowledge on users of NFP through a greater understanding of the determinants of the use of NFP or Fertility Awareness Methods (FAM) and the predictors of success among users of NFP and FAM, as well as to identify and/or evaluate innovative strategies and approaches that will lead to increased or improved utilization of those methods. Applicants that propose to investigate strategies to increase or enhance utilization of NFP should develop approaches for increasing knowledge and support for individuals and couples wishing to use NFP methods. Research has shown that women who receive adequate training on NFP methods express increased satisfaction and self-efficacy in effectively using NFP to avoid pregnancy or to conceive.

Since the effective use of any contraceptive method ultimately requires appropriate education, support, and follow-up by personnel trained to provide these services, it is critical to also address the impact of providers and institutions on clients' choice and use of methods. As such, the focus of research funded under this call for proposals may be providers or individuals in need of services or both. Proposed research approaches might seek to strengthen the capacity of public or private nonprofit community-based organizations to provide NFP, as well as to help educate and support individuals and couples that may desire to use NFP, but lack the knowledge and skills to do so. Other research approaches that might be funded include those that seek to better understand the social, cultural, and demographic determinants of NFP use, as well as individual and/or institutional barriers that hinder the use of NFP practices among family planning clients.

Applicants are encouraged, but not required, to establish linkages with Title X clinical providers in their communities, in order to facilitate evaluation of research approaches that are likely to increase the utilization of NFP among Title X clients. Applicants should review and consider policy and program goals of the Title X family planning program and should work with a network of entities, which should include other Federal, State, local or community-based health and social service agencies in implementing the project. Grants under this announcement are not intended for curriculum development.

Under this announcement, funds are available for research projects on NFP only. OPA expects that the project site or sites will be identified in the application rather than selected after the grant is awarded. Submission of proposals for research projects is encouraged by entities that: (1) have experience conducting qualitative and outcomes research on family planning and related health services; (2) provide information, education, training and counseling services on NFP and fertility awareness at low or no charge to program participants; (3) provide family planning and related preventive health services either directly or by referral; (4) provide sexually transmitted disease (STD) and HIV/AIDS education/awareness and prevention counseling either on-site or by referral; and (5) can assure that concerns about intimate partner violence identified among participants are addressed and referred to appropriate resources.

II. AWARD INFORMATION

The OPA intends to make available approximately \$1.5 million in FY 2008 funds to support an estimated five to ten new research projects on NFP. Awards will range

from \$150,000 to \$200,000 in total costs (inclusive of both direct and indirect costs) per year. The awards to be made are for applied research and do not cover the costs of delivering services other than the NFP education and counseling services that the applied research project may propose to evaluate. Grants will be funded in annual increments (budget periods) and may be approved for a project period of up to three years. Funding for all budget periods beyond the first year of the grant is contingent upon the availability of funds, satisfactory progress of the project, and adequate stewardship of Federal funds.

III. ELIGIBILITY INFORMATION

1. Eligible Applicants

Any public or private nonprofit entity located in a State (which includes one of the 50 United States or the District of Columbia, Commonwealth of Puerto Rico, U.S. Virgin Islands, Commonwealth of the Northern Mariana Islands, American Samoa, Guam, Republic of Palau, Federated States of Micronesia, and the Republic of the Marshall Islands) is eligible to apply for a grant under this announcement. Faith-based organizations and American Indian/Alaska Native/Native American (AI/AN/NA) organizations are eligible to apply for this NFP research grant.

2. Cost Sharing or Matching

There is no cost sharing or matching requirement.

IV. APPLICATION AND SUBMISSION INFORMATION:

1. Address to Request Application Package

Application kits may be obtained electronically by accessing grants.gov at <http://www.Grants.gov> or GrantSolutions at <http://www.grantsolutions.gov>. Application kit requests may also be made through the OPHS Office of Grants Management, 1101 Wootton Parkway, Suite 550, Rockville, MD 20852; telephone 240-453-8822 or fax 240-453-8823. Instructions for use of the GrantSolutions system can be found on the OPA web site at <http://hhs.gov/opa> or requested from the OPHS Office of Grants Management.

2. Content and Form of Application Submission

Letter of Intent (LOI)

Prospective applicants are asked to submit a letter of intent as early as possible but by no later than two weeks prior to the application deadline indicated in the “DATES” section of this announcement. The LOI should include the following information:

- name and location (city and state) of the applicant organization;
- name, address, and telephone number of the Project Director;
- names of other key personnel; and
- title of this funding opportunity.

Although a letter of intent is not required, is not binding, and does not enter into the review of a subsequent application, the information that it contains allows OPA staff to estimate the potential review workload and plan the review.

The letter of intent should be sent to Susan Moskosky, at the address listed under “Section VII, Agency Contacts”.

Applications must be submitted on the Form OPHS–1 and in the manner prescribed in the application kit. Applications should include an abstract of the proposed project. The abstract will be used to provide reviewers with an overview of the application, and will form the basis for the application summary in grants management documents. The application narrative should be limited to 30 double-spaced pages using an easily readable serif typeface such as Times Roman, Courier, or GC Times, 12 point font. The page limit does not include budget; budget justification; required forms, assurances, and certifications as part of the OPHS–1; or appendices. All pages, charts, figures and tables should be numbered.

The application narrative should be numbered separately and clearly show the 30 page limit. If the application narrative exceeds 30 pages, only the first 30 pages of the application narrative will be reviewed. Appendices may provide curriculum vitae, organizational structure, examples of organizational capabilities, progress report for a continuing competitive application, or other supplemental information which supports the application. However, appendices are for supportive information only, and should be limited to only that which is necessary to support the application narrative. All information that is critical to the proposed project should be included in the body of the application. Appendices should be clearly labeled.

For all non-governmental applicants, documentation of nonprofit status must be submitted as part of the application. Any of the following constitutes acceptable proof of such status:

- a. A reference to the applicant organization's listing in the Internal Revenue Service's (IRS) most recent list of tax-exempt organizations described in the IRS tax code;
- b. A copy of a currently valid IRS tax exemption certificate;
- c. A statement from a State taxing body, State Attorney General, or other appropriate State official certifying that the applicant organization has a nonprofit status and that none of the net earnings accrue to any private shareholders or individuals; and
- d. A certified copy of the organization's certificate of incorporation or similar document that clearly establishes nonprofit status.

For local, nonprofit affiliates or State or national organizations, a statement signed by the parent organization indicating that the applicant organization is a local nonprofit affiliate must be provided in addition to any one of the above acceptable proof of nonprofit status.

A Dun and Bradstreet Universal Numbering System (DUNS) number is required for all applications for Federal assistance. Organizations should verify that they have a DUNS number or take the steps needed to obtain one. Instructions for obtaining a DUNS

number are included in the application package, or may be downloaded from the Grants.gov website.

Program Requirements

Applications should clearly address how findings from the proposed study will have general applicability to the improvement of the delivery of family planning services, and a plan should be presented on how information from the research findings will be disseminated. Additionally, the application content for all proposals should include the following:

1. a well-organized statement of the research problem to be addressed;
2. a detailed description of the research project design;
3. the conceptual framework within which the design has been developed;
4. the methodology to be employed and the sources of data;
5. the evidence upon which the analysis will rely;
6. the manner in which the evidence will be analyzed;
7. a description of the staff and their qualifications; and
8. a detailed budget.

1. Proposals to study the determinants of NFP use and predictors of contraceptive success among users of NFP

Applicants wishing to study the determinants of NFP use and/or the predictors of contraceptive success may employ qualitative methods including but not limited to

literature reviews, surveys, focus group discussions, and in-depth interviews that explore areas such as:

1. community patterns of use and counseling for NFP;
2. perceptions about NFP among family planning clients;
3. social, cultural, and/or demographic indicators associated with NFP use;
4. social, cultural, and/or demographic indicators that are associated with successful outcomes among NFP users;
5. individual and institutional barriers to the use of NFP;
6. individual and institutional barriers that may facilitate or hinder compliance to NFP practices among perfect and non-perfect NFP users;
7. indicators of self-efficacy regarding NFP methods among current NFP users;
8. the extent to which fertility awareness information is disseminated or utilized in family planning counseling in Title X clinics; and
9. the rate and indicators of contraceptive success among NFP users.

2. Proposals to identify and/or evaluate strategies to deliver and increase use of NFP

For applicants wishing to evaluate an innovative strategy or program approach to deliver or increase the use of natural family planning methods among Title X family planning clients, the proposed research may include the conduct of assessments that will inform program development. Evaluations of these strategies and program approaches should monitor program processes to determine if the program has been implemented as planned and to measure the program's outcomes. Applicants are expected to include a clear and fully developed evaluation plan that meets the following criteria:

1. The evaluation plan should be directly tied to program objectives. Research hypotheses should be clearly stated and reflect the outcomes the program intends to achieve.
2. The evaluation plan should include a process or implementation evaluation. Evaluations in their first year should focus on determining that the intervention is in place, that it is adequately and appropriately staffed, and that it is reaching its intended population.
3. The evaluation plan should include a process for measuring the number of individuals who choose to use NFP as a result of being exposed to the program.
4. The evaluation plan should include a follow-up assessment and longitudinal tracking of program participants during and after the intervention, to assess patterns of use of NFP, as well as indicators of successful NFP use.
5. The evaluation plan should clearly identify the outcomes being measured as well as the data that will be collected as part of the research including the following:
 - a. Number of program participants who successfully complete the intervention;
 - b. Short- and long-term knowledge levels of NFP and fertility awareness information following the intervention as compared with before the intervention;
 - c. Level of participant satisfaction with NFP compared to other methods of family planning;
 - d. Any changes in relationship quality among couples completing the intervention; and

- e. Number of program participants who use NFP (short and long term) after completing the intervention.

Protection of Human Subjects

All applicants must comply with the HHS Protection of Human Subjects regulations (which require obtaining Institutional Review Board approval), set out at 45 CFR part 46, if applicable. General information about Human Subjects regulations can be obtained through the Office for Human Research Protections (OHRP) at <http://www.hhs.gov/ohrp>, ohrp@hhs.gov, or toll free at (866) 447-4777.

In addition, all applicants are required to adhere to their institutions' policies governing research. Applicants are expected to obtain any necessary Institutional Review Board (IRB) approvals or exemptions upon notification of a grant award.

3. Submission Mechanisms for Applications

The Office of Public Health and Science (OPHS) provides multiple mechanisms for the submission of applications, as described in the following sections. Applicants will receive notification from the OPHS Office of Grants Management confirming the receipt of applications submitted using any of these mechanisms. Applications submitted to the OPHS Office of Grants Management after the deadlines described below will not be accepted for review. Applications which do not conform to the requirements of the grant announcement will not be accepted for review and will be returned to the applicant.

While applications are accepted in hard copy, the use of the electronic application submission capabilities provided by the Grants.gov and GrantSolutions.gov systems is

encouraged. Applications may only be submitted electronically via the electronic submission mechanisms specified below. Any applications submitted via any other means of electronic communication, including facsimile or electronic mail, will not be accepted for review.

In order to apply for new funding opportunities which are open to the public for competition, you may access the Grants.gov website portal. All OPHS funding opportunities and application kits are made available on Grants.gov. If your organization has/had a grantee business relationship with a grant program serviced by the OPHS Office of Grants Management, and you are applying as part of ongoing grantee related activities, please access GrantSolutions.gov.

Electronic grant application submissions must be submitted no later than 11:00 p.m. Eastern Time on the deadline date specified in the DATES section of the announcement using one of the electronic submission mechanisms specified below. All required hardcopy original signatures and mail-in items must be received by the Office of Grants Management, Office of Public Health and Science (OPHS), Department of Health and Human Services (DHHS) c/o Grant Application Center, 1515 Wilson Blvd., Suite 100, Arlington, VA 22209, no later than 5:00 p.m. Eastern Time on the next business day after the deadline date specified in the DATES section of the announcement. Applications will not be considered valid until all electronic application components, hardcopy original signatures, and mail-in items are received by the OPHS Office of Grants Management according to the deadlines specified above.

Paper grant application submissions must be submitted no later than 5:00 p.m. Eastern Time on the deadline date specified in the DATES section of the announcement.

The address to be used for paper application submissions is Office of Grants Management, Office of Public Health and Science (OPHS), Department of Health and Human Services (DHHS) c/o Grant Application Center, 1515 Wilson Blvd., Suite 100, Arlington, VA 22209.

The application deadline date requirement specified in the announcement supersedes the instructions in the OPHS-1. Application submissions that do not adhere to the due date requirements will be considered late and will be deemed ineligible, and may be returned to the applicant unread.

Applicants are encouraged to initiate electronic applications early in the application development process, and to submit early on the due date or before. This will aid in addressing any problems with submissions prior to the application deadline.

Electronic Submissions via the Grants.gov Website Portal

The Grants.gov Website Portal provides organizations with the ability to submit applications for OPHS grant opportunities. Organizations must successfully complete the necessary registration processes in order to submit an application. Information about this system as well as the required registration process is available on the Grants.gov website, <http://www.grants.gov>.

In addition to electronically submitted materials, applicants may be required to submit hard copy signatures for certain Program related forms, or original materials as required by the announcement. It is imperative that the applicant review both the grant announcement, as well as the application guidance provided within the Grants.gov application package, to determine such requirements. Any required hard copy materials,

or documents that require a signature, must be submitted separately via mail to the Office of Grants Management at the address specified above, and if required, must contain the original signature of an individual authorized to act for the applicant agency and the obligations imposed by the terms and conditions of the grant award. When submitting the required forms, do not send the entire application. Complete hard copy applications submitted after the electronic submission will not be considered for review.

Electronic applications submitted via the Grants.gov Website Portal must contain all completed online forms required by the application kit, the Program Narrative, Budget Narrative and any appendices or exhibits. Any files uploaded or attached to the Grants.gov application must be of the following file formats – Microsoft Word, Excel or PowerPoint, Corel WordPerfect, ASCII Text, Adobe PDF, or image formats (JPG, GIF, TIFF, or BMP only). Even though Grants.gov allows applicants to attach any file format as part of their application, OPHS restricts this practice and only accepts the file formats identified above. Any file submitted as part of the Grants.gov application that is not in a file format identified above will not be accepted for processing and will be excluded from the application during the review process.

All required mail-in items must be received by the due date requirements specified above. **Mail-In items may only include publications, resumes, or organizational documentation.** When submitting the required forms, do not send the entire application. Complete hard copy applications submitted after the electronic submission will not be considered for review.

Upon completion of a successful electronic application submission via the Grants.gov Website Portal, the applicant will be provided with a confirmation page from

Grants.gov indicating the date and time (Eastern Time) of the electronic application submission, as well as the Grants.gov Receipt Number. It is critical that the applicant print and retain this confirmation for their records, as well as a copy of the entire application package.

All applications submitted via the Grants.gov Website Portal will be validated by Grants.gov. Any applications deemed “Invalid” by the Grants.gov Website Portal will not be transferred to the GrantSolutions system, and OPHS has no responsibility for any application that is not validated and transferred to OPHS from the Grants.gov Website Portal. Grants.gov will notify the applicant regarding the application validation status. Once the application is successfully validated by the Grants.gov Website Portal, applicants should immediately mail all required hard copy materials to the OPHS Office of Grants Management, c/o Grant Application Center, 1515 Wilson Blvd., Suite 100, Arlington, VA 22209, to be received by the deadlines specified above. It is critical that the applicant clearly identify the Organization name and Grants.gov Application Receipt Number on all hard copy materials.

Once the application is validated by Grants.gov, it will be electronically transferred to the GrantSolutions system for processing. Upon receipt of both the electronic application from the Grants.gov Website Portal, and the required hardcopy mail-in items, applicants will receive notification via mail from the OPHS Office of Grants Management confirming the receipt of the application submitted using the Grants.gov Website Portal.

Applicants should contact Grants.gov regarding any questions or concerns regarding the electronic application process conducted through the Grants.gov Website Portal.

Electronic Submissions via the GrantSolutions System

OPHS is a managing partner of the GrantSolutions.gov system. GrantSolutions is a full life-cycle grants management system managed by the Administration for Children and Families, Department of Health and Human Services (HHS), and is designated by the Office of Management and Budget (OMB) as one of the three Government-wide grants management systems under the Grants Management Line of Business initiative (GMLoB). OPHS uses GrantSolutions for the electronic processing of all grant applications, as well as the electronic management of its entire Grant portfolio.

When submitting applications via the GrantSolutions system, applicants are still required to submit a hard copy of the application face page (Standard Form 424) with the original signature of an individual authorized to act for the applicant agency and assume the obligations imposed by the terms and conditions of the grant award. If required, applicants will also need to submit a hard copy of the Standard Form LLL and/or certain Program related forms (e.g., Program Certifications) with the original signature of an individual authorized to act for the applicant agency. When submitting the required hardcopy forms, do not send the entire application. Complete hard copy applications submitted after the electronic submission will not be considered for review. Hard copy materials should be submitted to the OPHS Office of Grants Management at the address specified above.

Electronic applications submitted via the GrantSolutions system must contain all completed online forms required by the application kit, the Program Narrative, Budget Narrative and any appendices or exhibits. The applicant may identify specific mail-in items to be sent to the Office of Grants Management (see mailing address above) separate from the electronic submission; however these mail-in items must be entered on the GrantSolutions Application Checklist at the time of electronic submission, and must be received by the due date requirements specified above. **Mail-In items may only include publications, resumes, or organizational documentation.**

Upon completion of a successful electronic application submission, the GrantSolutions system will provide the applicant with a confirmation page indicating the date and time (Eastern Time) of the electronic application submission. This confirmation page will also provide a listing of all items that constitute the final application submission including all electronic application components, required hardcopy original signatures, and mail-in items.

As items are received by the OPHS Office of Grants Management, the electronic application status will be updated to reflect the receipt of mail-in items. It is recommended that the applicant monitor the status of their application in the GrantSolutions system to ensure that all signatures and mail-in items are received.

Mailed or Hand-Delivered Hard Copy Applications

Applicants who submit applications in hard copy (via mail or hand-delivered) are required to submit an original and two copies of the application. The original application must be signed by an individual authorized to act for the applicant agency or organization

and to assume for the organization the obligations imposed by the terms and conditions of the grant award.

Mailed or hand-delivered applications will be considered as meeting the deadline if they are received by the Office of Grants Management, Office of Public Health and Science (OPHS), Department of Health and Human Services (DHHS) c/o Grant Application Center, 1515 Wilson Blvd., Suite 100, Arlington, VA 22209, on or before 5:00 p.m. Eastern Time on the deadline date specified in the DATES section of the announcement.

4. Intergovernmental Review

Review under Executive Order 12372

Applications under this announcement are exempt from the review requirements of Executive Order 12372, “Intergovernmental Review of Federal Programs”, as implemented by 45 CFR part 100.

V. APPLICATION REVIEW INFORMATION

1. Technical Review Criteria

Eligible applications will be evaluated using the following criteria:

1. **Significance**: If the aims of the project are achieved, how much will applied research knowledge be advanced? Does the project employ novel or creative concepts, approaches or methods that are insightful and likely to move forward the applied research area addressed in the application? (20 points)

2. Scientific Merit: Are the conceptual framework, design, methods and analyses adequately developed, well-integrated and appropriate to the aims of the project? (20 points)
3. Feasibility and Likelihood of Producing Meaningful Results: Are the plans for organizing and carrying out the project, including the responsibilities of key staff, the time line, and the proposed project period, adequately specified and appropriate? Does the application acknowledge potential problem areas and consider alternative tactics? For intervention evaluation studies, is adequate funding for the intervention already in place or assured for the intervention period to be evaluated, making the proposed evaluation feasible? (20 points)
4. Competency of Staff:. Are the principal investigator, and other key research staff, appropriately trained and well suited to carry out this project? (20 points)
5. Adequacy of Facilities and Resources: Are the facilities and resources of the applicant institution and other study sites adequate? (10 points)
6. Adequacy of Budget: Is the budget reasonable and adequate in relation to the proposed project? (10 points)

2. Review and Selection Process

Applications will be reviewed by an objective review committee made up of independent reviewers who will apply the above criteria in order to derive priority scores. Final grant award decisions will be made by the Deputy Assistant Secretary for Population Affairs (DASPA) taking into account priority score, program relevance, and the availability of funds.

VI. AWARD ADMINISTRATION INFORMATION:

1. Award Notices

The OPA does not release information about individual applications during the review process. When a final funding decision has been made, each applicant will be notified by letter of the outcome. The official document notifying an applicant that a project application has been approved for funding is the Notice of Grant Award, signed by the Director of the OPHS Office of Grants Management. This document specifies the amount of money awarded, the purpose of the grant, the length of the project period, and the terms and conditions of the award. In addition, the NGA identifies the Grants Specialist and the Project Officer assigned to the grant.

This grant will be awarded for a project period of up to three years. The grant will be funded in annual increments (budget periods). Funding for all budget periods beyond the first year of the grant is contingent upon the availability of funds, satisfactory progress of the project, and adequate stewardship of Federal funds.

2. Administrative and National Policy Requirements

In accepting this award, the recipient stipulates that the award and any activities thereunder are subject to all provisions of 45 CFR parts 74 and 92, currently in effect or implemented during the period of the grant. The successful applicant will be responsible for the overall management of activities within the scope of the approved project plan and will be required to work closely with the Project Officer.

When issuing statements, press releases, requests for proposals, bid solicitations, and other documents describing projects of programs funded in whole or in part with Federal money, all grantees shall clearly state the percentage and dollar amount of the total costs of the program or project which will be financed with Federal money, and the percentage and dollar amount of the total costs of the project or program that will be financed with nongovernmental sources.

Federal grant support must be acknowledged in any publication developed or training provided using Title X funds. All materials or publications developed or purchased with Title X funds must be consistent with the requirements of the Title X program. The grantee will be expected to make available to the OPA/OFP all materials developed with Title X funds.

3. Reporting Requirements

Each year of the project period, the grantee is required to submit a non-competing application which includes an annual progress report, project work plan, budget, and budget justification for the upcoming year. The progress report must contain, at a minimum, progress on all program objectives, as well as a report on evaluation of the project.

At the completion of the entire project, the grantee must submit a brief summary in 2,500 to 4,000 words, written in non-scientific (laymen's) terms. The narrative should highlight the findings of the entire project, and the implications for improving family planning service delivery. A plan for disseminating research findings should accompany the narrative. This plan should indicate how products of the research will be made

accessible to the Office of Population Affairs, as well as to Title X family planning administrators and practitioners, researchers, and State and local policy-makers. The summary, plan, and Financial Status Report must be mailed to the Grants Management Specialist identified on the Notice of Grant Award within 90 days of the project's completion.

Grantees are required to submit an annual Financial Status Report (FSR) within 90 days after the end of each budget period. Grantees who receive \$500,000 or more of Federal funds annually must undergo an independent audit in accordance with OMB Circular A-133.

VII. AGENCY CONTACT(S):

For information on specific program requirements, contact Susan Moskosky, Office of Population Affairs, 1101 Wootton Parkway, Suite 700 Rockville, MD 20852, (240) 453-2888, or via e-mail at Susan.moskosky@hhs.gov. For assistance on administrative and budgetary requirements, contact the OPHS Grants Management Office, 1101 Wootton Parkway, Suite 550, Rockville, MD, (240) 453-8822.

Dated: 17 June 2008.

Susan Orr, Ph.D.

Deputy Assistant Secretary for Population Affairs.