National Indian Health Board

Notice of Opportunity – Infectious Disease Peer Learning Community

Anticipated Award Amount: $15,000

Application Deadline: February 25, 2022

PURPOSE OF INFECTIOUS DISEASE PLANNING & RESPONSE The National Indian Health Board (NIHB) is working with the Centers for Disease Control and Prevention (CDC) to support emergency-based infrastructure for Indian Country. American Indian and Alaska Native populations have increased vulnerability to emerging and re-emerging infectious diseases due to a lack of resources, public health emergency planning and response infrastructure intended to control outbreaks, the complexity around jurisdictions, and lack of understanding among partners working with Tribes. This grant aims to assist Tribes with professional development and capacity building of the existing public health workforce. In addition to increasing capacity, Tribes may use funds to implement training activities that improve overall community health and healthcare professionals' ability to prevent and control outbreaks. A vital activity to aid in building capacity is creating peer learning community networks.

Objectives of the Infectious Disease Learning Community:

- Create and facilitate peer learning community networks for identified health professions to provide ongoing discussions and skills building.
- Support the prevention and control of current and future infectious disease outbreaks.
- Contribute to building Tribal public health capacity to improve the prevention and control of the present COVID-19 outbreak and future infectious disease outbreaks.

Eligibility for Infectious Disease Peer Learning Community Partnership

- Must be an official Tribal entity defined as a federally recognized Tribal Government, Tribal organization, inter-Tribal consortium, or Tribal health care facilities/health systems as defined in the Indian Self-Determination and Education Assistance Act, as amended. Successful applicants will be required to sign a memorandum of agreement (MOA) which will detail the scope of the project's deliverables being supported.

Infectious Disease Peer Learning Community Responsibilities

- Commit to hosting five webinars, meetings, discussions, or training to engage frontline personnel to discuss topics relevant to preventing and controlling emerging and re-emerging infectious diseases
- Develop a listserv to facilitate communication among community members. Members can use the listserv to share infectious disease-related information and questions. Updates on Learning Community activities are distributed through the listserv
- Disseminate and support NIHB by posting all relevant guidance documents online, and market their availability
- Create two job aids to support Tribal health and public health professionals in reaching populations who may need COVID-19 or other emerging and re-emerging infectious disease prevention messaging in their native language. Examples of job aids include factsheets, postcards, infographics, videos, paper handouts, one-pagers, or instructional lists

- Provide a mid-year and final report to NIHB on each webinar or training to include statistics on attendance, general notes and recommendations, technical assistance, special requests, or other direct asks of the organization

NIHB Responsibilities

- Provide technical assistance, national networks, and training to peer learning community partners
- Will provide $15,000 to assist with setting up a peer learning community
- Schedule a virtual site visit to meet project staff and review the project work plan and progress
- Technical assistance and resources for tribes and tribal partners in identified areas of need
- Conference calls, as appropriate, to support peer-learning between tribal partners.

Application Process

- Complete the enclosed application package. The following will comprise a completed application package:
    - Section A: Tribe and Contact Information
    - Section B: Application Narrative and Scope of Work
    - Section C: Budget Proposal
    - Section D: supporting Documentation (letter of support and financial audit)
    - Table 1: Proposed work plan
- Submit all sections of the application and supporting documents to Audrianna Marzette, amarzette@nihb.org, by 11:59 PM EST, Friday, February 25, 2022. The subject line of the email should read: "IDLC Application." NIHB shall confirm receipt of all applications.
- NIHB will notify applicants by *insert date*
- NIHB will generate a Subrecipient Agreement for accepted applicants. The Subrecipient Agreement will be signed by both parties.

Tribal Infectious Disease Learning Community Application

Deadline: Friday, February 25, 2022

Instructions: Fill out this application in its entirety by typing directly onto this document. Submit all sections of the application package (as a single Microsoft Word document) to Audrianna Marzette at amarzette@nihb.org. The subject line of the email should read: "IDLC Application."

SECTION A (required): CONTACT INFORMATION	
Today's Date: Click here to enter a date.	
Contact Information Contact information for the individual to be contacted for notification of application status:	Name: Click here to enter text.
	Title: Click here to enter text.
	Email Address: Click here to enter text.
	Phone Number: Click here to enter text.
	Mailing Street Address: Click here to enter text.
	City, State, Zip Code: Click here to enter text.
Tribal Affiliation (if applicable):	Click here to enter text.
IHS Service Area you where you primarily work:	IHS Area: Click here to enter text.
Organization:	Name: Click here to enter text.
	Mailing Street Address: Click here to enter text.
	City, State, Zip Code: Click here to enter text.
	Job Title/Occupation: Click here to enter text.

SECTION B (required): PROJECT SUMMARY (2-page limit)
Describe how you intend to establish an infectious disease learning community. Include a short description of proposed activities that you will engage in to accomplish the project's goals and how the proposed activities may contribute to increasing knowledge and improving the prevention and control of current and future outbreaks. Click here to enter text.

SECTION C (required): BUDGET NARRATIVE

Please use the template provided and justify your proposed expenses. Expand as needed

The requested award amount should be appropriate to the level of effort required to engage in the proposed scope of work and produce the deliverables outlined in the workplan.

Awards may not be used to: provide direct support to external individuals (e.g., delivery of patient care), construction projects, purchase large equipment, pay for food or beverages, support ongoing general operating expenses or existing deficit, endowment or capital costs, or support lobbying of any kind. Due to the size of the award, funds are not eligible to support indirect costs.

Awards can be used to: disseminate educational materials, implement training(s), or complete other activities in the workplan. The focus of this project is Tribal frontline healthcare workers; therefore, any training materials created should be for healthcare workers and/or a healthcare setting.

Expense Category	Item Description	Justification	Estimated Cost
Salaries			
Fringe Benefits			
Speaker Fee			
Travel			
Platform License (e.g., Zoom, ECHO, etc.)			
Supplies			
Classroom and Education Materials			
Consultant Costs			
Printing			
Postage			
Marketing			
Other Expenses (specify)			
		Total Direct Cost:	

	Total Cost:	**Not to Exceed $15,000.00**

SECTION D (required): SUPPORTING DOCUMENTATION
Please include: ☐ A Letter of Support from Tribe/Tribal organization representing (include as a separate document or PDF). The signed letter of support must be from the Tribal health department's director, health facility director or CEO, the chair of the Tribal health committee, Tribal Chairperson, or other Tribal officials that oversees all or a portion of the health activities. The letter should include the governing body's awareness of and/or commitment to the project activities and support for completion of deliverables. Successful applicants will be required to sign a memorandum of agreement (MOA) which will detail the scope of the project's deliverables being supported. ☐ A copy of your organizations most recent financial audit, including the schedule of findings

TABLE 1. PROPOSED SCOPE OF WORK

Objective 1:			
Expected Outcome 1:			
Activities	**Deadlines**	**Deliverables**	**Person (s) Responsible**
Activity 1.1:			
Activity 1.2:			
Objective 2:			
Expected Outcome 2:			
Activities	**Deadlines**	**Deliverables**	**Person (s) Responsible**
Activity 2.1:			
Activity 2.2:			
Objective 3: By September 30, 2022, enroll 25 participates in infectious disease preparedness and response training webinars and workshops			
Expected Outcome 3: Deliver culturally responsive infectious disease preparedness and response training			
Activities	**Deadlines**	**Deliverables**	**Person (s) Responsible**
Activity 3.1: Organize and host infection disease preparedness and response webinars and workshops in accessible community locations	**Monthly**	Up to 5 webinars, trainings, or workshops	

Activity 3.2: Evaluate all meetings, trainings and technical assistance activities for satisfaction, effectiveness, and impact.	**September 15, 2022**	Completed evaluations	
Activity 3.3: Establish a listserv to provide sign-ups for webinars	**March 25, 2022**	Listserv established	
Activity 3.4: Create job aids for community health representatives (CHRs) and other public health professionals to identify at-risk persons and immediately refer them to appropriate infectious disease prevention services	**August 19, 2022**	2 job aids distributed to CHRs, school nurses, or Native patient navigators	
Activity 3.5: Share CDC guidance and NIHB resources to aid COVID-19 response activities	**Monthly**	Shared documents; online posting and/or posted at local organizations	

Objective 4: By September 30, 2022, participate in activities to ensure effective and successful project implementation			
Expected Outcome 4: Successful project implementation and reporting through collaboration with the National Indian Health Board.			
Activities	**Deadlines**	**Deliverables**	**Person (s) Responsible**
Activity 4.1: Attend monthly check-in calls with NIHB to discuss progress, barriers, or any technical assistance that may be needed	**Monthly**	Must attend at least 5 calls	
Activity 4.2: Submit a mid-project progress report to NIHB to share project successes and lessons learned. NIHB will provide Progress report template	**June 1, 2022**	1 mid-project report	
Activity 4.3: Submit a final report and all final deliverables to NIHB at the end of the project period	**September 30, 2022**	1 project-end report	