



Notice of Funding Opportunity (NOFO)

Federal Agency

United States Department of Transportation (U.S. DOT)
National Highway Traffic Safety Administration (NHTSA)

Funding Opportunity Title

Prehospital Airway Management Evidence Based Guideline

Announcement Type

Initial Announcement

NHTSA NOFO Number

693JJ921R000033

Assistance Listing Program Number (formerly CFDA)

20.614 - National Highway Traffic Safety Administration (NHTSA) Discretionary Safety Grants

Key Dates

NOFO Posted Date:	August 10, 2021
NOFO Questions Due Date:	September 1, 2021
Application Due Date:	October 13, 2021

TABLE OF CONTENTS

SECTION	TITLE
N/A	PROGRAM SUMMARY INFORMATION
	A. Federal Agency Name
	B. Funding Opportunity Title
	C. Announcement Type
	D. Funding Opportunity Number
	E. Assistance Listing Program Number (formerly CFDA)
	F. Key Dates
N/A	MISSION
A	PROGRAM DESCRIPTION
A.1	Purpose and Objective
A.2	Program Authority
A.3	Assistance Listing Number
A.4	Background
B	FEDERAL AWARD INFORMATION
B.1	Awarding Agency
B.2	Funding and Type of Award
B.3	Type of Applications
B.4	Period of Performance
B.5	Acronyms
B.6	Statement of Responsibilities
B.7	Deliverables (D) and Milestones (M)
B.8	Place of Delivery
C	ELIGIBILITY INFORMATION
C.1	Eligible Application
C.2	Cost Sharing or Matching
D	APPLICATION AND SUBMISSION INFORMATION
D.1	Address to Request Application Package
D.2	Content and Form of Application Submission
D.3	Unique Entity Identifier and System for Award Management (SAM)
D.4	Submission Dates and Times
D.5	Funding Restrictions
D.6	Other Submission Requirements
E	APPLICATION REVIEW INFORMATION
E.1	Criteria
E.2	Review and Selection Process
E.3	System for Award Management Review
E.4	Anticipated Announcement and Federal Award Dates
F	FEDERAL AWARD ADMINISTRATION INFORMATION
F.1	Federal Award Notices
F.2	Administrative and National Policy Requirements
F.3	Reporting
G	FEDERAL AWARDED AGENCY CONTACTS

NHTSA Notice of Funding Opportunity (NOFO) No. 693JJ921R000033
Title: Prehospital Airway Management Evidence Based Guideline

SECTION	TITLE
H	OTHER INFORMATION
H.1	Disclosure of Information
H.2	Limited Use of Data
H.3	Payment for Unauthorized Work
H.4	Place of Performance
H.5	Seat Belt Use Policies and Programs
H.6	Protection of Human Subjects
H.7	Encouraging Policies to Ban Text Messages while Driving
H.8	NHTSA Review of Announcements or Publications
H.9	Conflict of Interest

PROGRAM SUMMARY INFORMATION

A. FEDERAL AGENCY NAME

U.S. Department of Transportation (DOT)
National Highway Traffic Safety Administration (NHTSA)

B. FUNDING OPPORTUNITY TITLE

Prehospital Airway Management Evidence Based Guideline

C. ANNOUNCEMENT TYPE

Initial Announcement

D. FUNDING OPPORTUNITY NUMBER

693JJ921R000033

E. ASSISTANCE LISTING PROGRAM NUMBER (formerly CFDA)

20.614 - National Highway Traffic Safety Administration (NHTSA) Discretionary Safety Grants

F. KEY DATES

NOFO Posted Date:	August 10, 2021
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MISSION

The mission of the United States (U.S.) Department of Transportation (DOT) is to ensure America has the safest, most efficient and modern transportation system in the world, which boosts our economic productivity and global competitiveness and enhances the quality of life in communities both rural and urban.. The Mission of the National Highway Traffic Safety Administration (NHTSA), an operating mode of DOT, is to save lives, prevent injuries and reduce economic costs due to road traffic crashes, through education, research, safety standards and enforcement activity. To accomplish this, NHTSA awards grants and cooperative agreements to state and local governments, not-for-profit organizations, and other entities in support of motor vehicles and road traffic safety initiatives.

NHTSA is committed to addressing equity in traffic safety and emergency medical services, with respect to development and implementation of programs and objectives described in this NOFO consistent with Executive Order 13985: Advancing Racial Equity and Support for Underserved Communities Through the Federal Government.

SECTION A - PROGRAM DESCRIPTION

A.1 PURPOSE AND OBJECTIVE

The purpose of this Assistance Agreement (AA or Agreement) is to provide assistance to the Recipient, via a discretionary Cooperative Agreement, to support its membership by developing and disseminating 1) an Evidence Based Guideline (EBG) for prehospital airway management by Emergency Medical Services (EMS), 2) a model treatment protocol based on the EBG, 3) educational materials for use in training EMS clinicians in implementation of the EBG, and 4) performance measures to support implementation of the EBG.

The objective is to assemble a multidisciplinary Technical Expert Panel (TEP) that would include experts in emergency medicine, EMS, pediatrics, prehospital airway management, and guideline development methodology, as well as a patient advocate, for the purpose of developing an EBG and model treatment protocol for prehospital airway management by EMS. The Recipient will develop educational materials for prehospital EMS clinicians and disseminate the EBG, model treatment protocol, educational materials, and performance measures to its membership.

A.2 PROGRAM AUTHORITY

NHTSA may enter into an assistance agreement with a State or local agency, authority, association, institution, or person to carry out activities authorized by the Highway Safety Act of 1966, P.L. 89-564, as amended (see 23 U.S.C. § 403(b)(2)(C)).

A.3 ASSISTANCE LISTING NUMBER

20.614 National Highway Traffic Safety Administration (NHTSA) Discretionary Safety Grants and Cooperative Agreements

A.4 BACKGROUND

NHTSA supports highway safety activities, including EMS and transportation of the injured. NHTSA's Office of Emergency Medical Services (OEMS) advances projects and research; fosters collaboration among federal agencies involved in EMS planning; measures the health of the nation's EMS systems; and delivers the data EMS leaders need to help advance their systems. A comprehensive EMS system is essential to highway traffic safety and to the health of the Nation; it provides the last opportunity to reduce fatalities and minimize injuries from motor vehicle crashes and other medical emergencies. Every day, EMS clinicians make decisions about the care and transport of patients injured in motor vehicle crashes and experiencing other medical emergencies. Evidence-based guidelines (EBGs), developed through a rigorous review and evaluation of available scientific literature, provide EMS clinicians with a data-driven tool to help them provide uniform and high-quality emergency medical care to improve health outcomes.

According to a National Academy of Medicine report on trauma care, one in five trauma deaths are preventable with improved medical care. By supporting development of prehospital EBGs NHTSA seeks to improve outcomes for patients traumatically injured in motor vehicle crashes. NHTSA has previously funded the development of prehospital EBGs including EBGs for pain management, external hemorrhage control, and field trauma triage.

In April 2018, NHTSA, on behalf of the Federal Interagency Committee on Emergency Medical Services, published a request for information (RFI) in the Federal Register seeking comments on improving prehospital trauma care. This RFI requested responses to twenty-four specific questions, one of which asked what EMS EBGs could be developed to improve patient outcomes, of which airway management was one.

When EMS clinicians use airway management techniques with patients, they operate under the direct and indirect oversight of an EMS physician medical director. Medical directors use EBGs to help ensure patients receive the highest prehospital quality care. In the absence of strong research evidence to show the benefits of specific EMS techniques and to assist their membership in providing optimal patient care, national organizations that represent medical directors have developed numerous EBG's to serve as a reference for medical directors in developing EMS protocols. EBG's also help inform future revisions of NHTSA's National EMS Scope of Practice Model and National EMS Education Standards.

This project will support an EBG that produces uniform and standardized approaches to airway management in the prehospital setting. This project represents the last in a series of ongoing steps of a larger effort to systematically examine the most recent evidence about prehospital airway management. This project was preceded by a topic refinement and a systematic review where investigators summarized and analyzed the available scientific literature regarding airway management with input from the EMS community. The Agency for Healthcare Research and Quality has recently worked on a systematic review that should serve as part of the basis of this guideline development; more details can be found here:
<https://effectivehealthcare.ahrq.gov/products/prehospital-airway-management>

Through this project, the Recipient will develop an EBG, model EMS treatment protocol, educational materials, and performance measures for prehospital airway management by EMS.

SECTION B - FEDERAL AWARD INFORMATION

B.1 AWARDING AGENCY:

Department of Transportation (DOT)
National Highway Traffic Safety Administration (NHTSA)

B.2 FUNDING AND TYPE OF AWARD

A total of **\$300,000.00** is available to fund up to one (1) discretionary Cooperative Agreement. NHTSA will only accept one (1) application from each eligible applicant (see Section C.1). Submission of an application is **not** a guarantee of award.

B.3 TYPE OF APPLICATION

NHTSA will accept only new applications under this Notice of Funding Opportunity.

B.4 PERIOD OF PERFORMANCE

All work required hereunder including preparation, submission, review, and acceptance of the final reports shall be completed within twenty-three (23) months of the effective date of the Cooperative Agreement. NHTSA currently anticipates the start date for new Federal awards to be **TBD**.

B.5 ACRONYMS

The acronyms listed below are used during the performance of this project. If the Recipient is currently using or has used any of the acronyms listed below differently, the Recipient will use the acronym listed below as defined under the Assistance Agreement only.

AA	Assistance Agreement
ACOR (AA)	Alternate Contracting Officer Representative Assistant Agreement
BVM	Bag Valve Mask
CA	Cooperative Agreement
CO	Contracting Officer
CS	Contract Specialist
COR (AA)	Contracting Officer's Representative Assistant Agreement
DOT	Department of Transportation
EBG	Evidence Based Guideline
EMS	Emergency Medical Services
IOM	Institute of Medicine
NHTSA	National Highway Traffic Safety Administration
OEMS	Office of Emergency Medical Services

PM	Project Manager
RCAM	Recipient's Cooperative Agreement Manager
RFI	Request for Information
TEP	Technical Expert Panel

As used in this NOFO:

“COR (AA)” means “Contracting Officer’s Representative (Assistance Agreements.)” This individual is assigned by the Contracting Officer and designated in writing to serve as the government’s liaison with the recipient for technical and administrative matters regarding the Cooperative Agreement.

“Contracting Officer” refers to that federal government employee who possesses a warrant authorizing him/her to obligate the government financially. The Contracting Officer is the only individual who is authorized, on behalf of the federal government, to execute the Cooperative Agreement.

“RCAM” means the “Recipient’s Cooperative Agreement Manager.” This individual is identified as the Recipient’s liaison with the federal government for technical and administrative matters concerning the Cooperative Agreement.

B.6 STATEMENT OF RESPONSIBILITIES

A. Under the Cooperative Agreement, NHTSA will:

1. Designate a professionally qualified staff member, designated as the Contracting Officer's Representative (COR) (AA), to provide coordination between the Recipient and NHTSA;
2. Provide all essential background information and technical assistance from government sources, available resources as determined appropriate by the COR (AA);
3. Provide coordination with other government and private organizations, as applicable;
4. Maintain on-going contact with the Recipient regarding conduct of the Cooperative Agreement;
5. Stimulate the exchange of ideas and information among recipients of related projects through periodic meetings; and
6. Review and provide feedback on materials and planned activities produced under the Cooperative Agreement.

B. Under the Cooperative Agreement, the Recipient will agree to meet the following:

1. Carry out the project as described in the Recipient's technical proposal and detailed final work plan, as coordinated with the COR (AA);
2. Advise the COR (AA) of any problems or issues involved in the implementation or progress of the Cooperative Agreement;
3. Adhere to the procedures or objectives specified in the Cooperative Agreement unless logical and feasible deviations are submitted to the COR (AA) and approved in writing by the Contracting Officer (CO); and
4. For the period of performance set forth in *B.4, "Period of Performance,"* furnish personnel, equipment, and facilities and otherwise perform all things necessary to complete the work required to accomplish the Cooperative Agreement's objective as specified.

C. Conditions for the Cooperative Agreement

Under the Cooperative Agreement, the Recipient agrees to meet the following conditions:

Condition 1: Kick-off Meeting

Within **one (1) month** of Cooperative Agreement award, the Recipient agrees to meet with NHTSA's Contracting Officer (CO), COR (AA), and other interested NHTSA personnel either in Washington, D.C. at NHTSA Headquarters or via teleconference to discuss: 1) the administration of the Assistance Agreement; 2) the Assistance Agreement objectives, planned course of action, schedule, milestones and deliverables; and 3) to begin finalizing the work plan for the project and the liaison selection criteria. This meeting will serve as a forum to resolve any variances between NHTSA and the Recipient's approach.

Condition 2: Work Plan

Within **two (2) months** of Cooperative Agreement award, the Recipient agrees to submit the Work plan which may be based off the work plan provided in the Recipient's proposal and that reflects discussion and agreements reached during the initial meeting with the COR (AA) and other NHTSA personnel at the Kick off meeting. The plan shall serve to guide the Recipient's project implementation.

Within **two (2) weeks** of receipt, the COR (AA) will review the Work Plan and provide questions and/or comments to the Recipient for consideration.

Condition 3: Technical Expert Panel

Within **three (3) months** of Cooperative Agreement award, the Recipient agrees to establish a multidisciplinary Technical Expert Panel (TEP) that includes experts in emergency medicine, pediatrics, airway management, trauma care, and guideline development methodology, as well as a patient advocate, to develop an EMS EBG for airway management in the prehospital setting.

Within three (3) months of award, the Recipient agrees to share the names of the panel members with NHTSA.

The Recipient agrees to convene the first meeting of the TEP within **four (4) months** of award.

Condition 4: Interim Briefings

On a quarterly basis, the Recipient agrees to participate in six (6) interim briefings with NHTSA, via conference call, during the period of performance to be scheduled at a time that is convenient to the COR (AA) and the Recipient. The Recipient should be prepared to discuss the progress toward the project goals.

Condition 5: Manuscript for Publication

Within **eleven (11) months** of Cooperative Agreement award, the Recipient agree to submit a draft manuscript to NHTSA. Within two (2) weeks of receipt, the COR (AA) will review the draft manuscript and provide questions and/or comments to the Grantee for consideration.

Within **twelve (12) months** of Cooperative Agreement award, the Recipient agrees to submit an EMS EBG for airway management manuscript to a peer-reviewed scientific journal for publication. The Recipient agrees to include: a background/introduction section describing the need for the EBG, a methods section describing guidelines used to develop the EBG, results, a discussion section describing the implications of the results, and recommendations relating to the need for prehospital airway management by EMS personnel. It may also include recommendations for decision-making and implementation in the prehospital setting as well as future research priorities.

Condition 6: EMS Protocol

Within **twelve (12) months** of Cooperative Agreement award, the Recipient agree to submit a draft EMS protocol to NHTSA. Within two (2) weeks of receipt, the COR (AA) will review the draft EMS protocol and provide questions and/or comments to the Grantee for consideration.

Within **thirteen (13) months** of Cooperative Agreement award, the Recipient agrees to develop and publish a model EMS Protocol for prehospital airway management with supporting references from the scientific literature.

Condition 7: Educational Materials

Within **seventeen (17) months** of Cooperative Agreement award, the Recipient agree to submit draft educational materials to NHTSA. Within two (2) weeks of receipt, the COR (AA) will review the draft educational materials and provide questions and/or comments to the Grantee for consideration.

Within **18 (18) months** of Cooperative Agreement award, the Recipient agrees to develop and publish educational materials for use by State and local EMS agencies. These educational materials are intended to help State and local EMS agencies instruct EMS clinicians in the use of the draft model EMS protocol for the prehospital airway management.

Condition 8: Performance Measures

Within **twenty (20) months** of Cooperative Agreement award, the Recipient agrees to submit draft EMS performance measures to NHTSA. Within two (2) weeks of receipt, the COR (AA) will review the draft EMS performance measures and provide questions and/or comments to the Grantee for consideration.

Within **twenty-one (21) months** of Cooperative Agreement award, the Recipient agrees to publish NEMSIS-compliant EMS performance measures for prehospital airway management. The EMS performance measures will be developed using an established national process for EMS performance measurement that will include recommended pseudo-coding and field testing for implementation by local EMS agencies.

Condition 9: Participate in Final Project Briefing

Within **twenty-one (21) months** of Cooperative Agreement award, the Recipient agrees to provide a Final Project Briefing on the results of the project to the COR (AA) and other interested NHTSA personnel at NHTSA Headquarters in Washington, DC or via teleconference. The presentation will be an overview of the project, with summary information from the final report.

B.7 DELIVERABLES (D) AND MILESTONES (M)

The deliverables and milestones shall be established and defined within the Cooperative Agreement issued under the authority listed within Section A.2 of this NOFO.

The deliverable schedule and descriptions are provided below. With final deliverables, the Recipient will provide a table detailing how each Government comment was addressed. Deliverables must be in electronic format and printable, with the exception of those required in hard copy.

ITEM NO.	COND NO.	MILESTONE (M) / DELIVERABLE (D)	DUE DATE
1	1	Kick-off Meeting (M)	One (1) month of award
2	2	Submit Work plan (D)	Two (2) months of award
3	2	COR (AA) reviews Work plan (M)	Two (2) weeks of receipt

NHTSA Notice of Funding Opportunity (NOFO) No. 693JJ921R000033
 Title: Prehospital Airway Management Evidence Based Guideline

ITEM NO.	COND NO.	MILESTONE (M) / DELIVERABLE (D)	DUE DATE
4	3	Submit TEP list (D)	Three (3) months of award
5	3	Initial TEP meeting (M)	Four (4) months of award
6	4	Interim briefings (M)	Quarterly
7	5	Draft manuscript for NHTSA comment (D)	Eleven (11) months of award
8	5	Submit manuscript for publication (D)	Twelve (12) months of award
9	6	Draft EMS Protocol for NHTSA comment (D)	Twelve (12) months of award
10	6	Publish EMS Protocol (D)	Thirteen (13) months of award
11	7	Draft Educational Materials for NHTSA Comment (D)	Eighteen (18) months of award
12	7	Publish Educational Materials (D)	Eighteen (18) months of award
13	8	Draft Performance Measures for NHTSA comment (D)	Twenty (20) months of award
14	8	Publish Performance Measures (D)	Twenty-One (21) months of award
11	9	Final Briefing (M)	Twenty-One (21) months of award
12	F.3.1	Submit Quarterly Reports (D)	Every three (3) months
13	F.3.2	Submit Final Report (D)	Twenty-three (23) months of award
14	F.3.3	Submit Financial Reports (SF-425) (D)	Annually by October 1

B.8 PLACE OF DELIVERY

All items shall be delivered electronically to the following addresses specified below:

Item No.	Address
2, 4, 7, 9, 10, 12, 13, & 14	Department of Transportation National Highway Traffic Safety Administration Office of Emergency Medical Services 1200 New Jersey Avenue, SE, NPD-400 Washington, DC 20590 Room: TBD Attn: TBD Email Address: TBD Telephone: TBD
12 & 14	Department of Transportation National Highway Traffic Safety Administration Office of Acquisition Management NFO-300, W53-411 1200 New Jersey Avenue, SE Washington, DC 20590 Attn: Journey Gordon Email: Journey.Gordon@dot.gov Telephone: 202-366-1344

SECTION C - ELIGIBILITY INFORMATION

C.1 ELIGIBLE APPLICANTS

This NOFO is limited to organizations that demonstrate that they have the infrastructure in place, as well as the necessary staff and support to carry out the responsibilities of administering, coordinating, and implementing the conditions of this NOFO. Only organizations capable of fulfilling the criteria listed within this NOFO will be considered for an award. Applicant must have the existence of an organizational infrastructure that will allow staff time necessary to handle the day-to-day logistical needs for this project.

To be eligible to participate in the Cooperative Agreement, Recipients will meet the following requirements:

- Be a medical specialty organization with experience in coordinating outreach to EMS physicians and practitioners throughout the nation;
- Have an expert staff that understands the role of EMS medical directors and has first-hand knowledge of the challenges faced in developing, disseminating, and implementing evidence based guidelines (EBGs);
- Have experience convening a multidisciplinary panel of experts in EMS, medicine, and methodology to develop EBGs;
- Demonstrated experience in working collaboratively with multiple EMS organizations that represent different facets of EMS systems; and
- Have expertise, or the ability to collaborate with organizations having experience, using GRADE (Grading of Recommendations Assessment, Development and Evaluation) methodology described in the National Prehospital EBG Model Process (https://www.ems.gov/pdf/research/Research-Initiatives/EBG_for_Prehospital_Care.pdf).

Interested applicants are advised that no fee or profit will be allowed.

C.2 COST SHARING OR MATCHING

Cost-sharing or matching requirements are not required under this NOFO. While not mandatory, applicants are encouraged to seek funds from other Federal, State, local, and private sources to augment those Federal funds available under this NOFO. Preference may be given to applicants with cost sharing or in-kind contributions identified in their applications/proposals.

SECTION D - APPLICATION AND SUBMISSION INFORMATION

D.1 ADDRESS TO REQUEST APPLICATION PACKAGE

A copy of this NOFO, including all application forms, are included in this posting.

- Keyword(s): Prehospital Airway Management Evidence Based Guideline
- Opportunity Number: 693JJ921R000033
- CFDA Number: 20.614

D.2 CONTENT AND FORM OF APPLICATION SUBMISSION

Each application package must include the following required documents:

- The application shall not exceed **twenty-five (25) pages** (not including resumes or appendices). The application must be in English.
- Format with a cover page that clearly identifies the Applicant's name, NOFO number **693JJ921R000033** and date. Within, include the following sections:
 - Table of Contents including page number references and method identifying major sections of the technical application;
 - Project Description/Technical Approach, Work Plan and Timeline;
 - Qualifications of Project Personnel; and
 - Organization Experience and Past Performance.
- Resumes are limited to two (2) pages each and provides evidence of the knowledge, skill, experience, and overall qualifications of proposed personnel include each person's role and specific actions and responsibilities in a study or project. Include dates for projects listed.
- No cost/price data shall be included in the Technical Application.
- Be written in electronic format (e.g., using MS Office) Use Times New Roman 12-point font, with pages that have at least one (1) inch margins.
- Adhere to the style detailed in the 7th edition, Publication Manual of the American Psychological Association (APA).
- Cost data shall be provided in excel format.
- **NHTSA cannot receive email messages containing a ZIP attachment. The file will be removed, as all ZIP files are blocked. Other file types (e.g. Word, PowerPoint, PDF, etc.) can be received.**

- If submitting the application in hardcopy or digital storage media format: OMB Standard Form (SF) 424 (including 424 “Application for Federal Assistance,” 424A “Budget Information for Non-Construction Programs,” and 424B “Assurances for Non-Construction Programs”), with the required information filled in and certified assurances signed. These forms can be accessed by going to <https://www.grants.gov/web/grants/forms/forms-repository.html>.
- The Applicant must submit a statement and certify that it agrees to comply with the requirements in 49 CFR Part 32, subpart B.
- SFLLL: Disclosure of Lobbying Activities. The Applicant will provide with its application signed certification forms covering the requirements in 49 CFR Part 20, U.S. Department of Transportation New Restrictions on Lobbying. This form can be accessed by going to <https://www.gsa.gov/forms-library/disclosure-lobbying-activities>.
- The Applicant must provide a detailed breakdown of the proposed costs, as well as any in-kind costs, by year. This cost breakdown shall not only identify cost categories but shall also identify specific sub-categories (and associated costs). For example, Labor Costs should include labor categories, associated levels of effort, and rates; Direct Materials costs including itemized equipment and supplies costs; Travel and transportation costs, including projected trips and number of people traveling; Subcontractor/ Sub-recipient costs with similar detail, if known; and overhead. The Applicant should also include copies of any supporting documentation it may have (i.e. indirect cost rate agreements, etc.) as part of the budget package. Costs must be in accordance with 2 CFR Part 200, Subpart E (Cost Principles).
- Non-Federal funding sources are encouraged. Since activities may be performed with a variety of financial resources, applicants need to fully identify all project costs and their funding sources in the proposed budget. The proposed budget must identify all funding sources in sufficient detail to demonstrate that the overall objectives of the project will be met. All other factors being equal, preference will be given to those that have proposed cost-sharing strategies and/or other proposed funding sources in addition to those in this announcement.
- Consistent with NHTSA’s commitment to addressing equity in traffic safety, with respect to development and implementation of programs and consistent with Executive Order 13985: Advancing Racial Equity and Support for Underserved Communities Through the Federal Government, NHTSA encourages applicants to describe how activities in their application would address equity and data.
- Technical Application: The application/proposal shall fully describe the scope of the project, providing a project plan detailing the activities and costs for which funding is being requested. ***The technical application shall be separated from the cost application – no cost information shall be included or referenced in the technical application.***

The technical approach must be clearly written, complete, reasonable, and include a realistic timeframe for completing conditions.

Applications for this program must include the following information in the program narrative statement:

1. Factor 1: Project Description/Technical Approach, Work Plan and Timeline:

The Applicant will demonstrate its understanding of the project's overall objectives and scope of work. Within the technical proposal, the Applicant will indicate any assumptions made in conducting the effort. This section allows the Applicant to demonstrate familiarity and expertise with the area, including issues faced when work requires the Applicant to work jointly and cooperatively with other agencies to complete the Applicant work.

The proposed technical approach must include a statement of the objectives, methods, services, and products associated with completing the work requirements stated in this NOFO and the underlying rationale supporting the approach. Specifically, the Applicant's technical approach must identify the key elements in developing and disseminating, the manuscript, the EMS protocol, performance measures and educational materials. This will include detail regarding methods for guideline development, expertise and experience required for a Technical Expert Panel, approach to performance measurement and development of educational materials, methods for disseminating the guideline to EMS medical directors, and the approach for ensuring diverse stakeholder input. In addition, the proposed technical approach should include details how any guidelines developed will be consistent with the recommendations of Clinical Practice Guidelines We Can Trust, published by the National Academy of Medicine at https://www.ncbi.nlm.nih.gov/books/NBK209539/pdf/Bookshelf_NBK209539.pdf.

The technical application must provide detailed information on the proposed guideline development activities, dissemination activities, and procedures for developing supportive educational materials that meet the conditions of section B.6 above. The Applicant must provide information indicating a plan for overall management of the project. This must include a procedure to meet schedule and cost constraints and ensure the quality of collected data. The objectives and the Statement of Responsibilities (SOR) in Section B provide Applicants with NHTSA's overview on how the project should be conducted. This SOW will be the common basis upon which all Applicants should cost their proposals.

2. Factor 2: Qualifications of Project Personnel

The Applicant must demonstrate experience and capacity to carry out the proposed activities outlined in the overall objectives, as well as the specific conditions described in Section B.6.C.

Applicants must fully identify each staff member they propose to use on the Cooperative Agreement. Applicants must provide the names of all proposed staff members. Brief biographical sketches/summaries with dates for past positions must be included. Summaries must list formal education and applicable past work experience. This must include the experience and qualifications of proposed Technical Expert Panel and those playing key roles in developing performance measures and supportive educational material. Applicants must indicate the availability of proposed individuals (i.e., Is the proposed individual an existing, bona fide employee of the applicant or will employment of the proposed individual be contingent upon award of the Cooperative Agreement?) and provide letters of support/participation from non-employees.

3. Factor 3: Past Project Experience and Performance:

Applicants must describe their experience in performing efforts similar to those identified in this NOFO. Applicants must address their experience in developing evidence-based guidelines and clinical practice guidelines; in developing performance measures; in developing educational materials, and in disseminating materials to EMS medical directors and engaging their participation on related projects.

When other sources and organizations are required to complete the proposed effort, the Applicant will provide proof of their commitment to the agreement effort. Such proof can be a letter of support or buy-in indicating what the organization will provide to the Applicant.

Applicants shall ensure that all proposed costs, including non-federal contributions and contributions from other federal sources, are reasonable, allowable, and allocable according to the cost principles stated in 2 CFR Parts 200 and 1201.

D.3 UNIQUE ENTITY IDENTIFIER AND SYSTEM FOR AWARD MANAGEMENT (SAM)

Each Applicant is required to:

- Be registered in SAM before submitting its application;
- Provide a valid unique entity identifier in its application (e.g., DUNS Number); and

- Continue to maintain an active SAM registration with current information at all times during which it has an active Federal award or an application or plan under consideration by NHTSA.

NHTSA may not make a grant award to an Applicant until the Applicant has complied with all applicable DUNS and SAM requirements. If an Applicant has not fully complied with the requirements by the time NHTSA is ready to make an award, NHTSA may determine that the Applicant is not qualified to receive an award and use that determination as a basis for making a grant award to another Applicant. **NHTSA will review an Applicant's registration status to make a responsibility determination and to ensure that the Applicant is responsible, current on all federal taxes, and is not on the list of parties excluded from federal awards.**

D.4 SUBMISSION DATES AND TIMES

Application Due Date and Time:

Applications must be submitted no later than **2:00 PM Eastern Time, on October 13, 2021**. Only complete packages received on or before the published due date will be considered. Applications received after the due date will not be evaluated for consideration. Facsimile submission of proposals will not be accepted. **NHTSA will only accept one (1) application from each Applicant.** NHTSA will provide acknowledgments of receipt of applications via email.

Questions Due Date and Time:

General administrative and programmatic questions must be directed to Journey Gordon, Contract Specialist, at NHTSAOAM@dot.gov with a copy to Journey.Gordon@dot.gov. To allow for sufficient time to address questions appropriately, all questions must be submitted via email no later than **2:00 PM Eastern Time on September 1, 2021**.

D.5 FUNDING RESTRICTIONS

- Funds awarded under the Cooperative Agreement cannot be used for any activity intended to or designed to lobby Congress or a State legislative body, or to urge a U.S., State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body.
- All NHTSA awards are subject to the terms and conditions in the grant agreement and cost principles in 2 CFR Parts 200 and 1201.
- NHTSA will not reimburse Applicants for Pre-Award costs.
- The Government's obligation under the Cooperative Agreement is contingent upon the availability of appropriated funds from which payment for the Agreement purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are made available to the Contracting Officer for the Cooperative Agreement and

until the Contractor receives notice of such availability, to be confirmed in writing by the Contracting Officer.

- Funds awarded under the Cooperative Agreement are subject to 23 U.S.C. § 313, Buy America, which prohibits the use of the Government's funds to purchase steel, iron, and manufactured products, unless they are produced in the United States

D.6 OTHER SUBMISSION REQUIREMENTS

Each application should include:

- The NHTSA NOFO Number: 693JJ921R000033.

Application Submission:

Applications must be submitted to the attention of Journey Gordon Contract Specialist, via email at NHTSAOAM@dot.gov, no later than **2:00 PM Eastern Time, on October 13, 2021**.

Important: NHTSA recommends that when transmitting hardcopy or digital storage media applications methods other than U.S. Mail be used (i.e. Federal Express delivery, UPS).

SECTION E - APPLICATION REVIEW INFORMATION

E.1 CRITERIA

NHTSA will evaluate the applications using the evaluation criteria below to rate and select applications. Evaluation Factors 1 through 3 will be weighted, with Factor 1 being weighted the most, and Factor 3 being weighted the least. Evaluation Factor 4 will be evaluated but the evaluation will not be taken into account in the application's final rating.

Submission of an application is not a guarantee of award. NHTSA may, at its discretion, award a grant based on an application in its entirety, award only portions of an application, or not make an award.

For each factor, the agency will determine whether the Applicant has provided an acceptable explanation of its qualifications.

A. EVALUATION FACTOR 1: Project Description/Technical Approach, Work Plan and Timeline

The Applicant will be evaluated on its project description/technical approach, work plan and timeline to meeting the requirements and the deliverable schedule associated with the requirements. The Applicant's technical approach, work plan and timeline will be evaluated for:

- The extent to which the applicant's goals are clearly articulated and the objectives are time-phased, specific, measurable, action-oriented and achievable.
- The degree to which the applicant has described and documented the rationale for each component of the proposed technical approach.
- The degree to which the applicant has identified and described potential opportunities for cost savings and expense sharing, especially for travel-related expenditures
- The degree to which the applicant has demonstrated that the guideline developed will meet recommendations of Guidelines We Can Trust, published by the Institute of Medicine/National Academy of Medicine.
- The degree to which the applicant has clearly documented the methodology that will be used for guideline development and the supporting rationale.
- The extent to which the applicant has clearly documented the methodology that will be used to develop performance indicators and the supporting rationale.
- The degree to which the applicant has clearly documented an approach to developing educational materials to support the guideline and performance measures.
- The degree to which the applicant has clearly identified and described proactive mechanisms for disseminating the guideline, performance indicators, and educational materials to EMS medical directors and other key stakeholders.
- The degree to which the applicant has identified and described methods to ensure the ongoing sustainability of the Project, including obtaining Continuing Medical Education credit for training participants and developing a process for future revisions in the training content, as new data become available.

- The degree to which the applicant has identified potential barriers to the success of the Project and the provided plans for mitigating or eradicating those barriers. The feasibility of the applicant's plan to achieve the milestones and deliverables outlined in the request for proposal, including a proposed timeline.

B. EVALUATION FACTOR 2: Qualifications of Project Personnel

The Applicant will be evaluated on the suitability and quality of its proposed staff. The Applicant's staffing plan is clearly described in the written proposal through the Project Management Plan and work breakdown structure and includes personnel's resumes/curriculum vitae. The Applicant's proposal will be evaluated on the following:

- The degree to which the applicant demonstrates an ability to convene a Technical Expert Panel that represents diverse EMS stakeholders, including patients.
- The extent to which the applicant demonstrates an ability to convene a multidisciplinary Technical Expert Panel that includes methodological support and expertise from fields such as guideline development methodology and library science.
- The extent to which the applicant has demonstrated the interest for involvement of its membership in the development, dissemination, and implementation of evidence-based guidelines, especially guidelines for prehospital care.
- The extent to which key stakeholders' willingness to participate in the Project is documented by letters of support clearly stating their potential contribution to the Project and the resources (financial and in-kind) that they would contribute to the effort. Letters should be on organizational letterhead and signed by an organizational representative with appropriate signature authority.
- The extent to which the applicant demonstrates and documents prior involvement with EMS Medical Directors and engaging their active participation in sponsored projects.
- The extent to which the organization has clearly documented previous experience with the development and dissemination of clinical guidelines for prehospital care.
- The extent to which the organization has clearly documented the experience of the proposed Principal Investigator, with respect to evidence-based guideline development and project leadership.
- The extent to which the proposed personnel have clearly described roles and appropriately assigned positions, and the proper level of education and experience to carry out the Project.
- The extent to which the proposed time commitment of proposed personnel is adequate to ensure the success of the project.
- The extent to which persons with credible expertise in prehospital guideline development and/or guideline development methodology are included as key personnel for the Project.
- The extent to which applicant documents well-established mechanisms for reaching the Project's target audience, e.g., publications, newsletters, well-trafficked Website, conference presentations, etc.

- The extent to which the applicant documents the ability of the organization to work closely and cooperatively with EMS medical directors and other potential stakeholders.

C. EVALUATION FACTOR 3: Organization Experience and Past Performance

The Applicant will be evaluated on its ability to conduct the work required in this NOFO and its performance with similar efforts, including its corporate experience and past performance with other work similarly described in this solicitation and that requires, at a minimum, the following:

- The extent to which the organization has clearly documented previous experience with the development and dissemination of clinical guidelines for prehospital care.
- The extent to which applicant documents well-established mechanisms for reaching the Project's target audience, e.g., publications, newsletters, well-trafficked Website, conference presentations, etc.
- The extent to which the applicant documents the ability of the organization to work closely and cooperatively with EMS medical directors and other potential stakeholders.
- The degree to which the applicant documents their technical capability and experience in managing projects of similar scope and national significance.
- The degree to which the applicant documents a satisfactory history of cooperative and collaborative grantor/Recipient relationships, as demonstrated by on-time and on-budget completion of past efforts, and the submission of reports and other deliverables that indicate a high level of satisfaction from government agencies and other organizations.
- The extent to which the applicant documents a good record of financial responsibility and accountability as it relates to the use of federal funding, and a demonstrated history of compliance with regulations that apply to federal assistance agreements.
- The extent to which the applicant demonstrates and documents prior experience in providing services to EMS medical directors.

D. EVALUATION FACTOR 4: Cost/Budget Evaluation

The Applicant's proposed budget will be evaluated for accuracy and feasibility, based on the provisions of 2 CFR Parts 200 and 1201.

For equally acceptable applications, preference may be given to those that have proposed cost-sharing strategies and/or other proposed funding sources in addition to those in this NOFO.

E.2 REVIEW AND SELECTION PROCESS

Each application package will be reviewed initially to confirm that the applicant meets the eligibility requirements as set forth in Section C.1, Eligible Applicants, and has included all of the items specified in Section D.2, Content and Form of Application Submission. A Technical

Evaluation Committee (TEC) will then review each completed application that meets the eligibility requirements and provide recommendations for award.

The applicant's application, the TEC will rate the application using the following rating definitions:

Rating Definitions
Outstanding – The application demonstrates a professionally superior approach for accomplishing program objectives. The application is fully responsive to every aspect of the NOFO, within most or all areas covered by the announcement. The application demonstrated a large capability for excellent or highly productive results.
Good – The application demonstrates a comprehensive and fully acceptable; excellent approach for accomplishing program objectives. The application is fully responsive to every aspect of the NOFO, with capability for excellent or productive results in one or more major areas covered by the announcement.
Acceptable – The application meets minimum requirements of the NOFO; is responsive to all major aspects of NOFO; and is capable of achieving desired program objectives.
Unacceptable – The application demonstrates an incomprehensible or unacceptable approach, methods, organization, or capabilities; provided little to no detail as to how the program would be accomplished. The application is not capable of being evaluated.

E.3 SYSTEM FOR ACQUISITION MANAGEMENT REVIEW

NHTSA will review and consider any information about the applicant that is in the designated integrity and performance system accessible through the System for Acquisition Management (SAM), currently FAPIIS.

Each applicant may review information in the SAM and provide comment in its application about itself that a Federal awarding agency previously entered and is currently in SAM.

NHTSA will consider any comment submitted by the applicant, in addition to the other information in SAM when determining the applicant's integrity, business ethics, and record of performance under Federal awards when completing the review under section D.3, Unique Entity Identifier and System for Award Management (SAM). Prior to award, each selected applicant will be subject to a risk assessment, as required by 2 CFR § 200.206.

E.4 ANTICIPATED ANNOUNCEMENT AND FEDERAL AWARD DATES

It is anticipated that an award will be made on or before September 2022.

SECTION F - FEDERAL AWARD ADMINISTRATION INFORMATION

F.1 FEDERAL AWARD NOTICES

The NHTSA Contracting Officer will award a Cooperative Agreement to a responsible and eligible applicant whose application are judged most meritorious under the procedures set forth in this NOFO. All funds provided by NHTSA must be expended solely for the purpose for which the funds are awarded in accordance with the approved application and budget, the Uniform Administration Requirements, Cost Principles and Audit Requirements for Federal Awards (2 CFR Parts 1200 and 1201).

The Cooperative Agreement award will provide pertinent instructions and information including, at a minimum, the following:

- General Federal Award Information:
 - Recipient name;
 - Recipient's unique entity identifier;
 - Unique Federal Award Identification Number (FAIN) assigned by NHTSA;
 - Federal Award Date;
 - Period of Performance Start and End Date;
 - Amount of Federal Funds Obligated by this action;
 - Total Amount of Federal Funds Obligated;
 - Total Amount of the Grant Award;
 - Budget Approved by NHTSA;
 - Total Approved Cost Sharing or Matching, where applicable;
 - Grant project description;
 - Agency name and contact information for awarding official;
 - Assistance Listing Program Number (formerly CFDA) and Name;
 - Identification of whether the award is R&D; and
 - Indirect cost rate for the grant.

- General Terms and Conditions as applicable including:
 - Grant Administrative Requirements;
 - National Policy Requirements; and
 - Recipient integrity and performance matters.

- Grant Performance Goals

F.2 ADMINISTRATIVE AND NATIONAL POLICY REQUIREMENTS

1. The Cooperative Agreement shall be subject, as applicable, to the administrative requirements contained in the following regulation which is incorporated by reference, with the same force and effect as if it was given in full text:

- a. Uniform Administration Requirements, Cost Principles and Audit Requirements for Federal Awards (2CFR Parts 1200 and 1201); and

- b. 49 CFR Part 20 – Department of Transportation New Restrictions on Lobbying.
 - c. 49 CFR Part 32 Governmentwide Requirements For Drug-Free Workplace (Financial Assistance)
2. The Recipient will comply with subpart C of 2 CFR part 180, which restricts awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs or activities.
 3. The Recipient will acknowledge in writing that no funds provided under the Assistance Agreement will be used for lobbying activities as defined in 2 CFR § 200.450.
 4. The Recipient will have procedures in place to respond to an unauthorized disclosure or breach of an individual's personally identifying information (PII). The Assistance Agreement Recipient will notify NHTSA within seven (7) days of an incident involving the unauthorized disclosure or breach of PII. In the event of an unauthorized disclosure or breach, the Assistance Agreement Recipient will cooperate and exchange information with NHTSA, as needed, to properly escalate, refer, and respond to the incident.
 5. Under 2 C.F.R. § 200.322, as appropriate and to the extent consistent with law, the Recipient should, to the greatest extent practicable under this award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States. The Recipient shall include the requirements of 2 C.F.R. § 200.322 in all subawards including all contracts and purchase orders for work or products under this award.

F.3 REPORTING

The following reporting requirements will be required under this program. All reports will be submitted electronically, unless otherwise requested by NHTSA.

F.3.1 Quarterly Reports

The Recipient will submit quarterly reports to the NHTSA COR (AA) on the 15th of each month of the quarter beginning three (3) months after Agreement award. The report shall include an up-to-date summary of accomplishments by the Recipient; obstacles and problems encountered and proposed solutions; noteworthy activities, events, or successes; and a Financial Statement of funds expended to date.

Quarterly Reports shall include the following details about the relevant Milestones and Deliverables:

- A detailed accounting of the activities from the previous quarter so that the NHTSA COR (AA) can determine whether invoices should be approved or revised based upon the accomplishment(s) for which payment is sought;

- Specifics regarding the technical assistance that was provided to judges and other judicial personnel of the criminal justice and traffic safety communities, including how many times assistance was requested and the nature of the requests;
- Information about any new topics that were of interest to the judicial personnel who requested assistance during the quarter, so the Recipient may be better able to identify emerging issues;
- The number of website views or other indicator of judicial interest in the materials and information provided by the Recipient electronically on its public website(s).
- Plans for accomplishments in the next reporting period;
- Problems or delays that the Recipient has experienced in the conduct of the Cooperative Agreement and suggestions to overcome the problems or delays;
- Specific action the Recipient would like NHTSA to undertake to alleviate a problem; and
- Planned travel for the upcoming quarter.

Note: The Recipient will be permitted to submit an invoice for reimbursement each month, provided that the invoice includes the justification for each invoiced item for the period of time.

F.3.2 Final Report

Within **seventeen (17) months** of Cooperative Agreement award, the Recipient will submit a draft final report to the COR (AA). At a minimum, the final report will include a narrative description of the following items:

- Summary of activities, milestones, and deliverables accomplished;
- Description of activities conducted and any notable feedback;
- An evaluation of the effectiveness of each activity and recommendations based upon the evaluation; and
- Summary of results, trends, conclusions, and other items of information that the Recipient believes is critical to the results of the project.

Within **two (2) weeks after receipt**, the COR (AA) will review the final report and may provide comments to the Recipient for consideration.

Within **eighteen (18) months** of Cooperative Agreement award, the Recipient will submit a final report to the COR (AA).

F.3.3 Financial Status Report

The Recipient will prepare and submit federal financial reports (SF-425) to the NHTSA CAPM and the Contracting Officer (CO), annually, by October 1 of each year, to document the status of funds.

SECTION G – FEDERAL AWARDING AGENCY CONTACTS

Primary NOFO Point of Contact

Journey Gordon, Contract Specialist

Phone: (202) 366-4843

Email: NHTSAOAM@dot.gov with a copy to Journey.Gordon@dot.gov

Secondary NOFO Point of Contact

Sherese Gray, Contracting Officer

Phone: (202) 366-3998

Email: NHTSAOAM@dot.gov with a copy to Sherese.Gray@dot.gov

SECTION H – OTHER INFORMATION

H.1 DISCLOSURE OF INFORMATION

Information made available to the Recipient or employee(s) of the Recipient by the Government for the performance or administration of this effort shall be used only for those purposes and shall not be used in any other way without NHTSA's express written approval.

The Recipient will assume responsibility for protecting the confidentiality of Government records, which are not public information. Each contractor or employee of the Recipient to whom information may be made available or disclosed shall be notified in writing by the Recipient that such information may be disclosed only for a purpose and to the extent authorized herein.

H.2 LIMITED USE OF DATA

Performance of this effort may require the Recipient to access and use data and information proprietary to a Government agency or Government contractor that is of such a nature that its dissemination or use, other than in performance of this effort, would be averse to the interests of the Government or others.

The Recipient and employee(s) of the Recipient will not divulge, or release data or information developed or obtained in performance of this effort, until made public by the Government, except to authorize Government personnel or upon the written approval of NHTSA. The Recipient will not use, disclose, or reproduce proprietary data that bears a restrictive legend, other than as required in the performance of this effort. Nothing herein shall preclude the use of any data independently acquired by the Recipient without such limitations or prohibit an agreement at no cost to the Government between the Recipient and the data owner which provides for greater rights to the Recipient.

H.3 PAYMENT FOR UNAUTHORIZED WORK

No payments will be made for any unauthorized supplies or services or for any unauthorized changes to the work specified herein. This includes any services performed by the Recipient of their own volition or at the request of an individual other than a duly appointed Contracting Officer. Only a duly appointed Contracting Officer is authorized to change the specifications, terms, and conditions under this effort.

H.4 PLACE OF PERFORMANCE

TBD

H.5 SEAT BELT USE POLICIES AND PROGRAMS

In accordance with Executive Order 13043, Increasing Seat Belt Use in the United States, dated April 16, 1997, the contractor is encouraged to adopt and enforce on-the-job seat belt use

policies and programs for its employees when operating company-owned, rented, or personally-owned vehicles. The National Highway Traffic Safety Administration (NHTSA) is responsible for providing leadership and guidance in support of this Presidential initiative. For information on how to implement such a program, or statistics on the potential benefits and cost-savings to your company or organization, please visit the *Buckle Up America* section on NHTSA's website at www.nhtsa.dot.gov. Additional resources are available from the Network of Employers for Traffic Safety (NETS), a public-private partnership headquartered in the Washington, D.C. metropolitan area, and dedicated to improving the traffic safety practices of employers and employees. NETS are prepared to help with technical assistance, a simple, user-friendly program kit, and an award for achieving the President's goal of 90 percent seat belt use. NETS can be contacted at 1 (888) 221-0045 or visit its website at www.trafficsafety.org. Protection of Human Subjects

H.6 PROTECTION OF HUMAN SUBJECTS

The Recipient will comply fully with 49 C.F.R. Part 11, DOT's regulation governing Protection of Human Subjects, and with NHTSA Order 700-5, which sets forth the Agency's policies and procedures for the protection of human subjects participating in research supported directly or indirectly by NHTSA, including through contracts, grants and cooperative agreements.

The Recipient will obtain prior written authorization from NHTSA for all consent and release forms to be presented to human subjects participating in NHTSA conducted or funded research, including but not limited to informed consent and media releases.

H.7 ENCOURAGING POLICIES TO BAN TEXT MESSAGING WHILE DRIVING

1. As used in the Cooperative Agreement; "Driving" –
 - a. Means operating a motor vehicle on an active roadway with the motor running, including while temporarily stationary because of traffic, a traffic light, stop sign or otherwise
 - b. Does not include operating a motor vehicle with or without the motor running when one has pulled over to the side of, or off, an active roadway and has halted in a location where one can safely remain stationary.

"Text messaging" means reading from or entering data into any handheld or other electronic device, including for the purpose of short message service texting, emailing, instant messaging, obtaining navigational information, or engaging in any other form of electronic data retrieval or electronic data communication. The term does not include glancing at or listening to a navigational device that is secured in a commercially designed holder affixed to the vehicle, provided that the destination and route are programmed into the device either before driving or while stopped in a location off the roadway where it is safe and legal to park.

2. The Recipient is encouraged to –
 - a. Adopt and enforce policies that ban text messaging while driving –
 - 1) Recipient-owned or rented vehicles or government-owned vehicles; or
 - 2) Privately-owned vehicles when on performing under the cooperative agreement.
 - b. Conduct initiatives in a manner commensurate with size of the Recipient, such as –
 - 1) Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and
 - 2) Education, awareness, and other outreach to employees about the safety risks associated while texting while driving.

H.8 NHTSA REVIEW OF ANNOUNCEMENTS OR PUBLICATIONS

The Recipient agrees that neither the Recipient, nor any Sub-Recipient, shall make public releases of information or any matter pertaining to this NOFO and the Cooperative Agreement, including, but not limited to, advertising in any medium, or presentation before technical, scientific, or industry groups, without the prior written approval of the Contracting Officer. The provisions of this clause shall survive the expiration of the NOFO and Cooperative Agreement. The provisions of this clause shall be included in all sub-grants at any tier.

H.9 CONFLICT OF INTEREST

It is U.S. DOT policy to award Cooperative Agreements only to those Applicants whose objectivity is not impaired because of any related past, present, or planned interest, financial or otherwise, in organizations regulated by U.S. DOT, or in organizations whose interests may be substantially affected by Departmental activities and which is related to work specified in this Notice of Funding Opportunity (NOFO). Based on this policy, if, after award, the Recipient discovers a conflict of interest with respect to the Cooperative Agreement that could reasonably have been known prior to the award, an immediate and full disclosure shall be made in writing to the Contracting Officer. The disclosure shall include a full description of the conflict along with a description of the action the recipient has taken, or proposes to take, to avoid or mitigate such conflict.

(A) The Applicant will provide a statement in its proposal which describes in a concise manner all past, present or planned organizational, financial, contractual or other interest(s) with an organization regulated by U.S. DOT, or with an organization whose interests may be affected substantially by Departmental activities, and which is related to the work under this Notice of Funding Opportunity (NOFO). The interest(s) described

shall include those of the Applicant, its affiliates, proposed consultants, proposed subcontractors and key personnel of any of the above. Past interest shall be limited to within one year of the date of the Applicant's technical proposal. Key personnel shall include any person owning more than 20% interest in the Applicant, and the Applicant's corporate officers, its senior managers and any employee who is responsible for making a decision or taking an action under the Cooperative Agreement where the decision or action can have an economic or other impact on the interests of a regulated or affected organization.

(B) The Applicant will describe in detail why it believes, in light of the interest(s) identified in (a) above, that performance of the proposed Cooperative Agreement can be accomplished in an impartial and objective manner.

(C) In the absence of any relevant interest identified in (a) above, the Applicant will submit in its proposal a statement certifying that to its best knowledge and belief no affiliation exists relevant to possible conflicts of interest. The Applicant must obtain the same information from potential subcontractors prior to award of a subcontract under the resultant Cooperative Agreement.

(D) The NHTSA Contracting Officer will review the statement submitted and may require additional relevant information from the Applicant. All such information, and any other relevant information known to U.S. DOT, will be used to determine whether an award to the Applicant may create a conflict of interest. If any such conflict of interest is found to exist, the NHTSA Contracting Officer may (1) disqualify the Applicant, or (2) determine that it is otherwise in the best interest of the agency to contract with the Applicant and include appropriate provisions to mitigate or avoid such conflict in the Cooperative Agreement awarded.

(E) The refusal to provide the disclosure or representation, or any additional information required, may result in disqualification of the Applicant for award. If nondisclosure or misrepresentation is discovered after award, the resulting Cooperative Agreement may be terminated. If after award, the Recipient discovers a conflict of interest with respect to the Cooperative Agreement awarded as a result of the Cooperative Agreement Announcement, which could not reasonably have been known prior to award, an immediate and full disclosure shall be made in writing to the NHTSA Contracting Officer. The disclosure shall include a full description of the conflict, a description of the action the Recipient has taken, or proposes to take, to avoid, or mitigate such conflict. The NHTSA Contracting Officer may, however, terminate the Cooperative Agreement for convenience if he or she deems that termination is in the best interest of the Government.

[END OF NOTICE OF FUNDING OPPORTUNITY (NOFO)]