

ELIGIBILITY

1. Can you please provide additional information regarding the specific types of entities that are eligible to apply? For example, are local governments, state governments, Tribal governments, nonprofit organizations, academic institutions, schools, school districts, etc., eligible to apply? Page 27 of the attached RFA simply states the eligibility category as "99 Unrestricted."
 - a. **This NOFO is full and open competition. The only restriction is For-profits and small businesses are not eligible under this statutory authority. Private institutions of higher education are eligible if they are also non-profit. All other applicants are eligible, including Bona fide agents. For more information about bona fide agents, please see the CDC webpage on Expediting the Federal Grant Process with an Administrative Partner located at <https://www.cdc.gov/publichealthgateway/grantsfunding/expediting.html#Q2>.**
2. The RFA states that bona fide agents are eligible to apply. I am wondering if CDC considers entities like University of Florida, a public/state controlled IHE, to be a bona fide agent?
 - a. **Per the guidelines, "Bona fide agents and fiscal intermediaries are organizations designated by the health department as eligible to submit a grant application in lieu of the health department. These organizations may simply apply for the grant and transfer money to the health department, or may undertake more of the grant activities, depending on the local situation. If applying as a bona fide agent or fiscal intermediary of a state or local government, documentation must be submitted that establishes the validity of the agent. (The term "fiscal intermediary" can be confusing if used to refer to an AP because of the term's use in the Medicaid system. In the Medicaid system, a fiscal intermediary is a type of claims processing and payment organization."**
 - b. **The University of Florida must have an official written document from the local health department indicating that the University of Florida is acting on behalf of the health department to apply for this award. Additionally, you must indicate how the information will be shared on behalf of the health department. The fact that you are a state controlled IHE does not qualify you as a bona fide agent.**
3. The NOFO due date falls on Sunday, May 1, 2022. Can applicants submit the application on Monday May 2, 2022?
 - a. **The due date is Sunday, May 1, 2022. The due date is generated by the NOFO publish date, which is a 60-day application period.**

COMPONENTS

1. What is the anticipated announcement date and anticipated award date? Page 42 of the NOFO states the date is April 1, 2022, which seems inaccurate given the application due date is not until May 1, 2022.
 - a. **The anticipated announcement date was an estimate when submitting the NOFO Forecast on August 3, 2021. The updated and accurate application due date is May 1, 2022. The anticipated award date is September 1, 2022.**
2. In Component B, if an activity does not apply (i.e., a state with no Federally recognized Tribes), do we write a note stating that activity does not apply?
 - a. **Yes. An applicant can state that the activity does not apply.**
3. Is the workplan a separate document?
 - a. **Yes, the workplan is a separate document and does not count towards the 20-page Project Narrative. Applicants can submit Excel spreadsheets, but the attachment must be clearly labeled and defined. The applicant needs to be clear when uploading documents, since some documents are automatically uploaded as PDF's.**
4. There is only one 20-page project narrative?
 - a. **Correct.**
5. Do applicants submit one project narrative that contains all 3 components including a budget narrative, a workplan for each component?
 - a. **Correct. The project narrative should include all 3 NOFO components and a budget narrative. The workplan must separate out the activities by component. Data, communication, and evaluation plans should cover the required activities.**
6. Are the evaluation plan, data management plan, and communications plan separate documents or are they all together?
 - a. **Applicants can attach the data management plan, communication plan, and evaluation plan as separate documents and title them accordingly. These are not included in the 20-page project narrative.**
7. If an applicant is applying for Components B & C, do applicants need to address all activities? Does it need to be answered in the workplan to be included in B & C?
 - a. **Yes, the applicant must address every activity in Components B and C. An applicant applying for Component C is required to address all NOFO activities.**
8. Are applicants required to use the template work plan as is? Or, for example, can applicants record "expected outcomes" as a narrative section prior to the table that lists activities?
 - a. **Applicants can slightly modify the work plan headings, such as "expected outcomes" or "expected output".**
9. Is there a timeline on the Component A and B activities? For example, do applicants need to finish all Component B activities by Year 1 or can applicants pace them out

through the 5 years? In the previous NOFO, recipients had advanced activities that were written out in the NOFO to complete at least 20% per year and then reach 10 by the end of the final year.

- a. Applicants must address all Component B activities each year. For the application, the Environmental Public Health Tracking Program suggests that applicants provide a high-level strategy for completing the activity. This can be 2-3 sentences, but it must clearly address the activity. If the activity is awarded, then recipients will be required to provide a comprehensive strategy for completing the activity.**
10. The Project Narrative's Strategies and Activities section of the Approach asks the applicant to describe "strategies and activities they will use to achieve period of performance outcomes..." [p.32] Does the period of performance represent the 5-year funding period, or just year 1? In other words, is this requesting long-term or short-term outcomes?
 - a. Yes, the period of performance represents the 5-year funding period. An applicant must provide a clear and concise description of the strategies and activities they will use to achieve the period of performance outcomes, which includes short- and long-term outcomes.**
11. Should the Data Management Plan be included as part of the Project Narrative's Evaluation and Performance Measurement Plan section or as a separate document?
 - a. The DMP can be attached as a separate document.**
12. Should the DMP cover all data collected/compiled, processed, and presented via the Tracking recipient system and the performance measures?
 - a. Yes. The DMP will cover all recipient data that is shared with CDC – via the recipient's system/portal and evaluation data, such as performance measures.**
13. Regarding Component B, the logic Model says that there are strategies such as surveillance, IT, and partnerships. It also includes a list of strategies and activities for the emerging topics. Do we repeat the same process (ex. IT, surveillance, etc.) for the overall projects?
 - a. The logic model does not include strategies in Component B or C. Only Component A includes strategies. Applicants must address the strategies and activities that are listed in each component.**
14. Can you please confirm what Component B activities can be funded right now?
 - a. The program is not expecting to award Component B activities in Year 1.**
15. Is there a potential opportunity for all 3 components to be funded based on the review of the applications and the availability of funding?
 - a. Correct.**
16. If an applicant applies for Components A, B, and C, and Component B is unfunded, then will Component C be unfunded as well?
 - a. No. An applicant can be awarded Component C funding, without receiving Component B funding.**

17. If you are approved for Component B funding, then can an applicant be funded for Component C?
 - a. **Yes. An applicant must be approved for Components A & B in order to be funded Component C.**
18. Regarding program capacity listed on page 12 under Component A, is it indicating that there can be overlapping funded and unfunded jurisdictions? For example, if a state is funded, but a county in the state is unfunded, is that county an unfunded jurisdiction?
 - a. **Correct.**
19. If an applicant is applying to Components A, B, and C, would the applicant only submit one application?
 - a. **Yes, applicants must only submit one application.**
20. Regarding Component C, is it intended for jurisdictions that have high maintenance costs for their portal?
 - a. **No. Component C is very similar to our current EH17-1702 strategy that supports state and local health departments to coordinate/lead an existing Environmental Public Health portal that complies with CDC portal recipient requirements.**
21. If a recipient is approved but not funded for Component B in Year 1, what is the likelihood of being funded for Component B in Years 2-5? The same for Component C funding.
 - a. **If an applicant is approved but unfunded for Components B and C in Year 1, then future year awards will be dependent on available funding.**
22. Is funding available for the development of a portal or for people who already have a portal in place? If it's the latter, what is the funding for the maintenance of that portal?
 - a. **Yes, Components A and C can support the development of a portal, but there are clear differences in the portal requirements. Component A is a mini version of Component C. Component A - supports the development and sustainability of a technical portal that shares data for exploratory services, including mapping, downloading, visualizing data. This can be a shared platform, dashboard, or a piece of another system within the applicant's jurisdiction. This option provides recipients the opportunity to spend less time building a portal and more time on the science. Component C funding is to Coordinate/lead an existing Environmental Public Health portal within a state or local jurisdiction that complies with CDC portal recipient requirements. There are some similar budget line items for Components A and C, like Portal operation, or maintenance, or enhancements, but the budget costs will be much higher for a Component C portal than for a Component A portal or dashboard. An applicant must differentiate and describe their budget justification for those two components. Further, if an applicant is awarded Component C, then they will not be funded for some similar Component A activities.**

23. Can staff be dedicated under Component A to support a portal or should staff only be funded under C?
- No. You will need staff for either Component A or C. The staff needed to sustain a dashboard (Component A) differs than the staff required to lead and sustain a formal tracking portal (Component C). An applicant must clarify staff and their roles for the two components.**
24. With B and C funding seeming to be tentative funding streams, a concern is if they are not funded a recipient is potentially left without a portal. Is this concern accurate?
- The program is not expecting to award Component B activities in Year 1. Component B is intended to capture future year funding, especially related to national responses and other surveillance related activities. Component C is intended to be approved and funded during all 5 years of the NOFO.**
25. Should public portal development tasks be limited to Component C?
- No, but applicants must determine a strategy for addressing portal development tasks.**
26. If Component C is not awarded and goes unfunded, does it result in no funding of local public portal development directly except in the context of the other required activities?
- No. If Component C is not awarded and goes unfunded, then an applicant can receive funding to address Component A activities, including support the development and sustainability of a technical portal that shares data for exploratory services, including mapping, downloading, visualizing data.**
27. Regarding the work plan table on page 22, can applicants include Component B activities to help address Component A activities?
- Yes. An applicant can use Component B activities to address Component A requirements.**
28. What types of projects would an applicant put in the component's activities?
- The NOFO components were developed to capture broad and direct activities. This strategy gives the applicant more flexibility to address the activities based on their priorities.**
29. There seems to be a difference in how a portal is defined between Component A and C. Can a portal be just a dashboard or are they required to be more than a dashboard? What does a portal encompass?
- The difference in A and C is the scope and scale of your portals. Component A provides flexibility for jurisdictions that utilize an existing platform, such as dashboard, in their jurisdiction. Component A leverages an existing platform to complete portal activities, including analyzing and displaying all the environmental specific items in a dashboard/tool. This gives programs the flexibility to participate in the Tracking network who don't want to or don't need to have a dedicated environmental tracking portal. In many cases, we've seen existing jurisdictions where their portals have turned into platforms for other parts of their jurisdiction and are used more widely than just tracking.**

Component A is closer to pieces, parts, and services, where you're leveraging some other infrastructure that still needs some dedicated funding for it. A Component C portal is much bigger in scope and scale and should resemble a CDC-RFA-EH17-1702 recipient portal.

30. The NOFO references a portal that "shares data for exploratory services"; could the Program provide clarification, or a more detailed definition of what CDC means by "Exploratory Services".
- a. **Exploratory Services means a web-based data portal that allows for exploration of environmental health topics by providing data query, data visualization, and data analytics services on standardized environmental, health, and population characteristics data.**
31. Under Component A: Surveillance – What does the following sentence mean? “Develop and implement plans for surveillance data collection, quality checks, and dissemination with a focus on data interoperability.” Are applicants meant to be collecting data with this new NOFO?
- a. **Applicants will be expected to work with data stewards to obtain any necessary data for environmental public health surveillance – not necessarily do primary data collection. Applicants would also be expected to do validation and quality checks on those data before sharing the data with CDC or disseminating data through other means.**
32. WRT the requirement about mentoring an unfunded entity: Will CDC connect us to unfunded entities for mentoring?
- a. **No. The applicant must identify the unfunded jurisdiction.**
33. Are there full-time Employee requirements for certain positions?
- a. **No. There are no full-time employee requirements in this NOFO.**
34. It was mentioned on the NOFO Information Call that the workplan should copy paste Strategies and activities from the NOFO. For Component B, there are no strategies listed, only activities. What should we place in the Strategies column? For Component C, there no strategies and only 3 activities listed. What should we use in the strategies column? Should we use strategies and activities from EH1702 Workplan?
- a. **Applicants must only use and address the strategies and activities listed in CDC-RFA-EH22-2202. Component A includes strategies and activities. Components B and C only include activities. Applicants should not place text in the strategies column for Components B and C.**
35. Are applicants allowed to co-sponsor a conference with another community organization?
- a. **Applicants are allowed to co-sponsor a conference with another community organization. Conferences/collaborations are encouraged and mentioned in several areas of the NOFO. Recipients are prohibited from paying for conference attendees' food/meals.**

36. Prior Tracking NOFO's included optional activities, is that still relevant for the new NOFO?
- a. **No. There are no optional activities in the new NOFO.**
37. Which page is the logic model found?
- a. **The logic model is p. 5-7**
38. Are "Collaborations" and "Target Populations and Health Disparities" intended to be subheadings of "Strategies and Activities" or are they at the same level as "Strategies and Activities?"
- a. **No. Collaborations, Target Populations and Health Disparities, and strategies and activities are separate NOFO sections.**
39. Does attachment "Report on programmatic, budgetary, and commitment overlap" refer to requirements on pages 13-15 and 35-36 of the NOFO?
- a. **Yes. The "Report on programmatic, budgetary, and commitment overlap" refers to all CDC-RFA-EH22-2202 requirements that will result in programmatic, budgetary, or commitment overlap with another application or award (i.e., grant, cooperative agreement, or contract) submitted to another funding source in the same fiscal year.**
40. p. 12 – For the first Program Capacity strategy/activity – does the unfunded jurisdiction need to be identified for the application? Or can it be determined once funding is awarded?
- a. **The applicant must suggest a strategy for completing this activity in their application but can identify the unfunded jurisdiction after the award.**
41. p. 21 – Work Plan: Required elements in the work plan include "Strategy (from the NOFO Logic Model)" and "Activity (from the NOFO Logic Model)". Should applicants address the strategies and activities from the logic model or from the Strategies and Activities section?
- a. **Applicants must address the strategies and activities in the "Strategies and Activities" section of the NOFO.**
42. Should applicants submit one application, but separate work plans and budgets?
- a. **Yes.**
43. Is the work plan included in the NOFO's 20-page project narrative?
- a. **No. The work plan is a separate document from the 20-page project narrative and should be submitted as a separate document.**
44. Will letters of support be accepted after the application due date?
- a. **No.**
45. Component A, the first activity under Program Capacity, (page 12): "Develop a formal mentoring relationship with one unfunded jurisdiction and provide support, facilitate data and knowledge sharing, build capacity, and increase Tracking program reach. For example – a state health department could mentor a county or local health department, tribal area, a territory, or an unfunded state". Can the term "jurisdiction" refer to a region/grouping of municipalities that have a shared public health service arrangement?

- a. **Jurisdiction refers to any geographically bounded area such as a state/territory, city/county, tribe, or District. Yes, this would include a region/grouping of municipalities that have a shared public health service arrangement. The selected jurisdiction cannot be funded to address other NOFO requirements.**

FUNDING

- 1) Should applicants use the 2018 census estimates when determining their population funding level?
 - a) **Yes. Applicants must use the 2018 census estimates when determining their population funding level. Population funding levels are estimates, so recipients may be funded below that level.**
- 2) If an application is approved but unfunded (ABU) is it possible to receive additional funding in the future?
 - a) **Yes, but it's dependent on the availability of funding.**
- 3) If ABU, can applicants address activities from Component B?
 - a) **Yes, applicants can address Component B activities while unfunded.**
- 4) What is the award ceiling for this NOFO?
 - a) **The award ceiling is \$3,000,000. The \$850,000 award ceiling noted on page 26 is not correct and will be removed after the modification.**
- 5) What is the Year 1 funding period?
 - a) **The Estimated Award Date is September 01, 2022 – August 31, 2023.**
- 6) The NOFO states that CDC might fund proposals out of rank order. Is it the Tracking Branch that decides on funding out of rank order? Or a separate CDC office? How will CDC determine an award out of rank order? Based solely on geographical representation, or other criteria as well?
 - a) **The tracking program can fund proposals out of rank order, which is based solely on geographical representation. The rank order is determined by the objective review process.**
- 7) Should applicant's budget for a tracking sponsored conference in your year 1?
 - a) **Applicants should not include a budget for a tracking sponsored conference in your year 1.**
- 8) Should applicants include a high-level budget for years 2 - 5 of the NOFO?
 - a) **No. Applicants must include a budget for year 1. Applicants can include a high-level budget to support years 2 – 5, but it is not required.**
- 9) What are the budget minimums per component?
 - a) **The estimated budget minimum is \$300,000 for Component A, \$100,000 for Component B, and \$100,000 for Component C.**
- 10) If an applicant applies for Components B and C, are they required to put in a minimum budget of \$100,000 for each component in year 1?

- a) **Yes.**
- 11) If an applicant applies for Components A, B and C, is Funding for Component C contingent on funding for Component A? In other words, if an applicant does not receive funding for Component A, can they still receive funding for Component C?
- a) **If an applicant is not awarded Component A funding, then they are not eligible for Component C.**
- 12) Can applicants purchase testing kits to use in targeted areas? And then complete outreach activities?
- a) **Yes.**
- 13) Should applicants include a budget for all Component B activities in the Year 1?
- a) **Yes.**
- 14) If you approve Component B, how do we know how much is approved for each of these activities?
- a) **The Tracking program will coordinate with the recipients as funding is made available.**
- 15) What is the award floor?
- a) **The award floor is \$300,000. Applications below \$300,000 will be deemed ineligible.**
- 16) Since Components B and C may not be funded, should applicants focus their funded activities within Component A? If the funding ceiling for Component A is constrained by the funding floors for Components B and C, please make that explicit.
- a) **No. An applicant's application and budget narrative must clearly address the NOFO requirements. Applicants will be scored and awarded based on their application to the appropriate components. Applicants for Components A and B, will receive significantly smaller awards than applicants for Components A, B, and C.**

ATTACHMENTS

1. Is a letter of intent required?
 - a. **No.**
2. (Page 50 of 56): The NOFO mentions that letters of support can be included as an appendix (i.e., separate from the narrative). Please confirm that letters of collaboration and letters of commitment can also be included as an appendix.
 - a. **Applicants should include all letters of collaboration, letters of commitment and letters of support as one PDF and titled "letters of Support". This is a separate document and does impact the 20-page project narrative**
3. (Page 39 of 56): Under the "Expertise and institutional staffing capacity," there are references to key staff and a list. Do the exact titles "Data Scientist" and "Computer Scientist" need to be referenced?
 - a. **We realize labor categories differ between jurisdictions, so the exact titles are not required, but the capacity must be addressed.**

4. The project narrative covers the five-year period of performance.
 - a. **The project narrative must address year 1 of the five-year of performance. Applicants can address outcomes and activities to be conducted over the entire 5-year period of performance as identified in the CDC project description section.**
5. Is the section: Organizational Capacity of Recipients to Implement the Approach part of the Project Narrative 20 pages?
 - a. **No. This section should be included in the project narrative. Applicants can attach supporting documents (i.e., position descriptions, organization charts) that do not impact the 20-page project narrative.**
6. Would you be able to give an example of what is expected in the work plan for the "output" and "outcome" columns?
 - a. **Applicants can use the identified outcomes in the NOFO logic model. The outputs should be developed based on the activity.**
7. Does the term “should” mean encouraged or required? Especially as it relates to the letters of support.
 - a. **The NOFO uses “should” in the letters of support section to encourage applicants to include supportive documentation. It does not mean required.**
8. What is the logic model activity description?
 - a. **The logic model activity description is the applicant’s description of their proposed activity.**
9. Are the strategies and activities listed in the logic model?
 - a. **The logic model only includes the strategies. The full list of strategies and activities starts on Page 9 in Section iii. Strategies and Activities.**
10. Should applicants use codes and abbreviations to list their strategies and activities?
 - a. **No. Applicants must not use codes and abbreviations in their application. The Tracking Program will provide guidance, including a mapping mechanism, once the applicants are awarded.**
11. Is an applicant’s logic model required? If so, can it be included as an optional attachment?
 - a. **The applicant’s logic model is not required. An applicant can include their program logic model as part of their evaluation plan, which is a separate attachment.**
12. A Cover Page is not listed as an acceptable Optional attachment. Can applicants include a pdf Cover Page with their application?
 - a. **The NOFO does not require a cover page. Information in a title page can be included in the project abstract or project narrative.**
13. Page 15 states that for State, Territorial, Local, and Tribal applicants, a letter of collaboration confirming partnership exists between Health and Environment is

required. Can you confirm that for a not-for-profit 501 c3 applicant, this letter is NOT required?

- a. **Correct. This letter of collaboration does not apply for a not-for-profit 501 c3 applicant.**

Other

1. Is there an estimated date/timeline for when the updated documentation will be available on [grants.gov](https://www.grants.gov)?
 - a. **The updated information is expected to be posted on grants.gov by April 1, 2022.**
2. Are applicants expected to provide a high-level evaluation and performance measurement plan narrative as part of the project narrative and that, as such, it is included in the 20-page limit?
 - a. **Applicants must provide an evaluation and performance measurement plan that demonstrates how the recipient will fulfill the requirements described in the CDC Evaluation and Performance Measurement and Project Description sections of this NOFO. At a minimum, the plan must describe: How the applicant will collect the performance measures, respond to the evaluation questions, and use evaluation findings for continuous program quality improvement; How key program partners will participate in the evaluation and performance measurement planning processes; Available data sources, feasibility of collecting appropriate evaluation and performance data, and other relevant data information (e.g., performance measures proposed by the applicant); Plans for updating the Data Management Plan (DMP) as new pertinent information becomes available. If applicable, throughout the lifecycle of the project. Updates to DMP should be provided in annual progress reports. The DMP should provide a description of the data that will be produced using these NOFO funds; access to data; data standards ensuring released data have documentation describing methods of collection, what the data represent, and data limitations; and archival and long-term data preservation plans. For more information about CDC's policy on the DMP, see <https://www.cdc.gov/grants/additional-requirements/ar-25.html>. Where the applicant chooses to, or is expected to, take on specific evaluation studies, the applicant should be directed to: Describe the type of evaluations (i.e., process, outcome, or both); Describe key evaluation questions to be addressed by these evaluations; Describe other information (e.g., measures, data sources).**
3. Will a final Evaluation and Performance Measurement Plan be required 6 months post award?
 - a. **Yes. Recipients will be required to submit a more detailed Evaluation and Performance Measurement plan, including a DMP, if applicable, within the first 6 months of award, as described in the Reporting Section of this NOFO.**