Rural Health and Safety Education Competitive Grants Program

2017 Grant Applicant Webinar
May 31, 2017
Outline of Webinar

1. NIFA Team
2. Program Basics
3. Administrative Requirements
4. Application Submission Process
5. Applications Review Process
6. Tips for Success
NIFA Team

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Rural Health and Safety Education Prog. (RHSE)

Individual and family health education

Provide individuals and families living in rural areas:

- Information as to the value of good health at any age;
- Information to increase individual or families’ motivation to take more responsibility for their own health;
- Information about and access to health promotion activities; and
- Training for volunteers and health services providers concerning health promotion and health care services for individuals and families in cooperation with state, local and community partners.
NEW for FY 2017

Proposals will be accepted in two areas:

- The prevention and/or reduction of opioid misuse and abuse*
  - RFA Page 1 - In response to the Congressional Directive NIFA received as part of the Consolidated Appropriations Act, 2017 (Public Law 115-31), funding priority will be given to meritorious applications addressing the opioid abuse epidemic and combating opioid abuse in rural communities (described in Part I, C, Area 2 of this RFA).

- Chronic disease prevention and management
RHSE Program cont.

Focus on projects proposing to

- Implement new Extension programs or approaches or to

- Scale-up to State or multi-state levels already established Extension programs with demonstrated evidence of impact*

In the area of individual and family rural health and safety education focused on chronic disease prevention and management or the prevention and/or reduction of opioid misuse and abuse.
RHSE Program cont.

- $2.8 million available
- 4 to 6 awards anticipated
- NTE $350,000 for a two-year project period
- Cost sharing/matching not required
- Indirect costs allowed - up to 30% of total funds requested.

Applications deadline – June 30, 2017, by 5pm EDT
RHSE Program - Eligibility

- 1862, 1890 and 1994 Land-grant institutions

- Award recipients may subcontract to institutions and organizations not eligible to apply provided such organizations are necessary for the conduct of the project.
Proposed RHSE projects must...

- Serve rural residents and identify rural counties
- Deliver science-based knowledge
- Have health education focus and Extension outreach strategy guided by an existing health framework/theoretical model
- Identify health outcome indicators and lead to measurable changes in health knowledge, attitudes and/or behaviors for project participants
- Coordinate with State offices of rural health
Proposed RHSE projects should...

- Reflect multi-institution partnerships
- Have on their team an evaluator/individual skilled in conducting program outcome evaluations and reporting
Proposed RHSE projects should not...

- focus on topic areas specific to other NIFA grant programs, including AFRI, such as Food Safety, Childhood Obesity Prevention, Youth Farm Safety or AgrAbility;
- focus on research (other than evaluation related to project outputs, outcomes and impacts), formal education (K-12, university), or clinical interventions;
- focus on targeting individuals with substance abuse disorders.
Types of Applications

- **New** - Project applications that have not been previously submitted to the RHSE Program

- **Resubmitted** – Application that had previously been submitted to the RHSE Program but not funded
Making Decision to Apply

- Does your program fit the intent of the RFA?
- Are you eligible to apply as a lead institution?
- Have you identified your project partners?
- If not eligible to apply as a lead, who could you partner with within your state/region?
- Who is doing what and where through RHSE funding?
  - [http://cris.nifa.usda.gov/cgi-bin/starfinder/0?path=fastlink1.txt&id=anon&pass=&search=CG=(*-46100-*)%20&format=WEBTITLESG](http://cris.nifa.usda.gov/cgi-bin/starfinder/0?path=fastlink1.txt&id=anon&pass=&search=CG=(*-46100-*)%20&format=WEBTITLESG)
# Current Research Information System (CRIIS)

Retrieved 75 records

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<tr>
<th>Title</th>
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<td>2016 2016-07197</td>
<td>Berg, A. C.</td>
<td>UNIVERSITY OF GEORGIA ATHENS, GEORGIA</td>
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<td>Yelland, E. L.</td>
<td>KANSAS STATE UNIV MANHATTAN, KANSAS</td>
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<td>Bailey, S. J.</td>
<td>MONTANA STATE UNIVERSITY BOZEMAN, MONTANA</td>
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<td>HEALTH PROMOTION IN RURAL PENNSYLVANIA: THE PROSPER PROGRAM</td>
<td>2016 2016-07201</td>
<td>Welsh, J. A.</td>
<td>PENNSYLVANIA STATE UNIVERSITY UNIVERSITY PARK, PENNSYLVANIA</td>
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<td>UNIVERSITY OF ARKANSAS - HEALTH LITERACY AND EMERGENCY PREPAREDNESS PROGRAMS FOR MEDICAID RECIPIENTS IN RURAL ARKANSAS</td>
<td>2015 2015-08109</td>
<td>Washburn, L.</td>
<td>ARKANSAS AGRIC Extension Service LITTLE ROCK, ARKANSAS</td>
<td>Brief Full</td>
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<td>A COMMUNITY APPROACH TO CARE EDUCATION: EMPOWERING RURAL HOSPITALS AND CAREGIVERS TO ENGAGE IN EXCEPTIONAL CARE OF RURAL ELDERS</td>
<td>2015 2015-08107</td>
<td>Bailey, W. A.</td>
<td>OKLAHOMA STATE UNIVERSITY STILLWATER, OKLAHOMA</td>
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<td>INCREASING DIABETES</td>
<td>2015</td>
<td>Corbin, M.</td>
<td>PENNSYLVANIA</td>
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If You Decide to Apply…

- **Register with Grants.gov – ASAP!**
  
  
  - This process can take weeks to complete

- **Computer Essentials**
  
  - Adobe Acrobat – only **pdf** is accepted
  
  - High speed connection.

- **Everything You Want to Know About Grants.gov**
  
Application Process

Download the Application Package

Linked to Funding Opportunity Number on our web page:


Application Process cont.

Submit electronically through www.grants.gov

All attachments MUST be submitted in PDF
  ▪ Check all documents after conversion to PDF
  ▪ Attachments should not be password-protected

Submit at least few days ahead of June 30 deadline

Grants.gov customer support:
  ▪ 1-800-518-4726; M-F 7:00 am – 9 pm Eastern Time;
  ▪ Email: support@grants.gov.
  ▪ Get a Case ID # if you are having submission problems.
Application Process

- Grants.gov is for all federal agencies
- Complete the Mandatory Documents
  - Submit all information requested in RFA
  - Forms, but also PDF attachments (e.g., project narrative, project summary)
  - Annual and cumulative budgets must be provided
    - Separate budget forms for partners; budget and budget narrative/justification
Application Process cont.

- **Project Summary** (see pg. 16 of RFA)
  - Crucial - helps reviewers grasp the essence of your proposal.

- **Project Narrative** (see pgs. 16-20 of RFA)

- Eight distinct sections:
  - Issue Statement and Planned Approach (20 pts.)
  - Objectives, Activities and Timeline (30 pts.)
  - Division of Labor (5 pts.)
  - Performance Measurement and Evaluation Plan (20 pts.)
  - Management Plan (5 pts.)
  - Budget & Budget Justification (10 pts.)
  - Project Communication and Dissemination (5 pts.)
  - Sustainability (5 pts.)

- Up to 15 pages; +5 additional pages for figures and tables.
Application Process cont.

Senior/Key Person Information
Budget
Bibliography and References Cited
Letters of Commitment

Current and Pending Support
Conflict of Interest Forms

Center of Excellence Justification
Center of Excellence Justification

Why? – see pg. 12-13 of RFA

How? – If you wish to be considered as a Center of Excellence, provide brief justification in Project Narrative. Describe how you meet the standards of a Center of Excellence.

Criteria on pg. 20 -21 of RFA.

http://nifa.usda.gov/centers-excellence
**Funding Restrictions:**

- Equipment which does not have a particular scientific, technical or programmatic purpose (e.g., vehicles, typewriters, furniture, etc.);
- Entertainment – Banquets, awards ceremonies, and meals for persons not in a travel status, tickets to shows or sporting events, and alcoholic beverages;
- Incentives (e.g., fast-food coupons, gift certificates, etc.) to entice project participation.
Funding Restrictions:

- Renovation or refurbishment of education or extension space;
- Purchase or installation of fixed equipment;
- Planning, repair, rehabilitation, acquisition, or construction of buildings or facilities;
- Any expense not directly related to the project.
Changes in Project Plans:

- Prior Approval needed: Scope change, Changes in Key Personnel, Second No cost Extension
- Prior Approval not needed: Budget Changes; First no cost extension
- Award Terms and conditions will dictate what is allowable and not allowable
Pre-Acceptance Review Process

Grants.gov screening

- Check package for errors before submitting using screen tool in grants.gov

NIFA screening

- Screening for main application components, formatting, mandatory attachments, time periods and budget.
Pre-Acceptance Review Process cont.

NIFA screening

Applications will be rejected without panel review if:

- Submitted past the deadline (June 30 @ 5pm EDT)
- Annual budgets requested exceed budget limit set in the RFA (max. of $350,000 for two year project period)
- Lead institution not a 1862, 1890, or 1994 Land-Grant
- Proposed project does not align with the RHSE program priorities
Pre-Acceptance Review Process cont.

NIFA screening

- Contact Dr. Ahlishia Shipley if you do not receive an email within 4 weeks of proposal acceptance by Grants.gov or submission deadline

- Keep NIFA’s RHSE program staff updated of any change in your email address.
Competitive Review Process

Review process is designed to be fair and unbiased

- Review by peers and experts (e.g., in human development, rural health, safety, program evaluation, and, within it, in content areas specific to your proposal – e.g., diabetes education, substance abuse,...)

- Evaluation factors are very important

- Only information submitted with the application is used

- Letters of Support not the same as Letters of Commitment. Letters that do not speak of specific contribution to the project are unnecessary.
Competitive Review Process cont.

Confidentiality re.:

- Proposal content and identity of applicant
- Reviewer identity
- Reviews (shared with Project Director only)
- Panel proceedings
Evaluation Criteria

- Point system; Technical merit
- Relevancy
- Achievability – probability of success
- Expertise and track record of applicants
- Adequacy of personnel, facilities, equipment
- Adequacy of management plan including evaluation, reporting and communication
- Proposed interface with partners
Successful Proposals

- Well written, succinct and logical;
- Have all the information requested;
- Address appropriate target audience;
- Are well designed and justified (incl. outcome evaluation);
- Have a strong management plan;
- Partners’ roles and expected deliverables are clearly defined.
Common Proposal Criticisms

- Poorly written and presented
- Too vague and unfocused
- Target audience not identified or appropriate
- Unclear how target audience will be reached
- Approach or program is not culturally responsive
- Partners identified but their commitment not secured
- Main staff lack experience/expertise
- Insufficient understanding of RHSE grant opportunity
- Cannot be completed in time frame
- Weak management plan
**If not applying for funding in 2017:**

Consider serving on the RHSE proposals review panel.

Contact [ashipley@nifa.usda.gov](mailto:ashipley@nifa.usda.gov)

- Include:
  - “RHSE Reviewer” in the subject line
  - CV or a brief bio
  - Your full contact information
Contact Information

Programmatic Questions:
Ahlishia Shipley (ashipley@nifa.usda.gov; 202-401-6854)

Administrative Questions:
Bruce Mertz (bmertz@nifa.usda.gov; 202-401-5062)

Grants.gov:
• 1-800-518-4726; M-F 7:00 am – 9 pm Eastern Time
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