

FUNDING OPPORTUNITY NUMBER HHS-2024-ACF-ECD-TH-0135

PRE-APPLICATION WEBINAR
MARCH 7, 2024
3-4:30 PM EASTERN TIME





FY 2024 TRIBAL MATERNAL, INFANT, AND EARLY CHILDHOOD HOME VISITING (TRIBAL MIECHV) PROGRAM GRANTS

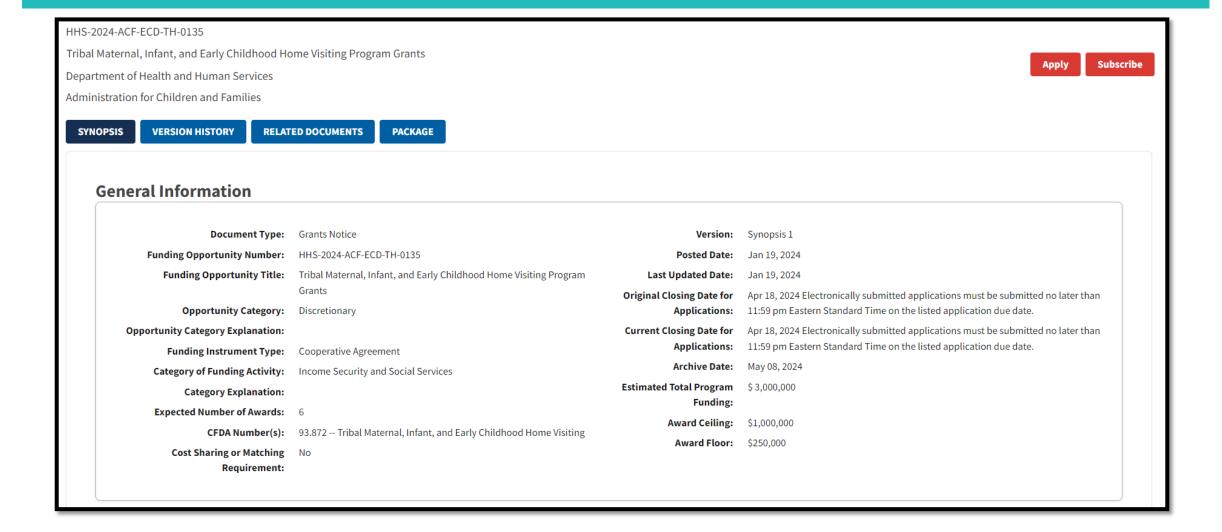
### ABOUT THIS WEBINAR

- This webinar will provide information about the Funding Opportunity Number HHS-2024-ACF-ECD-TH-0135.
- Joining and participating in the webinar is voluntary. Only the information provided in this Notice of Funding Opportunity (NOFO) will be presented. No question and answer portion will be conducted during this session and we will not be able to respond to any question posed in the chat.
- The recording, transcript, and slides will be available on the Tribal Home Visiting website, https://www.acf.hhs.gov/ecd/tribal/tribal-home-visiting, after the webinar has concluded.
- In the event of a discrepancy between this presentation and the NOFO, the NOFO takes precedence.

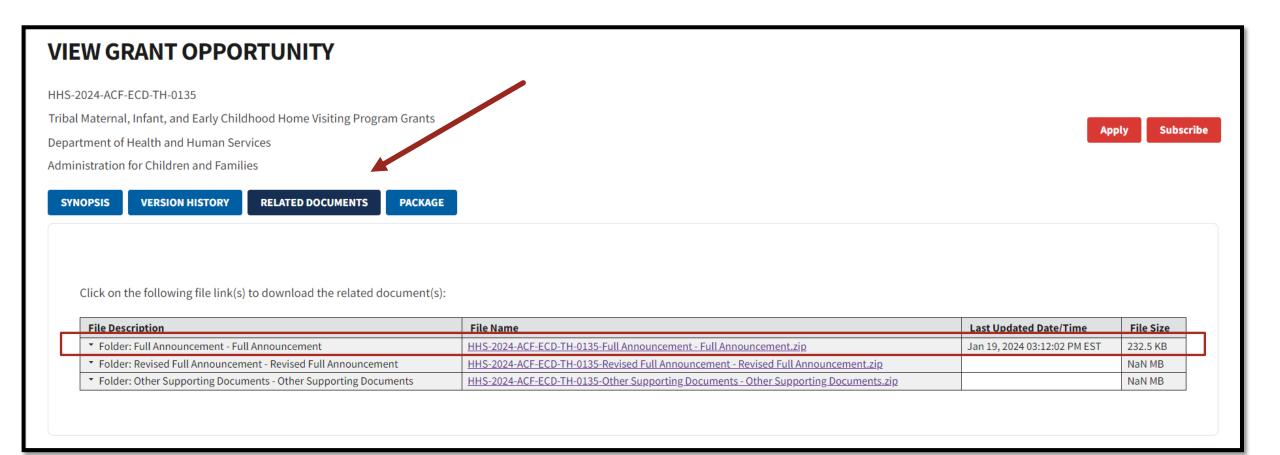
# ABOUT THE NOTICE OF FUNDING OPPORTUNITY

- Full information available at: <u>grants.gov/search-results-detail/349791</u>
- Due date for applications is 11:59 pm ET on April 18, 2024.

# ABOUT THE NOTICE OF FUNDING OPPORTUNITY



# ABOUT THE NOTICE OF FUNDING OPPORTUNITY



# TRIBAL MATERNAL, INFANT, AND EARLY CHILDHOOD HOME VISITING PROGRAM GRANTS

- Funds will support 5-year awards (cooperative agreements) between ACF and federally recognized Indian tribes (or a consortium of Indian tribes), tribal organizations, or urban Indian organizations to develop, implement, sustain, or expand an evidence-based home visiting program serving expectant families and families with young children aged birth to kindergarten entry.
- During the 5-year project period of the cooperative agreements, funds will support the following:
  - Conducting a community needs and readiness assessment (CNRA) of at-risk tribal communities that engages all relevant community members and interested parties (Year 1 only);
  - Planning collaboratively to address identified needs and develop capacity and infrastructure to fully plan and implement high-quality home visiting programs;
  - Providing high-quality culturally grounded, evidence-based home visiting services to expectant families and parents and primary caregivers of young children aged birth to kindergarten entry;

# TRIBAL MATERNAL, INFANT, AND EARLY CHILDHOOD HOME VISITING PROGRAM GRANTS

- During the 5-year project period of the cooperative agreements, funds will support the following:
  - Engaging in activities to support stronger early childhood systems and cross-program collaboration in tribal communities to maximize the success of home visiting programs and support the comprehensive needs of expectant families, parents and caregivers, and children from birth to kindergarten entry living in at-risk tribal communities;
  - Supporting the mental and behavioral health of children, families, and program staff, including through infant and early childhood mental health consultation;
  - Conducting performance measurement activities and developing or updating a data system and mechanism to measure, track, and report on progress toward meeting legislatively mandated benchmarks for participating children and families;
  - Engaging in CQI activities; and
  - Participating in MIECHV-funded evaluation opportunities to promote learning and contribute to the MIECHV Learning Agenda.

# TRIBAL MATERNAL, INFANT, AND EARLY CHILDHOOD HOME VISITING PROGRAM GRANTS

While this NOFO is open to eligible entities, ECD intends to prioritize awards to programs and communities meeting an unmet need, including those without prior experience implementing evidence-based early childhood home visiting programs in the proposed community(ies). Entities without prior experience implementing evidence-based early childhood home visiting programs are eligible to receive additional bonus points, which can be found in Section V.1. Criteria of this NOFO.

# REVIEWING THE NOTICE OF FUNDING OPPORTUNITY (NOFO)

- Includes standard language for applying, as well as programspecific language.
- Make sure to read and reread the entire NOFO to get a complete understanding of what it is asking and how to respond.

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#### **Funding Opportunity Title:**

Tribal Maternal, Infant, and Early Childhood Home Visiting Program Grants

#### Announcement Type:

Initial

#### Funding Opportunity Number:

HHS-2024-ACF-ECD-TH-0135

Assistance Listing Number: 93 872

#### Due Date for Applications:

Application Due Date will be submitted as: date based on specified number of days after the actual Synopsis Post Date

#### **Executive Summary**

#### Notice:

 Applicants are strongly encouraged to read the entire notice of funding opportunity (NOFO) carefully and observe the application formatting requirements listed in Section IV.2. Content and Form of Application Submission. For more information on applying for an award, please visit "Applying for an ACF Award" at https://www.acf.hhs.gov/grants/how-apply-grant.

The Office of Early Childhood Development (ECD) within the Administration for Children and Families (ACF) will be soliciting applications for the Fiscal Year 2024 Tribal Maternal, Infant, and Early Childhood Home Visiting (MIECHV) Program. Funds will support 5-year awards (cooperative agreements) between ACF and federally recognized Indian tribes (or a consortium of Indian tribes), tribal organizations, or urban Indian organizations to develop, implement, sustain, or expand an evidence-based home visiting program serving expectant families and families with young children aged birth to kindergarten entry. Awards will support:

- Implementation of high-quality, culturally grounded, evidence-based home visiting services to American Indian and Alaska Native (AI/AN) families and children;
- Implementation of performance measurement and continuous quality improvement (CQI) systems:
- · Development of early childhood systems; and
- Participation in research and evaluation activities to build evidence around home visiting, particularly in tribal communities.

Funds for Year 1 will be awarded to recipients to conduct a comprehensive community needs and readiness assessment (CNRA), develop an implementation plan, and build capacity to support implementation. If applicable, funds for Year 1 will be awarded to continue delivering existing home visiting services. In Years 2-5, recipients will implement the various components of their approved plan to respond to identified needs (submitted during Year 1) by implementing high-quality, evidence-based home visiting programs in their community.

#### I. Program Description

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# SECTION I. PROGRAM DESCRIPTION

#### I. Program Description

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- Provides background on MIECHV and Tribal MIECHV
- More information about the Tribal MIECHV Program, current recipients, and the communities served can be found at

https://www.acf.hhs.gov/ecd/tribal/tribal-home-visiting

#### Statutory Authority

Social Security Act, Title V, section 511(h)(2)(A) (42 U.S.C. 711(h)(2)(A))

### Description

Background

#### The MIECHV Program and Tribal MIECHV

The MIECHV program, administered by the Health Resources and Services Administration (HRSA), in collaboration with ACF, responds to the diverse needs of children and families in atrisk communities and provides an opportunity for significant collaboration and partnership at the federal, state, tribal, and community levels to improve health and development outcomes for atrisk children through evidence-based home visiting programs. Evidence-based home visiting programs are intended to promote outcomes such as improved maternal and prenatal health, infant health, and child health and development; reduced child maltreatment; improved parenting practices related to child development outcomes; improved school readiness; improved family socio-economic status; improved coordination of referrals to community resources and supports; and reduced incidence of injuries, crime, and domestic violence.

The goals of the MIECHV program are as follows: (1) strengthen and improve the programs and activities carried out under Title V of the Social Security Act, Maternal and Child Health Services Block Grant; (2) improve coordination of services for at-risk communities; and (3) identify and provide comprehensive services to improve outcomes for *eligible families* who reside in at-risk communities. Information about the HRSA MIECHV funding to states and territories can be found at <a href="http://mchb.hrsa.gov/programs/homevisiting/">http://mchb.hrsa.gov/programs/homevisiting/</a>.

Legislation sets aside 6 percent of the appropriation for awards to tribal recipients.

Tribal MIECHV programs should be consistent with the requirements of the MIECHV awards to states and territories, to the greatest extent practicable, and programs must conduct needs assessments and establish benchmarks.

# SECTION I. PROGRAM DESCRIPTION

- Includes Required Activities:
  - Funds for Year 1 will be awarded to recipients to conduct a comprehensive community needs and readiness assessment (CNRA), develop an implementation plan, and build capacity to support implementation.
  - Items that are italicized are defined in the Appendix starting on page 45 of the NOFO.

### Required Activities

Please note that a *Definitions* section is located in the Appendix; items that are *italicized* are defined in this section.

During the 5-year project period of the cooperative agreements, funds will support the following:

- Conducting a community needs and readiness assessment (CNRA) of at-risk tribal communities that engages all relevant community members and interested parties (Year 1 only);
- Planning collaboratively to address identified needs and develop capacity and infrastructure to fully plan and implement high-quality home visiting programs;
- Providing high-quality culturally grounded, evidence-based home visiting services to expectant families and parents and primary caregivers of young children aged birth to kindergarten entry;
- Engaging in activities to support stronger early childhood systems and cross-program collaboration in tribal communities to maximize the success of home visiting programs and support the comprehensive needs of expectant families, parents and caregivers, and children from birth to kindergarten entry living in at-risk tribal communities;
- Supporting the mental and behavioral health of children, families, and program staff, including through infant and early childhood mental health consultation;
- Conducting performance measurement activities and developing or updating a data system and mechanism to measure, track, and report on progress toward meeting legislatively mandated benchmarks for participating children and families;
- Engaging in CQI activities; and
- Participating in MIECHV-funded evaluation opportunities to promote learning and contribute to the MIECHV Learning Agenda.

### SECTION I. PROGRAM DESCRIPTION

### Additional Required Activities:

- Years 2-5: Implementation, Performance Measurement and Continuous Quality Improvement, Early Childhood Systems Building, and MIECHV Learning Agenda Activities
  - In Years 2-5 of the cooperative agreement, recipients will fully implement the various components of their approved implementation plan and work closely with ACF to ensure implementation of high-quality, evidence-based home visiting programs in their community.
- Years 2-5 are 12 months each

If the recipient has already been implementing home visiting services prior to receiving an award under this NOFO, an important activity during Year 1 of the award is the continued delivery of home visiting services to eligible families. If the recipient's existing home visiting program has been funded with Tribal MIECHV funds prior to award under this NOFO, the recipient may use funds provided under this NOFO to support ongoing delivery of services during Year 1. Recipients may also use Tribal MIECHV funds to replace another funding source to provide ongoing services in Year 1. Recipients who use Tribal MIECHV funds under this NOFO to provide services in Year 1 will be expected to conduct data collection and submit relevant data reports during Year 1.

Recipients who are only proposing to expand services under this NOFO (and will not use funds awarded under this NOFO to provide existing home visiting services) will not be expected to report data to ACF in Year 1. These recipients will only provide these data in Years 2-5 as outlined below.

Years 2-5: Implementation, Performance Measurement and Continuous Quality Improvement, Early Childhood Systems Building, and MIECHV Learning Agenda Activities In Years 2-5 of the cooperative agreement, recipients will fully implement the various components of their approved implementation plan and work closely with ACF to ensure implementation of high-quality, evidence-based home visiting programs in their community. Activities include the following:

A. Implementation of Home Visiting Services

Per the approved Implementation Plan, recipients will implement high-quality, culturally grounded evidence-based home visiting programs that meet the needs of at-risk tribal communities and provide home visiting services, including virtual home visits as specified by statute, to eligible families, in alignment with the definition of a MIECHV caseload slot.

The Tribal MIECHV Program is a service delivery program. Funds made available to recipients under this NOFO must be used to support the delivery of home visiting services under the Tribal MIECHV Program. Funds may not be used except as provided for in the authorizing legislation (section 511 of the Social Security Act); applicable implementing program policy issuances, including this NOFO and the notice(s) of award; and other federal laws, regulations, and policies applicable to the use of federal awards.

In accordance with the stated objectives of the Tribal MIECHV program, recipients must implement home visiting services that result in improvements in the coordination and referrals for other community resources and supports to support the needs of families in the program. Recipients may coordinate with, and refer to, direct medical, dental, mental health, or legal services and providers covered by other sources of funding, for which non-MIECHV sources of funding may provide reimbursement. Recipients may also fund infant and early childhood mental health consultation to support children, families, and staff. The MIECHV program generally does not fund the delivery or costs of direct medical, dental, mental health, or legal services; however, some limited direct services may be provided (typically by the home visitor) to the extent required to implement the selected home visiting model.

B. Performance Measurement and CQI

# SECTION II. FEDERAL AWARD INFORMATIC

- Funding Instrument Type: Cooperative Agreement
- Estimated Total Funding: \$3 million
- Expected Number of Awards: 6
- Award Ceiling: \$1 million per budget period
- Award Floor: \$250,000 per budget period
- Average Projected Award Amount: \$500,000 per budget period
- Anticipated Project Start Date: July 1, 2024
- Length of Project Periods: 63-month project period with one 15month budget period followed by four 12-month budget periods.

#### II. Federal Award Information

#### Funding Instrument Type:

CA (Cooperative Agreement)

#### Estimated Total Funding:

\$3,000,000

#### **Expected Number of Awards:**

6

#### Award Ceiling:

\$1,000,000

Per Budget Period

#### Award Floor:

\$250,000

Per Budget Period

#### Average Projected Award Amount:

\$500,000

Per Budget Period

#### Anticipated Project Start Date:

07/01/2024

#### Length of Project Periods:

Other

#### Additional Information on Project Periods and Explanation of 'Other'

63-month project period with one 15-month budget period followed by four 12-month budget periods

#### Additional Information on Awards:

Awards made under this funding opportunity are subject to the availability of federal funds.

Applications requesting an award amount that exceeds the *Award Ceiling* per budget period, or per project period, as stated in this section, will be disqualified from the merit review and funding under this funding opportunity. Please see *Section III.3. Other, Application Disaualification Factors*.

Funds for Years 2-5 will be awarded on the basis of submission and approval of non-competing continuation applications, adequate performance, and availability of funds.

### Description of ACF's Anticipated Substantial Involvement Under the Cooperative Agreement Award

A cooperative agreement is a specific method of awarding federal assistance in which substantial federal involvement is anticipated. Cooperative agreements defining the respective responsibilities of ACF and recipients will be negotiated. ACF anticipates that agency involvement will produce programmatic benefits to the recipient otherwise unavailable to them for carrying out the project. The involvement and collaboration includes the following:

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# SECTION II. FEDERAL AWARD INFORMATION – COOPERATIVE AGREEMENT

- A cooperative agreement is a specific method of awarding federal assistance in which substantial federal involvement is anticipated.
- Cooperative agreements defining the respective responsibilities of ACF and recipients will be negotiated.
- ACF anticipates that agency involvement will produce programmatic benefits to the recipient otherwise unavailable to them for carrying out the project.
- ACF and contractors will provide technical assistance (TA) and support to carry out required activities while respecting tribal sovereignty and self-determination.

Applications requesting an award amount that exceeds the Award Ceiling per budget period, or per project period, as stated in this section, will be disqualified from the merit review and funding under this funding opportunity. Please see Section III.3. Other, Application Disqualification Factors.

Funds for Years 2-5 will be awarded on the basis of submission and approval of non-competing continuation applications, adequate performance, and availability of funds.

### Description of ACF's Anticipated Substantial Involvement Under the Cooperative Agreement Award

A cooperative agreement is a specific method of awarding federal assistance in which substantial federal involvement is anticipated. Cooperative agreements defining the respective responsibilities of ACF and recipients will be negotiated. ACF anticipates that agency involvement will produce programmatic benefits to the recipient otherwise unavailable to them for carrying out the project. The involvement and collaboration includes the following:

- ACF review and approval of the needs assessment and implementation plan developed in Year 1.
- ACF involvement, when applicable, in the establishment of policies and procedures that
  maximize open competition for subawards; and rigorous and impartial development,
  review, and funding of subrecipient activities;
- ACF and recipient joint collaboration in the performance of key programmatic activities (e.g., strategic planning, implementation, information technology enhancements, training and TA, publications or products, and evaluation);
- ACF's close monitoring of the requirements stated in this NOFO that limit the recipient's discretion with respect to scope of services offered, organizational structure and management processes; and
- ACF's close monitoring during performance that may, in order to ensure compliance with the intent of this funding opportunity, exceed those federal stewardship responsibilities customary for discretionary activities.

Upon award, recipients will work closely with ACF and TA providers in the development of the implementation plan. The overall goals of TA are to build the capacity of recipients to carry out cooperative agreement activities. While ACF recognizes that many home visiting models that recipients are likely to implement provide model-specific TA, ACF anticipates providing TA in several areas, and ACF intends to tailor TA to meet needs identified by the recipients. There will be many TA opportunities to support recipients with the development of a quality implementation plan, including monthly calls, webinars, individual TA, the kickoff meeting, and the possibility of on-site TA, as well as additional tools and resources.

#### III. Eligibility Information

#### III.1. Eligible Applicants

Eligible applicants are federally recognized Indian tribes (or consortium of tribes), tribal organizations, and urban Indian organizations, as defined by section 4 of the Indian Health Care Improvement Act, Public Law. 94-437 at: <a href="http://www.ssa.gov/OP Home/comp2/F094-437">http://www.ssa.gov/OP Home/comp2/F094-437</a>, http://www.ssa.gov/OP Home/comp2/F094-437.html

# SECTION III. ELIGIBILITY INFORMATION

- Eligible applicants are federally recognized Indian tribes (or consortium of tribes), tribal organizations, and urban Indian organizations, as defined by section 4 of the Indian Health Care Improvement Act, Public. Law. 94-437 at <a href="http://www.ssa.gov/OP\_Home/comp2/F094-437.html">http://www.ssa.gov/OP\_Home/comp2/F094-437.html</a>
- Applicants serving an emerging, unserved, or underserved population or remote geographic area are encouraged to apply for funding under this NOFO. Collaborative efforts and interdisciplinary approaches are encouraged.

#### III. Eligibility Information

#### III.1. Eligible Applicants

Eligible applicants are federally recognized Indian tribes (or consortium of tribes), tribal organizations, and urban Indian organizations, as defined by section 4 of the Indian Health Care Improvement Act, Public Law. 94-437 at: http://www.ssa.gov/OP Home/comp2/F094-437.html

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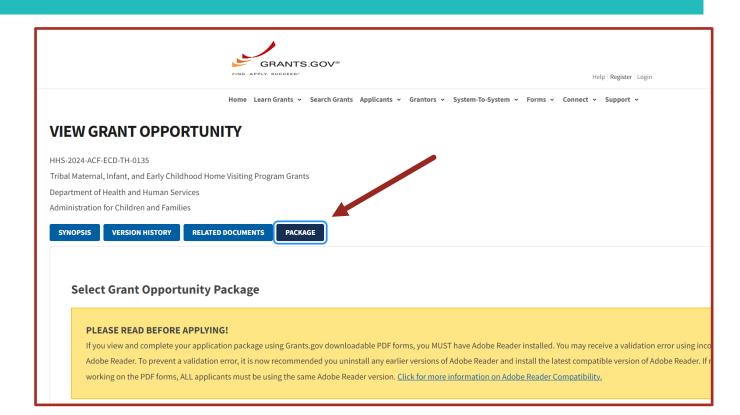
"Indian tribe" means any Indian tribe, band, nation, or other organized group or community, including any Alaska Native village or group or regional or village corporation as defined in or established pursuant to the Alaska Native Claims Settlement Act (85 Stat. 688), which is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians:

"Tribal organization" means the elected governing body of any Indian tribe or any legally established organization of Indians that is controlled by one or more such bodies or by a board of directors elected or selected by one or more such bodies (or elected by the Indian population to be served by such organization) and that includes the maximum participation of Indians in all phases of its activities; and

"Urban Indian organization" means a non-profit corporate body situated in an urban center, governed by an urban Indian controlled board of directors, and providing for the maximum participation of all interested Indian groups and individuals, which body is capable of legally cooperating with other public and private entities for the purpose of performing the activities described in section 503(a).

# SECTION IV. APPLICATION AND SUBMISSION INFORMATION

- Electronic submission required, unless paper submission exemption is received.
- Electronic application package is available. Package includes required forms. List of required forms also available on page 19 of the NOFO.
- Electronic submission requires two files, with total submission limited to 125 pages.



# SECTION IV. APPLICATION AND SUBMISSION INFORMATION

- Organizations must have an active System for Award (SAM) registration which provides a Unique Entity Identifier (UEI), and Grants.gov account to apply for awards under funding opportunities.
- Creating a Grants.gov account can be completed online in minutes, but SAM registration may take several weeks.
   Therefore, an organization's registration should be done in sufficient time to ensure it does not impact the entities ability to meet required application submission deadlines.
- Plan accordingly! More details starting on page 33 of the NOFO.

Creating a Grants.gov account can be completed online in minutes, but SAM registration may take several weeks. Therefore, an organization's registration should be done in sufficient time to ensure it does not impact the entities ability to meet required application submission deadlines.

Organization applicants can find complete instructions here: https://www.grants.gov/web/grants/applicants/organization-registration.html

Register with SAM: All organizations (entities) applying online through Grants.gov must register with SAM. Failure to register with SAM will prevent your organization from applying through Grants.gov. SAM registration must be renewed annually. For detailed instructions for registering with SAM, refer to:

https://www.grants.gov/web/grants/applicants/organization-registration.html

Create a Grants.gov Account: The next step in the registration process is to create an account with Grants.gov. Follow the on-screen instructions provided on the registration page.

Add a Profile to a Grants.gov Account: For detailed instructions about creating a profile on Grants.gov, refer to: <a href="https://www.grants.gov/web/grants/applicants/registration/add-profile.html">https://www.grants.gov/web/grants/applicants/registration/add-profile.html</a>

EBiz POC Authorized Profile Roles: After you register with Grants.gov and create an Organization Applicant Profile, the applicant's request for Grants.gov roles and access is sent to the EBiz POC. The EBiz POC is then expected to log into Grants.gov and authorize the appropriate roles. For detailed instructions about creating a profile on Grants.gov, refer to: https://www.grants.gov/web/grants/applicants/registration/authorize-roles.html

Grants.gov provides applicants 24/7 support via the toll-free number 1-800-518-4726 and email at <a href="mailto:support@grants.gov">support@grants.gov</a>.

For questions related to this funding opportunity, please contact the number listed in the application package.

If you are experiencing difficulties with your submission, it is best to call the Grants.gov Support Center and get a ticket number. The Support Center ticket number will assist ACF with tracking and understanding background information on the issue.

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# PROJECT DESCRIPTION

- Table of Contents
- Project Summary
- Geographic Location
- Legal Status of Entity
- Need for Assistance
- Objectives

### The Project Description

### The Project Description Overview

#### General Expectations and Instructions

The Project Description requests the information by which an application is evaluated and ranked in competition with other applications for financial assistance. It must address all activities for which federal funds are being requested and all application requirements as stated in this section. The Project Description must explain how the project will meet the purpose of the NOFO, as described in *Section I. Program Description*. As a reminder, reviewers will be evaluating this section in accordance with *Section V.1. Criteria*.

The Project Description must be clear, concise, and complete. ACF is particularly interested in Project Descriptions that convey strategies for achieving intended performance. Project Descriptions are evaluated on the basis of substance and measurable outcomes, not length.

Cross-referencing should be used rather than repetition. Supporting documents designated as required must be included in the Appendix of the application.

#### Letter of Intent

Applicants are strongly encouraged to notify ACF of their intention to submit an application

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under this NOFO. The letter of intent is optional. Failure to submit a letter of intent will not impact eligibility to submit an application and will not disqualify an applicant from the merit review. Letter of intent information will be used to determine the number of expert reviewers needed to evaluate applications.

### PROJECT DESCRIPTION

- Approach The application must describe the approach the applicant proposes to take in the 15-month Year 1 to conduct or update a comprehensive CNRA, develop an implementation plan, engage in capacity building activities, and (if applicable) continue delivery of existing home visiting services to children in families, as described in Section I. Program Description, Required Activities, Year 1: CNRA, Implementation Plan, and Capacity Building.
- More details on page 24-25 of the NOFO.

#### Approach

Outline a plan of action that describes the scope and detail of how the proposed project will be accomplished. Applicants must account for all functions or activities identified in the application.

Cite potential obstacles and challenges to accomplishing project goals and explain strategies that will be used to address these challenges.

The application must describe the approach the applicant proposes to take in the 15-month Year 1 to conduct or update a comprehensive CNRA, develop an implementation plan, engage in capacity building activities, and (if applicable) continue delivery of existing home visiting

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services to children in families, as described in Section I. Program Description, Required Activities, Year 1: CNRA, Implementation Plan, and Capacity Building. The description of the Year 1 approach should include, at a minimum, but it not limited to, the following elements:

- Overall plan for conducting the proposed activities in a complete and timely manner.
- The factors that could speed and hinder completion of these activities and how these factors would be managed and leveraged.
- Plan for conducting or updating a comprehensive CNRA.
- 4. Plan for developing and submitting an implementation plan during Year 1.
- Plan for using CNRA findings to select an evidence-based home visiting model and any necessary adaptations, enhancements, and supplements. Applicants should not propose a home visiting model to be implemented in their application, as this determination must be based on the results of the CNRA.
- Plan for building or maintaining capacity to implement an evidence-based home visiting program
- Plan for ensuring that the project will result in the implementation of a high-quality, evidence-based home visiting program that is culturally responsive to the target population.
- 8. Plan for developing relationships with and involving tribal leaders, community members, partner agencies, participants, and other interested parties, including a preliminary list and description of agencies, individuals, and entities that will be involved during Year 1, and the planned composition and involvement of the program's local advisory committee.
- The roles and responsibilities and time commitments of proposed staff, including subrecipients, consultants, contractors, and/or partners, and how these positions are appropriate and relevant to the successful implementation of the proposed project.

### PROJECT DESCRIPTION

- Organizational Capacity
- Protection of Sensitive and/or Confidential Information
- Third-Party Agreements
- Letters of Support

#### Organizational Capacity

Provide the following information on the applicant organization and, if applicable, on any cooperating partners:

- Organizational charts.
- Resumes.
- List of Board of Directors
- Copy or description of the applicant organization's fiscal control and accountability procedures.
- Evidence that the applicant organization, and any partnering organizations, have relevant experience and expertise with administration, development, implementation, management, and evaluation of programs similar to that offered under this funding opportunity.
- Evidence that each participating organization, including partners, contractors and/or subrecipients, possess the organizational capability to fulfill their role(s) and function(s) effectively.
- Child care licenses and other documentation of professional accreditation.

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Information on compliance with federal/state/local government standards.

Applicants should clearly identify the lead entity responsible for conducting activities under this NOFO. If known at the time of application submission, the applicant must disclose their intent to enter into subaward arrangements in their application. For each proposed subaward, the applicant must include a description of the work to be performed by the subrecipient(s).

Applicants must also describe their organizational capacity to conduct performance measurement and CQI activities.

Entities without prior experience implementing evidence-based early childhood home visiting programs are eligible to receive additional bonus points with supporting documentation that confirms the applicant has yet to experience implementing evidence-based child home visiting programs. Supporting documentation may include tribal resolution emphasizing the lack of prior home visiting services delivered by the applicant or letters of support from partners highlighting the absence of previous home visiting services provided by the applicant.

# PROJECT BUDGET AND BUDGET JUSTIFICATION

Applicants are asked to provide a budget for the first budget year of the 5-year award. Applicants should take into consideration the unique costs in the first 15 months (Year 1) for completing the CNRA and implementation plan development.

### In Year 1, the applicant's proposed budget must:

- Provide for the Project Director and at least one other key staff member to attend a 2-3 day kickoff meeting for recipients funded under this NOFO to be held within the first 90 days of the award in Washington, DC, as well as one 2-3 day Tribal MIECHV meeting in Washington, DC.
- Commit a reasonable and adequate amount of federal funds to comply with the requirements for CNRA and building capacity for performance measurement and CQI.

Provide a budget for the initial budget period only (typically the first 12 months of the project) using the SF-424A and/or SF-424C, as applicable.

Provide a budget justification, which includes a budget narrative and a line-item detail, for only the first budget period of the proposed project. The budget narrative should describe how the categorical costs are derived. Discuss the necessity, reasonableness, and allocation of the proposed costs.

Applicants are asked to provide a budget for the first budget year of the 5-year award. Applicants should take into consideration the unique costs in the first 15 months (Year 1) for completing the CNRA and implementation plan development.

In Year 1, the applicant's proposed budget must:

- Provide for the Project Director and at least one other key staff member to attend a 2-3 day kickoff meeting for recipients funded under this NOFO to be held within the first 90 days of the award in Washington, DC, as well as one 2-3 day Tribal MIECHV meeting in Washington, DC.
- Commit a reasonable and adequate amount of federal funds to comply with the requirements for CNRA and building capacity for performance measurement CQI.

For applicants proposing to use subaward(s), if the total amount budgeted for subawards exceeds 50 percent of total direct costs for the budget period, the applicant must provide a justification for subawarding the portion of the project and must explain how the prime recipient plans to maintain a substantive role in the project. Applicants must explain why the participation of the subrecipient is necessary, and why the applicant cannot achieve the objectives without the subrecipient(s)' participation.

#### General

Use the following guidelines for preparing the project budget and budget justification. The budget justification includes a budget narrative and a line-item detail. Applications should only

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# IV.6. FUNDING RESTRICTIONS

- Construction is not an allowable activity or expenditure under this award.
- Purchase of real property is not an allowable activity or expenditure under this award.
- Major renovation is not an allowable activity or expenditure under this award.

#### IV.6. Funding Restrictions

Construction is not an allowable activity or expenditure under this award.

Purchase of real property is not an allowable activity or expenditure under this award.

Major renovation is not an allowable activity or expenditure under this award.

#### IV.7. Other Submission Requirements

Submit paper applications to the following address.

#### Submission by Mail

Jesse
LaSarte
HHS-2023-ACF-ECD-TH-0135
Administration for Children and Families
330 C. Street, SW
Washington
DC

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#### 20201

### V. Application Review Information

#### V.1. Criteria

Please note: With the exception of the notice of funding opportunity and relevant statutes and regulations, reviewers must not access, or review, any materials that are not part of the application documents. This includes information accessible on websites via hyperlinks that are referenced, or embedded, in the application. Reviewers must evaluate and score an application based on the documents that are presented in the application and must not refer to, or access, external links during the merit review.

### V.1. Criteria

Applications competing for financial assistance will be reviewed and evaluated using the criteria described in this section. Points will be allocated based on the extent to which the application proposal addresses each of the criteria listed. Applicants should address these criteria in their application materials, particularly in the project description and budget justification, as they are the basis upon which competing applications will be judged during the merit review. The required elements of the project description and budget justification may be found in Section IV.2. The Project Description of this funding opportunity.

#### 20201

#### V. Application Review Information

#### V.1. Criteria

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#### Understanding of Program

#### Maximum Points: 20

- The applicant demonstrates that it understands, and that its proposed project will contribute to achieving, the goals and objectives of this NOFO.
- The applicant presents a clear description of the proposed project, including a clear statement of the goals (i.e., the intended end products of an effective project) and objectives (i.e., measurable steps for reaching these goals) of the proposed project.
- The applicant demonstrates an understanding of maternal, infant, and early childhood home visiting programs.
- The applicant demonstrates an understanding of the concepts of fidelity, adaptation, and enhancement in evidence-based policy in relation to home visiting programs in AI/AN communities.
- The applicant demonstrates an understanding of early childhood systems and how they contribute to the success of a home visiting program.
- The applicant demonstrates an understanding of performance measurement, CQI, and evaluation activities and how they contribute to the success of a home visiting program.

#### Need for Assistance

#### Maximum Points: 15

- The applicant clearly demonstrates that the proposed project will fill an unmet need.
- The applicant clearly identifies and justifies the target population and proposed service area for the proposed project.
- The applicant demonstrates a thorough understanding of the characteristics of the tribal community and the service needs of the population and community.
- The applicant demonstrates that it has involved the community in developing its proposed project, including evidence that the community desires and is invested in the project.

#### Overall Approach

#### Maximum Points: 35

 The applicant provides a clear and reasonable process and timeline for conducting the proposed activities, including major milestones and target dates.

### **Understanding the Program – 20 maximum points**

- 1. The applicant demonstrates that it understands, and that its proposed project will contribute to achieving, the goals and objectives of this NOFO.
- 2. The applicant presents a clear description of the proposed project, including a clear statement of the goals (i.e., the intended end products of an effective project) and objectives (i.e., measurable steps for reaching these goals) of the proposed project.
- 3. The applicant demonstrates an understanding of maternal, infant, and early childhood *home visiting programs*.

#### 20201

#### V. Application Review Information

#### V.1. Criteria

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#### **Understanding of Program**

Maximum Points: 20

- The applicant demonstrates that it understands, and that its proposed project will contribute to achieving, the goals and objectives of this NOFO.
- The applicant presents a clear description of the proposed project, including a clear statement of the goals (i.e., the intended end products of an effective project) and objectives (i.e., measurable steps for reaching these goals) of the proposed project.
- The applicant demonstrates an understanding of maternal, infant, and early childhood home visiting programs.
- The applicant demonstrates an understanding of the concepts of fidelity, adaptation, and enhancement in evidence-based policy in relation to home visiting programs in AI/AN communities.
- The applicant demonstrates an understanding of early childhood systems and how they contribute to the success of a home visiting program.
- The applicant demonstrates an understanding of performance measurement, CQI, and evaluation activities and how they contribute to the success of a home visiting program.

#### Need for Assistance

Maximum Points: 15

- 1. The applicant clearly demonstrates that the proposed project will fill an unmet need.
- The applicant clearly identifies and justifies the target population and proposed service area for the proposed project.
- The applicant demonstrates a thorough understanding of the characteristics of the tribal community and the service needs of the population and community.
- The applicant demonstrates that it has involved the community in developing its proposed project, including evidence that the community desires and is invested in the project.

#### Overall Approach

Maximum Points: 35

 The applicant provides a clear and reasonable process and timeline for conducting the proposed activities, including major milestones and target dates.

### **Understanding the Program – 20 maximum points**

- 4. The applicant demonstrates an understanding of the concepts of *fidelity*, *adaptation*, and *enhancement* in evidence-based policy in relation to home visiting programs in AI/AN communities.
- 5. The applicant demonstrates an understanding of *early childhood systems* and how they contribute to the success of a home visiting program.
- 6. The applicant demonstrates an understanding of performance measurement, CQI, and evaluation activities and how they contribute to the success of a home visiting program.

#### 20201

#### V. Application Review Information

#### V.1. Criteria

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#### Understanding of Program

Maximum Points: 20

- The applicant demonstrates that it understands, and that its proposed project will
  contribute to achieving, the goals and objectives of this NOFO.
- The applicant presents a clear description of the proposed project, including a clear statement of the goals (i.e., the intended end products of an effective project) and objectives (i.e., measurable steps for reaching these goals) of the proposed project.
- The applicant demonstrates an understanding of maternal, infant, and early childhood home visiting programs.
- The applicant demonstrates an understanding of the concepts of fidelity, adaptation, and enhancement in evidence-based policy in relation to home visiting programs in AI/AN communities.
- The applicant demonstrates an understanding of early childhood systems and how they contribute to the success of a home visiting program.
- The applicant demonstrates an understanding of performance measurement, CQI, and evaluation activities and how they contribute to the success of a home visiting program.

#### Need for Assistance

Maximum Points: 15

- 1. The applicant clearly demonstrates that the proposed project will fill an unmet need.
- The applicant clearly identifies and justifies the target population and proposed service area for the proposed project.
- The applicant demonstrates a thorough understanding of the characteristics of the tribal community and the service needs of the population and community.
- The applicant demonstrates that it has involved the community in developing its proposed project, including evidence that the community desires and is invested in the project.

#### Overall Approach

Maximum Points: 33

 The applicant provides a clear and reasonable process and timeline for conducting the proposed activities, including major milestones and target dates.

### **Need for Assistance – 15 maximum points**

- 1. The applicant clearly demonstrates that the proposed project will fill an unmet need.
- The applicant clearly identifies and justifies the target population and proposed service area for the proposed project.
- 3. The applicant demonstrates a thorough understanding of the characteristics of the tribal community and the service needs of the population and community.
- 4. The applicant demonstrates that it has involved the community in developing its proposed project, including evidence that the community desires and is invested in the project.

#### 20201

#### V. Application Review Information

#### V.1. Criteria

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#### **Understanding of Program**

Maximum Points: 20

- The applicant demonstrates that it understands, and that its proposed project will contribute to achieving, the goals and objectives of this NOFO.
- The applicant presents a clear description of the proposed project, including a clear statement of the goals (i.e., the intended end products of an effective project) and objectives (i.e., measurable steps for reaching these goals) of the proposed project.
- The applicant demonstrates an understanding of maternal, infant, and early childhood home visiting programs.
- The applicant demonstrates an understanding of the concepts of fidelity, adaptation, and enhancement in evidence-based policy in relation to home visiting programs in AI/AN communities.
- The applicant demonstrates an understanding of early childhood systems and how they contribute to the success of a home visiting program.
- The applicant demonstrates an understanding of performance measurement, CQI, and evaluation activities and how they contribute to the success of a home visiting program.

#### Need for Assistance Maximum Points: 15

- 1. The applicant clearly demonstrates that the proposed project will fill an unmet need.
- The applicant clearly identifies and justifies the target population and proposed service area for the proposed project.
- The applicant demonstrates a thorough understanding of the characteristics of the tribal community and the service needs of the population and community.
- The applicant demonstrates that it has involved the community in developing its proposed project, including evidence that the community desires and is invested in the project.

#### Overall Approach Maximum Points: 35

 The applicant provides a clear and reasonable process and timeline for conducting the proposed activities, including major milestones and target dates.

### Overall Approach – 35 maximum points

- 1. The applicant provides a clear and reasonable process and timeline for conducting the proposed activities, including major milestones and target dates.
- 2. The applicant describes the factors that could speed and hinder completion of activities and explains how these factors would be managed and leveraged.
- 3. The applicant articulates a reasonable approach to conducting or updating a comprehensive *community needs and readiness assessment*.
- 4. The applicant articulates a reasonable approach to developing and submitting an implementation plan during Year 1.
- 5. The applicant articulates a reasonable approach to using needs and readiness assessment findings to develop an evidence-based home visiting program that will meet population and community needs, including selecting an evidence-based home visiting model and adding any necessary cultural and contextual adaptations, enhancements, and supplements.

#### Overall Approach

Maximum Points: 35

 The applicant provides a clear and reasonable process and timeline for conducting the proposed activities, including major milestones and target dates.

- The applicant describes the factors that could speed and hinder completion of activities and explains how these factors would be managed and leveraged.
- The applicant articulates a reasonable approach to conducting or updating a comprehensive community needs and readiness assessment.
- The applicant articulates a reasonable approach to developing and submitting an implementation plan during Year 1.
- 5. The applicant articulates a reasonable approach to using needs and readiness assessment findings to develop an evidence-based home visiting program that will meet population and community needs, including selecting an evidence-based home visiting model and adding any necessary cultural and contextual adaptations, enhancements, and supplements.
- The applicant articulates a reasonable approach to building or maintaining capacity to implement an evidence-based home visiting program.
- The applicant demonstrates that its proposed approach is likely to result in a high-quality, evidence-based home visiting program that is culturally responsive to the target population.
- The applicant demonstrates that tribal leaders, community members, partner agencies, and program participants will be involved in and kept informed of project implementation and outcomes.
- The applicant articulates a reasonable approach to how it will compose and involve a local advisory committee.
- 10. The applicant clearly and adequately describes the role and responsibilities (e.g., job description) and time commitments for each proposed project staff position, including subrecipients, consultants, contractors and subcontractors, and/or partners, and demonstrates that each position is appropriate and relevant to the successful implementation of the proposed project.

### Overall Approach – 35 maximum points

- 6. The applicant articulates a reasonable approach to building or maintaining capacity to implement an evidence-based home visiting program.
- 7. The applicant demonstrates that its proposed approach is likely to result in a high-quality, evidence-based home visiting program that is culturally responsive to the target population.
- 8. The applicant demonstrates that tribal leaders, community members, partner agencies, and program participants will be involved in and kept informed of project implementation and outcomes.
- 9. The applicant articulates a reasonable approach to how it will compose and involve a *local advisory committee*.
- 10. The applicant clearly and adequately describes the role and responsibilities (e.g., job description) and time commitments for each proposed project staff position, including subrecipients, consultants, contractors and subcontractors, and/or partners, and demonstrates that each position is appropriate and relevant to the successful implementation of the proposed project.

#### Overall Approach

Maximum Points: 35

 The applicant provides a clear and reasonable process and timeline for conducting the proposed activities, including major milestones and target dates.

- The applicant describes the factors that could speed and hinder completion of activities and explains how these factors would be managed and leveraged.
- The applicant articulates a reasonable approach to conducting or updating a comprehensive community needs and readiness assessment.
- The applicant articulates a reasonable approach to developing and submitting an implementation plan during Year 1.
- 5. The applicant articulates a reasonable approach to using needs and readiness assessment findings to develop an evidence-based home visiting program that will meet population and community needs, including selecting an evidence-based home visiting model and adding any necessary cultural and contextual adaptations, enhancements, and supplements.
- The applicant articulates a reasonable approach to building or maintaining capacity to implement an evidence-based home visiting program.
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- 10. The applicant clearly and adequately describes the role and responsibilities (e.g., job description) and time commitments for each proposed project staff position, including subrecipients, consultants, contractors and subcontractors, and/or partners, and demonstrates that each position is appropriate and relevant to the successful implementation of the proposed project.

### **Organizational Capacity – 25 maximum points**

- 1. The applicant clearly identifies the lead entity that will be responsible for conducting activities under this NOFO.
- The applicant demonstrates relevant expertise and experience among AI/AN populations.
- 3. The applicant demonstrates expertise, experience, and organizational capacity that will support its ability to implement high-quality, culturally grounded, evidence-based home visiting services that meet the requirements of this NOFO.
- 4. The applicant demonstrates expertise, experience, and organizational capacity to administer the proposed project and implement and manage a program of this size, scope, and complexity.
- 5. The applicant demonstrates organizational capacity that will support its ability to conduct performance measurement and CQI activities that meet the requirements of this NOFO.

#### Organizational Capacity

#### Maximum Points: 25

- The applicant clearly identifies the lead entity that will be responsible for conducting activities under this NOFO.
- 2. The applicant demonstrates relevant expertise and experience among AI/AN populations.
- The applicant demonstrates expertise, experience, and organizational capacity that will support its ability to implement high-quality, culturally grounded, evidence-based home visiting services that meet the requirements of this NOFO.
- The applicant demonstrates expertise, experience, and organizational capacity to administer the proposed project and implement and manage a program of this size, scope, and complexity.
- The applicant demonstrates organizational capacity that will support its ability to conduct performance measurement and CQI activities that meet the requirements of this NOFO.
- The applicant demonstrates that the proposed Project Director and key project staff have sufficient relevant knowledge, experience, and capabilities (as demonstrated by a resume) to implement and manage the project effectively.
- The applicant demonstrates the organizational capacity of each participating organization (including partners, subrecipients, and contractors) to fulfill its assigned roles and functions effectively.

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- The applicant describes a sound oversight and management plan (including management and coordination of activities by any partners, subrecipients, contractors and subcontractors, and consultants) for achieving the objectives of the proposed project on time and within budget.
- The applicant demonstrates that its fiscal controls and accounting procedures are likely to ensure prudent use, proper and timely disbursement, and accurate accounting of federal funds received under this NOFO.

### **Organizational Capacity – 25 maximum points**

- 6. The applicant demonstrates that the proposed Project Director and key project staff have sufficient relevant knowledge, experience, and capabilities (as demonstrated by a resume) to implement and manage the project effectively.
- 7. The applicant demonstrates the organizational capacity of each participating organization (including partners, subrecipients, and contractors) to fulfill its assigned roles and functions effectively.
- 8. The applicant describes a sound oversight and management plan (including management and coordination of activities by any partners, subrecipients, contractors and subcontractors, and consultants) for achieving the objectives of the proposed project on time and within budget.
- 9. The applicant demonstrates that its fiscal controls and accounting procedures are likely to ensure prudent use, proper and timely disbursement, and accurate accounting of federal funds received under this NOFO.

#### **Organizational Capacity**

#### Maximum Points: 25

- The applicant clearly identifies the lead entity that will be responsible for conducting activities under this NOFO.
- 2. The applicant demonstrates relevant expertise and experience among AI/AN populations.
- The applicant demonstrates expertise, experience, and organizational capacity that will support its ability to implement high-quality, culturally grounded, evidence-based home visiting services that meet the requirements of this NOFO.
- The applicant demonstrates expertise, experience, and organizational capacity to administer the proposed project and implement and manage a program of this size, scope, and complexity.
- The applicant demonstrates organizational capacity that will support its ability to conduct performance measurement and CQI activities that meet the requirements of this NOFO.
- The applicant demonstrates that the proposed Project Director and key project staff have sufficient relevant knowledge, experience, and capabilities (as demonstrated by a resume) to implement and manage the project effectively.
- The applicant demonstrates the organizational capacity of each participating organization (including partners, subrecipients, and contractors) to fulfill its assigned roles and functions effectively.

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- 8. The applicant describes a sound oversight and management plan (including management and coordination of activities by any partners, subrecipients, contractors and subcontractors, and consultants) for achieving the objectives of the proposed project on time and within budget.
- The applicant demonstrates that its fiscal controls and accounting procedures are likely to
  ensure prudent use, proper and timely disbursement, and accurate accounting of federal
  funds received under this NOFO.

### **Budget and Budget Justification – 5 maximum points**

- The applicant demonstrates that its Year 1 costs are reasonable, thoroughly justified, and appropriate in view of the activities to be conducted and the expected results and benefits.
- 2. The applicant demonstrates that it has committed a reasonable amount of the Year 1 project budget to planning and conducting a needs and readiness assessment, either through personnel or contractual investment.
- The applicant demonstrates it has committed a reasonable amount of the Year 1
  project budget to planning and building capacity to conduct performance
  measurement and CQI activities, either through personnel or contractual
  investment.

### Bonus Points – 5 maximum points

1. The applicant demonstrates that it does not have current or prior experience implementing evidence-based early childhood home visiting programs.

#### **Budget and Budget Justification**

Maximum Points: 5

- The applicant demonstrates that its Year 1 costs are reasonable, thoroughly justified, and appropriate in view of the activities to be conducted and the expected results and benefits.
- The applicant demonstrates that it has committed a reasonable amount of the Year 1
  project budget to planning and conducting a needs and readiness assessment, either
  through personnel or contractual investment.
- The applicant demonstrates it has committed a reasonable amount of the Year 1 project budget to planning and building capacity to conduct performance measurement and CQI activities, either through personnel or contractual investment.

Bonus Points Maximum Points: 5

 The applicant demonstrates that it does not have current or prior experience implementing evidence-based early childhood home visiting programs.

# V.2. REVIEW AND SELECTION PROCESS

### **Merit Review and Results**

- Applications competing for financial assistance will be reviewed and evaluated by review panels using only the criteria described in Section V.1. Criteria of this funding opportunity. Each panel is composed of experts with knowledge and experience in the area under review. Generally, review panels include three reviewers and one chairperson.
- Results of the merit review are taken into consideration by ACF in the selection of projects for funding; however, merit review scores and rankings are not binding. Scores and rankings are only one element used in the award decision-making process. ACF reserves the right to consider preferences to fund organizations serving emerging, unserved, or under-served populations, including those populations located in pockets of poverty. In addition, ACF reserves the right to evaluate applications in the larger context of the overall portfolio by considering geographic distribution of federal funds (e.g., ensuring coverage of states, counties, or service areas) in its pre-award decisions.

### V.2. Review and Selection Process

No award will be made under this funding opportunity on the basis of an incomplete application.

#### **Initial ACF Screening**

Disqualified applications are considered "non-responsive" and are excluded from the merit review process. Applicants will be notified of a disqualification determination by email or by USPS postal mail within 30 federal business days from the closing date of this NOFO.

#### Merit Review and Results

Applications competing for financial assistance will be reviewed and evaluated by review panels using only the criteria described in *Section V.1. Criteria* of this funding opportunity. Each panel is composed of experts with knowledge and experience in the area under review. Generally, review panels include three reviewers and one chairperson.

Results of the merit review are taken into consideration by ACF in the selection of projects for funding; however, merit review scores and rankings are not binding. Scores and rankings are only one element used in the award decision-making process. ACF reserves the right to consider preferences to fund organizations serving emerging, unserved, or under-served populations, including those populations located in pockets of poverty. In addition, ACF reserves the right to evaluate applications in the larger context of the overall portfolio by considering geographic distribution of federal funds (e.g., ensuring coverage of states, counties, or service areas) in its pre-award decisions.

ACF may elect not to fund applicants with management or financial problems that would indicate an inability to successfully complete the proposed project. In addition, ACF may elect to

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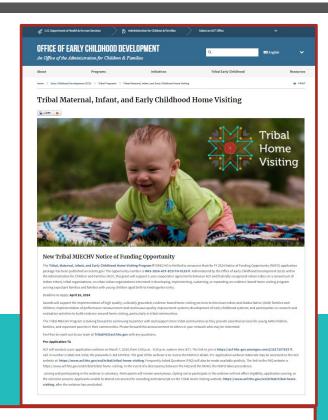
### **Tribal Home Visiting Website**

https://www.acf.hhs.gov/ecd/tribal/tribal-home-visiting

# Helpful Resource!

**Administration for Native Americans (ANA)** 

<u>Project Planning and Development Participant Manual | The Administration for Children and Families (hhs.gov)</u> <a href="https://www.acf.hhs.gov/ana/training-technical-assistance/project-planning-and-development-participant-manual">https://www.acf.hhs.gov/ana/training-technical-assistance/project-planning-and-development-participant-manual</a>



# REACH OUT FOR MORE INFORMATION

Tribal Home Visiting Program Contact Management Contact

Jesse LaSarte

<u>TribalHV@acf.hhs.gov</u>

202-205-9513

Office of Grants

David Lee

David.Lee@acf.hhs.gov







THANK YOU!

