



Tuberculosis (TB) Elimination Alliance Mini-Grants Program 2023 Request for Funding Proposal (RFP)

INTRODUCTION: The TB Elimination Alliance is offering Mini-Grants to organizations serving Asian and Asian American (A/AA), Native Hawaiian and Pacific Islander (NH/PI), non-U.S. born Latino American, and U.S. born African American communities. Mini-Grant proposals must align with priority areas and activities that reflect community engagement and education, provider education, and/or quality improvement. **The deadline to apply is Friday, June 16th, 2023 by 5:00 PM local time.**

ELIGIBILITY: In order to qualify for this award, applicants must be from or working directly with organizations that serve A/AA, NH/PI, non-U.S. born Latino American, and/or U.S. born African American communities. Community-based organizations and community health centers will receive higher priority. High priority will also be given to organizations that have the capacity and existing relationships to provide services to these populations. Up to 15 awards will be provided to selected organizations. Each award amount will be between \$10,000 and \$30,000.

Applicants should incorporate [CDC's Think. Test. Treat TB](#) campaign materials into their activities where appropriate. Eligible applicants must have the capacity to directly implement the proposal, collect evaluation data as required, provide written reports, and manage the funds appropriately. Applicants must submit a project narrative, budget, and work plan that will be evaluated by a grants committee.

PURPOSE: The main purpose of this RFP is to enhance latent TB infection (LTBI) and/or TB community engagement and education, provider education, and quality improvement. The population of focus is on A/AA, NH/ PI, non-U.S. born Latino American, and U.S. born African American communities, and supporting activities at the local level to advance the U.S. TB prevention and elimination goals.

FUNDING DISCLAIMER: Funding for this Contract is contingent on the availability of funds and continued authorization for program activities and the Contract is subject to amendment or termination due to lack of funds, reduction of funds and/or change in regulations.

This RFP focuses on the TB Elimination Alliance’s priority areas:

1. Raise awareness about the link between LTBI and TB disease, address misperceptions, decrease stigma, and encourage and facilitate testing and treatment for LTBI and TB;
2. Increase awareness of the recommended shorter treatment regimen for LTBI;
3. Encourage providers to test and treat LTBI among at-risk populations;
4. Create culturally and linguistically appropriate LTBI and TB education, training and community engagement resources and activities that resonate with high priority A/AA, NH/ PI, non-U.S. born Latino American, and U.S. born African American communities; and
5. Develop and implement a comprehensive outreach and education campaign focused on reducing the rates of TB disease among non-U.S born Latino American and U.S born African American communities.

The TB Elimination Alliance Mini-Grants program for 2023-2024 will include opportunities for all priority areas.

PROPOSAL: All applicants are to address one or more of the five TB community engagement priority areas listed above and develop related activities to support community engagement and education, provider education, and/or quality improvement to increase or facilitate access to LTBI/TB testing and treatment.

Mini-Grant activities can include, but are not limited to:

- Raising awareness of LTBI/TB in A/A and NH/PI communities
- Raising awareness of LTBI/TB in non-U.S. born Latino American and U.S. born African American communities
- Coordinating with state/local LTBI/TB programs
- Identifying and developing systems for innovative strategies to increase LTBI/TB education
- Identifying and developing systems and strategies to improve or implement policies and procedures to test and treat high risk LTBI/TB populations
- Identifying and addressing specific local barriers to LTBI/TB community education and engagement, provider education, and quality improvement
- Developing strategies for reaching specific, hard-to-reach populations in your communities
- Developing provider awareness and encouragement tools to test and treat high risk LTBI/TB populations

Applicants may frame their proposed activities in the following categories. Additional example activities are noted below within each category.

<u>Community Engagement and Education</u>	<u>Provider Education</u>	<u>Quality Improvement</u>
<ul style="list-style-type: none"> ● Conducting culturally and linguistically appropriate public education/outreach on LTBI/TB risk, testing and treatment (e.g., traditional and non-traditional outreach methods) ● Developing local partnerships to increase visibility and dissemination of messages regarding stigma related to LTBI/TB in the community 	<ul style="list-style-type: none"> ● Training clinical and/or non-clinical staff on testing and treating of LTBI and the shorter courses of LTBI treatment ● Addressing misconceptions of TB blood test versus TB skin tests ● Raising awareness of local populations at increased risk for LTBI/TB 	<ul style="list-style-type: none"> ● For community health centers: Developing or modifying Electronic Health Record system templates to identify high risk patients that require LTBI/TB screening ● For community health centers and/or community-based organizations: Standardizing data collection for LTBI/TB testing and treatment ● For community-based organizations: Developing databases, policies, and procedures for outreach

PROJECT SITES: Project sites will be offered ongoing support and technical assistance throughout the 8-month project period. Technical assistance will focus on providing key resources to support proposed activities (i.e., CDC’s recommended communication strategies to amplify LTBI/TB testing and treatment; resources on data collection and management, technology platforms). Technical assistance and support will also allow project sites to make use of best practice models and existing educational tools and resources for A/AA, NH/PI, non-U.S. born Latino American, and U.S. born African American communities.

REQUIREMENTS:

- Designate a lead point of contact to provide ongoing communication with AAPCHO, including quarterly briefing calls (schedule will be determined at a mutually convenient, regular date) with all grantees.
- Participate in the Mini-Grants training webinar.
 - Training Webinar will cover: TB Elimination Alliance, Program Grantees and Expectations, and Important Dates
- Participate in a spotlight/feature on the TB Elimination Alliance website.
- Participate in monthly TB Elimination Alliance calls (if applicable) and training webinars.

- Participate in the 2024 World TB Day activities and TEA Summit in-person in Washington, D.C.
- Establish and maintain a [system for tracking activities](#), reach, and project outcomes and submit regular progress reports to TEA and AAPCHO throughout the grant period at both the midpoint and end of the grant period.
- Provide a “lessons learned” presentation on a TB Elimination Alliance members call. Monthly calls take place the fourth Wednesday of every month at 11am PT / 2pm ET.
- Ensure availability and willingness to attend in-person conferences, summits, and other national advocacy campaigns hosted or sponsored by TEA, if invited or if such events are scheduled during the grant period.
- Engage local/state TB program officials on activities for awareness and support as needed.

SUBMISSION DEADLINE: All items must be submitted online at <https://bit.ly/2023-24TEAMGRFP> by **Friday, June 16th, 2023 by 5:00 PM local time.**

PROPOSAL FORMAT: The application, which is to be submitted online, should also include additional documents (listed below) and should be submitted in the form of PDF documents.

- Budget Proposal (please use the provided [Budget Template](#))
- 1-page detailed timeline of activities
- At least one letter of support (required for “Community Engagement and Education” proposals, optional for “Provider Education” and “Quality Improvement” proposals)

Project Narrative: Include a detailed description of the proposed project.

Section 1: Description of Organization

1. Please provide an overview of your organization including your history, mission, membership, and priorities. (300 word limit)
2. Please describe your organization’s experience serving Asian and Asian American (A/AA), Native Hawaiian and/or Pacific Islander (NH/PI) communities through culturally tailored programs and services. (300 word limit)
3. Please describe your organization’s experiences and successes in addressing (LTBI/TB) health disparities among A/AA and/or NH/PI communities. (300 word limit)
4. If applicable, please describe your organization’s experiences and successes in addressing (LTBI/TB) health disparities among non-U.S. born Latino American and/or U.S. born African American communities (300 word limit)
5. Please describe your organization's experience working in collaboration with other community-based organizations, health agencies, or local government entities to

address health disparities and promote health equity for A/AA, NH/PI, non-U.S born Latino American, and/or U.S born African American communities. (300 word limit)

6. Please describe any innovative or unique strategies your organization has implemented to increase LTBI/TB testing, treatment, and adherence among at-risk populations, particularly those from A/AA, NH/PI, non-U.S born Latino American, and/or U.S born African American communities. (300 word limit)
7. Please describe how your organization plans to sustain and build upon the proposed activities beyond the grant period. (300 word limit)
8. Please describe any potential challenges or barriers your organization anticipates in implementing the proposed activities and how you plan to address them. (300 word limit)
9. If available, please describe any data that has been collected within your organization related to TB with A/AA, NH/PI, non-U.S born Latino American, and/or U.S born African American communities (*e.g., geographic incidence rates, gender, age, demographics, country of origin, risk factors, assessments, etc.*). (300 word limit) (Not Scored)
10. Is your organization currently receiving funding for LTBI/TB activities? If yes, please describe how your proposed activities will be complementary and not duplicative. (50 word limit) (Not scored)
11. Is your organization currently receiving funding from TEA? If yes, please describe how your proposed activities will be complementary. (50 word limit) (Not scored)

Section 2: Description of Project Goals, Activities, and Evaluation

1. Please describe your project goals and activities. (500 word limit)
2. Please describe how your project goals and activities meet the needs of your community and/or organization. (250 word limit)
3. Please describe or list expected project outputs/outcomes (*e.g., # of persons reached/educated about TB, change in skills, knowledge, attitudes, behavior*), and your evaluation plan for meeting your project goals. The evaluation plan must include baseline measures (*e.g., [initial measurement data collected prior to the project activity](#)*). (500 word limit)
4. Please describe your internal resources or organization structure (*e.g., staffing roles and responsibilities*) that will support implementation of the project and goals. (250 word limit)
5. Please attach a 1-page detailed timeline of your project activities.

Section 3: Budget

1. Please attach an itemized budget for your project with detailed justification for proposed activities in a 8-month time period. (please use the provided [Budget Template](#))
 - a. In your itemized budget and detailed justification, please also indicate travel needed to attend TEA's in-person summit and activities for the 2024 World TB Day in Washington, D.C.

ADDITIONAL INFORMATION: Please email the Tuberculosis Elimination Alliance at tea@aapcho.org with any questions.

APPLICATION TIMELINE AND PROCESS:

Activity	Date
Application Submission Period	May 18 - June 16, 2023
Application Deadline	June 16, 2023 by 5:00 PM local time
Award Status Notification	June - July 2023
Award Contract Process	July 2023
Grant Period	August 01, 2023 - March 31, 2024

INFORMATION SESSION AND WORKSHOPS:

Activity	Date	Time	Registration Link
Information Sessions	May 31, 2023	1PM HT/4PM PT/6PM CT/7PM ET	bit.ly/24TEAMGINFO https://www.surveymonkey.com/r/P2QXZJP
	June 1, 2023	8AM HT/11AM PT/1PM CT/2PM ET	
*One-on-one Technical Assistance Support Session	May-June 2023	Please email tea@aapcho.org to schedule.	

**One-on-one technical assistance is on a first come basis. Interested applicants should submit their interest, and will receive more information within 2 business days.*

All questions and answers will be posted on the TB Elimination Alliance webpage at <http://tbeliminationalliance.org>. Those interested in applying are strongly encouraged to email questions beforehand to tea@aapcho.org.

ADDITIONAL RESOURCES:

- [2023-2024 TB Elimination Alliance Mini-Grant Program RFP Scoring Guide](#)
- [Centers for Disease Control and Prevention \(CDC\) Division of Tuberculosis Elimination](#)
- [Centers for Disease Control and Prevention \(CDC\) Find TB Resources](#)
- [Centers of Excellence TB Training and Education Products](#)
- [National Tuberculosis Controllers Association Resources](#)
- [Tips for Successful Grant Writing: SMART Goals and Evaluation](#)
- [Tips for Successful Grant Writing: Storytelling, Budget and Timeline](#)