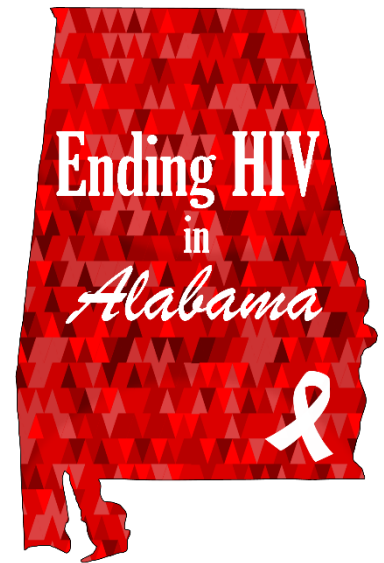


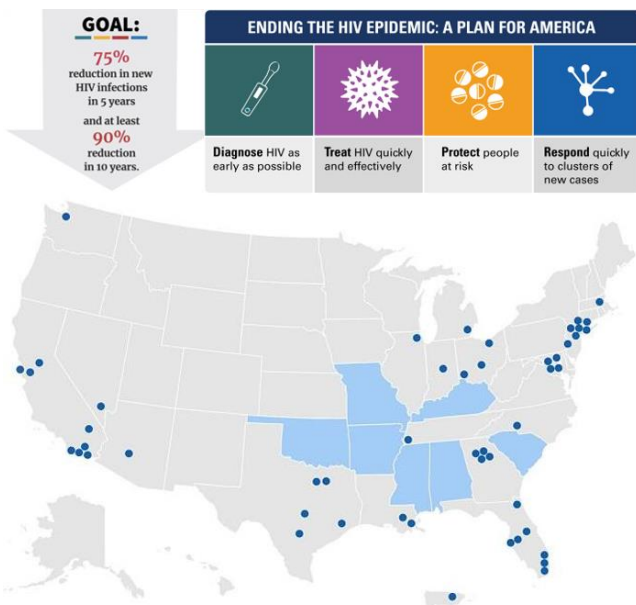
## GUIDELINES FOR “ENDING HIV IN ALABAMA” COMMUNITY PROJECT FUNDING FUNDED BY UAB 1917 in collaboration with UAB CFAR

### GRANT FOCUS

The purpose of this request for funding announcement (RFA) is to assist the Alabama statewide effort to eliminate HIV by promoting advances along the HIV Care Continuum geared toward achieving the Ending the HIV Epidemic: A Plan for America (EHE) initiative's ([link](#)) and the United Nations Programme on HIV/AIDS (UNAIDS) 90-90-90 goals ([link](#)), namely reducing HIV transmission and improving outcomes of people living with HIV. Given the critical importance of community-driven initiatives in ending the HIV epidemic, this funding opportunity seeks to build upon and expand an organizations' capacity to develop and implement innovative interventions in this area. HIV care. Funding will support new, innovative projects and initiatives that impact either the “**Diagnose**” or “**Treat**” pillars of the EHE plan.



### TYPES OF FUNDING



This funding mechanism has two areas where funding will be considered: 1) Funding for organizations already working in HIV (**Programmatic**) and, 2) funding for organizations or projects new to HIV (**Developmental**) Funding. ***\*\*Please note that funding is through 340B and must conform to Ryan White Part C cost standards\*\**** ([link](#)). The review committee will determine eligibility for both funding areas at the time of concept proposal review (see below).

**Programmatic** funding can be awarded up to \$75,000.00 in direct funds and are geared toward HIV-related programs that are novel in their approach to end the HIV epidemic. Organizations already working in HIV already understand the processes and procedures involved with HIV Prevention/Testing and Treatment and this money can assist with expansions of current programs or the creation of new ones.

**Developmental** funding will be directed at organizations new to HIV in need of HIV-related capacity building. Organizations funded through this mechanism will partner with an organization currently working in HIV in order to provide best practices and help develop their infrastructure in the delivery of HIV-related programs.

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## ELIGIBILITY CRITERIA

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- Any Alabama-based public or private entity with a valid EIN tax ID #, including tribal, faith-based, or community-based organizations.
- All projects/services funded by this funding initiative must take place in Alabama.
- Projects must include only allowable costs as described below under “**Budget Development Guidelines and Restrictions**”
- All projects/services must focus on achieving at least one of the EHE pillars (**Diagnose, Treat**) and describe how the project will help achieve this goal.

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## TIMELINE

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- RFA Released: **December 1, 2019** on **World AIDS Day**
- RFA Information Session: **January 10, 2020**
- Deadline for 2-3 pages Concept Proposal: **February 7, 2020**
- Full Application Applicants Announced: **February 21, 2020**
- Deadline for Full Applications: **March 27, 2020**
- Awards Announced: **April 17, 2020**
- Funding Start: **May 1, 2020**

It is anticipated this funding mechanism will be available twice yearly (summer/winter releases) and will be awarded to no more than four awards per release.

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## CONCEPT PROPOSALS

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To apply for RFA funding, please submit the following information as a single combined PDF not to exceed three pages in length. Applicants must submit concept proposals using the Concept Proposal template. Submit final proposals to Jeremiah Rastegar at [jrastegar@uabmc.edu](mailto:jrastegar@uabmc.edu) and include the following components:

1. Project Description
2. Project Impact toward EHE pillars (Learn more: <https://www.hiv.gov/federal-response/ending-the-hiv-epidemic/overview>)
3. Anticipated project expenses

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## FULL APPLICATIONS

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Submit full proposals electronically in one Adobe PDF file to Jeremiah Rastegar at [jrastegar@uabmc.edu](mailto:jrastegar@uabmc.edu). The Full Proposal should include (in order as outlined below in a single Adobe Portable Document Format (PDF) file; applicants should use the Full Application template for submission):

1. Complete budget and budget justification
2. Project Plan (Maximum 5 pages for **a-f** below)
  - a. Introduction (suggested length ½-1 page)
  - b. How will this project impact achieving the EHE initiative in Alabama? (suggested length 1 page)
  - c. What about this project is innovative? (suggested length ½ page)
  - d. How will the project work? (suggested length 1 page)
  - e. What are your proposed outcomes? (suggested length ½ page)

- f. (Optional) In what areas might you need technical assistance from UAB? (suggested ½ page)
3. Description of the population being impacted by the project (suggested length ½ page)
4. Resources and Environment: (suggested length 1 page)
  - a. Organizational history including tax status
  - b. Organizational structure including current staffing and facilities
  - c. Surrounding/impacted community demographics
  - d. Current ongoing funded projects that may correspond to request (if applicable)
5. Letters of Support/MOU's (letters of support from collaborators essential to the proposed project must accompany the application)
  - a. MOUs (Memorandums of Understanding) must include language describing how funded project/initiative will continue in case collaborating partners cannot come to an agreement.

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### REVIEW CRITERIA FOR FULL APPLICATION

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- Project Focus
  - How relevant is this application in context to the EHE initiative?
  - How innovative is this project?
  - Is the target population appropriate with regard to Alabama's HIV epidemic?
  - How does this project relate with current programs external to the organization?
- Resources
  - Is this project/service sustainable outside of UAB CFAR funding?
  - Does your organization have experience with this type of project/service?
  - How does this project relate with current programs internal to the organization?
  - What preliminary steps have you taken to make sure your organization has the capacity to implement this project/service?
- Outcomes
  - Are the outcomes Specific, Measurable, Achievable, Realistic, and Time-bound (SMART)?
  - Is the evaluation plan able to determine if your project was successful?
  - Can the information you collect from your project provide new information about HIV in Alabama?

For scoring information, please find the separate document, "Ending HIV in Alabama Full Application Scoring Rubric".

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### BUDGET DEVELOPMENT GUIDELINES AND RESTRICTIONS

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- Budgets should be developed in a fashion that details appropriate, allowable and justifiable expenses for a **one-year period**. Additional project budget years will be evaluated based on progress updates as requested.
- Allowable costs include:
  - Salary and fringe for project-assigned staff
    - Salary support is limited to 25% for the project leader, unless special permission is received.
  - Supplies and materials for project implementation
  - Consultation services required for project implementation

- Travel within community and to UAB for meetings relating to the project
- Promotional costs related to community engagement
- Infrastructure costs required for project implementation
  - Limited to computer software, communication costs, printing costs
- Unallowable costs include:
  - Cash payments to individuals including payments for participation in focus groups
  - Lobbying activities
  - Purchase of alcohol
  - Equipment purchases exceeding \$5,000
  - Renovation, construction, or remodeling costs
  - Pre-exposure prophylaxis (PrEP)
  - Post-exposure prophylaxis (PEP)
- Average award expected to be no more than \$75,000 (**Programmatic**); Indirect costs are allowed at a rate of 10%. Awards are one year in length. One no-cost extension may be requested at the end of the budget period only with justification and timeline for completion of study.
- All costs must conform to Ryan White Part C cost standards: Early Interventions Services, Core Medical Services, Clinical Quality Management, Support Services, Administrative Costs (not to exceed 10%).

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## AWARD DETAILS

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Awards will be issued via subcontract from UAB to the community partner. These agreements will detail terms and conditions of the funding including payment milestones, invoicing procedures and progress reporting requirements.

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## QUESTIONS

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Questions or more information, contact Jeremiah Rastegar at [jrastegar@uabmc.edu](mailto:jrastegar@uabmc.edu)