



STD PCHD

Strengthening STD Prevention and Control for Health Departments

CDC-RFA-PS19-1901

STD PCHD Year 5 Continuation Application

Program Development and Evaluation Branch

Division of STD Prevention

U.S. Centers for Disease Control and Prevention

June 30, 2022

About Today's Webinar

- Intended for current recipients of CDC-RFA-PS19-1901 STD PCHD
- Callers are muted until lines are open at the end of the presentation
- Enter questions via the Q&A feature (not chat box) on the webinar
 - A webinar recording and slides will be posted on the STD PCHD website at:
www.cdc.gov/std/funding/pchd/default.htm

STD PCHD Webinar Agenda

- › **Review of Application Components**
 - › Year 4 Mid-Year Report
 - › Year 5 Work Plan
 - › Year 5 Enhanced Activities Proposal
 - › Supporting Materials & Submission Process
- › Q&A

Continuation Guidance Materials



- **By now, you should have received several Grant Notes:**
 1. Continuation Guidance CDC-RFA-PS19-190104CONT23
 2. Continuation Proposed Funding Amount (or coming soon)
 3. STD PCHD Year 5 Continuation Work Plan and Enhanced Activities Templates

Note: Year 4 Mid-year Report Template will be posted soon

STD PCHD Year 5 Funding

- Assumes \$95,604,000 total available for Year 5
- Funding for all recipients based on the funding formula
 - 50% based on population
 - 50% based on morbidity (2012–2016)
 - Includes \$300,000 floor and maximum 5% reduction for each funding year

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STD PCHD Year 4 Mid-Year Report



- **Scope reduced to reduce burden**
- **Only required to comment on successes, challenges, and technical assistance needs for each of the five strategy areas**
- **Please address the specific challenges of COVID-19/monkeypox response and estimate the impact on your program**
- **We are not requesting detailed reporting on individual objectives and revisions to objectives**

STD PCHD Year 4: Mid-Year Update (1/1/2022 - 6/30/2022)

Spell Check this Sheet

Project Area:

[Choose your Project Area...]

Instructions: Due to the continued impacts of COVID-19 on program efforts, and in consideration of administrative burden, areas are not being asked to provide detailed updates on individual objectives as part of mid-year reporting. Recipients should review their STD PCHD Year 4 work plan objectives, and summarize progress, barriers, and support needed across these objectives by each Strategy Area in the form below. If you have questions about the level of detail for reporting, please contact your assigned STD PCHD Project Officer. If you need technical support with this template file, please send an email to std_pchd@cdc.gov



Surveillance

Successes

Please describe any successes that you've accomplished in this Strategy Area during the STD PCHD Year 4 reporting period.

Challenges

Please describe any challenges, barriers, or delays that have impacted your ability to meet objectives in this Strategy Area during the STD PCHD Year 4 reporting period.

Please also describe the level of impact COVID-19 has had on your program's efforts in this Strategy Area (none, minimal (1% - 20%); low (21% - 40%); moderate (41% - 60%); high (61% - 80%); or severe (81% - 100%).

STD PCHD Year 4 Mid-Year Update

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STD PCHD Year 5 Work Plan



- **When preparing your Year 5 Work Plan**
 - Feel free to modify or add objectives as needed
 - Consider what's gone well (or not gone well) with Year 4 objectives
- Recipients are **strongly encouraged** to consult with their project officer as they develop their Year 5 Work Plan
- Please be sure to use the “STDPCHD_Year5_Workplan Template_Corrected”

Generate Work Plan Summary

Strengthening STD Prevention and Control for Health Departments (STD PCHD)

Continuation Application Work Plan Proposal

STD PCHD Year 5

Project Area:

[Choose your Project Area...]

Period of Performance:

1/1/2023 - 12/31/2023

Spell Check All Sheets

Toggle Landscape/Portrait Printing

Toggle Error Messages

Click the navigation bar or a tab at the bottom of the workbook to jump to the corresponding worksheet.

Home Page	Surveillance		Disease Investigation and Intervention		Screening, Diagnosis and Treatment	Prevention and Policy	Data Use for Program Improvement
Program Context & Partners	Chlamydia	Congenital Syphilis	Outbreak	EPT	STD Specialty Care	Community Health Promotion	Analysis, Translation, Dissemination
	Gonorrhea	Adverse Outcomes	Partner Services for Women		Gonorrhea & Syphilis Tx	Provider Education & Reporting	Data-Driven Planning
	Syphilis		Partner Services for Men		Priority Pop. Screening & Tx	Policy	

Click the navigation bar or a tab at the bottom of the workbook to jump to the corresponding worksheet.

Instructions:

You may use this template to prepare STD PCHD Year 5 Work Plan for DSTDP. Please refer to the supplemental guidance document for more information.

Complete each tab in this workbook. On the Program Context & Partners tab, you will be asked a series of questions that will allow you to reflect on some of the cross-cutting issues

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STD PCHD Year 5 Work Plan: Strategy Area Context and Partnerships

This page is an opportunity for you to describe some of the cross-cutting issues and partners related to your work plan activities during STD PCHD Year 5.

Strategy Area Point of Contact (if different from Principal Investigator)

Strategy Area Context

Use the space below to describe any contextual factors, cross-cutting issues, changes, or priorities that impact your STD PCHD Year 5 objectives for this strategy area.

Strategy Area Risks

Use the space below to describe any major risks associated with implementation of the objectives under this strategy area for STD PCHD Year 5.

Strategy Area Partnerships

What partners (funded and unfunded) are **key and essential** to meeting the strategies and activities proposed in this area?

Partner Type	Brief Partner Details	Is this a New Partnership for Your Program?
[Select One]		[Select One]
[Select One]		[Select One]
[Select One]		[Select One]
[Select One]		[Select One]
[Select One]		[Select One]

Home Page	Surveillance		Disease Investigation and Intervention		Screening, Diagnosis and Treatment		Prevention and Policy		Data Use for Program Improvement	
Program Context & Partners	Chlamydia	Congenital Syphilis	Outbreak	EPT	STD Specialty Care		Community Health Promotion		Analysis, Translation, Dissemination	
	Gonorrhea	Adverse Outcomes	Partner Services for Women		Gonorrhea & Syphilis Tx		Provider Education & Reporting		Data-Driven Planning	
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STD PCHD Year 5 Work Plan

Conduct Surveillance

Strategy 1: Conduct Chlamydia (CT) surveillance

1A: Collect, manage, analyze, interpret and disseminate data on identified cases of chlamydia, ensuring timely capture of core epidemiologic variables available on laboratory reports: age, sex, county, diagnosing facility type, specimen collection date, and anatomic site(s) of infection

Objective 1A-1

		Baseline	Target
Activity Description	Activity Timeframe	Output Indicator	Assigned To

[\[+\] Create objective](#)

Click to add up to three objectives per sub-strategy

[\[-\] Hide objective](#)

Click to hide if not needed

Objective 1A-2

		Baseline	Target

Known Work Plan Issue

- Work plans will produce an error message if using the “create objective” or “hide objective” links.
- All objectives are already displayed, so there is no need to “create objective”.
- You will not be able to hide blank objectives.
- Otherwise, the work plan template should function as intended.

The screenshot displays a web-based work plan interface. At the top, there are two links: "[+] Create objective" (circled in red) with the text "Click to add up to three objectives per sub-strategy" and "[-] Hide objective" (circled in red) with the text "Click to hide if not needed". Below these links, the interface shows two objective sections. The first section, "Objective 1A-2", includes a "Baseline" field and a table with columns "Activity Description", "Activity Timeframe", and "Output Indica". The second section, "Objective 1A-3", includes "Baseline" and "Target" fields. A Microsoft Excel error dialog box is overlaid on the right side of the screen, containing the text: "There has been an error when unlocking the sheet. Please save, close, and reopen the file to avoid any issues. If you contact PDQIB, please reference issue: 0". The dialog box has an "OK" button at the bottom right.

Note: Congenital Syphilis Strategies 4b & 4c

- If your area anticipates 10 or more cases in 2021, these objectives are **now required** in Year 5
- If your area had 10 or more cases in 2020, but you expect to drop below this threshold in 2021, you are still ***strongly encouraged*** to submit objectives for 4b & 4c in Year 5

b) For applicants with **10 or more cases of congenital syphilis in the previous calendar year**: Improve methods to match vital statistics birth and mortality data with syphilis surveillance data to review syphilis testing practices among women who delivered a stillborn baby, identify missed cases of syphilis-related stillbirth, and strengthen CS case report data

c) For applicants with **10 or more cases of congenital syphilis in the previous calendar year**: Strengthen CS morbidity and mortality case review boards at the local and/or state level to help identify causes of CS and develop interventions to address causes



If you are concerned about a particular strategy or objective...

...please reach out to your project officer!

Available Resources

- [STD PCHD Technical Assistance Notes](#)
- [Outbreak Response Guides, templates](#)
- [Budget Preparation Guidance](#)
- [GrantSolutions Help Guides](#)



STD Program Technical Assistance Notes

7 | Disease investigation and intervention for pregnant women and other women of reproductive age with syphilis

CDC's Division of STD Prevention

STD Outbreak Prevention and Control Activities

This document contains a list of control and prevention activities to consider for implementation during STD outbreaks. This is meant to serve as a companion to the STD Outbreak Response Plan (<https://www.cdc.gov/std/funding/docs/outbreak-response-plan.pdf>) and provide more specifics on control and prevention activities included in section 3i. Every outbreak is different, and some activities will be more feasible or more effective in certain jurisdictions depending on available resources and population. This is not an exhaustive

CDC's Division of STD Prevention

Sexually Transmitted Disease Outbreak Response Plan Guide

Purpose And Scope Of This Document

The purpose of this document is to provide an outline, considerations, and/or a guide to develop their own STD outbreak response plan. This is a guide to be modified needs of each jurisdiction. This guide can inform discussion throughout the health developing an outbreak response plan. STD program managers should not expect section but are encouraged to identify the stakeholders to be responsible for each review and update their outbreak response plans annually to ensure they are relevant.

We recognize that STD programs are currently strained, as many areas have been in recent years. With these increases there have been questions and concerns about STD outbreak. In general, an outbreak is defined as an increase of disease among geographic area during a specific period of time. However, specific definitions for to the local context. For example, a small increase in congenital syphilis morbidity reported cases requires critical action, although it may not qualify as an "outbreak"

While the larger increase in STDs still requires resources and programmatic attention in approach or prioritization), this document is meant to address more defined and focused and urgent response. The focus of this document is on the investigation types of situations this document addresses include individual cases and/or clusters.

- Organisms with clinically significant resistance (e.g., gonorrhea that is unsuccessfully treated with recommended therapy).
- Organisms not previously or recently detected in the jurisdiction (e.g., lymphogranuloma venereum [LGV] or chancroid).
- New/rare clinical presentations of diseases (e.g., ocular syphilis).
- New populations or syphilis among females of a specific school).
- New geographic areas American reservation in many years).
- Any other distinguishing cases in a cluster.

investigation for pregnant women with syphilis and other reproductive-age women of reproductive age with reactive serology for investigation, including pregnancy status, treatment and pregnancy status. Conduct follow-up on new syphilis cases among women of reproductive age, if needed, on treatment and other information needed to ensure prevention and other services. For those who are pregnant, follow-up with the pregnant female, her prenatal care providers, and other providers as needed to ensure adequate maternal follow up and adherence to clinical guidelines. All pregnant women who are diagnosed with syphilis (any stage) and other women of reproductive age who are diagnosed with early syphilis.

Budget Preparation Guidelines Office of Financial Resources (OFR)

Preparing a budget can be one of the most confusing aspects of applying for a CDC grant or cooperative agreement. This document provides guidance for the preparation of a budget request and examples to help with the process. Adherence to this guidance will facilitate timely review and approval of a budget request.

Salaries and Wages

For each requested position, provide the following information: 1) name of staff member occupying the position, if available; 2) annual salary; 3) percentage of time budgeted for this program; 4) total months of salary budgeted; and 5) total salary requested. Also, provide a justification and describe the scope of responsibility for each position, relating it to the accomplishment of program objectives.

Sample Budget

Position Title and Name	Annual Salary	Time	Months	Amount Requested
Project Coordinator Susan Taylor	\$45,000	100%	12 months	\$45,000
Finance Administrator John Johnson	\$28,500	50%	12 months	\$14,250
Outreach Supervisor (Vacant*)	\$27,000	100%	12 months	\$27,000
Total Personnel				\$86,250

Sample Justification

The format may vary, but the description of responsibilities should be directly related to specific program objectives.

Job Description: Project Coordinator – (Susan Taylor)

This position directs the overall operation of the project including overseeing the implementation of project activities, coordination with other agencies, development of materials, provisions of service and training, collects, tabulates and interprets required data, program evaluation and staff performance evaluation. This individual is the responsible authority for ensuring reports and documentation are submitted to CDC. This position relates to all program objectives.

Fringe Benefits

Fringe benefits are usually applicable to direct salaries and wages. Provide information on the rate of fringe benefits used and the basis for their calculation. If a fringe benefit rate is not used, itemize how the fringe benefit amount is computed.

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What are “Enhanced Activities”?

- Space for recipient to propose expansions, additions, or enhancements to your STD PCHD work, *if more money becomes available*
 - **Above and beyond** what you’re proposing in Year 5 Work Plan
 - Apply for 10% of your base STD PCHD funding amount
- This is a non-competitive proposal
 - If more funds become available at any time during the PCHD Year 5 project period, they will be distributed among all recipients proportionally

Rationale for this Approach

- **Allows DSTDP to distribute funds to recipients more **efficiently** and **effectively** in times of unpredictable funding**
 - If no additional funds are available at the time of the Year 5 Notice of Grant Award, activities may be “Approved, but Unfunded”
 - In the event of more funding, approved proposals can be updated/modified, based on funding amount
 - Reduces the risk of short-notice mid-year supplemental funding announcements

Examples of Enhanced Activities

- **Strategy 2b: Enhanced Gonorrhea Surveillance**
 - **Year 5 Work Plan:** conduct sampling and provider/patient interviewing in one high-morbidity area
 - **Expanded activity proposal:** expand sampling & follow-up to three high-morbidity areas
- **Strategy 6b: Outbreak Response**
 - **Year 5 Work Plan:** conduct webinars to ensure all staff are trained on updated Outbreak Response Plan
 - **Enhanced objective proposal:** conduct a **tabletop exercise** with emergency operations unit, to test and validate revised Outbreak Response Plan

Enhanced Activities Template

- Up to three proposals can be submitted
- Must be tied back to existing STD PCHD strategies

Separate budget narrative is required

STD PCHD Year 5: Enhanced Activities Proposal Spell Check this Sheet

This page is an opportunity for you to propose expansion, addition, or enhancement to your STD PCHD Year 5 work plan objectives, if additional funding becomes available to support STD PCHD implementation.

Project Area: [Choose your Project Area...]

Proposal #1
(Please enter in order of priority)

Select Strategy: [Select applicable strategy...]

[Y/N...] Our program would **expand or enhance** activities related to an existing objective proposed in the Year 5 work plan.
.....Please enter specific objective(s) that would be modified []

[Y/N...] Our program would propose **additional or new** objectives/activities not currently listed in the Year 5 work plan.

Use the space below to describe specific changes you would make to your Year 5 work plan if additional funds were available. If this is an expansion/enhancement of existing objectives, please reference the objective number (e.g., 4a-1). If this is a new proposed objective, please describe the related activities, outputs, timeline, and measure(s) of success.

[]

Note: When Entering the Electronic SF-424A...

View Burden Statement

BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006
Expiration Date: 02/28/2022

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. STD PCHD Year 5	93.977	\$ <input type="text"/>	\$ <input type="text"/>	\$ 300,000.00	\$ <input type="text"/>	\$ 300,000.00
2. STD PCHD Year 5 Enhanced	93.977	<input type="text"/>	<input type="text"/>	30,000.00	<input type="text"/>	30,000.00

**STD PCHD
Year 5**

**STD PCHD
Year 5
Enhanced**

Please enter “STD PCHD Year 5” and “STD PCHD Year 5 Enhanced” budget amounts on separate budget lines, using the naming convention above

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Supporting Documentation & Materials

1. Performance Progress and Monitoring Report ([PPMR](#))
2. Cover Letter
3. Indirect Cost Rate Agreement
4. Certifications and Assurances
5. SF-LLL Disclosure of Lobbying Activities (online form)
6. SF-424 Application for Federal Domestic Assistance-Short Organizational Form (online form)
7. SF-424B Assurances-Non-Construction (online form)
8. Interim FFR

Cover Letter Requesting Funds

Recipients must include a letter summarizing submitted materials

- Use your jurisdiction's letterhead
- Address it to the GMS (cc: Project Officer)
- Include your jurisdiction name and grant number
- Signed by Authorizing Official and Project Director/Principal Investigator
- Summarize both base and enhanced activities in one letter

Contractor Budgets Are Required

Include in narrative and justification

Six elements for contractor budgets:

1. Name of Contractor
2. Method of Selection (sole source or competitive)
3. Period of Performance
4. Scope of Work
5. Method of Accountability
- 6. Itemized Budget and Justification**

Your Continuation Application Should Include...



**Due Date: August 30, 2022
(11:59 Eastern Daylight Time)**

Note: When Entering Electronic SF-424A....

View Burden Statement

BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006
Expiration Date: 02/28/2022

SECTION A - BUDGET SUMMARY

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1. STD PCHD Year 5	93.977	\$ <input type="text"/>	\$ <input type="text"/>	\$ 300,000.00	\$ <input type="text"/>	\$ 300,000.00
2. STD PCHD Year 5 Enhanced	93.977	<input type="text"/>	<input type="text"/>	30,000.00	<input type="text"/>	30,000.00

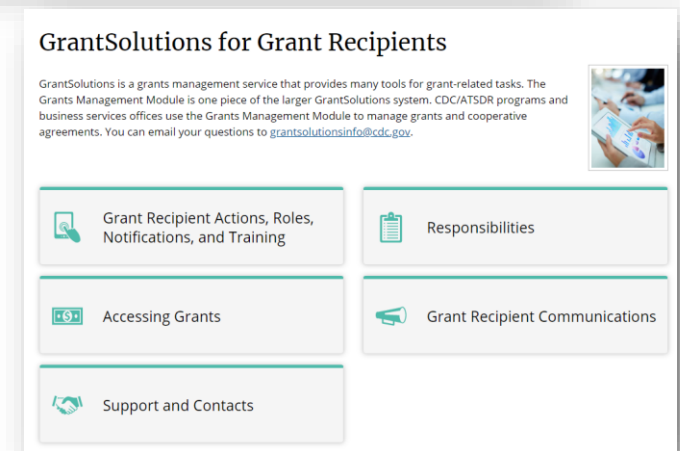
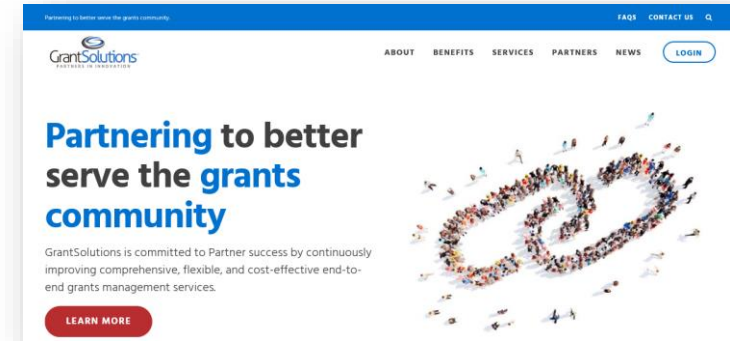
**STD PCHD
Year 5**

**STD PCHD
Year 5
Enhanced**

Please enter “STD PCHD Year 5” and “STD PCHD Year 5 Enhanced” budget amounts on separate budget lines, using the naming convention above

Submission Process

- All materials must be submitted via GrantSolutions
 - Access: My Grants List Screen
 - Select: *“Apply for Non-Competing Award”*
 - Complete: The GrantSolutions Non-Competing Continuation Application Control Checklist
- Need help?
 - Contact the Helpdesk at 866-577-0771, or
 - Email help@grantsolutions.gov prior to the submission deadline



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