STATE OF WYOMING

DEPARTMENT OF HEALTH

PUBLIC HEALTH DIVISION

CHRONIC DISEASE PREVENTION PROGRAM

122 W. 25th STREET, 3rd FLOOR WEST

CHEYENNE, WY 82002

REQUEST FOR APPLICATION

NO. CDPP14

**COMMUNITY DIABETES PREVENTION GRANT**

OPENING DATE

July 27, 2021

DEPARTMENT OF HEALTH REPRESENTATIVE: KACIE HUTTON

TELEPHONE NO.: (307) 777-7356

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# FUNDING OPPORTUNITY OVERVIEW

1. DESCRIPTION:

The Wyoming Department of Health (WDH) Chronic Disease Prevention Program (CDPP) is accepting applications for a Community Diabetes Prevention Grant designed to assist Wyoming Community Based Organizations (CBOs) with the implementation of a sustainable National Diabetes Prevention Program (NDPP). CBOs, faith-based organizations (FBOs), community health workers (CHWs), and other community groups can take an active role in helping people at risk for type 2 diabetes, people with diabetes, and their families build healthier lives and reduce their risk. Organizations who are awarded the grant will be required to plan and implement a national diabetes prevention program (NDPP) and apply for Centers for Disease Control and Prevention (CDC) recognition of their program.

1. RATIONALE:

Prediabetes is a serious health condition that affects one out of three adults in the United States (U.S.). Nine out of ten people with prediabetes do not even know they have it. Having prediabetes means blood glucose (sugar) levels are higher than normal, but not high enough to be diagnosed as diabetes. Someone with prediabetes is at risk of developing heart disease, stroke, and type 2 diabetes. Type 2 diabetes is a serious and costly disease, and is currently the seventh leading cause of death in the U.S.1 CBOs can offer, or help people in their community enroll, in the NDPP lifestyle change program, which is proven to prevent or delay type 2 diabetes.

People with the following risk factors are at a higher risk than others for prediabetes and type 2 diabetes:

* Overweight
* 45 years of age or older
* Family history of type 2 diabetes
* Physical inactivity
* History of gestational diabetes

Additionally, certain races and ethnicities are at higher risk for developing prediabetes and type 2 diabetes, including African Americans, Hispanic/Latino Americans, American Indians, Pacific Islanders, and some Asian Americans.1

The NDPP was developed based on research led by the National Institutes of Health (NIH). A NIH randomized-controlled trial showed that people with prediabetes who participated in a lifestyle change program and achieved 5-7% weight loss reduced their risk of developing type 2 diabetes by 58% (71% for people over 60 years old). Additionally, participants who completed a DPP were one third less likely to develop type 2 diabetes even ten years after completion of the program. The NDPP is a year-long program that uses trained lifestyle coaches to deliver educational sessions in a group setting.1 Additional information about the NDPP can be found on the CDC website at <https://www.cdc.gov/diabetes/prevention/index.html>.

References:

1. CDC National Diabetes Prevention Program Website <https://www.cdc.gov/diabetes/prevention/index.html>. Accessed on December 13, 2017.
2. OBJECTIVE:

The objective of this grant is to increase access to and enrollment into CDC-recognized lifestyle change programs for the primary prevention of type 2 diabetes in Wyoming communities.

1. ELIGIBLE APPLICANTS:

The CDPP is seeking applications from Wyoming organizations that are in good standing with the Wyoming Secretary of State and registered on SAM.gov. Organizations must be community based (i.e; gyms, senior centers, independent pharmacies etc.), faith based or through a county public health office that is not attached to a health system. Organizations must not currently have a CDC-recognized NDPP. Any funded applicant must have a fiscal agent through which grant funds can be allocated. Awardee may serve as their own fiscal agent. Awardees will be held responsible for the performance of the contract. Awardees must report to the CDPP.

1. FUNDING AVAILABLE AND NUMBER OF AWARDS:

Total funding available for this RFA is twenty nine thousand dollars ($29,000.00). Funding will be awarded to two (2) applicants with a maximum award amount of fourteen thousand five hundred dollars ($14,500.00) per award. Applicants are not guaranteed the maximum amount of funding and prospective recipients are expected to submit a budget that is appropriate for the project plan and scope. Please see budget narrative, section 2.7, for value based payment requirements.

1. RFA APPLICATION DETAILS:

Applications will be funded on a first come basis until available funding is exhausted. Only completed applications will be accepted.

QUESTIONS:

Applicants will be allowed the opportunity to email questions regarding this funding opportunity. All questions should be submitted to Kacie Hutton, Chronic Disease Prevention Specialist, at kacie.hutton1@wyo.gov or Amber Nolte, Chronic Disease Prevention Program Manager at amber.nolte@wyo.gov. Answers to all questions will be posted publicly on the CDPP website. Please include “RFA: Question” in the email subject line.

SUBMITTING COMPLETED APPLICATION:

Applicants should submit a completed application via email to Kacie Hutton, Chronic Disease Prevention Specialist, at kacie.hutton1@wyo.gov. Please submit all documents and include “RFA: Application Submission” in the email subject line.

Following submission, applicants will receive a confirmation email verifying receipt of the application within two (2) business days.

NOTIFICATION OF AWARD OR NONAWARD:

Applicants will receive written notice as to whether the application has been approved to be funded wholly, in part, or not funded within two (2) weeks of submission. Selected applicants will begin the contract process with the CDPP. All funded activities must be completed within the term of the contract.

1. TERM OF CONTRACT:

The contract will begin when signatures are received from all parties. All funds must be spent by June 29, 2022. Projects should have sustainability in mind and continue after the initial funding period ends. There will be no opportunity for renewal of funding.

1. NON-APPROVED USE OF FUNDS:

The CDPP will not be able to fund programs that are not part of a strategic plan that addresses the objectives of this grant. Below is a list of examples of activities and other items that are not allowable under the grant. This list is not all inclusive and all programmatic activities must be approved by the CDPP.

* 1. One time activities or events that are not considered evidence based, such as assemblies, speakers, “fun runs,” etc. Additionally, community gardens, farmers markets, greenways, or other similar developments cannot be funded.
	2. Programs funded through other sources; supplanting funds.
	3. Direct service to clients/constituents, e.g., medical nutrition therapy sessions with a dietitian.
	4. Provision of professional development by unqualified individuals or use of programs that do not have a strong evidence base e.g., promoting a specific dietary supplement or for-profit exercise program. Programmatic activities must be approved by the grantor. Please see “resources” section below for examples of evidence-based programmatic activities.
	5. Capital construction projects or purchase of building or other long-term funds.
	6. Purchase of computers, other technological devices (e.g., iPad), or office equipment other than standard consumable supplies.
	7. Payment of expenses for lobbying.
	8. Food and beverages of any type for any meeting or event.
	9. Gifts, prizes, or other compensations for trainees or participants.
1. RESOURCES:

The following web links provide some resources that may be helpful:

 “CDC National Diabetes Prevention Program” <https://www.cdc.gov/diabetes/prevention/index.html>

 “Faith Leaders Toolkit: Diabetes Prevention and Management”

 <https://www.cdc.gov/diabetes/professional-info/toolkits/faith-leaders.html>

 “Prevent Diabetes STAT”

<https://preventdiabetesstat.org/>

“Diabetes Prevention Program Cost Saving Calculator”

 <https://ama-roi-calculator.appspot.com/>

 “Diabetes Prevention Impact Toolkit”

 <https://nccd.cdc.gov/Toolkit/DiabetesImpact>

 “Centers for Disease Control and Prevention Diabetes Data and Statistics”

<https://www.cdc.gov/diabetes/data/>

1. TIMELINE:

**July 27, 2021**  RFA opens

**June 29, 2022** Funding spent

1. RESERVED RIGHTS:

The CDPP reserves the right to:

11.1 Reject any or all applications received in response to this RFA;

11.2 Not make an award to any applicant who is not in good standing at the time a contract is awarded;

11.3 Withdraw the RFA at any time, at the agency’s sole discretion;

11.4 Make an award under this RFA in whole or in part;

11.5 Negotiate with the successful applicant within the scope of the RFA in the best interests of the State;

11.6 Disqualify any applicant whose conduct and/or application fails to conform to the requirements of this RFA;

11.7 Seek clarifications and revisions of applications;

11.8 Use historic information obtained through site visits, business relationships, and the State’s investigation of an applicant’s qualifications, experience, ability or financial standing, and any material or information submitted by the bidder in response to the agency’s request for clarifying information in the course of evaluation and/or selection under the RFA;

11.9 Amend the RFA to correct errors or oversights, or to supply additional information as it becomes available;

11.10 Change any of the scheduled dates;

11.11 Eliminate any mandatory, non-material specification that cannot be met by all of the prospective applicants;

11.12 Waive any requirement that is not material;

11.13 Conduct contract negotiations with the next responsible applicant, should the CDPP be unsuccessful in negotiating with the selected proposer;

11.14 Utilize any and all ideas submitted in the applications received;

11.15 Require correction of simple arithmetic or other apparent errors for the purpose of assuring a full and complete understanding of an application and/or to determine an applicant’s compliance with the requirements of the solicitation; and

11.16 Cancel or modify contracts due to the insufficiency of appropriations.

1. APPLICATION REVIEW PROCESS:

Applicants will be evaluated based upon the weighted evaluation factors described in Appendix A. A group of reviewers will be established to evaluate all completed applications and make recommendations based upon final scores. The CDPP may contact an applicant for clarification or questions related to the application.

# APPLICATION

1. GENERAL FORMAT REQUIREMENTS:

Applications must follow the general requirements when submitting to this RFA:

* 1. Application must be typed in Times New Roman, no smaller than 11 point font, with 1 inch margins on standard paper (8.5” x 11”).
	2. Applications must be organized by sections (in bold) labeled below.
1. APPLICATION REQUIREMENTS:
	1. **Cover Sheet.** Please include the following applicable information in your cover sheet: (1 page maximum)
2. Name of Applicant Organization (as registered with the Wyoming Secretary of State)
3. Tax ID
4. DUNS Number
5. Physical Address of Applicant Headquarters
6. Mailing Address of Applicant Headquarters (if different)
7. Name of Contact Person
8. Title of Contact Person
9. Phone of Contact Person
10. Fax of Contact Person (if available)
11. Email of Contact Person
12. Name of Authorized Signatory Person
13. Title of Authorized Signatory Person
14. Email of Authorized Signatory Person
	1. **Proof of SAM.gov registration.** Provide a copy or printout of SAM.gov registration. This is required for all entities receiving federal funds.
	2. **Capacity Assessment:** Complete the 2018 CDC Diabetes Prevention Recognition Program Organization Capacity Assessment (Attachment A). Attach the completed assessment to your application.
	3. **Short Answer Form**: Complete the three question form (Attachment B)
	4. **Checklist for document review:** Read the following documents and check off for completion (Attachment C).
		1. Why Offer a Lifestyle Change Program
		2. Requirements for CDC Recognition
		3. Staffing and training
		4. PreventT2 Curriculum and Handouts
		5. Data Reporting
	5. **Timeline.** Include a timeline detailing key milestones for how you will start the program and deliver it through the contract term. The timeline should include when you plan to submit an application for CDC-recognition and your tentative class schedule.
	6. **Budget Narrative.** Use the template provided to describe and justify your proposed expenses. A value based payment (VBP) model will be used for reimbursement of this award. VBP is payment tied to outcomes. Under this program, the outcome of interest is session attendance. Sub recipients will provide the per participant cost of the year-long, 22+-session National DPP. The sub recipient will then estimate the target number of participants through the Contract year to receive VBP.

The CDC estimates the cost of administering the National DPP to one participant who completes all 22 sessions of the year-long program to be $500.00. VBP under this guidance is limited to $500.00 per participant. This does not include the cost of program support incentives or additional services to address social determinants of health, such as transportation. This also does not include program startup costs such as marketing and recruitment. Projected VBP will be capped at $500.00 per participant.

VBPs will be distributed based on participants’ attendance at each class session. Reimbursement will occur per participant per session attended, regardless of program completion. Start up and program support costs will be distributed at the request of the sub recipient.

|  |
| --- |
| **Start Up Costs and Program Support Budget** |
| **Expense Category** | **Item Description** | **Justification** | **Estimated Cost for Term of Grant** |
| **Staff Time** |  |  |  |
| **Administrative Costs (capped at 10% of total award)** |  |  |  |
| **Marketing** |  |  |  |
| **Office/Gym Space** |  |  |  |
| **Classroom and Education Materials** |  |  |  |
| **Participant Supplies** |  |  |  |
| **Technology** |  |  |  |
|  |  | **Subtotal Cost:**  |   |

|  |
| --- |
| **Value Based Payment Projections for National DPP Participants** |
| **Cohort Start Date** | **Total Anticipated Participants** | **Cost per Participant per Session** | **Total Number of Sessions to be Completed During Current Contract Term** | **Total Anticipated Cost****(not to exceed $500 per participant)** |
| **Example**September 2021 | **Example**15 participants | **Example**$22.00 | **Example**22 | **Example**$7,260(15 x $22 x 22) |
|  |  |  |  |  |
|  |  | **Subtotal Amount Requested for VBP:** |  |
|  |  | **Total Amount Requested for the Contract Term:** |  |

**CERTIFICATION OF AUTHORIZATION**

By submission of an application, the proposer certifies:

Prices in this proposal have been arrived at independently, without consultation, communication or agreement for the purpose of restricting competition.

No attempt has been made nor will be by the proposer to induce any other person or firm to submit, or not to submit, a proposal for the purpose of restricting competition.

The person signing this proposal certifies that he/she is authorized to represent the company and is legally responsible for the decision as to the price and supporting documentation provided as a result of this advertisement.

Proposer will comply with all federal and state regulations, policies, guidelines and requirements.

Prices in this proposal have not been knowingly disclosed by the proposer and will not be prior to award to any proposer.

I certify to the best of my knowledge that the information contained in this application is correct. If awarded funding under this grant, I certify that this project will be conducted in accordance with funding source requirements and the assurances provided within this application.

I have been authorized by the agency’s governing body to submit this application.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Authorized Agent Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Authorized Agent

# ATTACHMENT A:

2018 CDC Diabetes Prevention Recognition Program Organization Capacity Assessment

**Introduction**

The CDC Diabetes Prevention Recognition Program (DPRP) is a voluntary program for organizations interested in establishing local evidence-based lifestyle change programs for people at high risk for type 2 diabetes. Organizations interested in applying to become a CDC-recognized diabetes prevention program are strongly advised to read the *CDC DPRP Standards and Operating Procedures* and complete this Capacity Assessment prior to applying for recognition.

**Benefits of Completing the Capacity Assessment**

Assessing your organization’s capacity will identify areas that may need to be enhanced, prior to applying for CDC recognition, to ensure the organization is able to deliver the yearlong lifestyle change program with quality and fidelity to the evidence-based DPRP Standards and sustain the program long term. Sustainable lifestyle change programs are those that have the capacity to implement the lifestyle change program without federal, state, or local government or other non-governmental grant dollars long-term. In addition, it is necessary for the organization to have appropriate staff with the knowledge, skills, and abilities listed in the Guidelines for Staff Eligibility, Skills and Roles, and Sample Job Descriptions in the *CDC DPRP Standards and Operating Procedures* document.

**Directions for Completing the Capacity Assessment**

1. Refer to the *CDC DPRP Standards and Operating Procedures* document, available at [https://www.cdc.gov/diabetes/prevention/lifestyle-program/apply\_recognition.html,](http://www.cdc.gov/diabetes/prevention/recognition) when completing this questionnaire.
2. DPRP Standards Reference - indicates the location of the relevant information in the *CDC DPRP Standards and Operating Procedures* document.
3. Organizational capacity assessment questions - read the question and check one box: “yes”, “no”, “unsure”, or “Not Applicable (N/A)”. The “N/A” might apply to online/virtual organizations.
4. Total the number of “yes”, “no”, “unsure”, and “N/A” responses at the bottom of the questionnaire. If the total number of “no” and “unsure” responses outnumber the “yes” responses, then consider applying at a later date when your organization is ready.
5. For each Capacity Assessment topic with a “no” or “unsure” response, consider working with your organization’s leadership to enhance your readiness before applying for recognition. Partnering with an existing CDC-recognized organization in your community or contacting CDC’s DPRP for technical assistance through DPRPAsk@cdc.gov may be helpful.

**Organizational Capacity Assessment for Applicant Organizations to the Centers for Disease Control and Prevention’s (CDC’s) Diabetes Prevention Recognition Program (DPRP)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Capacity Topic** | **DPRP Standards Reference** | **Organizational Capacity Assessment Questions** | **Yes** | **No** | **Unsure** | **N/A** |
| DPRP Standards | CDC DPRP Standards and Operating Procedures | 1. Have the following people from your organization read the 2018 CDC DPRP Standards and Operating Procedures (DPRP Standards)?
 |
| 1. Leadership/management
 |  |  |  |  |
| 1. Program Coordinator (if already hired)
 |  |  |  |  |
| 1. Lifestyle Coach(es) (if already hired)
 |  |  |  |  |
| Leadership and Staff Support |  | 1. Do the following people from your organization support submission of an application for CDC recognition?
 |
| 1. Leadership/management
 |  |  |  |  |
| 1. Program Coordinator (if already hired)
 |  |  |  |  |
| 1. Lifestyle Coach(es) (if already hired)
 |  |  |  |  |
| Staff | Guidelines for Staff Eligibility, Skills and Roles, and Sample Job Descriptions | 1. Does your organization have or plan to hire the following staff (at minimum) with the knowledge, skills, and abilities listed in Guidelines for Staff Eligibility, Skills and Roles, and Sample Job Descriptions of the DPRP Standards?
 |
| 1. A Diabetes Prevention Coordinator responsible for submitting data to CDC and receiving all programmatic and data-related correspondence about the organization’s recognition status
 |  |  |  |  |
| 1. A Lifestyle Coach responsible for implementing the yearlong CDC-approved curriculum and providing support and guidance to participants in the program
 |  |  |  |  |
| Staff Training |  | 1. Does your organization have a plan for Program Coordinator(s) and Lifestyle Coach(es) to offer or attend the following?
 |
| 1. A training on delivery of a CDC-approved curriculum that includes the required content listed within the DPRP Standards (If outside training is needed, please see a list of training entities that hold Memorandums of Understanding with CDC here: https://www.cdc.gov/diabetes/prevention/lifestyle-program/staffing-training.html.)
 |  |  |  |  |
| 1. For organizations offering online only or combination programs, training on the specific technology platform to be used to deliver the online lifestyle change program
 |  |  |  |  |
| 1. Training on computer skills necessary for data collection and interpretation of participants’ outcomes to effectively monitor their progress toward meeting program goals
 |  |  |  |  |
| 1. CDC-sponsored webinar trainings on specialized topics such as program delivery (“Welcome to the DPRP”) and data submission (“Submit for Success”)
 |  |  |  |  |
| 1. Training to comply with federal, Health Insurance Portability and Accountability Act (HIPAA), state, and or local laws governing Personally Identifiable Information (PII), including laws related to data collection, storage, use, and disclosure (CDC does not permit the transmission of PII.)
 |  |  |  |  |
| 1. Additional refresher training or training to develop new skills needed to effectively manage and deliver the yearlong lifestyle change program
 |  |  |  |  |
| DPRP Evaluation Data Collection and Submission | Submitting Evaluation Data to the DPRP | 1. Does your organization have staff with the knowledge, skills, and tools needed to collect, enter, and submit the required DPRP evaluation data elements using a comma separated value (CSV) format to the CDC DPRP every 6 months?
 |  |  |  |  |
| 1. **If you answered “Yes” to question E. above**, has your organization designated a staff member who will be responsible for collecting, entering, and submitting the required DPRP evaluation data elements to CDC every 6 months?
 |  |  |  |  |
| 1. **If you answered “No” or “Unsure” to question E. above**, does your organization have a plan for training a designated staff member who will be responsible for collecting, entering, and submitting the required DPRP evaluation data elements to CDC every 6 months?
 |  |  |  |  |
| 1. **If you answered “No” or “Unsure” to question E. above**, does your organization have a plan to contract with an external organization (i.e., a third party data administrator) with the knowledge, skills, and tools needed to collect, enter, and submit the required DPRP evaluation data elements on behalf of your organization to the CDC DPRP every 6 months?
 |  |  |  |  |
| Organizational Infrastructure: In-Person Only | Location and Delivery Mode | 1. For organizations offering in-person only programs:
 |
| 1. Does your organization have any designated space in which to conduct the yearlong lifestyle change program?
 |  |  |  |  |
| 1. Does your organization provide private settings in which participants can be weighed and monitored by a Lifestyle Coach?
 |  |  |  |  |
| Organizational Infrastructure: Online only, distance learning, or combination programs | Location and Delivery Mode | 1. For organizations offering online only, distance learning, or combination programs:
 |
| 1. Does your organization have any designated space in which to conduct the in-person portion of your combination yearlong lifestyle change program?
 |  |  |  |  |
| 1. Does your organization have an appropriate technology platform to deliver the online version of the yearlong lifestyle change program?
 |  |  |  |  |
| 1. Does your organization have an appropriate technology platform to allow participants to interact with a Lifestyle Coach over the yearlong lifestyle change program?
 |  |  |  |  |
| 1. Does your organization have the ability to obtain weights via digital technology such as Bluetooth-enabled scales?
 |  |  |  |  |
| Eligible Participants | Participant Eligibility | 1. Does your organization have access to a large number of individuals at high risk for type 2 diabetes that meet the eligibility requirements listed with the DPRP Standards?
 |  |  |  |  |
| Recruitment and Enrollment | Participant Eligibility | 1. Does your organization have…?
 |
| 1. The ability to recruit and enroll a sufficient number of eligible participants (i.e., via marketing and media outreach, partnership engagement, health fairs, etc.) to maintain an adequate number of classes over time
 |  |  |  |  |
| 1. The capacity to offer at least one class every 12 months
 |  |  |  |  |
| 1. Connections with health care providers, insurers, or employee wellness programs to help ensure referrals to your program
 |  |  |  |  |
| Sustainability |  | 1. Does your organization have a plan to sustain the yearlong lifestyle change program long-term without federal, state, or local government or other nongovernmental grant funds?
 |  |  |  |  |
| Tools and Resources |  | 1. Has your organization reviewed the following downloadable tools and resources on CDC’s National Diabetes Prevention Program web site available at <https://www.cdc.gov/diabetes/prevention/lifestyle-program/resources/index.html>?
 |
| 1. Resources for Recruiting Participants available at <https://www.cdc.gov/diabetes/prevention/lifestyle-program/resources/participants.html>
 |  |  |  |  |
| 1. Resources for Health Care Professionals available at <https://www.cdc.gov/diabetes/prevention/lifestyle-program/resources/professionals.html>
 |  |  |  |  |
| 1. Resources for Employers and Insurers available at <https://www.cdc.gov/diabetes/prevention/lifestyle-program/resources/employers.html>
 |  |  |  |  |
| 1. Resources to Encourage Participant Retention available at <https://www.cdc.gov/diabetes/prevention/lifestyle-program/resources/retention.html>
 |  |  |  |  |
| 1. Spread the Word available at <https://www.cdc.gov/diabetes/prevention/lifestyle-program/resources/spreadtheword.html>
 |  |  |  |  |
| **Total number of boxes checked for each:** |  |  |  |  |

ATTACHMENT B:

SHORT ANSWER FORM

1. Please describe the intended plan for sustaining the NDPP both during and after the funding period. Please include details on how you plan to make the program financially sustainable. Keep in mind that grant funds should not be used as a long-term funding source for the delivery of lifestyle change programs. (1 page maximum)
2. Provide a brief summary justifying the need for a NDPP in your community and the priority population (population subgroups who experience racial/ethnic or socioeconomic disparities, including inadequate access to care, poor quality of care, or low income) your organization will attempt to engage. (1 page maximum)
3. Discuss in detail your proposed referral source for this program.

ATTACHMENT C:

CHECK LIST OF READ DOCUMENTS

|  |  |  |
| --- | --- | --- |
| Document | Link | Initial for acknowledgement of completion |
| Why Offer a Lifestyle Change Program | https://www.cdc.gov/diabetes/prevention/why-offer-lcp.htm |  |
| Requirements for CDC Recognition | https://www.cdc.gov/diabetes/prevention/requirements-recognition.htm |  |
| Staffing and Training | https://www.cdc.gov/diabetes/prevention/staffing-training.htm |  |
| PreventT2 Curriculum and Handouts | https://www.cdc.gov/diabetes/prevention/resources/curriculum.html |  |
| Data Reporting | https://www.cdc.gov/diabetes/prevention/data-reporting.htm |  |

# APPENDIX A: Weighted Evaluation Factors

|  |  |
| --- | --- |
| **Component of Application** | **Points Available** |
| CDC Capacity Assessment  | 30 |
| Short Answer Form | 30 |
| Checklist for Document Review | 5 |
| Timeline | 5 |
| Budget Narrative | 30 |
| **Total Possible Points** | **100** |