

## Question & Answers for CDC-RFA-GH14-1415

- 1. Is it possible to apply for individual components under each of the program area, or is it only possible to apply for all components under any single program area?**

Applicants must submit a separate application for each program area they intend to implement. In addition to the program narrative, the applicant must include a separate budget for each proposed program area, and in form SF424 item number 14, the applicant must state the program area they are applying to work in. Failure to indicate the area of work on the SF424 will deem the application non-responsive. Applicants should consider linkages between the various program areas within their application, either by proposing to provide linked services or by proposing to ensure linkages to existing services not specifically provided by the applicant. Competitive advantage is not given based on the number of activities proposed across program areas. Applicants will be evaluated according to the strength of their responses per program area and in accordance with the listed technical evaluation criteria.

The awardee may work on some of the activities listed under a program area in the first year and in subsequent years, progressively add others from the list to achieve all of the outcomes as described in the FOA.

- 2. Regarding the extra points for proved collaboration with MOHSS in Namibia – is it possible to submit an approved protocol which indicates collaboration with MOHSS staff and investigators or is a work plan the only acceptable proof of collaboration? Also, can you provide further details on the required elements of such a work plan to be considered for the extra points (page 52)?**

The applicant must submit documentation that demonstrates they have experience collaborating with the Ministry of Health and Social Services, and related public health institutions in Namibia, on activities relevant to this FOA. This documentation must include an approved work plan showing joint collaboration with the MOHSS or related public health institution in Namibia. There is no set template for this workplan but it must clearly demonstrate collaboration with MOHSS. Other document submissions will not be considered for the funding preference.

- 3. Do the attachments that are required as proof of meeting the extra criteria/points count against the 90 page appendix limit, or will they be reviewed as separate attachments that do not count against the 90 page limit appendices?**

Yes. All appendices and attachments contribute to and count against the 90 page limit.

- 4. Can you please provide further details on request for the applicant certifying status as “a registered degree granting organization” in the context of providing the necessary documentation to receive the points for the additional/extra criteria? Proof of being a degree granting organization seems like would be a separate piece of**

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**documentation, separate from the documentation requested in both of the two extra criteria listed in the FOA (ie joint workplans with MOHSS, and NOAs from DHHS). Is that a correct reading of the extra points/criteria?**

This is an error in the FOA and the final sentence should read as follows (correction highlighted in yellow): *Funding preference points will not be awarded to applicants who do not provide and/or label the supporting documentation required to demonstrate their experience in collaborating with MOHSS.*

**5. Do we need to create and submit an environmental mitigation plan and report (EMPR) as part of this proposal submission? (page 43).**

Most activities under CDC PEPFAR programs are considered exempt from this requirement. Please see a list of categorical exclusions below:

- Education
- Family planning
- Health
- Nutrition
- Institution development
- Technical assistance
- Most human resource projects
- Maternal or child feeding programs

If awarded, the CDC Namibia office will work with awardee to determine exemption from this requirement.

**6. On page 29 of the RFA related to "Curricula vitae." The RFA indicates 'current staff who will work on the activity.' Please confirm if this should include everyone or just those we identify as 'key personnel'?**

Applicants should include Curricula Vitae for any technical or professional positions to be supported by this project. This includes any teaching, finance, or administrative staff (except for drivers).

**7. Also - please advise if we can include relevant summary information from previous related grants/projects in addition to the Corporate Capability Statement as part of the appendices. We are cognizant of the appendices page limit.**

Yes you can. The Corporate Capability Statement can be attached as an appendix and details the function and ability of the organization to perform the type of work outlined in

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the FOA. These statements tend to provide an overview of the organization's capabilities, description of strengths and core functions, specific examples demonstrating successful work, and a description of the organization's financial management. There is not a set template for this statement.

- 8. Under program area A, what exactly is meant by “health sciences”? E.g. medicine, nursing, ect.**

Health sciences includes medicine, nursing, midwifery, pharmacy, laboratory sciences, public health, field epidemiology, clinical psychology, social work, and other related fields.

- 9. Under the last activity under program area A called “Provide technical assistance to the MOHSS to develop and implement retention program for faculty, admin, finance, and planning staff,” can you please clarify whether the activity is only limited to MOHSS or does this also include Ministry of Education, since Ministry of Education funds UNAM to develop faculty recruitment and retention packages? Can additional guidance be provided as to the expected role of MOHSS in regards to this activity in particular?**

This activity is not limited to the MOHSS. It includes pre-service educational institutions, such as UNAM and Polytechnic. The MOHSS should be engaged in these efforts as the primary employer of health care workers in the country and has responsibility for their retention. Support can be provided to pre-service educational institution for internal faculty/staff recruitment and retention.