

Funding Opportunity Announcements

Tips for Applying for Centers for Disease Control and Prevention (CDC) Funding Opportunity Announcements (FOAs)

1. Register your agency at www.grants.gov; update info as needed.
2. Set alerts in www.grants.gov, especially for updates to a specific FOA (use “Manage Subscriptions” at the very top of the home page to sign up for alerts).
3. Make connections—before it’s time to partner (including grant writing assistance).
4. Attend the funding agency’s technical assistance teleconferences for FOAs, if offered.
5. Ask the FOA contacts questions, as needed.
6. Work the proposal backwards from what you want to achieve and can measure (the required logic model for all CDC applications will help you do this).
7. Use available health statistics (e.g., www.cdc.gov/nchs and www.cdc.gov/DataStatistics) and national reports/strategies (e.g., www.cdc.gov/stltpublichealth/Strategy/index.html) to support need and justify approach.
8. Whenever possible, base your plan on evidence-based standards, guidelines, and strategies (e.g., <http://stacks.cdc.gov/cbrowse/?parentId=cdc:100&pid=cdc:100&type=1&facetRange=960>).
9. Innovation is good as well, especially in terms of improving the effectiveness and efficiency of the health system.
10. Strong partnerships, especially within the community and with other sectors, strengthen many proposals.
11. As much as possible, indicate your past successes in the same arena.
12. Outcomes are preferred over outputs.
13. If desired, propose that some of the funding will be used to prepare for and sustain public health accreditation (instructions are in CDC FOAs).
14. If desired, propose the use of Direct Assistance (if approved, CDC will provide a staff person(s) to work on the grant and subtract the costs from the award) (see www.cdc.gov/stltpublichealth/GrantsFunding/direct_assistance.html).

Self-Check

- Have you addressed all of the criteria on which you will be rated?
- Are your strategies, activities, staffing, measurement plan, and other parts of the project plan in alignment? Will they achieve the FOA goals in a measurable way?
- Use spellcheck.
- Create and use a checklist for all supporting documentation to ensure you submit a complete package.

Future FOAs

- Give feedback to CDC project officers, CDC’s Office for State, Tribal, Local and Territorial Support, and others about your jurisdiction’s needs, how the federal government can improve FOAs, future strategies, and so forth.
- Tell your story—describe how past and current funding has benefitted and continues to benefit your communities.

Other Resources:

CDC Grant Writing Guidance and Tips:

www.cdc.gov/stltpublichealth/GrantsFunding/grant-writing.html

