FY2020 Teen Pregnancy Prevention (TPP) Tier 2 Phase II: Rigorous Evaluation of Promising Interventions

Opportunity Number: PA-TP2-20-001

U.S. Department of Health and Human Services
Office of the Assistant Secretary for Health
Office of Population Affairs (OPA)

February 19, 2020, 2:30 – 4:00 PM EST
Audio: 888-469-1059, Code: 1207737
Objectives of this Webinar:

• Review the goal, expectations, application content, application submission and instructions for the Tier 2 Phase II: Rigorous Evaluation of Promising Interventions

• Prepare participants to submit complete applications by:
  Friday, April 17, 2020 at 6:00 PM ET
Call Logistics

Listen-only mode

Call materials posted to OPA website in about a week

Questions and Answers
Submit via email: tammy.bartasavich@hhs.gov
Please check a list of FAQs on OPA’s website before emailing any questions
https://www.hhs.gov/opa/grants-and-funding/grant-opportunities/index.html
Agenda

• OPA Overview
• FOA Overview & Expectations
• Application
  ▪ Content
  ▪ Responsiveness Criteria and Review
  ▪ Submission
• Tips
• Questions
• Final Reminders
Office of Population Affairs (OPA) Mission

*Promote health across the reproductive lifespan through innovative, evidence-based adolescent health and family planning programs, services, strategic partnerships, evaluation, and research.

- OPA administers the Title X Family Planning program, the Teen Pregnancy Prevention program, the Pregnancy Assistance Fund program, and the Embryo Adoption Awareness program
TPP20 Tier 2 Rigorous Evaluation of Promising Interventions

FOA Overview

- OPA currently has three open FY2020 funding opportunities for the TPP Program:

  - PA-TP1-20-001 - Optimally Changing the Map for Teen Pregnancy Prevention (Tier 1)
  - PA-TP2-20-001 – FY2020 TPP Tier 2, Phase II Rigorous Evaluation of Promising Interventions
  - PA-TP2-20-002 - Tier 2 Innovation and Impact Network Grants: Achieving Optimal Health and Preventing Teen Pregnancy in Key Priority Areas
TPP20 Tier 2  Rigorous Evaluation of Promising Programs FOA Overview

• Estimated Funds Available for Competition: $5,000,000

• Anticipated Number of Awards: 5 to 10

• Period of Performance: not to exceed 3 years

• Range of Awards: $500,000 - 1 million annually

• Anticipated Start Date: July 15, 2020

• Budget Period Length: 12 months

• Type of Award: Cooperative Agreement Award (i.e., substantial federal involvement)
Funding Announcement Role

• The Funding Opportunity Announcement (FOA) provides information and guidance related to applications.

• Read the entire funding announcement

• Follow the FOA carefully! The information provided in the FOA takes precedence over any conflicting information in other documents.
Goal of the TPP Tier 2 - Phase 2 FOA

• To rigorously evaluate promising interventions that could contribute to adolescent optimal health, prevent teen pregnancy, and reduce STIs rates

• Expected to evaluate interventions that already have project merit, positive preliminary evidence, readiness, and feasibility

• May conduct either efficacy or effectiveness studies

• Must be able to complete the project within the three-year period
Interventions of Particular Interest to OPA

• Particularly interested in promising interventions in populations and settings with great need and those that demonstrate significant health disparities
  ▪ May include, but not limited to, interventions in juvenile justice or foster care/child welfare settings, with expectant and parenting youth, youth with disabilities, homeless youth, or for caregivers

• Also interested in projects that impact not only individuals but also the systems within which individuals are situated
FOA Expectations
Expectations – Program and Evaluation

1. Meaningfully Contribute to Optimal Health, Prevent Teen Pregnancy and Reduce STIs; Demonstrate Project Merit and Preliminary Positive Evidence

2. Demonstrate Readiness and Feasibility of the Intervention and Evaluation

3. Conduct High-Quality Implementation

4. Rigorously Evaluate the Intervention

5. Collaborate with Partners, Participants, and Stakeholders

6. Monitor and Improve the Project

7. Communicate Project Activities; Disseminate Results

8. Manage the Project and Ensure Capacity
Expectation 1: Meaningfully Contribute to Optimal Health, Prevent Teen Pregnancy and Reduce STIs; Demonstrate Project Merit and Preliminary Positive Evidence

• Targeting resources to populations disproportionately impacted by teen pregnancy and STI rates, reduce health disparities, and improve equity and optimal health.

• Interventions supported by this FOA are expected to:
  ▪ Be innovative and already have compelling, positive preliminary evidence from formative evaluation, including effects on target outcomes.
  ▪ Have widespread support from participants and stakeholders and be a good fit for the population and setting.
  ▪ Have potential to scale and be replicated by others.
Expectation 2: Demonstrate Intervention Readiness & Feasibility

- Intervention materials expected to be finalized, ready, accessible, and available.
- Applicant or partners should have implemented the intervention multiple times.
- Materials must be medically accurate and age-appropriate, and should be trauma-informed and user-centered.
- Procedures and activities of the intervention are expected to be clear, including mode of delivery, frequency, duration, location, setting, and monitoring.
- Ensure feasibility of implementation, including a timeline and MOUs or other agreements with partners to begin at the start of the project period.
- Include signed agreement with developer/purveyor for use of any copyrighted materials.
Expectation 2 (cont’d): Feasibility of Evaluation

- Evaluation ready and feasible at the time of award, including the counterfactual (any services, programming, or materials proposed for the counterfactual group must be ready & accessible).
- Reasonable and feasible methods and procedures for recruitment, consent/assent, and study group formation.
- All project activities, including data collection, data analysis, and reporting are expected to be completed within three years.
- Sample size that can detect impacts and account for attrition or other loss of data.
- Power calculations based on sample size and sufficiently powered to detect impacts on the primary research questions.
- IRB approval or a waiver by the start of the project.
- All MOUs with key implementation partners in place for evaluation to begin immediately upon receipt of funding. Signed agreements included in an Appendix.
Expectation 3: Conduct High-Quality Implementation

- Conduct high-quality implementation, including maintaining fidelity, quality assurance, high dosage, intervention saturation, appropriate materials, staff coordination and management, qualified facilitators, participant engagement and satisfaction, and stakeholder support.

- Demonstrate understanding of the context and big picture in which teen pregnancy and STIs exist, and how their intervention and research is situated.

- Explain underlying assumptions and inhibiting or enabling factors related to the project.
Expectation 4: Conduct Rigorous Evaluation

- Can include either a randomized control trial (RCT) or a quasi-experimental design (QED) with counterfactual condition
- Should be the most robust possible design that is feasible for the intervention
- Can be an efficacy or effectiveness study
- Also expected to conduct an implementation evaluation
Expectation 4 (cont’d): Conduct Rigorous Evaluation

• Describe full study design, including the implementation and impact evaluation.

• Research questions (primary and secondary) assess both behaviors and implementation outcomes & align with intervention and theory of change.

• Include a counterfactual, and baseline equivalency between the intervention group and counterfactual.

• For RCTs, the unit of random assignment is expected to be clearly identified and aligned with the unit of analysis; for QEDs, the applicant is expected to describe the formation of the counterfactual.

• Differences between groups should be described along with strategies to minimize potential contamination, should this be a potential concern.
Expectation 4 (cont’d): Rigorously Evaluate the Intervention

- Data collection instruments already tested or accessible administrative data

- Describe plan to estimate the causal impact of the intervention, describe the minimum detectable effect (MDE) size needed for an impact, and explain how the MDE was calculated.

- Collect, analyze, and report on the data

- Address limitations, bias, and possible threats to internal and external validity.

- Conduct evaluation through a credible and neutral process, which includes, evaluation staff who do not have perceived or actual conflict of interest and can remain independent from the intervention
Expectation 5: Collaborate with Partners, Participants, and Stakeholders

• Collaborate and maintain partnerships with those involved in the project, including partners, participants, and stakeholders.

• Demonstrate how you have previously engaged participants and stakeholders, maintained a collaborative environment, and structured your approach accordingly.

• Collaborative partnership is expected between the evaluator and intervention teams, and with OPA.

• Awardee is responsible for ensuring all partners meet the expectations successfully and fulfill their roles.
Expectation 6: Monitor and Improve the Project

• Monitor the overall project and, based on findings, make improvements to the project

• Use the information from the evaluation, monitoring, and performance measures to determine next steps for the intervention and project

• Collect a common set of performance measures to assess project implementation and use measures for monitoring and improving
  ▪ Set of draft measures included in Appendix C of the FOA

• Ensure the feasibility of data collection. Recipients should obtain any necessary permissions to collect required data
Expectation 7: Communicate Project Activities & Disseminate Results

- The public, internal stakeholders, and external stakeholders should be informed about the activities of the project throughout the entire project period.

- Document the results of the intervention, using best practices for reporting.

- Present results at local, state, national professional and academic conferences and meetings, and to share findings in respected journals or other publications and OPA reports.
Expectation 8: Manage the Project & Ensure Capacity

• Propose a team, partnerships, and structure to accomplish all expectations of the grant
• Provide an overview of the different organizations involved, along with key team members
• Clearly articulate who will serve as the evaluation and intervention leads
• Include evaluation staff without perceived or actual conflict of interest and who can remain independent from the intervention.
• Provide a visual depiction of the project structure, include key partners and roles.
• Outline management plan for the project.
• Include a signed Memorandum of Understanding (MOU) for all partners
• Continually assess the professional development needs of staff
• Utilize the first three months to finalize project planning and finalize agreements.

• PLEASE NOTE: This funding is designed to support projects that are ready, feasible, already have project merit, and demonstrate positive preliminary results. Thus, it will be expected for awardees to begin their projects upon award.
FY2020 Teen Pregnancy Prevention (TPP) Tier 2 Phase II Rigorous Evaluation of Promising Interventions

Application Content
Application Elements

• Application for Federal Assistance (SF-424)
• Budget Information for Non-construction Programs (SF-424A)
• Assurances for Non-construction Programs (SF-424B)
• Disclosure of Lobbying Activities (SF-LLL)
• Project Abstract Summary
• Project Narrative – Submit all Project Narrative content as a single acceptable file.
• Budget Narrative – Submit all Budget Narrative content as a single acceptable file.
• Appendices – Submit all appendix content as a single acceptable file, in the Attachments section of your Grants.gov application.
Application Format

- Be sure to follow Project Narrative format instructions in FOA. Your application will be disqualified if it does not conform to the format requirements.
- You *must* double-space the Project Narrative pages.
- You *must* use 12-point font.
- You should use an easily readable typeface, such as Times New Roman or Arial.
- You may single-space tables or use alternate fonts but you must ensure the tables are easy to read.
- For Appendices and Budget Narrative, you should use the same formatting specified for the Project Narrative.
- Appendix documents such as résumés may use alternate formats common to such documents.
Project Narrative

• Most important part of the application since it is used as the primary basis to determine whether your project meets the minimum requirements for an award under this FOA.

• Clear and concise project description.

• Components to include:
  ▪ Project Merit, Contribution, and Evidence
  ▪ Technical Approach – (a) Intervention and Theory of Change, (b) Counterfactual, (c) Implementation, (d) Evaluation Plan, (e) Readiness and Feasibility of Rigorous Evaluation, (f) Monitor and Improve the Project, and (g) Collaboration, Communication, and Dissemination
  ▪ Project Management and Capacity

• Detailed information for each component can be found on pages 24-30 of the FOA
Application Content: Project Merit, Contribution, and Evidence

- Address specific problem
- Provide context
- Indicate where and with whom
- Describe how you will address impact of historical, structural, and environmental factors
- Tell us about underlying assumptions
- Describe the intervention, theory of change and evaluation design as well as how it contributes to the field
- Explain importance
- Define how meeting needs of participants
- Depict how the project is innovative
- Indicate fit for population, including evidence from participants
- Illustrate positive effects on key outcomes
- Describe past implementation, circumstances and how it evolved
- Address key barriers and if intervention can be impactful, scale and be replicated
Application Technical Approach: Intervention, Theory of Change, Counterfactual

- Explain readiness for evaluation and status of materials, trainings, and staff requirements
- Demonstrate and justify that materials are ready, available, trauma informed, medically accurate, user centered, and age appropriate.
- Include a visual depiction of your theory of change as an appendix

- Define your counterfactual and what specifically they will receive and who will provide programming or if it is Business as Usual (BAU) counterfactual
- Demonstrate and justify that materials are ready, available, trauma informed, medically accurate, user centered, and age appropriate.
- Explain how contrast between groups will be ensured.
Application Content: Implementation

- Describe how you will implement the intervention and describe how this has implemented before and results of previous implementation
- Indicate status of MOU’s with all partners
- Indicate readiness to begin immediately upon receipt of funding
Application Content: Evaluation Plan

- Show your evaluation design
- Describe study
- Depict how this is a robust design with justification
- Indicate the research questions
- Describe primary and secondary research questions and how they’ll assess both implementation and impact evaluation
- Address and describe the statistical power intended
- Explain how counterfactual groups will be decided and strategies to minimize contamination
- Include measures of outcomes and why
- Include implementation evaluation elements and why
- Explain data collection and how this data supports the impact and implementation evaluation
- Show how measurement tools and instruments align with overall project research questions, theory of change etc.
Application Content: Readiness & Feasibility of Rigorous Evaluation

• Indicate status of IRB and what data collection methods and measurements will be used. Discuss if they have been used and tested.

• Provide information on data permissions needed and indicate status of agreements.

• Describe plan for project completion and analysis to be completed in 3 years with timeline.
Application Content: Monitoring and Program Improvement

- Describe monitoring plan including activities, why, and frequency
- Describe how data and performance measures will be used
- Define process for program improvement
Application Content: Collaboration, Communication, & Dissemination

• Describe how you will collaborate, with whom and how the collaboration will be maintained

• Describe how the project will engage participants and community stakeholders

• Describe the communication plan for the project

• Define how you will apply best practices to dissemination results to stakeholders and participants.
Application Content: Project Management and Capacity

• Provide an overview of the implementing and evaluating organization

• Describe how the project will be managed

• Describe the partners, their skills and expertise, and how they’ll be monitored

• Describe the team members and the experience of the lead evaluator and the implementation staff

• Describe any perceived or actual conflicts of interest
Budget Narrative and Forms

The Project Budget Information:

- SF 424A budget forms
- Budget narrative
- Must be consistent with the requirements of the FOA
- Budgeted costs must reflect proposed activities
- Forms, narrative and detailed justification do not count towards page limit
- Budget line item descriptions and justification requirements are explained on pages 30-40 of the FOA
- Suggested table formats in FOA
- Plan for oversite of federal award funds
Appendices

- Appendices should include:
  - Work Plan
  - Project Timeline
  - Organizational Chart
  - Visual Depiction of the Project (Theory of Change/Logic Model)
  - Curriculum Vitae for Key Project Personnel
  - Memoranda of Understanding (MOUs) or Letters of Commitment (LOCs) or other agreements

- Detailed information for each component can be found on pages 41-42 of the FOA
- Appendices count toward the TOTAL page limit of your application
- Submit as single electronic file in Attachments
Application Submission

Opportunity No: PA-TP2-20-001

Competitive Application Deadline Due Date: Friday April 17, 2020

Cutoff Time: 6:00 p.m. ET
Submission Dates and Times

• Application is due by 6 p.m. Eastern Time, Friday April 17, 2020.
• Your submission time will be determined by the date and time stamp provided by Grants.gov when you complete your submission.
• Strongly encouraged to submit your application a minimum of 3 to 5 days prior to the application closing date.
• Grants.gov may take up to 48 hours to notify you of a successful submission.
• If you fail to submit your application by the due date and time, we will not review it, and it will receive no further consideration.
Eligible Applicants

- Eligible Applicants (FOA page 20)

- Any public or private entity, including faith-based, community-based, and Indian Tribes or Tribal organizations are eligible to apply
Cost Sharing or Matching

- You are not required to provide cost sharing or matching in your proposed budget
Address to Request Application Package

- Obtain an application package electronically by accessing Grants.gov at http://www.grants.gov/. Find it by searching the CFDA number on page 2 of the FOA.

- CFDA Number is 93.297

- Be sure to subscribe to the announcement in Grants.gov so you receive notification of any updates to the FOA or supporting documents.
Application Submission

• OASH requires that all applications be submitted electronically via Grants.gov unless an exemption has been granted. If you submit an application via any other electronic communication, it will not be accepted for review.

• An Application will not be considered valid until all application components are entered in Grants.gov and received by HHS Office of Grants Management according to the deadlines specified in the “DATES” section on page 2 of the FOA.

• Contact Grants.gov with any questions or concerns regarding the electronic application process 1-800-518-4726 or email: support@grants.gov
Application Submission

- Applications must be submitted as three (3) files
  - File 1: The ENTIRE project narrative
  - File 2: The ENTIRE budget narrative, including supporting documentation described in the Budget Narrative content section
  - File 3: All documents in the appendices uploaded in the Attachments section of your Grants.gov application

Exceptions: required standard forms do not apply to the submission requirements as stated in Disqualification Criteria
Application Submission

• Any files uploaded or attached to the Grants.gov application must be of the following file formats – Microsoft Word, Excel or PowerPoint, Adobe PDF, or image formats (JPG, GIF, TIFF, or BMP only)

• HHS/OASH strongly recommends that electronic applications be uploaded as Adobe PDF. If you convert to PDF prior to submission you may prevent any unintentional formatting that might occur with submission of an editable document
Application Submission

• **Be complete** and do not leave blanks on forms unless the information is not applicable

• The individual submitting the application forms must have the legal authority to act on behalf of the organization
Application Submission

• To ensure successful submission of your application, carefully follow the step-by-step instructions provided at http://www.grants.gov/web/grants/applicants/apply-for-grants.html

• These instructions are kept up-to-date and also provide links to Frequently Asked Questions and other troubleshooting information
System for Award Management (SAM)

- Grants.gov will reject submissions from applicants with nonexistent or expired SAM Registrations.

- If you are registering a new entity in SAM.gov, you must mail an “Entity Administrator Notarized Letter” to the FEDERAL SERVICE DESK, ATTN: SAM.GOV Registration Processing. Your notarized letter with the details required must be mailed. Your registration will not be activated until the letter is submitted and reviewed.

- Minimum timeframe to complete an initial SAM registration (30min).

- Timeframe for applicant’s registration to become active (up to 10 days).

- SAM registration **must** be renewed each year.

- Average timeframe for updates to take effect in Grants.gov (72hrs).
SAM, cont’d

• Recommend applicants check active registration in SAM well before application deadline.

• If successful and receive award must maintain an active SAM registration w/current info at all times during the active award.

• If you have not complied with these requirements, HHS/OASH
  1. May determine you are not qualified to receive an award; and
  2. May use that determination as a basis for making an award to another applicant.

• Should you successfully compete and receive an award, all first-tier sub-award recipients must have a DUNS number at the time you, the recipient, make a sub-award.
Funding Restrictions

• Allowability, allocability, reasonableness, and necessity of direct expenses; indirect costs may be charged on HHS/OASH grants in accordance with Department regulations and current policy effective at the time of the award

• Current requirements can be found online via 45 CFR part 75 “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards”

• Indirect costs may be included per 45 CFR 75.414. Applicants should indicate which method or rate is used for this application

• Current Salary Limitation: $197,300 effective January 5, 2020
Program

Application Review Information Criteria (FOA page 49)

<table>
<thead>
<tr>
<th>Factor</th>
<th>Criteria</th>
<th>Points</th>
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</thead>
<tbody>
<tr>
<td>Factor 1</td>
<td>Project Merit, Contribution, and Evidence</td>
<td>30 Points</td>
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<tr>
<td>Factor 2</td>
<td>Evaluation Design</td>
<td>25 Points</td>
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<tr>
<td>Factor 3</td>
<td>Readiness and Feasibility</td>
<td>20 Points</td>
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<tr>
<td>Factor 4</td>
<td>Capacity and Management</td>
<td>15 Points</td>
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<tr>
<td>Factor 5</td>
<td>Work plan and Budget</td>
<td>10 Points</td>
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</table>
Application Disqualification Criteria

- Submitted electronically via www.grants.gov by due date and time (unless an exemption was granted 2 business days prior to the deadline).
- If you successfully submit multiple applications for the same project, we will only review the last application received by the deadline.
- HHS/OASH/OGM deems your application eligible.
- Project Narrative must be double-spaced, on the equivalent of 8.5” X 11” page size with 1” margins on all sides and font size not less than 12 points.
- Project Narrative must not exceed 50 pages.
- Your Federal funds including indirect costs does not exceed the maximum indicated in Award Ceiling. $1,000,000 per budget period
- Your Federal funds request including indirect costs is not below the minimum indicated in Award Floor. $500,000 per budget period
- The Total Application, including Project Narrative must not exceed 100 pages.
Application Review

Applications that lack the required supporting documentation or submit additional appendix files will not be disqualified from competitive review; however, it may impact your application’s scoring under the evaluation criteria. Be sure to follow submission instructions carefully.
Application Review

- Eligible applications will be reviewed and scored by a panel of independent reviewers with technical expertise in applicable fields according to the criteria listed in the Program Announcement.

- Objective Review Committee process is formal and confidential. Federal staff is available for questions and to ensure the process is consistent and fair, but do not participate in discussion and scoring.

- Applications are also reviewed:
  - By OGM staff for administrative and business compliance.
  - By Program Office staff for programmatic compliance.
Funding Decisions

• The Deputy Assistant Secretary for Population Affairs will make final awards selections to be recommended to the Grants Management Officer for risk analysis.

• In making these decisions, the following additional considerations will be taken into consideration:
  ▪ Representation of diverse interventions
  ▪ Representation of a range of populations disproportionately impacted by teen pregnancy
  ▪ Diversity of research questions
Funding Process

• We are not obligated to make any Federal award as a result of this announcement.

• Only the grants officer can bind the Federal government to the expenditure of funds.

• If you receive communications to negotiate an award or request additional or clarifying information, this does not mean you will receive an award; it only means that your application is still under consideration.

• All award decisions, including level of funding if an award is made, are final and you may not appeal.
Funding Process

Review of Risk Posed by Applicant

• HHS/OASH will evaluate each application in the fundable range for risks posed by the applicant before issuing an award in accordance with 45 CFR 75.205

• OASH will use a risk-based approach and may consider any items such as the following as stated in the FOA:
  ▪ Applicant’s financial stability;
  ▪ Quality of management systems and ability to meet the management standards prescribed in 45 CFR part 75;
  ▪ History of performance – Applicants record in managing Federal awards including timeliness of compliance with applicable reporting requirement, conformance to the terms and conditions of previous Federal awards;
  ▪ Reports and findings from audits performed;
  ▪ The applicant’s ability to effectively implement statutory, regulatory, or other requirements imposed on non-Federal entities
Funding Process

Notice of Award (NOA)

• Notifies the successful applicant of the selection; award amount; project and budget periods

• Includes any conditions on the award (e.g., requirements that must be met as a condition of receiving the grant funds)

• Includes standard terms, reporting requirements and contact information for OGM as well as the Program Office
Funding Process

• If we do not make an award to you because we determine your organization does not meet either or both of the minimum qualification standards as described in 45 CFR §75.205(a)(2), we must report that determination to Federal Award Performance and Integrity Information System (FAPIIS). If certain conditions apply, at a minimum, the recipient must “demonstrate a satisfactory record of executing programs or activities under Federal grants, cooperative agreements, or procurement awards; and integrity and business ethics.” 45 CFR § 75.205(a)(2)

• This information will then be available for other organizations to review when considering you for an award
Funding Process

• OGM is the official contact for the grantee

• All official communication related to the grant is between OGM and the successful applicant

• Program Office will notify unsuccessful applicants via letter
FY2020 Teen Pregnancy Prevention (TPP) Tier 2 Phase II
Rigorous Evaluation of Promising Interventions

Tips
Application Tips

• Pay extremely careful attention to the Application Disqualification Criteria (p. 21) to make sure that your application is not disqualified from being reviewed.

• Electronic submission IS required.

• Do not wait until the last minute to begin SAM registration or update registration.

• Do not wait until the last minute to begin the electronic submission.

• Demonstrate your own deep familiarity with the issues and your priority area; do not simply regurgitate data and content from the FOA in your narrative.
Summary and Tips

Project Narrative Description:

• Be clear, complete and concise in the project description; follow and address exactly what is requested in the Program Announcement.

• Don’t make the reviewer search for the required information. Generally, the easier the application is to review, the better the score.

• Clearly identify the sections of the application and indicate which component is being addressed.

• The project narrative must include all required information within the page limit. Do not use appendices to expand the page limit.
Summary and Tips

Project Narrative Description:

• Make the goals and objectives “SMART;” Specific; Measurable; Achievable; Realistic; and Time-framed.

• Activities presented in the work plan should relate directly to the proposed goals and objectives.

• The program work plan, evaluation plan and budget should provide a complete picture of how the applicant will address the service areas needs as well as address the purpose and expectations in the Program Announcement.
Summary and Tips

Staffing:

• The staffing should be appropriate and reasonable for the goals, objectives and activities of the proposed project.

• Be complete in describing what staff will do, the expertise required and the percent time they will be assigned to the project.
Summary and Tips

Budget:

• The budget should include adequate funds to carry out the proposed work plan, evaluation plan and administrative responsibilities of the project.

• The budget should be reasonable and relate directly to the goals and objectives.

• Do not request more funds than are available, as listed in the Program Announcement. This amount is inclusive of indirect costs.

• The operating budget should be complete and include Federal and non-Federal funds, projected program income from fees and third party payers and other contributing funds.
FOA Inquiries

Program Questions
Program Office Attn: Office of Populations Affairs
Tammy Bartasavich
Email: Tammy.Bartasavich@hhs.gov
Telephone: 240-276-8119

Administrative or Financial Questions
Grants Management Specialist
Roscoe Brunson Jr.
Email: roscoe.brunson@hhs.gov
Telephone: 240-453-8822
FOA Inquiries

Electronic Submission Requirements

Grants.gov Applicant Support
www.grants.gov
Email: support@grants.gov
Telephone: 800-518-4726

• Please do not contact OASH Program or Grants office staff for Grants.gov issues.
FY2020 Teen Pregnancy Prevention (TPP) Tier 2 Phase II
Rigorous Evaluation of Promising Interventions

Questions
Upcoming Introductory Webinars from OPA

  Wednesday, February 26, 2020 2:00-3:00 pm ET

- A Systems Thinking Approach to Teen Pregnancy Prevention Webinar  
  Thursday, February 27, 2020 2:00-3:00 pm ET

- Youth Engagement 101  
  Monday, March 2, 2020 2:00-3:00 pm ET

- More information about each webinar is available on the OPA website:  
  http://www.hhs.gov/ash/oah/resources-and-publications/webinars.html
Final Reminders

• Questions?

  Administrative / Budgetary  Roscoe.Brunson@hhs.gov
                             240-453-8822

  Programmatic             Tammy.Bartasavich@hhs.gov
                             240-276-8119

  Application Submission   Support@grants.gov
                             1-800-518-4726

• FAQs will be compiled from your questions and posted regularly to the OPA website:  https://www.hhs.gov/opa/

• Applications due Friday, April 17th, 2020 at 6 pm ET
Office of Population Affairs

Learn more about OPA:
www.hhs.gov/opa
www.hhs.gov/oah

Contact OPA: OPA@hhs.gov

Follow OPA on Twitter: @TeenHealthGov