

DEPARTMENT OF HEALTH AND HUMAN SERVICES

Public Health Service

Announcement of Availability of Grants for General Family Planning Training Projects

AGENCY: Office of Family Planning, OPA, PHS.

ACTION: Notice.

SUMMARY: The Office of Family Planning (OFP) of the Office of Population Affairs requests applications for grants under the Family Planning Service Training Program authorized under section 1003 of the Public Health Service (PHS) Act (42 U.S.C. 300a-1(a)). Funds are available to train family planning personnel in order to maintain the high level of performance of family planning services projects funded under Title X of the PHS Act. Training will be provided under this announcement at general training centers in three of the Department of Health and Human Services' (DHHS) regions.

DATES: To receive consideration, applications must be received by the Grants Management Office no later than May 28, 1996. Applications will be considered as meeting the deadline if they are either (1) received on or before the deadline date, or (2) postmarked on or before the deadline date and received in time for submission to the review committee. A legibly dated receipt from a commercial carrier or U.S. Postal Service will be accepted in lieu of a postmark. Private metered postmarks will not be accepted as proof of timely mailing. Applications which are postmarked or delivered to the Grants Management Office later than May 28, 1996 will be judged late and will not be accepted for review. Applications which do not conform to the requirements of the program announcement or meet the applicable requirements of 42 CFR part 59, subpart C, will not be accepted for review. Applicants will be notified, and applications will be returned.

ADDRESSES: Requests for application kits may be faxed to (301) 594-5980. Application kits may also be obtained from and applications must be submitted to the Office of Population Affairs, Grants Management Office, 4350 East-West Highway, Suite 200, West Tower, Bethesda, MD 20814.

FOR FURTHER INFORMATION CONTACT: Ms. Susan Moskosky, Office of Family Planning at (301) 594-4008 is available for assistance on scientific, technical and program aspects, or Ms. Diane J. Osterhus, Grants Management Officer at (301) 594-4012 is available for business

management issues. Staff are available to answer questions and provide limited technical assistance in the preparation of grant applications.

SUPPLEMENTARY INFORMATION: Title X of the PHS Act, 42 U.S.C. 300, *et seq.*, authorizes the Secretary of Health and Human Services to award grants for projects to provide training for family planning service personnel. (Catalog of Federal Domestic Assistance Number 93.260). This notice announces the availability of approximately \$700,000 in funding and solicits applications for three general training projects to assist in the establishment and operation of regional training centers for Regions I, V, and VII. Grants will be funded within certain ranges, as set out below. The funding ranges for the regions are determined based on the assessment of the Deputy Assistant Secretary for Population Affairs (DASPA) of the regions' relative need for training funds; funding of individual grants within each funding range will be based on the DASPA's assessment of such factors as the training needs within the region and the cost and availability of personnel for training.

The training projects are as follows:

One general training grant for DHHS Region I (Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island and Vermont). A funding range of \$181,500-\$200,600 is available for this grant.

One general training grant for DHHS Region V (Illinois, Indiana, Michigan, Minnesota, Ohio, Wisconsin). A funding range of \$315,400-\$348,600 is available for this grant.

One general training grant for DHHS Region VII (Iowa, Kansas, Missouri, Nebraska). A funding range of \$168,400-\$186,100 is available for this grant.

Statutory and Regulatory Background

Title X of the PHS Act, enacted by Public Law 91-572, authorizes grants for projects to provide family planning services to persons from low-income families and others. Section 1001 of the Act, as amended, authorizes grants "to assist in the establishment and operation of voluntary family planning projects which shall offer a broad range of acceptable and effective family planning methods and services (including natural family planning methods, infertility services and services for adolescents)." Section 1003 of the Act, as amended, authorizes the Secretary to make grants to entities to provide the training for personnel to carry out the family planning services programs.

The regulations set out at 42 CFR part 59, subpart C, govern grants for family planning services training. Prospective applicants should refer to the regulations in their entirety.

Role and Operation of the Training Program

Under the regulations, "training" means job-specific skill development. Continuing education activities that are innovative or non-traditional are encouraged. The development or use of self-paced, self-instructional or other training materials which utilize technological advancements in the learning field are also acceptable.

The purpose of the general training program is to provide short-term training, continuing education, inservice education and staff development for personnel in order to improve or maintain at a high level the performance of Title X family planning services providers.

Successful applicants will be required to work closely with a network of other PHS agencies, including the central and regional office staffs, Title X service delivery providers, and regional training advisory committees which provide representation from all service grantees. Successful applicants will be required to review and consider policy and program goals of the Title X family planning program, solicit advice from the regional training advisory committee, and consult with Title X service delivery providers about training priorities, course content, and curriculum. Because of outcomes from the community planning process and emphasis on community involvement, successful applicants should also stress mechanisms that solicit input from the "customer," both clinician and client.

In developing curricula and training programs, general training programs supported under this announcement should be sensitive to the importance of supporting the program priorities of the Title X services program, which include:

- Increased outreach to individuals not likely to seek services, including homeless persons, disabled persons, substance abusers and adolescents;
- Expansion of comprehensiveness of reproductive health services, including STD and cancer screening and prevention, increased involvement of male partners, HIV prevention, education and counseling, and substance abuse screening and referral;
- Increased emphasis on services to adolescents, including more community education, emphasis on postponement of sexual activity, and more accessible

provision of contraceptive counseling and contraception;

- Elimination of disincentives to providing long-acting, highly effective contraceptives, serving high risk (and high-unit cost) clients, and providing nonrevenue-generating services, such as community education and prevention services; and

- Increased emphasis on training and retention of Women's Health nurse practitioners, particularly minority nurse practitioners and nurse practitioners serving disadvantaged and medically underserved communities.

Applicants must be prepared to focus training on emerging issues, such as managed care, new concepts in communication and increased emphasis on public information and education.

The DHHS project officer or designee may periodically direct the training grantee to make adjustments in the training agenda. The applicant must demonstrate the ability to be flexible in terms of scheduling training that responds to emerging issues as directed by the DHHS project officer or designee. All training events shall be approved (in advance) by the DHHS project officer or designee.

Successful applicants will be responsible for the overall management of a general training program within the geographic area for which the grant is made. This responsibility includes:

- Developing an annual training plan which demonstrates flexibility in responding to emerging focus areas, and which reflects national and regional goals and the training needs of local Title X service providers;

- Developing criteria for selection of staff or consultants who will conduct training, including prerequisite qualifications. Such criteria should reflect a sensitivity to the unique types of training that will be needed to address emerging issues;

- Developing a process to identify the appropriateness of training offerings for the various levels of Title X services grantee personnel;

- Maintaining data on the regional training program sufficient to allow evaluation by central and regional offices, and self-evaluation by the training grantees;

- Developing and implementing an annual training schedule which includes measurable objectives for sessions, and which confers continuing education units to participants where appropriate;

- Making available at cost all materials developed with Title X funds to other federally-funded projects upon request;

- Attending at least one training meeting called by Central Office annually.

Application Requirements

Applications must be submitted on the forms supplied (PHS-5161-1) (OMB Approval No. 0937-0189) and in the manner prescribed in the application kits available from the Office of Grants Management. Applicants are required to submit an application signed by an individual authorized to act for the applicant agency or organization and to assume for the organization the obligations imposed by the terms and conditions of the grant award.

Applicants are required to submit an original application and two copies.

Accepted applications will be subjected to a competitive review process. The results of this review will assist the DASPA in considering competing applications and in making the final funding decisions.

Any public or private nonprofit organizations or agency is eligible to apply for a grant. It is not required that an entity applying for a grant be physically located in the region to be served by the proposed project. Awards will be made only to those organization or agencies which have demonstrated the capability of providing the proposed services, and which have met all applicable requirements.

A copy of the legislation and regulations governing this program will be sent to applicants as part of the application kit package. Applicants should use the legislation, regulations and information included in this announcement to guide them in developing their applications. Applications should be limited to 50 doubled-spaced pages, not including appendices providing curriculum vitae or statements of organizational capabilities.

Application Consideration and Assessment

Eligible competing grant applications will be reviewed by a multidisciplinary panel of independent reviewers and assessed according to the following criteria:

1. The extent to which the proposed training program will enhance the delivery of services to Title X clients, particularly persons from low-income families. (15 points)

2. The extent to which the proposed training program has the potential to fulfill the training needs of the family planning services grantees in the areas to be served, which may include among other things:

- a. Development of a capability within family planning services projects to provide pre- and in-service training to their own staffs;

- b. Improvement of the family planning service delivery skills of family planning and health services personnel; and

- c. Improvement in the utilization and career development of paraprofessional and paramedical manpower in family planning services.

Total consideration for a, b, and c. (15 points)

3. The extent to which the training program proposes appropriate strategies to improve the provision of family planning services in rural areas and Health Professional Shortage Areas (HPSAs). (10 points)

4. The capacity of the applicant to make rapid and effective use of the training grant. (10 points)

5. The administrative and management capability and competence of the project staff and applicant organization. (15 points)

6. The ability of the applicant to be flexible in making timely adjustments to the training agenda in order to meet emerging family planning needs, as directed by the DHHS project officer or designee. (20 points)

7. The degree to which the project plan adequately provides for the requirements set forth in 42 CFR 59.205, including the applicant's presentation of the project's objectives, the methods for achieving project objectives, the ability to involve providers and the regional office, and the results or benefits expected. (15 points)

In making grant award decisions, the DASPA will fund those projects which will, in her judgment, best promote the purposes of section 1003 of the Act, within the limits of funds available for such projects.

Grants will be approved for project periods of up to 3 years. Grants are funded in annual increments (budget periods). Funding for all approved budget periods beyond the first year of the grant is contingent upon satisfactory progress of the project, efficient and effective use of grant funds provided, and availability of funds.

Review Under Executive Order 12372

Applicants under this announcement are subject to the review requirements of Executive Order 12372,

Intergovernmental Review of Department of Health and Human Services Programs and Activities, as implemented by 45 CFR part 100. As soon as possible, the applicant should discuss the project with the State Single point of Contact (SPOC) for each state in

the area to be served. The application kit contains the currently available listing of the SPOCs which have elected to be informed of the submission of applications. For those States not represented on the listing, further inquiries should be made by the applicant regarding the submission of the relevant SPOC. The SPOC's comment(s) should be forwarded to the Office of Population Affairs, Grants

Management Office, 4350 East-West Highway, Suite 200, West Tower, Bethesda, MD 20814. Such comments must be received by the Office of Population Affairs by May 28, 1996 to be considered.

When final funding decisions have been made, each applicant will be notified by letter of the outcome. The official document notifying an applicant that a project application has been

approved for funding is the Notice of Grant Award, which specifies to the grantee the amount of money awarded, the purposes of the grant, and terms and conditions of the grant award.

Dated: March 20, 1996.

Felicia H. Stewart,

Deputy Assistant Secretary for Population Affairs.

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