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**Climate Ready Tribes Initiative**

**Mini-Award for Climate and Health Communication**

**Request for Applications**

**Background**

The National Indian Health Board (NIHB), with support from the Centers for Disease Control and Prevention (CDC), is pleased to announce a call for applications for a Climate Ready Tribes (CRT) Initiative Mini-Award for Climate and Health Communication. This opportunity is designed to fund **up to three (3)** American Indian and Alaska Native Tribes to conduct low-cost, local work related to Tribal climate health.

In previous years, NIHB has asked CRT awardees to develop unique workplans as part of the application process. However, this cycle of mini-award funding is designed to better accommodate Tribes needing assistance with determining how to start climate and health work and/or with the application process. This application does not ask awardees to determine project activities. Instead, NIHB will provide support through a structured program and funded Tribes will participate in cohort activities with other funded Tribes.

The goals of the Climate Ready Tribes initiative are:

* To reduce climate‐related morbidity and mortality in Tribal Nations and communities;
* To build capacity to identify and assess climate‐related health threats to Tribes;
* To build climate and health adaptation capacity within Tribal governments;
* To increase collaboration and data sharing among the Tribes, the federal government, state/local governments, and other partners on issues of climate and health;
* To increase communication and information sharing about the health eﬀects of climate change.

Awardees selected will, with NIHB support, complete projects related to climate and health communication.

**Important Dates**

By December 1, 2019, NIHB intends to award funds in amounts **not to exceed $5,000 each** to up to three (3) Tribes for the establishment and implementation of local climate health outreach, educational, or training activities. **The completed application is due by 11:59 PM Eastern Time (ET) on Friday, November 8, 2019.** The project period will run from approximately December 1, 2019 through June 30, 2020 with final reports due by July 3, 2020.

**Pre-Application Webinar**

NIHB will hold an optional pre-application webinar on **Thursday, October 17, 2019** at 2:00 pm ET to answer questions about this award and application process.

To register for this online event, go to: <https://nihb.webex.com/nihb/onstage/g.php?MTID=ed4f395b92ce4390a488d4f50ba7f8df6>

**Eligibility, Expectations, and Deliverables**

Each applicant must:

* Be a federally-recognized Tribe.
* Have a public health or environmental health professional, community health coordinator, or other related program manager who can serve as the project contact and will take primary staff responsibility for this project.
* Include a letter of support demonstrating project support from the Tribe. This letter must be signed by an individual authorized to represent the Tribe in such matters.
  + - Not duplicate other sources of funding and support.
    - Demonstrate the Tribe’s commitment to the project efforts, including how the project will benefit the Tribe and further the goals of the CRT initiative.
    - Have the capacity to complete climate and health communication activities with support and dedicate staff, time, and resources necessary to complete all activities.

Each applicant that is selected and chooses to accept the funding must:

* + - Agree to fulfill all expectations for participation and work with NIHB to complete all required project activities.
    - Be willing and able to participate in regular project check-ins (e.g. via phone) with NIHB and be willing and able to attend cohort meetings and other virtual training activities and events (e.g. webinars). Please note that this requires awardees to have reasonable flexibility in scheduling.
    - Complete a written final report with deliverables attached. NIHB will supply a reporting template.
    - Allow NIHB to share resources and lessons learned on the NIHB website; through other NIHB platforms; and/or with CDC, other Tribes, Tribal organizations, and key stakeholders.

**Project Activities**

NIHB will work with awardees to develop workplans and provide support and training on conducting activities. Project activities could include, but are not limited to, a selection of the following:

* + - Creating brochures/posters.
    - Writing newsletters.
    - Exhibiting at a health fair.
    - Hosting a community event.
    - Conducting internal training for staff, such as training health staff.
    - Hosting a meeting with community partners or community members to discuss climate change and health in some capacity.

**Technical Support**

NIHB is available to provide technical assistance at no cost to awarded Tribal sites in order to support the project during the project period so as long the technical assistance is deemed reasonable and relevant.

**Application Process**

The application is below. Each section includes detailed instructions. In order to apply, please fill out the application in its entirety by typing directly onto this document. It is highly recommended to read the application carefully and review for completeness and accuracy before submission. Submit all sections of the application package and additional attachments or materials as a single PDF document. Everything should be sent electronically in original PDF format rather than as a PDF of printed and scanned pages. The final PDF of all application materials should be emailed to Angelica Al Janabi at [aaljanabi@nihb.org](mailto:aaljanabi@nihb.org). NIHB must receive a complete, electronic copy of the application by **11:59 pm ET on Friday, November 8, 2019**. The subject line of the e-mail should read: “**CRT Mini-Award Application – [Tribe Name]**.” No applications will be accepted by fax or postal mail and NIHB reserves the right to exclude applications which do not meet this criteria. NIHB will e-mail to confirm applications have been received.

**Selection Process**

Each application will be reviewed and rated by a panel consisting of professionals. All eligible applications meeting these requirements will be rated on the application criteria as well as the overall quality of the application (e.g. grammar, organization, thoroughness).

Final decisions will include the above criteria as well as the diversity of applicants (primarily geographic) and the relationship between the applicants’ needs and capacity (in order to ensure meaningful collaboration and consistency in project activities between participants).

NIHB intends to notify Tribal applicants of application decisions by Friday, November 22, 2019.

**Award Process**

Once funding decisions have been made, NIHB will contact all applicants to notify them of their application statuses. Successful applicants will be asked to sign a legal agreement detailing roles and responsibilities, deliverables, and the payment schedule. NIHB will release 100% of the total award to Tribal sites upon the signing of the agreement.

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**Additional Information**

For questions about this application or funding opportunity, contact:

Angelica Al Janabi

Telephone: 202-507-4074

Email: [aaljanabi@nihb.org](mailto:aaljanabi@nihb.org)

NIHB and CDC staff are unable to answer any questions or provide any information that may provide an unfair advantage to any applicants.

**Climate Ready Tribes Mini-Award Funding Opportunity**

**Application**

Instructions: Fill out this application in its entirety by typing directly onto this document. Submit all sections of the application package and additional attachments or materials as a single PDF document. Everything should be sent electronically in original PDF format rather than as a PDF of printed and scanned documents. The final PDF of all application materials should be emailed to Angelica Al Janabi at [aaljanabi@nihb.org](mailto:aaljanabi@nihb.org) by **11:59 pm ET on Friday, November 8, 2019**. The subject line of the e-mail should read: “**CRT Mini-Award Application – [Tribe Name]**.” No applications will be accepted by fax or postal mail and NIHB reserves the right to exclude applications which do not meet this criteria.

**SECTION A: TRIBE AND CONTACT INFORMATION**

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| **TRIBE INFORMATION** | |
| Tribe |  |
| Total Tribal enrollment |  |
| Size of reservation (sq. mi.) |  |

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| **PROJECT COORDINATOR CONTACT INFORMATION** | |
| Please provide contact information for the individual to serve as Project Coordinator. This person must be a public health or environmental health professional, community health coordinator, or other related program manager who can serve as the project contact and will take primary staff responsibility for this project. This person will be the main point of contact and be responsible for submitting all deliverables, participating in calls and meetings, and completing project activities. Additionally, please indicate a secondary project contact (required) who can be reached as a backup if the first contact is unavailable. | |
| **Project Coordinator** | **Secondary Project Contact (Required)** |
| Name: | Name: |
| Title: | Title: |
| E-mail Address: | E-mail Address: |
| Phone Number: | Phone Number: |
| Fax Number: | Fax Number: |
| Mailing Street Address: | Mailing Street Address: |
| City, State, Zip Code: | City, State, Zip Code: |
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| Is the project coordinator the individual who should be notified about the application status?  Yes  No  If no, please provide contact information for this person by completing the boxes below. If yes, leave blank. | **Application Status Contact** |
| Name: |
| Title: |
| E-mail Address: |
| Phone Number: |
| Fax Number: |
| Mailing Street Address: |
| City, State, Zip Code: |
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**SECTION B: APPLICATION QUESTIONS**

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| **CLIMATE CHANGE IMPACT** |
| Please provide an overview of how climate change is impacting, or expected to impact, the health of your community. (Approximately 1 paragraph) |

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| **STATEMENT OF NEED AND PROJECT INTEREST** |
| Why has your Tribe decided to apply for this funding opportunity? Explain briefly how this project would impact your Tribe, including why this particular project would be a good fit. (Approximately 1 paragraph) |

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| **CURRENT AND PAST WORK ON CLIMATE HEALTH (IF APPLICABLE)** |
| If your Tribe has conducted or currently conducts and work on climate and health issues, please describe briefly here. (Note the difference between climate change – the focus of this project – and other environmental concerns. However, please feel free to share other environmental health work the Tribe has done, if applicable.) Please note that current/previous climate health work is NOT a requirement for applicants. (Approximately 1 paragraph) |

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| **CAPACITY, STRENGHTS, AND NEEDS** |
| NIHB will provide structured support and training around developing and completing project activities. However, applicants are required to have staff, resources, and other capacity to complete the project. For example, this includes having a project contact who has fundamental knowledge of climate health issues and the basic training/educational background and skill to conduct health communication activities. While NIHB expects to provide support and/or training on relevant topics, staff should have some necessary background skills and knowledge.  Please speak to both of the following areas (Two short paragraphs):   1. Capacity and strengths: What relevant skills does the project contact have? What experience and resources can help the Tribe complete the work proposed? Why does this project have a high likelihood of success? 2. Needs: What needs does the Tribe/project contact have? What types of health communication work would the Tribe need assistance with? What types of areas or topics do you suspect may need improvement or help as part of this project? |

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| **SUPPORTING DOCUMENTATION** |
| Please select the corresponding box for all supporting materials submitted with the application package. (Any attachments should be added as additional pages to this document).  Letter of Support from Tribal Leader/Official (required)  \*NIHB has provided a form letter template that can be used if desired  Project Coordinator Resume (required)  Other (please identify:      ) |

[Tribe Name]

[Street Address 1]

[Street Address 2]

[City]

[Zip Code]

[Date]

To: National Indian Health Board

From: [Tribal official’s name, title]

Re: Climate Ready Tribes Initiative Mini-Award for Climate and Health Communication

**DISCLAIMER**: The National Indian Health Board (NIHB) has provided this form letter for applicant convenience purposes. This template does not supersede the authority of said Tribe’s governing officials and does not establish precedent to circumvent normal Tribal business operations. Use of this form is not required. Tribes are always welcome to submit letters of support using official Tribal community letterhead and formatting in place of this template.

To Whom it May Concern,

This letter is signed to verify official Tribal support of the NIHB Climate Ready Tribes Initiative Mini-Award funding opportunity application. This signature confirms that the application requirements have been reviewed and approved by a Tribal official or department leader authorized to represent the interests of the Tribe as it pertains to this project.

[Tribe Name/Department] is committed to completing the project if Tribe is selected. The department office applying for this award is overseen by [Office/Department/Official], who have been informed of this project and are in support of its success and sustainability beyond project funding.

For comments and/or questions, please use the contact information in the application.

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Signature

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Title

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Printed Name

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Tribal Office/Department

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Phone Number

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Email Address