



Improving Federal Grants Management Systems and Capacities: Achievements and Ways Forward

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Overview of the Regional Public Health Advisor

► Position's Aim:

- The Regional Public Health Advisor has been engaged by PIHOA to provide direct and remote grants management and programmatic technical support to CDC's Center for Preparedness and Response (CPR) and National Center for Chronic Disease Prevention and Health Promotion (NCCDPHP) grantees in the USAPIs, in coordination with CDC (Atlanta and assignee), regional PIHOA, and USAPI jurisdiction leadership and staff.

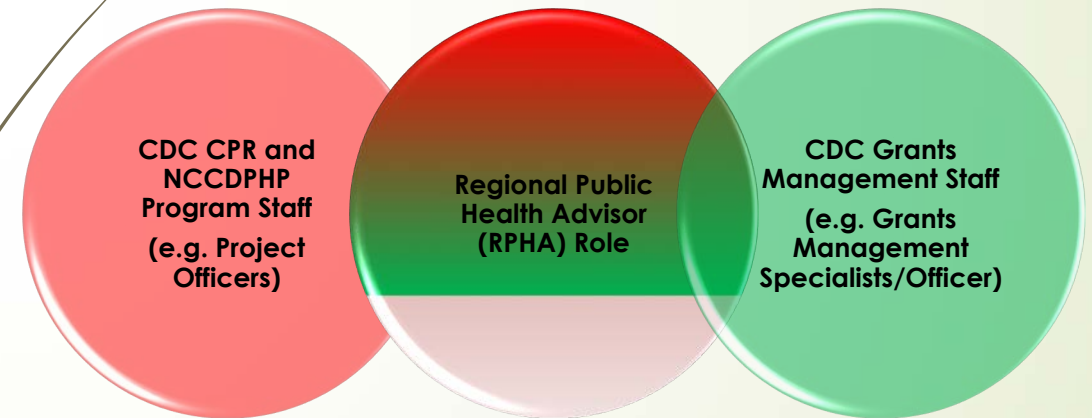
► Position's Objectives:

- The Regional Public Health Advisor's work is directed by three primary objectives, which include:
 - To plan and execute in a quality and timely manner onsite and remote grants management and programmatic technical assistance to USAPI grantees funded by the CDC's CPR and NCCDPHP;
 - To improve CDC CPR and NCCDPHP grantee performance against their respective funding allocations, and maximize efficiencies of various programmatic activities across chronic disease and public health preparedness and response objectives and activities; and
 - Ensure collaborative and coordinated approaches to grants management and programmatic technical support to the USAPIs across CPR and NCCDPHP funding streams



But, what does this really mean?

- The Regional Public Health Advisor serves as a **key link** between the Programs and Grants Management staff supporting USAPI NCCDPHP and CPR projects



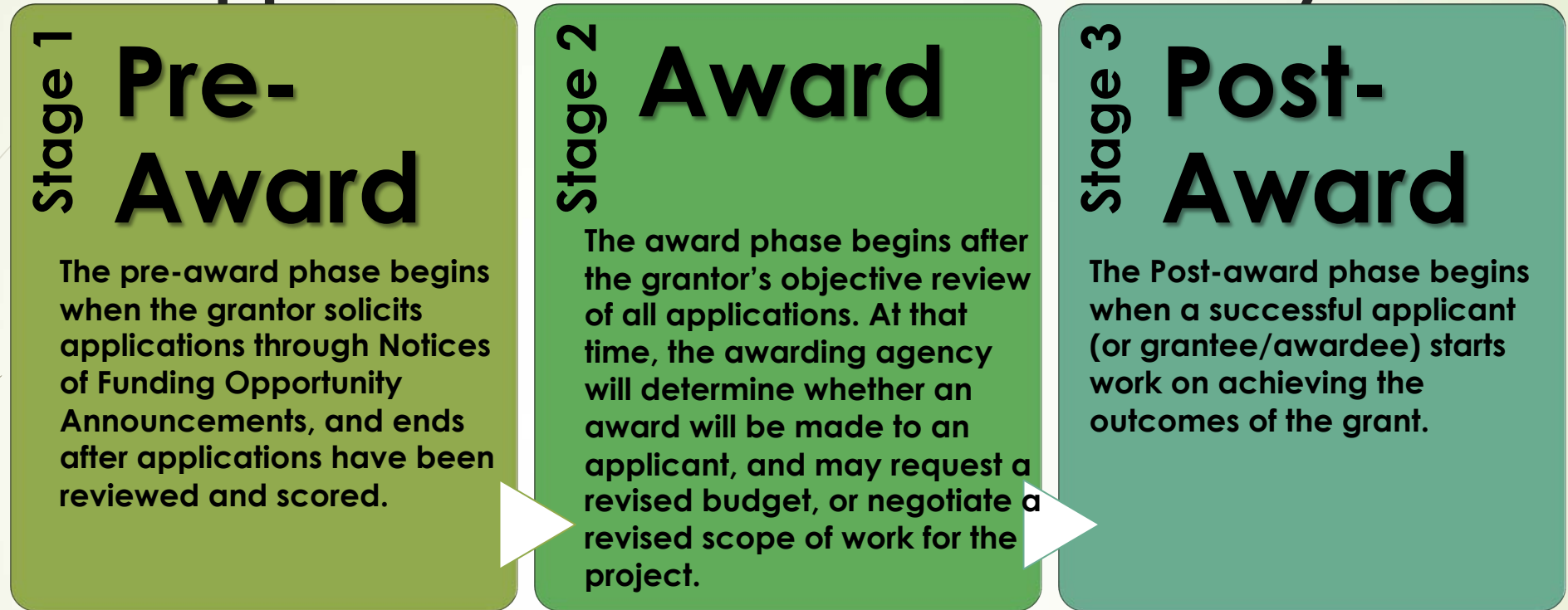
Framework for RPHA Support for Grants Management

- The RPHA provides support across the entire grants management process, in accordance with the U.S. Department of Health and Human Service's Grants Management Framework



Photo Credit: U.S. Department of Health and Human Services Division of Grants, February 2009

Another Way to Conceptualize RPHA Support: Support across CDC's Grants Lifecycle



Health Agency Activities by Stage: Pre-Award

- Engage in planning session, in order to develop an internal strategy to prepare all NOFO requirements
- Develop and submit application, as required by the NOFO

Health Agency Activities by Stage: Award

- Discuss budget with grantor, and revise as necessary
- Respond to any Technical Review Comments arising from original application submission, or Continuation Application submission

Health Agency Activities by Stage: Post-Award

- Draw down and expend awarded funds
- Implement project activities as per NOFO and application
- Submit programmatic and financial reports, as per NOA
- Submit all prior approvals
- Submit closeout documentation

RPHA Achievements by CDC Grant Life Cycle Stage



Stage 1

Pre-Award

The pre-award phase begins when the grantor solicits applications through Notices of Funding Opportunity Announcements, and ends after applications have been reviewed and scored.

- RPHA is working with CDC's PHEP Project Officers for the USAPs to develop sample project narratives, examples of activities/outputs/outcomes corresponding to modified program requirements for USAPs, and sample work plan entries for the new TP19-1901 (PHEP) NOFO
 - These tools will be disseminated to PHEP recipients during upcoming NOFO requirements call series.
 - Tools developed: Sample project narrative, examples of modified programmatic requirements for USAPs in work plan format.
 - Impact for USAPs: Hopefully, reduced technical review comments and programmatic restrictions upon award of new funding in July 2019. *[activity ongoing]*
- During the 2018 FSM NCD Summit, the RPHA worked with the national-level NCD staff to clarify program requirements for the Diabetes/Tobacco follow-on (DP19-1901) NOFO. The RPHA also provided a proposal development checklist to assist the NCD team to better organize, plan, and develop their NOFO application.
 - Tools shared: Proposal development checklist
 - Impact for USAPs: Improved NOFO response which responds to all DP19-1901 application instructions; streamlines NOFO application process

RPHA Achievements by CDC Grant Life Cycle Stage (cont.)

Stage 2

Award

The award phase begins after the grantor's objective review of all applications. At that time, the awarding agency will determine whether an award will be made to an applicant, and may request a revised budget, or negotiate a revised scope of work for the project.

- RPHA recently worked with the NCD Coordinator (NCD Lead) in American Samoa to revise the Year 1 budget and work plan for the newly-awarded DP19-1901 (Diabetes & Tobacco follow-on)
- TA provided: RPHA worked with NCD Coordinator to develop the Year 1 budget and justification, and revise work plan activities, in accordance with DP19-1901 Year 1 award amount
- Impact for USAPIs: Improved Year 1 budget, budget justification, and work plan submission, facilitating expedited approval of Year 1 budget package and work plan *[activity ongoing]*

RPHA Achievements by CDC Grant Life Cycle Stage (III)

Stage 3

Post-Award

The Post-award phase begins when a successful applicant (or grantee/awardee) starts work on achieving the outcomes of the grant.

- RPHA reviewed Guam's DP14-1406 (Diabetes and Tobacco) Year 5 carryover request, in order to streamline and improve presentation of budgetary information in the budget package.
 - TA provided: RPHA worked with NCD Unit Lead to revise budget contents (e.g. presentation of travel and supplies information) in the budget and justification
 - Impact for USAPIs: Improved Carryover Request, with expedited approval from NCCDPHP and OGS
- RPHA worked with RMI's Director of Health Promotion and Disease Prevention (NCD Unit Manager) to prepare a budget redirection for RMI's Diabetes and Tobacco award, in order to reconcile budgetary information with Ministry of Finance and submit improved redirection prior approval
 - TA provided: Budget construction for redirection requests, budget reconciliation with MOF figures, and preparation of cover memo
 - Impact for USAPIs: Improved Redirection Request with expedited approval from NCCDPHP and OGS
- RPHA working on final programmatic report template, and closeout tracker, to support coordinated/improved closeout processes and on-time submission of all closeout deliverables by USAPI PHEP and NCCDPHP grantees
 - Tools developed: Final program report template, closeout tracker
 - Impact for USAPIs: Clarification of final programmatic reporting requirements for closeout, improved ability to track submission of all required closeout documentation [activity ongoing]

Other RPHA Achievements



➤ Collaboration with ASTHO

- **RPHA provided strong support to Guam's Quality Improvement Council to collect grants management, human resources, and procurement data for various Guam Department of Public Health and Social Services (DPHSS) federally-funded programs, for input into the Guam's Financial Performance Dashboard**
 - TA provided: RPHA worked with Guam's QI Council and individual federally funded programs within the DPHSS to collect baseline grants management, human resources, and procurement data for selected federal programs. RPHA also cleaned and analyzed data, and created "master" Financial Performance Dashboard for the Guam DPHSS
 - Impact for USAPI: Creation of initial baseline data for selected DPHSS federal programs, in order to spur further process improvement efforts led by the Guam QI Council; (potential) DPHSS engagement with other Government of Guam agencies to improve cross-governmental processes, e.g. procurement processes
- **Planned participation in RMI Business Process Improvement Team (ASTHO, CDC, PIHOA) site visit, planned for April 15-19, 2019**

For Discussion

RPHA Activities Across Grant Life Cycle Stages



Input from the Board

- Priority Grants Management TA needs by Grant Lifecycle Stage
- How to improve collaboration and sharing among USAPIs, for strengthening of grants management capacities?

**Thank you! Ke Kmal Mesaul! Si Yu'os
Ma'ase! Kommol Tata! Faafetai! Kinisou!**

*thank you
very much*

