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DEPARTMENT OF HEALTH AND HUMAN SERVICES

Centers for Disease Control and Prevention

[Program Announcement 03002]

Public Health Conference Support Cooperative Agreement Program for Human Immunodeficiency Virus Prevention; Notice of Availability of Funds

A. Authority and Catalog of Federal Domestic Assistance Number

This program is authorized under the Public Health Service Act, section 301(a), 42 U.S.C. 241(a), as amended and section 317(a), 42 U.S.C. 247b(a), as amended. The Catalog of Federal Domestic Assistance number is 93.941.

B. Purpose

The Centers for Disease Control and Prevention (CDC) announces the availability of fiscal year (FY) 2003 funds for a cooperative agreement program for Public Health Conference Support for Human Immunodeficiency Virus (HIV) Prevention. This program addresses the Healthy People 2010 focus area of HIV.

The purpose of this program is to provide partial support for specific non-Federal conferences in the areas of health promotion and disease prevention information/education programs. Because conference support by CDC creates the appearance of CDC co-sponsorship, there will be active participation by CDC in the development and approval of those portions of the agenda supported by CDC funds. In addition, CDC reserves the right to approve or reject the content of the full agenda, press events, promotional materials (including press releases), speaker selection, and site selection. CDC funds will not be used for portions of meetings that are not approved.

Measurable outcomes of the program will be in alignment with one or more of the following performance goals for the National Center for HIV, Sexually Transmitted Diseases (STD) and Tuberculosis (TB) Prevention: Strengthen the capacity nationwide to monitor the epidemic, develop and implement effective HIV prevention

interventions and evaluate prevention programs.

C. Eligible Applicants

Letters of Intent and applications may be submitted by:

- Public nonprofit organizations.
- Private nonprofit organizations.
- Universities.
- Colleges.
- Technical schools.
- Research institutions.
- Hospitals.
- Community-based organizations.
- Faith-based organizations.
- Federally recognized Indian tribal governments.
- Indian tribes.
- Indian tribal organizations.
- State and local governments or their *bona fide* agents (this includes the

District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, the Commonwealth of the Northern Mariana Islands, American Samoa, Guam, the Federated States of Micronesia, the Republic of the Marshall Islands, and the Republic of Palau).

Foreign organizations are not eligible to apply.

Note: Title 2 of the United States Code section 1611 states that an organization described in section 501(c)(4) of the Internal Revenue Code that engages in lobbying activities is not eligible to receive Federal funds constituting an award, grant or loan.

D. Funding

Availability of Funds

Approximately \$112,000 is available in FY 2003 to fund approximately 5 awards. It is expected that the average award will be \$20,000, ranging from \$15,000 to \$25,000. It is expected that the awards will begin on or about September 1, 2003, and will be made for a 12-month budget and project period. Funding estimates may change.

Applicants may not request more than \$25,000 including indirect cost.

Contingency awards will be made allowing usage of only 10 percent of the total amount to be awarded until a final full agenda is approved by CDC. Funding will be provided to support costs associated with preparation of the agenda. The remainder of funds will be released only upon CDC approval of the final full agenda. CDC reserves the right to terminate co-sponsorship at any time.

Please note that conferences planned for October 1, 2003, through March 31, 2004, will be considered for funding.

Use of Funds

1. CDC funds will not be used for nonapproved portions of meetings. CDC

funds may be used for only those parts of the conference specifically supported by CDC as listed on the Notice of Cooperative Agreement Award. CDC funds may be used for direct costs, such as

- a. Salaries.
- b. Speaker fees.
- c. Rental of conference-related equipment.
- d. Registration fees.
- e. Scholarships.
- f. Transportation costs (not to exceed economy class fares) for non-Federal employees.
- g. Mileage for local participants.
2. CDC funds may not be used
 - a. To purchase equipment.
 - b. To pay honoraria.
 - c. For organizational dues.
 - d. To support entertainment.
 - e. For personal expenses not related to the conference.
 - f. For travel costs or payment to a Federal employee.
 - g. For *per diem* and expenses for local participants.
 - h. To reimburse indirect costs.
 - i. To purchase novelty items (*e.g.*, bags, T-shirts, hats, pens) distributed at meetings.
 - j. To purchase food or drinks.
3. CDC will not fund a conference after it has taken place.

Recipient Financial Participation

Recipient financial participation is required for this program in accordance with this Program Announcement. CDC will not fund more than 75 percent of the total cost of the conference. At least 25 percent of the cost for the conference must be supported with non-federal funds.

Funding Preferences

Preferences for funding may be given for:

1. Ensuring a balance of funded agencies that serve populations in special settings (*e.g.*, correctional institutions, shelters for runaway youth).

2. Ensuring a balance of funded agencies that target underserved geographic areas, especially rural populations.

3. Ensuring a balance of funded agencies that target people of color (especially African Americans and Hispanic women of color).

4. Ensuring a balance of funded agencies that provide support of comprehensive primary and secondary prevention programs for persons living with HIV.

No preference will be given to organizations that have received CDC funding in past years.