

supporting and coordinating international disease eradication campaigns, specifically in generating political will, financial support and providing technical expertise; to those organizations documenting existing infrastructure (*i.e.*, materiel resources, staffing sufficiency, epidemiologic surveillance capacity and experience, international field experience, experience in successful eradication campaigns, and consistent experience successfully dealing with regional cross-border issues); and to those applicants demonstrating established collaboration with ministries of health in targeted countries.

#### E. Program Requirements

In conducting activities to achieve the purpose of this program, the recipient will be responsible for the activities listed in 1. Recipient Activities, and CDC will be responsible for the activities listed in 2. CDC Activities.

##### 1. Recipient Activities

a. Develop and implement surveillance plans to identify, contain and report cases of *dracunculiasis* in the highest, secondary and tertiary priority areas endemic for Guinea worm in Africa.

b. Develop and implement interventions in targeted and priority areas.

c. Provide sufficient and adequately trained personnel.

d. Develop an evaluation plan to assess development and implementation of interventions and surveillance activities.

##### 2. CDC Activities

a. Collaborate with the recipient on the design, development and implementation of epidemiologic studies regarding Guinea worm interventions.

b. Collaborate with the recipient on site selection in the highest priority areas of Nigeria, Ghana, and Togo, in the secondary priority areas of the tri-border region of Mali, Niger, and Burkina Faso, and in the tertiary priority areas of the remaining West African countries (*i.e.*, Mauritania, Benin, and Cote d'Ivoire).

c. Collaborate with the recipient on assessing the use of intervention supplies and materials to specific country Guinea worm eradication programs.

d. Provide medical consultation, programmatic review, and epidemiologic assistance when and where possible in project areas during Guinea worm drives.

e. Provide technical expertise in the form of one-on-one or group

consultations by phone, in person, or via formal or informal meetings.

f. Assist in the development of a research protocol for Institutional Review Board (IRB) review by all cooperating institutions participating in the research project. The CDC IRB will review and approve the protocol initially and on at least an annual basis until the research project is completed.

#### F. Content

##### Letter of Intent (LOI)

An LOI is optional for this program. The Program Announcement title and number must appear in the LOI. The narrative should be no more than one page, single-spaced, printed on one side, with one-inch margins, and unredacted 12-point font. Your letter of intent will be used to enable CDC to determine the level of interest in the announcement and should include the following information, a brief description of the proposed study, the business address of the organization, and the name and phone number of the Principal Investigator.

##### Applications

The Program Announcement title and number must appear in the application. Use the information in the Program Requirements, Other Requirements, and Evaluation Criteria sections to develop the application content. Your application will be evaluated on the criteria listed, so it is important to follow them in laying out your program plan. The narrative should be no more than 25 pages, double-spaced, printed on one side, with one-inch margins, and unredacted 12-point font.

The narrative should consist of Experience and Background, Implementation Plan, Capacity, Methods, Evaluation, Objectives, Measures of Effectiveness, Budget, and Human Subjects. The Implementation Plan should address activities to be conducted over the entire five year project period.

#### G. Submission and Deadline

##### Letter of Intent (LOI) Submission

On or before June 3, 2003, submit the LOI to the Grants Management Specialist identified in the "Where to Obtain Additional Information" section of this announcement.

##### Application Forms

Submit the signed original and two copies of PHS 398 (OMB Number 0925-0001)(Adhere to the instructions on the Errata Instruction Sheet for PHS 398). Forms are available at the following

Internet address: [www.cdc.gov/od/pgo/forminfo.htm](http://www.cdc.gov/od/pgo/forminfo.htm).

If you do not have access to the Internet, or if you have difficulty accessing the forms on-line, you may contact the CDC Procurement and Grants Office Technical Information Management Section (PGO-TIM) at: 770-488-2700. Application forms can be mailed to you.

##### Submission Date, Time, and Address

The application must be received by 4 p.m. eastern time July 3, 2003. Submit the application to: Technical Information Management-PA03109, CDC Procurement and Grants Office, 2920 Brandywine Road, Atlanta, GA 30341-4146. Applications may not be submitted electronically.

##### CDC Acknowledgment of Application Receipt

A postcard will be mailed by PGO-TIM, notifying you that CDC has received your application.

##### Deadline

Letters of intent and applications shall be considered as meeting the deadline if they are received before 4 p.m. eastern time on the deadline date. Any applicant who sends their application by the United States Postal Service or commercial delivery services must ensure that the carrier will be able to guarantee delivery of the application by the closing date and time. If an application is received after closing due to (1) carrier error, when the carrier accepted the package with a guarantee for delivery by the closing date and time, or (2) significant weather delays or natural disasters, CDC will upon receipt of proper documentation, consider the application as having been received by the deadline.

Any application that does not meet the above criteria will not be eligible for competition, and will be discarded. The applicant will be notified of their failure to meet the submission requirements.

#### H. Evaluation Criteria

##### Application

Applicants are required to provide measures of effectiveness that will demonstrate the accomplishment of the various identified objectives of the cooperative agreement. Measures of effectiveness must relate to the performance goals stated in the purpose section of this announcement. Measures must be objective and quantitative and must measure the intended outcome. These measures of effectiveness must be submitted with the application and will be an element of evaluation.