

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, you will be given the opportunity to submit documentation of the carriers guarantee. If the documentation verifies a carrier problem, CDC will consider the application as having been received by the deadline.

This program announcement is the definitive guide on application format, content, and deadlines. It supersedes information provided in the application instructions. If your application does not meet the deadline above, it will not be eligible for review, and will be discarded. You will be notified that you did not meet the submission requirements.

If you have a question about the receipt of your application, first contact your courier. CDC will not notify you by mail upon receipt of your application, but if you still have any questions, contact the PGO-TIM staff at: 770-488-2700. Before calling, please wait three days after the application deadline. This will allow time for applications to be processed and logged.

Intergovernmental Review of Applications: Executive Order 12372 does not apply to this program.

V. Application Review Information

Review Criteria: You are required to provide measures of outcome and 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.

Under the evaluation criteria noted below, applicants must describe precisely how they will conduct the project toward identifying and recruiting fellows in conjunction with placement opportunities at CDC, what collaborators and national affiliations are now in place to facilitate such recruitment, and how the proposed work plan will assure effective conduct of all components of the work in a timely and successful manner.

Your application will be evaluated against the following criteria:

- Organizational experience that indicates the extent of current work in the training and development of genetics professionals, and the documented capacity to identify

potential fellows for inclusion in this program. (35 Points)

- Convincing evidence of, and the extent to which national collaborations, affiliations, association memberships, and internal and external outreach systems are in place for immediate and effective fellowship recruitment and placement. (25 Points)

- Approach and methods to be utilized to conduct all aspects of the project as required under this announcement. (20 Points)

- Project timelines, work plan, and the performance measures to be employed and measured. (10 Points)

- Evaluation plan to assess individual components and the overall goals and objectives of the cooperative agreement. (10 Points)

- Budget (Not Scored). This criteria includes the degree to which the budget is reasonable, clearly justified, accurate, and consistent with the purposes of this announcement. The budget justification will not be counted in the stated page limit.

Review and Selection Process: An objective review panel will evaluate your application according to the criteria listed above.

VI. Award Administration Information

Award Notices: If your application is to be funded, you will receive a Notice of Grant Award (NGA) from the CDC Procurement and Grants Office. The NGA shall be the only binding, authorizing document between the recipient and CDC. The NGA will be signed by an authorized Grants Management Officer, and mailed to the recipient fiscal officer identified in the application.

Administrative and National Policy Requirements

45 CFR Part 74 and 92

For more information on the Code of Federal Regulations, see the National Archives and Records Administration at the following Internet address: <http://www.access.gpo.gov/nara/cfr/cfr-table-search.html>

The following additional requirements apply to this project:

- AR-9 Paperwork Reduction Act Requirements.
- AR-10 Smoke-Free Workplace Requirements.
- AR-11 Healthy People 2010.
- AR-12 Lobbying Restrictions.
- AR-14 Accounting System Requirements.
- AR-15 Proof of Non-Profit Status.
- AR-16 Security Clearance Requirement.

Additional information on these requirements can be found on the CDC

Web site at the following Internet address: <http://www.cdc.gov/od/pgo/funding/ARs.htm>.

Reporting Requirements

You must provide CDC with an original, plus two copies of the following reports:

1. Interim progress report, no less than 90 days before the end of the budget period. The progress report will serve as your non-competing continuation application, and must contain the following elements:

- a. Current budget period activities objectives.

- b. Current budget period financial progress.

- c. New budget period program proposed activity objectives.

- d. Detailed line-item budget and justification.

- e. Additional requested information.

2. Financial status report, no more than 90 days after the end of the budget period.

3. Final financial and performance reports, no more than 90 days after the end of the project period.

VII. Agency Contacts

For general questions about this announcement, contact: Technical Information Management Section (PGO-TIM), Procurement and Grants Office, 2920 Brandywine Road, Atlanta, GA 30341, Telephone: 770-488-2700.

For program technical assistance, contact: Sonja Rasmussen, M.D., M.S., Associate Director for Science, National Center on Birth Defects and Developmental Disabilities, CDC, 1600 Clifton Road, Mailstop E-86, Atlanta, GA 30333, E-Mail Address: skr9@cdc.gov, Telephone: 404-498-3908.

For budget assistance, contact: Susan Kiddo, Grants Management Officer, CDC Procurement and Grants Office, 2920 Brandywine Road, Atlanta, GA 30341, Telephone: 770-488-2605, E-mail: scb7@cdc.gov.

Dated: November 3, 2003.

Edward Schultz,

Acting Director, Procurement and Grants Office, Centers for Disease Control and Prevention.

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