

k. Brief Summary of Project including Intended Application of Finding (Abstract).

c. A description of the core faculty and their roles in implementing and evaluating the proposed programs. The applicant should clearly specify how disciplines will be integrated to achieve the ICRC's objectives.

d. Charts showing the proposed organizational structure of the ICRC and its relationship to the broader institution of which it is a part and, where applicable, to affiliate institutions or collaborating organizations. These charts should clearly detail the lines of authority as they relate to the center, both structurally and operationally. ICRC directors should report to an appropriate organizational level (e.g. dean of a school, vice president of a university, or commissioner of health), demonstrating strong institution-wide support of ICRC activities and ensuring oversight of the process of interdisciplinary activity.

e. Documentation of the public health agencies and other public and private sector entities to be involved in the proposed program, including letters that detail commitments of support and a clear statement of the role, activities, and participating personnel of each agency or entity.

3. Submission Dates and Times:

LOI Deadline Date: December 26, 2003.

Application Deadline Date: February 23, 2004.

Explanation of Deadlines:

Applications must be received in the CDC Procurement and Grants Office by 4 p.m. Eastern Time on the deadline date. If you send your application by the United States Postal Service or commercial delivery service, you must ensure that the carrier will be able to guarantee delivery of the application by the closing date and time. If CDC receives your application 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, you will be given the opportunity to submit documentation of the carrier's guarantee. If the documentation verifies a carrier problem, CDC will consider the application as having been received by the deadline.

This announcement is the definitive guide on application submission address and deadline. 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.

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

4. Intergovernmental Review:

Executive Order 12372 does not apply to this program.

5. *Funding restrictions:* Restrictions, which must be taken into account while writing your budget are as follows:

Grant funds will not be made available to support the provision of direct care. Studies may be supported which evaluate methods of acute care and rehabilitation for potential reductions in injury effects and costs. Studies may be supported which identify the effect on injury outcomes and cost of systems for pre-hospital, hospital, and rehabilitative care and independent living.

If you are requesting indirect costs in your budget, you must include a copy of your indirect cost rate agreement. If your indirect cost rate is a provisional rate, the agreement must be less than 12 months of age.

Awards will not allow reimbursement of pre-award costs.

6. Other Submission Requirements:

LOI Submission Address: Submit your LOI by express delivery service, fax, or e-mail to (only one submission is required): Robin Forbes, Center for Injury Prevention and Control, Centers for Disease Control and Prevention (CDC), 4770 Buford Hwy., NE, Mailstop K-62, Atlanta, GA 30341, *Telephone:* 770-488-4037, *Fax:* 770-488-1662, *Email:* CIPERT@cdc.gov.

Application Submission Address: Submit the original and five copies of your application by mail or express delivery service to: Technical Information Management-PA# 04057, Procurement and Grants Office, Centers for Disease Control and Prevention (CDC), 2920 Brandywine Road, Atlanta, GA 30341.

Applications may not be submitted electronically at this time.

V. Application Review Information

1. *Review:* You are required to provide measures of effectiveness that will demonstrate the accomplishment of the various identified objectives of the grant. 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.

2. *Review and Selection Process:* Applications will be reviewed by CDC staff for completeness and responsiveness as outlined under the previous heading Application and Submission Information. Incomplete applications and applications that are not responsive will be returned to the applicant without further consideration.

Applications which are complete and responsive will be subjected to a preliminary evaluation (streamline review) by the Initial Review Group (IRG) to determine if the application is of sufficient technical and scientific merit to warrant further review by the IRG. Applications that are determined noncompetitive will not be considered, and NCIPC will promptly notify the investigator/program director and the official signing for the applicant organization. Applications determined to be competitive will be evaluated by a dual review process.

Awards will be made based on priority scores assigned to applications by the IRG, programmatic priorities and needs determined by a secondary review committee (the Advisory Committee for Injury Prevention and Control), and the availability of funds.

1. Review by IRG

An initial streamline peer-review of ICRC grant applications will be conducted by the IRG. The IRG may recommend the application for a site visit review. For those applications recommended for a site visit review, a team of peer reviewers, including members of the IRG, will conduct on-site visits at each applicant institution, generate summary statements for the visits, and report the assessment to the IRG.

Factors to be considered by the IRG include:

a. The specific aims of the application, e.g., the long-term objectives and intended accomplishments. Approval of small and large research projects (including new research projects proposed during the three-year funding cycle), in accordance with NCIPC's performance goal as stated in section "B. Purpose", is subject to peer review.

(1) Seed projects will be evaluated collectively on the mechanism for solicitation of projects and on their technical/scientific merit review. Evaluation criteria have equal value.

(2) Small projects will be evaluated individually on the significance of the