

year overall target levels of performance for each core performance indicators and performance indicator by focus area identified in this program announcement. These target levels of performance must be reflected in your objectives, submitted with the application, and will be an element of evaluation.

Each application will be evaluated individually by an independent review group appointed by CDC. Applications will be rated according to the quality of responses to the questions listed in the Content and Form of Submission section of this announcement and the quality of the stated process objectives. The criteria against which the questions will be rated and the number of points allocated to each component of the application are listed below. Your application will be evaluated against the following evaluation criteria:

1. Program Plan

- a. Is the program and strategy based on sound reasoning or evidence? (10 points)
- b. Are the proposed program objectives specific, measurable, achievable, realistic, and time-phased? (10 points)
- c. What is the likelihood that proposed program activities will accomplish the proposed program objectives? (10 points)
- d. Is the timeline feasible? (10 points) (40 points)

2. Program Experience

Is the applicant's program experience relevant to the provision of CBA in the focus area for which they intend to apply? (20 Points)

3. Organizational Capacity

Does the applicant demonstrate current organizational capacity to implement the focus area for which they are applying? (20 Points)

4. Evaluation Monitoring Plan

Is the evaluation-monitoring plan feasible and does it address the required target goals, process and outcome data collection, analysis, and reporting activities? (20 Points)

Review and Selection Process: An objective review panel will evaluate your application according to the criteria listed above. In addition, the following factors may affect the funding decision:

1. CDC's commitment to ensure overall funding for CBA services that serves each of the four major racial/ethnic minority populations for all five regions.
2. CDC's commitment to ensure overall funding for CBA services that is

distributed in proportion to the HIV/AIDS disease burden among high-risk racial/ethnic minority populations.

3. CDC's commitment to ensure that overall funding for CBA services is distributed proportionally in all regions and according to the number of CBA consumers located in each region.

4. Under Focus Area 3, CDC's commitment to ensure that funding for CBA serves different high-risk sub-groups including, but not limited to, Men who have sex with men (MSM), Injection Drug Users (IDU), women, migrant workers at risk for HIV infection and high-risk youth.

5. Under Focus Area 3, CDC's commitment to ensure that funding for CBA includes strategies involving faith-based organizations.

VI. Award Administration Information

Award Notices: If your application is 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 parts 74 and 92.

The following additional requirements apply to this project:

- AR-1 Human Subjects Requirements
- AR-2 Requirements for Inclusion of Women and Racial and Ethnic Minorities in Research
- AR-4 HIV/AIDS Confidentiality Provisions
- AR-5 HIV Program Review Panel Requirements
- AR-7 Executive Order 12372 Review
- AR-8 Public Health System Reporting Requirements
- 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
- AR-20 Conference Support
- AR-21 Small, Minority, and Women-Owned Business
- AR-22 Research Integrity

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. First semi-annual progress report, it can serve as your interim progress report, no less than 120 days before the end of the budget period. The report must contain the following elements:
 - a. Current Budget Period Activities and 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 including: (1) Data related to performance target goals; (2) data on progress toward achieving objectives; (3) an inventory of total Individual Capacity Building Assistance and proactive training for the reporting period; and (4) data related to the quality assurance system.
2. Second semi-annual progress report shall be due 30 days after each budget period ends. Specific guidance on what to include in this report will be provided three months before the due date. This report should include the following:
 - a. Base line and actual level of performance on core performance indicators and performance indicators by focus area.
 - b. Current Budget Period Financial Progress.
 - c. Additional requested information.
3. Financial status report, no more than 90 days after the end of the budget period.
4. Final financial and performance reports, no more than 90 days after the end of the project period.
5. Submit any newly developed public information resources and materials to the CDC National Prevention Information Network (formerly the AIDS Information Clearinghouse) so that they can be incorporated into the current database for access by other organizations and agencies.
6. HIV Content Review Guidelines.
 - a. Submit completed Assurance of Compliance with the Requirements for Contents of AIDS-Related Written Materials Form (CDC form—0.1113). This form lists the members of your program review panel. The form is enclosed with your application kit. The current Guidelines and the form can also be downloaded from the CDC Web site: <http://www.cdc.gov/od/pgo/forminfo.htm>. Please include this completed form with your application.