

questions and hypotheses should also be included.

3. **Program Participants.** Describe the population from which the sample will be drawn and the method by which they will be selected. In addition, the proposal should provide evidence that the recipient (or collaborating partner) has access to the target population, and that participation in the fathering program will be adequate.

4. **Intervention.** Describe the proposed strategies or components of the intervention and the plan for implementing the efficacy study. Proposals should explicate the theoretical and empirical justification for the potential effectiveness of the intervention for reducing child maltreatment. The proposal should describe incidence, prevalence, morbidity, and/or mortality rates associated with child maltreatment within the location or setting in which the intervention component(s) will occur, and describe the relevance of this setting to the strategy and desired outcomes.

5. **Evaluation Design.** Describe the proposed design, methods and analysis plan for assessing the efficacy of the intervention. The specific type of evaluation method chosen should reflect the nature of the intervention, feasibility, and ethical considerations. Potential threats to the validity of the study should be described along with how such threats will be recognized and addressed. The status of all necessary measurement instruments should be described. If any materials are not extant, the methods and time frame for measure development, pilot testing, and validation should be given. For data collected from archival records (e.g., hospital records, police records, etc.) the proposal should discuss issues of accessibility, reliability, and validity of those data.

6. **Project Management.** Provide evidence of the expertise, capacity, and community support necessary to successfully implement the efficacy study of programs for fathers or father surrogates. Each existing or proposed position for the project should be described by job title, function, general duties, level of effort and allocation of time. Management operation principles, structure, and organization should also be noted.

7. **Collaborative Efforts.** List and describe the current and proposed collaborations with government, health, or children's agencies, community- or faith-based organizations, minority organizations, and other researchers. Include letters of support and memoranda of understanding that

specify the nature of past, present, and proposed collaborations, and the products/services/activities that will be provided by and to the applicant.

8. **Data sharing and release:** Describe plans for the sharing and release of data (See AR-25 for additional information).

9. **Project Budget.** Provide a detailed budget for each activity undertaken, with accompanying justification of all operating expenses that is consistent with the stated objectives and planned activities of the project. This program announcement does not use the modular budget format.

You are required to have a Dun and Bradstreet Data Universal Numbering System (DUNS) number to apply for a grant or cooperative agreement from the Federal government. Your DUNS number must be entered in item 11 of the face page of the PHS 398 application form. The DUNS number is a nine-digit identification number, which uniquely identifies business entities. Obtaining a DUNS number is easy and there is no charge. To obtain a DUNS number, access www.dunandbradstreet.com or call 1-866-705-5711. For more information, see the CDC web site at: <http://www.cdc.gov/od/pgo/funding/pubcommnt.htm>.

IV.3. Submission Dates and Times:

LOI Deadline Date: January 16, 2004.

Application: February 18, 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 your application 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 of Applications:** 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: None.

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.

6. **Other Submission Requirements:** LOI Submission Address: Submit your LOI by express mail, delivery service, fax, or e-mail to: Robin Forbes, CDC, NCIPC, 4770 Buford Hwy, NE, Mailstop K-62, Atlanta, GA 30341, Phone: 770-488-4037, Fax: 770-488-1662, Email: CIPERT@cdc.gov.

Application Submission Address: Submit the signed original and five copies of your application by mail or express delivery service to: Technical Information Management—PA# 04055, CDC Procurement and Grants Office, 2920 Brandywine Road, Atlanta, GA 30341.

Applications may not be submitted electronically at this time.

V. Application Review Information

V.1. **Criteria:** You 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.

The goals of CDC-supported research are to advance the understanding of biological systems, improve the control and prevention of disease, and enhance health. In the written comments, reviewers will be asked to evaluate the application in order to judge the likelihood that the proposed research will have a substantial impact on the pursuit of these goals.

The scientific review group will address and consider each of the following criteria in assigning the application's overall score, weighting