

# Vector Control Collaborative: A Vector Control and Surveillance Mentorship Program Request for Applications

Applications due December 21, 2018 by 11:59 pm EST

## BACKGROUND

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The National Association of County and City Health Officials (NACCHO) supports local health departments in protecting their communities from the bacterial and viral diseases transmitted by mosquitoes, ticks, rodents, and other emerging vectors. NACCHO and the [Centers for Disease Control and Prevention](#) (CDC) have partnered to establish a framework of necessary operational capabilities of vector control programs based on Integrated Pest Management (IMP) and Integrated Mosquito Management (IMM) principles. The ten capabilities are as follows:

### Core Capabilities

- Capability 1: Routine mosquito surveillance through standardized trapping and species identification;
- Capability 2: Treatment decisions using surveillance data;
- Capability 3: Larviciding, adulticiding, or both;
- Capability 4: Routine vector control activities (e.g., chemical, biological, source reduction, or environmental management);
- Capability 5: Pesticide resistance testing;

### Supplemental Capabilities

- Capability 6: Licensed pesticide application;
- Capability 7: Vector control activities other than chemical control (e.g., biological source reduction or water management);
- Capability 8: Community outreach and education campaigns regarding mosquito-borne diseases, how they spread, and how to prevent infection;
- Capability 9: Regular communication with local health departments regarding surveillance and epidemiology; and
- Capability 10: Outreach (e.g., communication and/or cooperation) with nearby vector control programs.

In 2017, [NACCHO assessed vector control programs across the United States](#) and found that 84% of surveyed vector control programs need improvement related to one or more core vector control and surveillance capabilities. The results of this assessment and lessons learned from responses such as the Zika Virus Epidemic have indicated a need for further programmatic and educational support for vector control programs nationwide.

Therefore, NACCHO and CDC have established the Vector Control Collaborative to match local vector control programs with demonstrated expertise in the ten capabilities with vector control programs currently looking for guidance, tools and resources, and recommendations to build

program capability. NACCHO intends to award up to six entities with a maximum of \$20,000 each to form mentorship groups that will improve participant capacity to address vector-borne diseases, with an emphasis on mosquito and tick-borne disease prevention.

## **APPLICATION REQUIREMENTS**

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### **A. Eligibility**

- Represent a vector control program housed within a local health department or other local government department. “Local” is here defined as organizations working at county, city, or community levels.
- Be staff or a manager of a local vector control organization or program.
- **Mentors:** Applicants applying to serve as mentors should demonstrate program expertise in at least four core capabilities and all supplemental capabilities.
- **Mentees:** Applicants applying to become mentees should demonstrate gaps in program expertise in one or more of the four core capabilities.

### **B. Funding Available**

Applicants can apply for up to \$20,000 in funding for projects and activities that enhance vector control program expertise in at least one of the 10 capabilities. Up to six awards of 20,000 each will be available for work starting February 4, 2019. The performance period for this award is February 4, 2019 – June 30, 2019.

NACCHO will award funds based on the proposed scope of work and the funding specified in the budget request.

Participating mentors will be eligible for funding based on the on the above, as well as the number of local departments they are willing to mentor:

- 1 vector control program (anticipated funding to be between \$10,000-16,000)
- 2 or more vector control programs (anticipated funding to be between \$16,000-20,000)

Program participants may not use funds on any of the following:

- Alcoholic beverages
- Donations and contributions
- Entertainment costs
- Fundraising
- Goods and services for personal use
- Losses on other sponsored agreements or contracts
- Pre-Award Costs
- Selling and marketing

### **C. Application Procedure**

- Complete the mentorship program application on the [NACCHO Applications website](#), which includes contact information, background, program self-assessment, statement of work, description of program sustainability and local partnerships, budget request, and acknowledgement of the reimbursement requirement.
- If you are not applying as an employee of a local health department, you must include a letter of support [no more than one page] from your local health authority describing how the local health department and vector control program will collaborate to improve jurisdictional capacity to prevent and respond to vector-borne threats. Your local health authority may be a health commissioner, a departmental director of environmental health, or another representative with appropriate decision-making authority.
- This is a competitive grant process. Applicants must submit their online application by 11:59 p.m. PST, Friday, December 21, 2018. Awardees will be notified via email in January 2019. Applicants not selected to receive an award will also be notified in January 2019.

#### **D. Technical Assistance**

- a. Technical assistance will be provided to mentors and mentees throughout the program period. Specific areas of technical assistance include:
  - i. NACCHO administrative support to include facilitation of meetings, webinars, and project conference calls.
  - ii. NACCHO technical support and guidance for any needs, including resources
  - iii. Access to CDC Vector Borne Disease Specialists and Entomologists address questions on Integrated Pest Management, including pesticide resistance testing.

### **SELECTION PROCESS**

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Applications will be reviewed by NACCHO and CDC.

- Late applications will not be accepted.
- Incomplete applications and applications submitted outside of the NACCHO Applications website not be reviewed.
- Applicants will be notified of their selection status in January 2019 via email to the specified point of contact. Selected applicants will be provided with a letter certifying NACCHO's plans for reimbursement.

NACCHO and CDC will use the following criteria to review application materials in each of the sections below:

- Completeness in application materials and all related questions;
- Demonstrated capability (**mentors**) or gaps (**mentees**) in the application self-assessment; and
- Well-supported plans to build program capacity, improve local collaboration and support program sustainability as appropriate.

### **Background**

Applicants should provide a brief description of their program, including staffing, services, geographic service area, and relevant population data. Applicants must also complete the program self-assessment, indicating their current capacity to address the ten vector control and surveillance program capabilities.

### **Statement of Work**

Applicants should identify priorities based on the completed self-assessment and describe how these priorities align with jurisdictional needs. Applicants should propose activities that will be completed during the program period to contribute to their priorities related vector control capabilities. Activities should align with Integrated Pest Management principles and best practices as defined by the American Mosquito Control Association and other leaders in the field of vector control.

### **Sustainability**

Applicants should demonstrate their ability or intent to encourage sustainability of their vector control program and consider how to build program sustainability into their scope of work.

Sustainability activities could include:

- Establishing training materials and standard operating procedures for staff and temporary employees
- Developing MOUs with neighboring jurisdictions to share resources and equipment during an outbreak (e.g. Accessing ultra-low volume adulticide spray when needed)
- Promoting or developing a financing structure to support program activities (e.g. Identifying sustainable funding sources, working with local government to prioritize vector control)
- Developing a jurisdictional vector control and surveillance plan
- Determining ways to cost-share
- Including vector control as a line item on budgets (e.g. personnel, funds)
- Implementing tracking measures and tools to identify program impact, show value added, or conduct a cost-benefit analysis

### **Collaboration**

Applicants should work to collaborate with key stakeholders in the community to increase the implementation and effectiveness of local vector control activities. Applicants should demonstrate awareness of relevant partners within their jurisdiction and describe existing partnerships. Programs applying to become **mentors** should demonstrate existing partnerships and the results of those partnerships as appropriate. Programs applying to become **mentees** may indicate existing partnerships and/or stakeholders with whom you could partner with to achieve proposed activities. Key stakeholders may include nearby mosquito control districts, state health departments, municipal departments (e.g. public works, parks and recreation, sanitation) agricultural entities, and universities.

## **Budget Request**

Funding for the grant is up to \$20,000. Applicants must complete the budget narrative, proposing a realistic and appropriate request that includes a breakdown of costs and timeline for disbursement.

## **EXPECTATIONS**

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From February 4, 2019 to June 30, 2019 selected applicants are expected to:

- Designate one point of contact to serve as the project coordinator. Even if this person will not be leading all project activities, the applicant must designate one individual with whom NACCHO will directly communicate on all matters related to program participation.
- Adhere to the activities and timeline proposed in the application materials. The designated point of contact should be in communication with NACCHO staff if deliverables must change due to unforeseen circumstances.

Adhere to NACCHO's standard contract language and be able to sign and return a contract to NACCHO within 30 days of receiving it. Costs incurred will be on a reimbursable basis. **No modifications to the terms or contract language will be made.** Agencies that cannot agree to NACCHO's contract language should not apply for this initiative. As part of the proposal, the agency will be asked to verify that it has read NACCHO's standard contract language and has provided a copy to the individual with signing authority at the agency for advanced consideration.

## **Key Activities and Dates**

Deadline for Completion	Activity
December 3, 2018	RFA released and application opens
December 21, 2018	Applications due
December 24 – 28, 2018	Review of applications
January 2019	Notification of selected awardees
February 2019 (TBD)	Orientation call (date to be scheduled) and begin project activities
February 4 – July 31, 2019	Submit reimbursement materials on monthly or rolling basis
June 30, 2019	Deliverables completed – work with NACCHO to publish and share work as appropriate
July 8, 2019 – July 12, 2019	Process evaluation

If you have additional questions on the Vector Control Collaborative or the program application, please contact [vectorcontrol@naccho.org](mailto:vectorcontrol@naccho.org).