

**State of Illinois Uniform Notice of Funding Opportunity (NOFO)  
Summary Information**

Awarding Agency Name	Public Health
Agency Contact	Nikki Woolverton (nikki.woolverton@illinois.gov)
Announcement Type	Initial
Type of Assistance Instrument	Grant
Funding Opportunity Number	NA
Funding Opportunity Title	Asthma Education, Policy, and Care Coverage
CSFA Number	482-00-2343
CSFA Popular Name	
Anticipated Number of Awards	2
Estimated Total Program Funding	\$31,646
Award Range	\$6646 - \$25000
Source of Funding	Federal
Cost Sharing or Matching Requirements	No
Indirect Costs Allowed	Yes
Restrictions on Indirect Costs	No
Posted Date	02/21/2020
Application Date Range	02/21/2020 - 03/30/2020 : 5:00pm
Grant Application Link	<a href="https://idphgrants.com/user/home.aspx">https://idphgrants.com/user/home.aspx</a>
Technical Assistance Session	No



**Uniform Notice of Funding Opportunity (NOFO)**

	Data Field	
1.	<b>Awarding Agency Name:</b>	Illinois Department of Public Health
2.	<b>Agency Contact:</b>	Name: Nikki Woolverton Phone: 217-782-3300 Email: nikki.woolverton@illinois.gov
3.	<b>Announcement Type:</b>	<input checked="" type="checkbox"/> Initial announcement <input type="checkbox"/> Modification of a previous announcement
4.	<b>Type of Assistance Instrument:</b>	Grant
5.	<b>Agency Opportunity Number:</b>	N/A
6.	<b>Funding Opportunity Title:</b>	Asthma Education, Policy, and Care Coverage
7.	<b>CSFA Number:</b>	482-00-2343
8.	<b>CSFA Popular Name:</b>	Asthma Education, Policy, and Care Coverage
9.	<b>CFDA Number(s):</b>	93.070
10.	<b>Number of Anticipated Awards:</b>	2
11.	<b>Estimated Total Funding Available:</b>	\$31,646.00
12.	<b>Single Award Range:</b>	\$6,646.00 - \$25,000.00
13.	<b>Funding Source:</b> Mark all that apply	<input checked="" type="checkbox"/> Federal or Federal pass-through <input type="checkbox"/> State <input type="checkbox"/> Private / other funding
14.	<b>Is Cost Sharing or Match Required?</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
15.	<b>Indirect Costs Allowed?</b>  <b>Restrictions on Indirect Costs?</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide the citation governing the restriction:
16.	<b>Posted Date:</b>	February 21, 2020
17.	<b>Application Date Range:</b> Leave the 'End Date' and 'End Time' empty if there is no deadline.	Start Date: February 21, 2020 End Date: March 30, 2020 End Time: 5:00 pm
18.	<b>Technical Assistance Session:</b>	Session Offered: Yes <input checked="" type="checkbox"/> No Session Mandatory: Yes <input type="checkbox"/> No  Date and time: Conference Info/Registration Link:

## **Agency-specific Content for the Notice of Funding Opportunity**

### **A. Program Description**

The Asthma Education, Policy, and Care Coverage grant program aligns with components of the CDC EXHALE Technical Package, CDC 6|18 initiative related to Asthma Control, and the American Lung Association Asthma Guidelines-Based Care Coverage Project. Recipients of the award will improve infrastructure and promote strengthened statewide asthma policy and environmental best practices, address the seven areas of coverage identified as part of the Asthma Guidelines-Based Care Coverage Project, and provide medical education and/or training to health care providers, public health professionals, community-based organizations, community health workers and health systems. Recipients of the award will select components of these initiatives, identified below, and incorporate into the workplan.

Recipients focusing on policy and care coverage will work with the Illinois Asthma Program (Program) and Building Resilience Against Climate Effects (BRACE) Illinois in developing an environmental workgroup to identify and advocate for strengthened statewide asthma policy, including clean diesel engines, retrofitting older engines, and limiting vehicle idling, and to encourage the adoption of environmental policies and best practices. Recipients will also collaborate with other entities, including the Illinois Primary Health Care Association, in advocating for access and reimbursement for asthma-related interventions. Recipients will participate on the Illinois Asthma Partnership (IAP) reimbursement workgroup to discuss evidence-based preventive practices, including the CDC 6|18 Initiative and the American Lung Association Asthma Guidelines-Based Care Coverage Project in order to improve access to guidelines-based care and reduce barriers to obtaining and using asthma medications and devices in Illinois.

Recipients focusing on education will provide medical education and/or facilitate focused training of health care providers and public health professionals on topics such as guidelines-based care, team-based care for asthma, quality improvement for asthma initiatives, value-based care, or systems or mechanisms for bi-directional sharing of information between providers, community-based organizations, and other social service organizations. Such training may be in-person or via webinar.

**For more information on the EXHALE Technical Package, please visit**  
[https://www.cdc.gov/asthma/pdfs/EXHALE\\_technical\\_package-508.pdf](https://www.cdc.gov/asthma/pdfs/EXHALE_technical_package-508.pdf).

**For more information on the CDC 6|18 Initiative relate to Control Asthma, please visit**  
<https://www.cdc.gov/sixeighteen/asthma/index.htm>

**For more information on the American Lung Association Care Coverage Project, please visit**  
<https://www.lung.org/lung-health-and-diseases/lung-disease-lookup/asthma/asthma-education->

## Performance Measures

1. Meet, at a minimum, monthly and as needed, with the Program via conference call to discuss Asthma Education, Policy, and Care Coverage Program activities and progress.
2. Select and participate on at least one of the Illinois Asthma Partnership (IAP) workgroups.
3. Participate in annual in-person IAP meetings.
4. Report on National Asthma Program performance measures as part of quarterly progress reports and annual CDC performance measures.
5. Collaborate with the Program to develop an environmental workgroup. The workgroup will identify and advocate for strengthened statewide asthma policy, including clean diesel engines, retrofitting older engines, and limiting vehicle idling, and to encourage the adoption of environmental policies and best practices.. The workgroup will consist of representatives from the Program, Home Visiting Collaborative, community-based organizations and health care providers.
6. Collaborate with the Program and other entities advocating for reimbursement for asthma interventions. Promote the Asthma Guidelines-Based Care Coverage Project in order to improve access to guidelines-based care and reduce barriers in Illinois.
7. Provide medical education and/or facilitate focused training of health care providers and public health professionals on topics such as guidelines-based care, team-based care for asthma, quality improvement for asthma initiatives, value-based care, or systems or mechanisms for bi-directional sharing of information between providers, community-based organizations, and other social service organizations.

## B. Funding Information

This award is utilizing  federal pass-through,  state and/or  private funds.

Funding will be for the period of September 1, 2019 – August 31, 2020, through federal funds. Approximately \$31,646.00 will be available for award. The grant will provide funding to strengthen asthma policy and care coverage and provide professional education. Funding is available through the Centers for Disease Control and Prevention grant award, NUE1EH001373-01-00. Applicants must submit a project plan that covers the 12-month period of September 1, 2019 through August 31, 2020 and how the award will be executed. The project plan should include necessary detail to enable the agency to manage the grant agreement activity against planned project performance. The application will be reviewed, evaluated and funded based on program need, availability of funds and history of efficient use of project funds. Quarterly progress reports to the Department will be submitted by the applicant and will be used to track progress made towards achievement of the program goals and objectives. Fiscal reimbursement requests shall be made quarterly. Failure to submit required reports in a timely manner will result in reimbursement delays.

### C. Eligibility Information

Regardless of the source of funding (federal pass-through or State), all grantees are required to register with the State of Illinois through the Grant Accountability and Transparency Act (GATA) website, [www.grants.illinois.gov](http://www.grants.illinois.gov), complete a prequalification process, and be determined "qualified" as described in Section 7000.70.

Registration and prequalification is required before an organization can apply for an award.

The entity is "qualified" to be an awardee if it:

- 1) has an active DUNS number;
- 2) has an active SAM.gov account;
- 3) has an acceptable fiscal condition;
- 4) is in good standing with the Illinois Secretary of State, if the Illinois Secretary of State requires the entity's organization type to be registered. Governmental entities, school districts and select religious organizations are not required to be registered with the Illinois Secretary of State. Refer to the Illinois Secretary of State Business Services website: [http://www.cyberdriveillinois.com/departments/business\\_services/home.html](http://www.cyberdriveillinois.com/departments/business_services/home.html);
- 5) is not on the Illinois Stop Payment List;
- 6) is not on the SAM.gov Exclusion List;
- 7) is not on the Sanctioned Party List maintained by HFS.

#### 1. Eligible Applicants

Eligible applicant includes entities capable of implementing the Asthma Education, Policy, and Care Coverage Program and facilitating coordination with the Illinois Primary Health Care Association, Illinois Medicaid, Health Plans, and facilitating statewide education to health care professionals.

Applicants may apply for this grant but will not be eligible for a grant award until they are pre-qualified through the Grant Accountability and Transparency Act (GATA) Grantee portal, [www.grants.illinois.gov](http://www.grants.illinois.gov). During pre-qualification, Dun and Bradstreet verifications are performed including a check of Debarred and Suspended status and good standing with the Secretary of State. The pre-qualification process also includes a financial and administrative risk assessment utilizing an Internal Controls Questionnaire. If applicable, the entity will be notified that it is ineligible for award as a result of the Dun and Bradstreet verification. The entity will be informed of corrective action needed to become eligible for a grant award.

#### 2. Cost Sharing or Matching

Cost Sharing is not required. Eligible applicants may voluntarily identify indirect costs as a programmatic match, in order to allocate the entire grant award for direct costs.

#### 3. Indirect Cost Rate

In order to charge indirect costs to a grant, the applicant organization must have an annually negotiated indirect cost rate agreement (NICRA). There are three types of NICRAs: a) **Federally Negotiated Rate**. Organizations that receive direct federal funding may have an indirect cost rate that was negotiated with the Federal Cognizant Agency. Illinois will accept the federally negotiated rate. The organization must provide a copy of the federal NICRA. b) **State Negotiated Rate**. The organization must negotiate an indirect cost rate with the State of Illinois if they do not have Federally Negotiated Rate or elect to use the De Minimis Rate. The indirect cost rate proposal must be submitted to the State of Illinois within 90 days of the notice of award. c) **De Minimis Rate**. An organization that has never received a Federally Negotiated Rate may elect a de minimis rate of 10% of modified total direct cost (MTDC). Once established, the de minimis rate may be used indefinitely. The State of Illinois must verify the calculation of the MTDC annually in order to accept the de minimis rate.

Annually, each organization receiving an award from a State grantmaking agency is required to enter the centralized Indirect Cost Rate System and make one of the following elections for indirect costs to State and federal pass-through grants:

- A) Federal Negotiated Indirect Cost Rate Agreement (NICRA);
- B) Election of the de minimis rate of 10% of MTDC;
- C) Election not to charge indirect costs; or
- D) Negotiation of an indirect cost rate.

The awardee shall make one election or negotiate one rate that all State agencies must accept unless there are federal or State program limitations, caps or supplanting issues.

**4. Other, if applicable**

Indirect Costs are limited to 10% of the total award, unless the applicant provides a copy of a current Federally Negotiated Rate Indirect Cost Agreement.

**D. Application and Submission Information**

**1. Address to Request Application Package**

Applications must be submitted via the Illinois Department of Public Health's Electronic Grants Administration and Management System (EGrAMS), accessible at [idphgrants.com](http://idphgrants.com).

Since high-speed internet access is not yet universally available for downloading documents or accessing the electronic application, and applicants may have additional accessibility requirements, applicants may request paper copies of materials by contacting:

Nikki Woolverton  
Illinois Department of Public Health  
535 W. Jefferson St., 2<sup>nd</sup> Floor  
Springfield, IL 62761  
Phone: 217-782-3300  
[nikki.woolverton@illinois.gov](mailto:nikki.woolverton@illinois.gov)

**2. Content and Form of Application Submission**

Applications must be submitted via the Illinois Department of Public Health's Electronic Grants Administration and Management System (EGrAMS), accessible at [idphgrants.com](http://idphgrants.com).

This work will occur between September 1, 2019 and August 31, 2020. The applicant must submit a project plan that describes how the award will be executed. The project plan should include necessary detail to enable the agency to manage the grant agreement activity against planned project performance.

**3. Dun and Bradstreet Universal Numbering System (DUNS) Number and System for Award Management (SAM)**

Each applicant (unless the applicant is an individual or Federal or State awarding agency that is exempt from those requirements under 2 CFR § 25.110(b) or (c), or has an exception approved by the Federal or State awarding agency under 2 CFR § 25.110(d)) is required to:

(i) Be registered in SAM before submitting its application. If you are not registered in SAM, this link provides a connection for SAM registration: <https://governmentcontractregistration.com/sam-registration.asp>;

(ii) provide a valid DUNS number in its application; and

(iii) continue to maintain an active SAM registration with current information at all times during which it has an active Federal, Federal pass-through or State award or an application or plan under consideration by a Federal or State awarding agency.

The State awarding agency may not make a Federal pass-through or State award to an applicant until the applicant has complied with all applicable DUNS and SAM requirements and, if an applicant has not fully complied with the requirements by the time the State awarding agency is ready to make a Federal pass-through or State award, the State awarding agency may determine that the applicant is not qualified to receive a Federal pass-through or State award and use that determination as a basis for making a Federal pass-through or State award to another applicant.

#### **4. *Submission Dates and Times***

Applications must be submitted via the Illinois Department of Public Health's Electronic Grants Administration and Management System (EGrAMS), accessible at [idphgrants.com](http://idphgrants.com). Applications must be received by the close of business (5:00 pm) on March 30, 2020.

#### **5. *Intergovernmental Review, if applicable***

N/A

#### **6. *Funding Restrictions***

**Use of Funds.** All grant funds must be used for the sole purposes set forth in the grant proposal and application and must be used in compliance with all applicable laws. Grant funds may not be used as matching funds for any other grant program. Use of grant funds for prohibited purposes may result in loss of grant award and/or place the grantee at risk for recouping of those funds used for the prohibited purpose. Expenditure reports must be submitted quarterly. To be reimbursable under the Department/Office of Health Promotion Grant Agreement, expenditures must meet the following general criteria:

- Be necessary and reasonable for proper and efficient administration of the program and not be a general expense required to carry out the overall responsibilities of the applicant.
- Be authorized or not prohibited under federal, state or local laws, or regulations.
- Conform to any limitations or exclusions set forth in the applicable rules, program description, or grant agreement.
- Be accorded consistent treatment through application of generally accepted accounting principles, appropriate to the circumstances.
- Not be allocable to or included as a cost of any state or federally-financed program in either the current or a prior period.

- Be net of all applicable credits.
- Be specifically identified with the provision of a direct service or program activity.
- Be an actual expenditure of funds in support of program activities, documented by check number, and/or internal ledger transfer of funds.
- Not be used for research or clinical care.

Unallowable or prohibited uses of grant funds include, but are not limited to the following:

- Political or religious purposes
- Contributions or donations
- Fundraising or legislative lobbying expenses
- Conference registration fees
- Payment of bad or non-program related debts, fines or penalties
- Contribution to a contingency fund or provision for unforeseen events
- Research
- Incentives, including but not limited to t-shirts, bags, backpacks, hats, pencils, rulers, coloring books, stress balls, band-aid holders, mugs and cookware.
- Entertainment, food, alcoholic beverages and gratuities
- Membership fees, interest or financial payments, or other fines or penalties
- Purchase or improvement of land or purchase, improvement or construction of a building
- Lease of facility space.
- Equipment in excess of 5 percent of the grant award.
- Expenditures that may create conflict of interest or the perception of impropriety
- Audit expenses
- Exhibit fees of any kind
- Subscription costs
- Association dues
- Expenses for credentialing (e.g., CHES certification, AE-C)
- Airfare
- Out of state travel costs

**7. Other Submission Requirement**

Applications must be submitted via the Illinois Department of Public Health's Electronic Grants Administration and Management System (EGrAMS), accessible at [idphgrants.com](http://idphgrants.com). Applications must be received by the close of business (5:00 pm) on March 23, 2020.

**E. Application Review Information**

Applications will be reviewed for content, work plan activities, budget proposals and required application supplemental material. A review panel will evaluate complete, eligible applications and score the following sections: Scope of Work (85 points), Work Plan (10 points), and Budget (5 points).

**1. Criteria**

N/A



## **2. Review and Selection Process**

This grant is competitive. Multiple reviewers will assess the application and score based on program need and capability of implementing required asthma interventions as described in the Scope of Work.

### Merit-Based Review Appeal Process

For competitive grants, only the evaluation process is subject to appeal. Evaluation scores or funding determinations/outcomes may not be contested and will not be considered by the Department's Appeals Review Officer.

To submit an appeal, the appealing party must:

- Submit the appeal in writing and in accordance with the grant application document through IDPH's Merit-Based Review Appeal Request Form available in the GATA section of the IDPH website ([www.dph.illinois.gov/GATA](http://www.dph.illinois.gov/GATA)).
- Appeals must be received within 14 calendar days after the date that the grant award notice was published.
- Appeals must include the following information:
  - The name and address of the appealing party
  - Identification of the grant
  - A statement of reasons for the appeal
  - If applicable, documents or exhibits to support statement of reason

The IDPH Appeals Review Officer (ARO) will consider the grant-related appeals and make a recommendation to the appropriate Deputy Director as expeditiously as possible after receiving all relevant, requested information.

- The ARO must review the submitted Appeal Request Form for completeness and acknowledge receipt of the appeal within 14 calendar days from the date the appeal was received.
- The ARO will utilize an Appeal Review Tool to consider the integrity of the competitive grant process and the impact of the recommendation.
- The appealing party must supply any additional information requested by the agency within the time period set in the request.
- The ARO shall respond to the appeal within 60 days or supply a written explanation to the appealing party as to why additional time is required.

Documentation of the appeal determination shall be sent to the appealing party and must include the following:

- Standard description of the appeal review process and criteria
- Review of the appeal
- Appeal determination
- Rationale for the determination

In addition to providing the written determination, the grant-making office may do the following:

- Document improvements to the evaluation process given the findings and re-review all submitted applications.
- Document improvements to the evaluation process given the findings and implement improvements into the following year's grant evaluation process.
- Provide written notice to the appealing party as to how the identified actions will be remedied.

Appeals resolutions may be deferred pending a judicial or administrative determination when actions concerning the appeal have commenced in a court of administrative body.

**3. Anticipated Announcement and State Award Dates, if applicable.**

Applications must be received by the close of business (5:00 pm) on March 23, 2020. After review, the anticipated award announcement is March 2020.

**Anticipated Program Start Date September 1, 2019**

**Anticipated Program End Date August 31, 2020**

**F. Award Administration Information**

**1. State Award Notices**

The anticipated award notice is March 2020.

A Notice of State Award (NOSA) shall be issued to the finalists who have successfully completed all grant award requirements, recommended for funding and approved to receive grant funding.

The Notice of State Award (NOSA) will specify the funding terms and specific conditions resulting from the pre-award risk assessments.

The Illinois Department of Public Health (IDPH) is exempt from utilizing the NOSA on the GATA website. Successful applicants will receive a notification from EGrAMS and will be required to review the grant agreement which contains the funding terms and specific conditions and submit an electronically signature. Both the electronic signature and the physical signature by an authorized representative of the grantee organization must be submitted to IDPH.

A Notice of Denial shall be sent to the applicants not receiving awards via EGrAMS.

**2. Administrative and National Policy Requirements**

None.

**3. Reporting**

The grantee is required to submit quarterly progress reports on their work plan objectives. Failure to submit required reports in a timely manner will result in delays with approval of reimbursements. The grantee will ensure quarterly reports are submitted in the provided format as follows:

1<sup>st</sup> and 2<sup>nd</sup> Quarter Report due by: April 30, 2020

3<sup>rd</sup> Quarter Report due by: June 15, 2020

4<sup>th</sup> Quarter Report due by: September 15, 2020

**G. State Awarding Agency Contact(s)**

Nikki Woolverton  
Illinois Department of Public Health  
535 W. Jefferson St., 2<sup>nd</sup> Floor  
Springfield, IL 62761  
Phone: 217-782-3300  
Fax: 217-782-1235

#### **H. Other Information, if applicable**

The state of Illinois is not obligated to make any State award as a result of the announcement, and funding is contingent upon approval and receipt of federal funding for the Illinois Asthma Program.

Other websites:

Grant Accountability and Transparency Act (GATA) Grantee Portal  
<http://www.grants.illinois.gov>

Dun and Bradstreet Universal Numbering System (DUNS) Number and System for Award Management (SAM)  
<https://governmentcontractregistration.com/sam-registration.asp>

Illinois Department of Public Health's Electronic Grants Administration and Management System (EGrAMS)  
[idphgrants.com](http://idphgrants.com).

#### **Mandatory Forms -- Required for All Agencies**

- 1. Uniform State Grant Application – Available at [idphgrants.com](http://idphgrants.com) for eligible applicants  
New to EGrAMS, click [HERE](#) to see how to Get Started**
- 2. Project Narrative (included in EGrAMS application)**
- 3. Budget (included in EGrAMS application)**
- 4. Budget Narrative (included in EGrAMS application)**

Other program-specific mandatory forms:

Personnel Duties List  
Programmatic Risk Assessment  
Subcontractor Disclosure Form