



# Office of Grants Services: CDC Grants and the Application Process

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# Agenda

- **Introduction to Grants at CDC**
- **Pre-Application Information and Tips for Applying**
- **SimplerNOFOs**
- **What to Expect as a CDC Recipient**
- **Useful Resources**

# Introduction to Grants at CDC

# FY 2024 Grant Statistics

Managed 5,501 grant awards to 2,482 recipients that generated 15,226 actions

Obligated \$8.06 billion dollars into public health programs and research in the U.S. and around the world

Published 105 new Notice of Funding Opportunities (NOFOs)

# Financial Assistance and Acquisition Mechanisms

## Grant

- Provide federal funding to assist public health stakeholders in accomplishing a public purpose

## Cooperative Agreement

- Type of grant
- Used where there will be substantial involvement from CDC staff including, but not limited to:
  - Requiring approvals before undertaking the next phase of a project
  - Approving proposed subaward or contract provisions
  - Coordinating/participating in data collection

## Acquisition

- Contracts, purchase orders, or task/delivery orders
- Acquire goods and services for the direct benefit or use by CDC
- Services are provided first and then payment follows

# How CDC Staff Work With Recipients



Approval of recipient plans prior to award



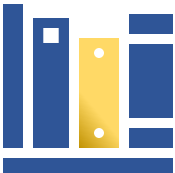
Conducting site visits



Evaluating progress reports



Providing post-award technical assistance



Ensuring compliance with public policy requirements or terms and conditions of award



Conducting enforcement activities (as needed)



Closer monitoring on the basis of designation of an organization as high-risk



Reviewing and evaluating performance after project completion

# Recipient Roles and Responsibilities

- **Develops and implements systems and monitoring procedures to ensure proper stewardship of funds**
- **Identifies areas of special interest and communicates regularly with the CDC Project Officer**
- **Tracks performance and submits timely reports**
- **Accounts for its funds to CDC, and is responsible for sub-recipients and sub-contractors**
- **Complies with Terms and Conditions of Award**



# Pre-Application Information and Tips for Applying



# Highlights of Key Pre-Application Steps

## Step 1

### GET TO KNOW GRANTS.GOV

- Register as soon as possible
- Process includes certification/verification and takes several days to a week
- See applicant training on grants.gov



## Step 2

### REGISTER IN SAM.GOV

- System for Award Management (SAM)
- SAM Registration provides applicants with the Unique Entity Identifier (UEI)
- Help Desk: (866) 606-8220



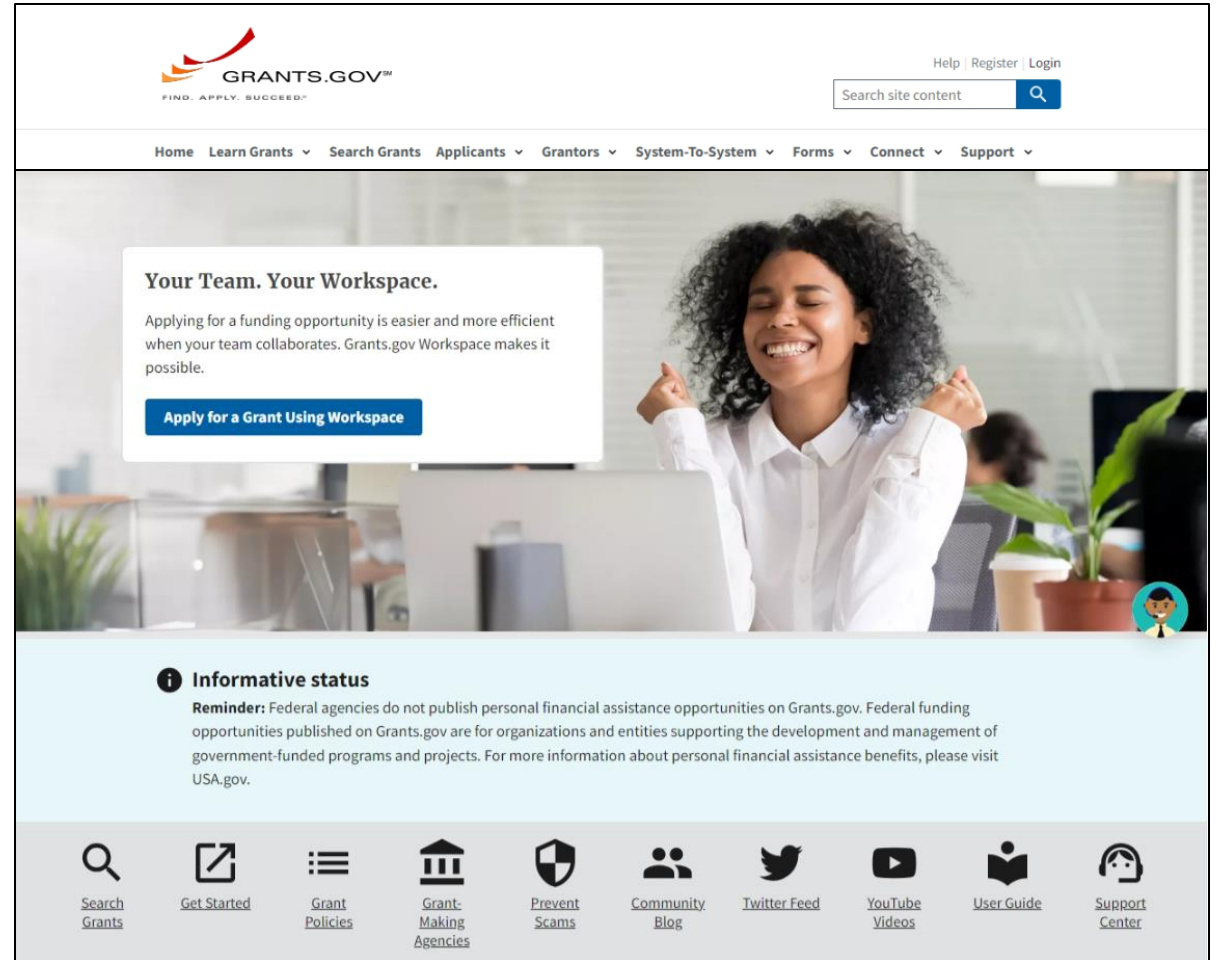
## Step 3

### REVIEW THE NOFO

- When reviewing the NOFO, consider creating a task list and a schedule/timeline to ensure the completion

# First Stop: GRANTS.GOV

- A common website for federal agencies to post discretionary funding opportunities
- Allows users to electronically find, apply for, and manage federal grant opportunities securely
- Single access point for over 1,000 grant programs offered by 26 federal granting agencies
- Part of the President's Management Agenda and E-Government Initiatives



# GRANTS.GOV: Finding a Notice of Funding Opportunity (NOFO)

GRANTS.GOV<sup>SM</sup>  
FIND. APPLY. SUCCEED.<sup>SM</sup>

Help | Register | Login

Search site content

Home Learn Grants **Search Grants** Applicants Grantors System-To-System Forms Connect Support

## SEARCH GRANTS

[Search Tips](#) [Export Results](#)

**BASIC SEARCH CRITERIA:**

Keyword(s):

Opportunity Number:

Assistance Listings:

**OPPORTUNITY STATUS:**

- Forecasted (671)
- Posted (1,941)
- Closed (7,682)
- Archived (69,287)

SORT BY:

DATE RANGE:

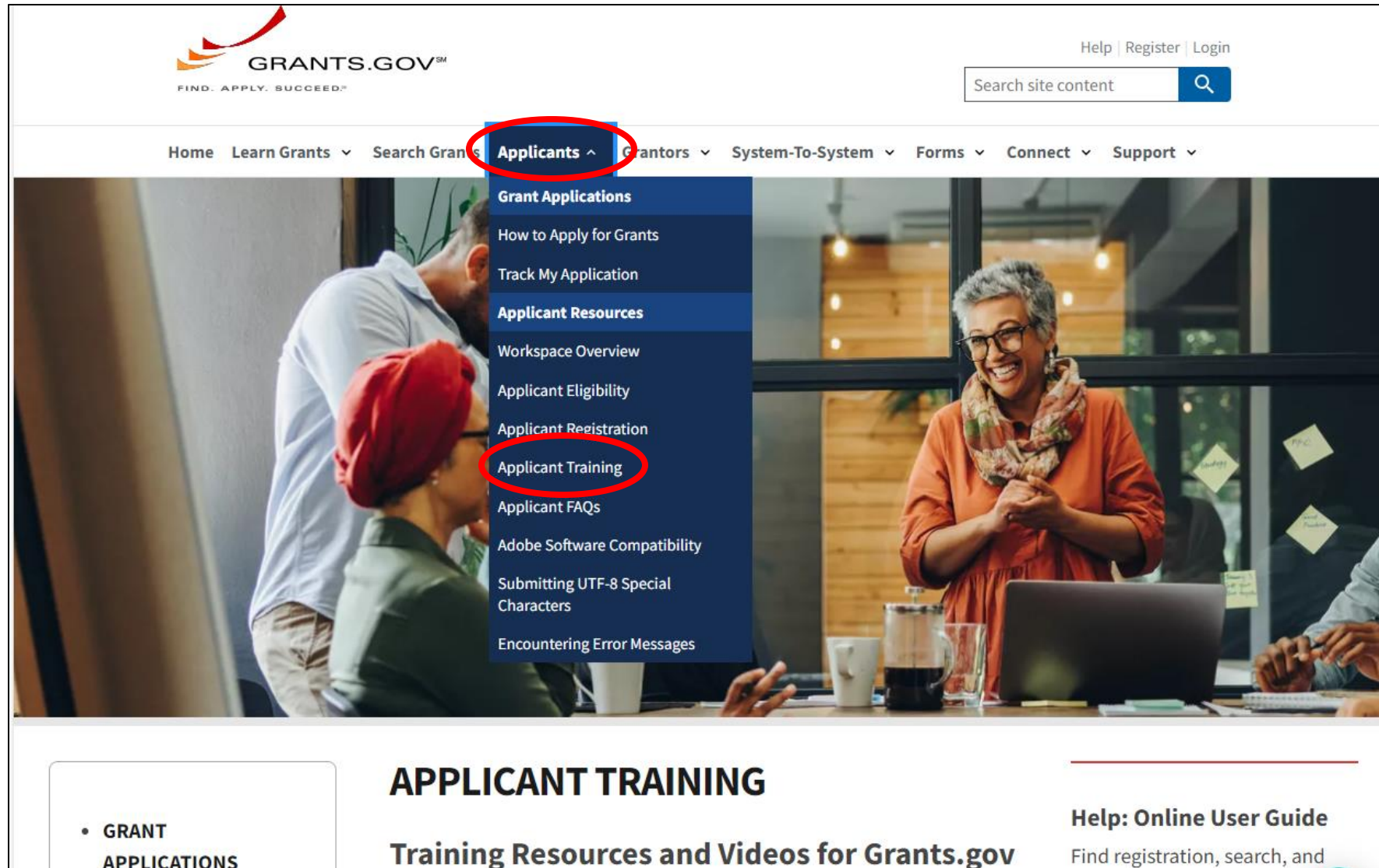
1 2 3 4 5 6 ... NEXT >

Opportunity Number	Opportunity Title	Agency	Opportunity Status	Posted Date	Close Date
<a href="#">72060325RFI00001</a>	DJIBOUTI MIDDLE SCHOOL EDUCATION ACTIVITY	USAID-ETH	Posted	11/07/2024	11/21/2024
<a href="#">72062125RFA00001</a>	USAID Thamini Afya (Value your Health)	USAID-TAN	Posted	11/07/2024	12/09/2024
<a href="#">AFCP-FY25-ARM1</a>	AMBASSADOR'S FUND FOR CULTURAL PRESERVATION	DOS-ARM	Posted	11/06/2024	12/06/2024





# GRANTS.GOV: Applicant Training Available



The screenshot displays the Grants.gov website interface. At the top left is the Grants.gov logo with the tagline "FIND. APPLY. SUCCEED." and navigation links for "Help", "Register", and "Login". A search bar is located in the top right. The main navigation menu includes "Home", "Learn Grants", "Search Grants", "Applicants", "Grants", "System-To-System", "Forms", "Connect", and "Support". The "Applicants" menu is expanded, showing a list of options: "Grant Applications", "How to Apply for Grants", "Track My Application", "Applicant Resources", "Workspace Overview", "Applicant Eligibility", "Applicant Registration", "Applicant Training", "Applicant FAQs", "Adobe Software Compatibility", "Submitting UTF-8 Special Characters", and "Encountering Error Messages". The "Applicant Training" option is circled in red. Below the navigation is a banner image of a woman in an orange top and glasses smiling in a meeting. Below the banner, the text "APPLICANT TRAINING" is prominently displayed, followed by "Training Resources and Videos for Grants.gov". To the right, there is a link for "Help: Online User Guide" and a partial link "Find registration, search, and". On the left side of the banner area, there is a link for "GRANT APPLICATIONS".

<https://www.grants.gov/applicants/applicant-training>

# Second Stop: SAM.gov

## Get Started with Registration and the Unique Entity ID

Submitting a registration and getting a Unique Entity ID are FREE.

**Entity Information Home**

### Before You Get Started

Review these steps to choose which option is right for you. You can register to bid and apply for federal awards or you can request a Unique Entity ID only without having to complete a registration.

- 1** About Registration
- 2 Set up a SAM.gov Account
- 3 Prepare Your Data
- 4 Get Started

**1** About Registration

If you want to apply for federal awards as a prime awardee, you need a **registration**.

A registration allows you to bid on government contracts and apply for federal assistance. As part of registration, we will assign you a Unique Entity ID.

To see comprehensive instructions and checklist for entity registration, download our [Entity Registration Checklist](#).

### Register Your Entity or Get a Unique Entity ID

Register your entity or get a Unique Entity ID to get started doing business with the federal government.

- Get Started**
- Renew Entity
- Check Entity Status

### Already Registered?

You must renew your registration every 365

<https://sam.gov/content/entity-registration>

# SAM.gov: Entity Registration Checklist

## Prepare for Entity Registration in SAM.gov



SAM.gov is an official website of the United States government. SAM.gov is FREE to use. There is no charge to get a Unique Entity ID, register your entity, and maintain your entity registration at SAM.gov.

### What can you do with this guide?

The questionnaires and checklists here will help you gather the information you need and prepare to answer the questions in your entity registration.



**All Awards** registration allows you to bid on contracts and other procurements, as well as apply for financial assistance. Look for the icon on the left to submit an All Awards registration.

[Jump to All Awards entity registration questionnaires and checklists](#)

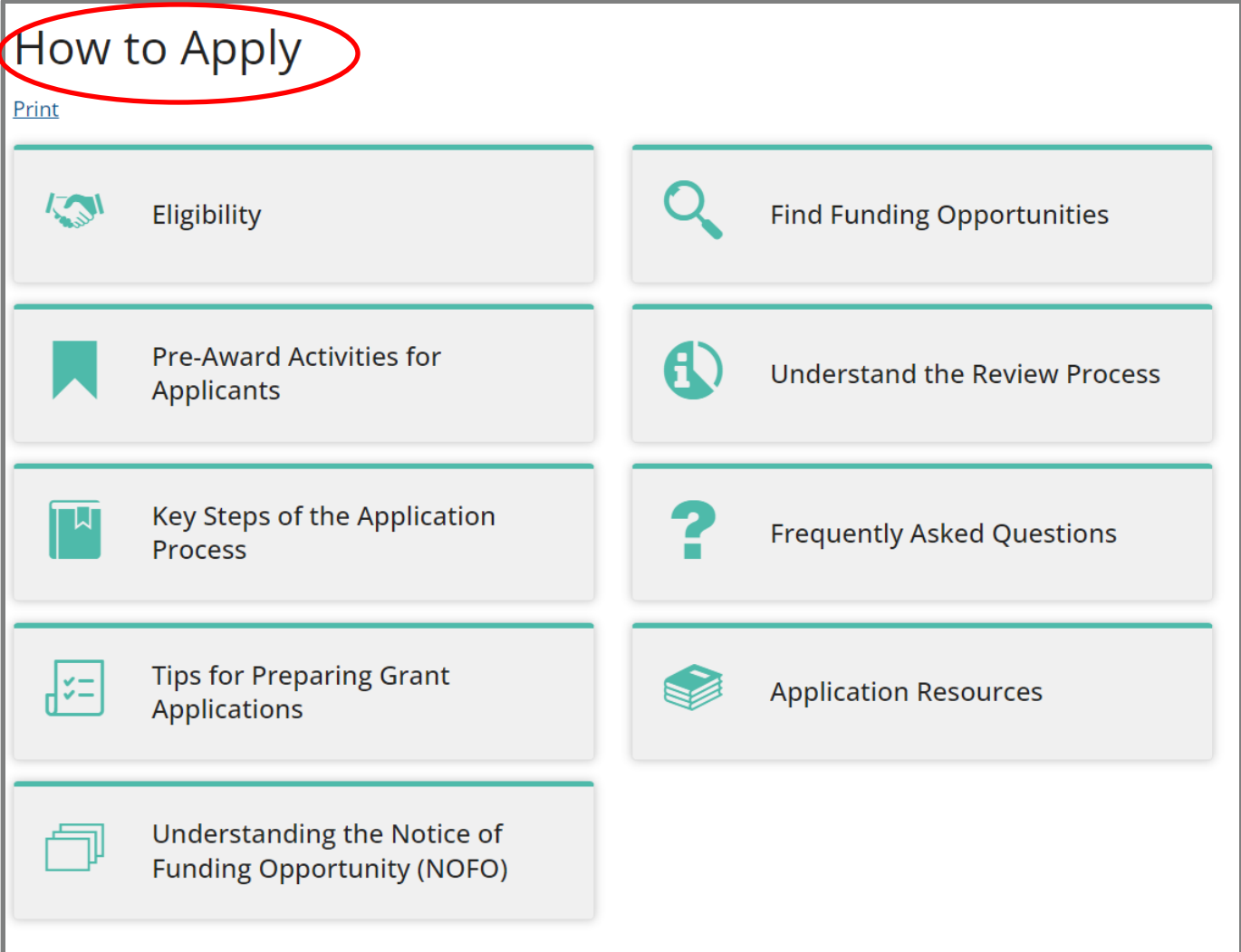


**Financial Assistance Awards Only** registration allows you to apply for financial assistance, or grants and loans, only. Look for the icon on the left to submit a Financial Assistance Only registration.

[Jump to Financial Assistance Awards Only entity registration questionnaires and checklists](#)

# More Info and Tips on the CDC Grants Webpage

- Go to <https://www.cdc.gov/grants/applying/index.html>
- Provides an overview of pre-award activities, tips for preparing applications, and much more



The screenshot shows a navigation menu titled "How to Apply" (circled in red) with a "Print" link below it. The menu consists of ten items arranged in two columns:

- Eligibility (with a handshake icon)
- Find Funding Opportunities (with a magnifying glass icon)
- Pre-Award Activities for Applicants (with a bookmark icon)
- Understand the Review Process (with an information icon)
- Key Steps of the Application Process (with a book icon)
- Frequently Asked Questions (with a question mark icon)
- Tips for Preparing Grant Applications (with a checklist icon)
- Application Resources (with a stack of books icon)
- Understanding the Notice of Funding Opportunity (NOFO) (with a folder icon)




# Grant Application Process: Documents to Include

The NOFO will indicate the required documents, including but not limited to:

- SF 424 Application for Federal Assistance (non-research)
- SF 424A Budget Information
- Budget and Project Narrative
- Risk Assessment Questionnaire



# Additional Grant Writing Guidance & Tips




**CDC** Public Health Professionals Gateway Q SEARCH


10 Essential Public Health Services **Cooperative Agreements, Grants & Partnerships**

Public Health Professional: Programs Health Assessment: Index Research Summary

COVID-19 Health Disparities Grant Success Stories Resources Communication Resources **VIEW ALL >**

  
**Health Department Directories**  
A directory for state/local/territorial health departments and tribal/Indian organizations.  
[Learn More >](#)

**New Health Officials: Resources**  
Describes the Public Health Infrastructure Center's resources for new health officials.

**National Health Initiatives, Strategies & Action Plans**  
List of national public health initiatives, including CDC guidelines.  


**Communication Resources**  
Page offers a curated list of communication resources for public health professionals.

<https://www.cdc.gov/public-health-gateway/php/index.html>

# SimplerNOFOs

# What is SimplerNOFOs?

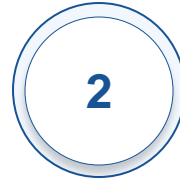
## Goals

- Make the NOFO process simpler for applicants, recipients, and funding agencies.
- Reduce burdens when applying for grants and expand opportunities for applicants.

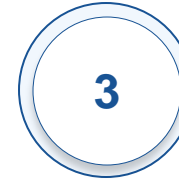
## Focus Areas



**Redesign NOFOs** for ease of understanding and to clearly communicate the opportunity in a visually appealing way



**Improve the use of plain and welcoming language** to increase readability and engage potential applicants



**Simplify NOFO content** while providing tools and support to the agencies

**What to expect**

# Grants Welcome Packet: Overview of What Recipients Can Expect


**Grants Welcome Packet**


[Print](#)

Dear Recipient,

Congratulations on your award! Welcome to an elite team that is working with CDC to improve public health worldwide. Please read the information included in this Welcome Packet closely. It includes important instructions, guidelines, and key requirements that are critical to the success of your grant or **cooperative agreement** award ("**award**").


This Welcome Packet is divided into the actions you, the grant **recipient**, would take upon receiving your award. Each section will contain bolded and underlined links that you can use to get additional information . Please click on each section below as you read through the Welcome Packet.





 **Notice of Award and Administrative Regulations**  
Provides a congratulations and an introduction to new grantees to help them understand their Notice of Award (NOA), and key things to know up front when receiving an award.

Visit <https://www.cdc.gov/grants> for more information on CDC recipient grants management.

# Grants Management Academy: Federal Grants Training Series

The [Federal Grants Management Training Series](#)  helps public health staff, particularly those working with grants, understand roles and responsibilities in federal grant management and how to be good stewards of their federal awards.

Developed by CDC Foundation, in collaboration with CDC's Office of Grants Services and CSTLTS's Office of Island Affairs, this free, self-guided, three-video training series is designed to provide federal grant recipients with the information needed to ensure the successful management of federal grants and cooperative agreements. The series includes a [Reference Guide](#)  [PDF - 4.3MB]  with links to resources and steps to manage federal grants management information.

The training series is divided into three modules:



[Module 1: Federal Grant Basics](#) 

[Module 2: Notice of Award, Award Budget, and Subrecipients](#) 

[Module 3: Federal Grant Management](#) 

Visit <https://www.cdc.gov/tribal-health/index.html> and <https://www.cdc.gov/island-affairs/about/grants-management-academy.html> for more information.

# Useful Resources



# Useful Resources - HHS

- **HHS General Grants Information**

- [https://www.hhs.gov/grants/grants/grants-policies-regulations/index.html#HHS Grants Policy](https://www.hhs.gov/grants/grants/grants-policies-regulations/index.html#HHS%20Grants%20Policy)

- **HHS Grants Policy Statement**

- <https://www.hhs.gov/sites/default/files/hhs-grants-policy-statement-october-2024.pdf>

- **45 CFR Part 75- Uniform Administrative Requirements, Cost Principles, and Audits for HHS Awards**

- <http://www.ecfr.gov/cgi-bin/retrieveECFR?gp=&SID=0ddb69baec587eaea4ab7e6a68c4acb0&mc=true&r=PART&n=pt45.1.75>

# Useful Resources - CDC

- **CDC website**

- Main page: <http://www.cdc.gov>
- Funding Information: <https://www.cdc.gov/funding/index.html>

- **CDC Grant Information**

- Grants main page: <https://www.cdc.gov/grants>
- GrantSolutions: [www.grantsolutions.gov](http://www.grantsolutions.gov)
- CDC General Terms and Conditions for Research and Non-Research Awards: <https://www.cdc.gov/grants/federal-regulations-policies/index.html>
- CDC Additional Requirements: <https://www.cdc.gov/grants/additional-requirements/index.html>
  - Applicable requirements noted in NOFO.
- CDC Budget Guidelines: <https://www.cdc.gov/grants/documents/budget-preparation-guidance.pdf>

# Questions?

For more information, contact CDC

1-800-CDC-INFO (232-4636)

TTY: 1-888-232-6348 [cdc.gov](https://www.cdc.gov)

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The findings and conclusions in this report are those of the authors and do not necessarily represent the official position of the U. S. Centers for Disease Control and Prevention.