

**The American International Health Alliance (AIHA)
Announces a Request for Proposals for a Partnership to Increase the Number of
Mid-level Medical Professionals in South Africa by Strengthening
Walter Sisulu University's Clinical Associates Program**

Date Issued: October 22, 2009

Closing Date and Time: November 30, 2009 8:00 PM (EST)

AIHA is pleased to issue a request for proposals in support of establishing a new volunteer-based partnership between **Walter Sisulu University Faculty of Health Sciences** and an academic institution (resource partner) with expertise in supporting medical training for physician assistants (referred to herein as clinical associates), as well as institutional and administrative capacity strengthening within the context of HIV/AIDS.

Proposals are requested from academic institutions with both a strong teaching component and linkages to a hospital institution with demonstrated commitment to the overall goals of this partnership. The selected resource partner should have a successful physician's assistant program in place and expertise in rural health issues to effectively assist Walter Sisulu University in its particular challenges in training clinical associates who will be placed in many rural posts in the Eastern Cape region of South Africa.

Interested parties should be willing to devote in-kind resources, including but not limited to professional time dedicated to program development, technical assistance, and mentoring, as well as time dedicated to administrative functions such as preparation and submission of quarterly reports and other required documents to AIHA. Interested parties are also expected to travel to South Africa three to four times per year for approximately one to two week intervals. Furthermore, South African counterparts will make regular exchange visits to the resource partner as necessary to accomplish partnership goals and objectives. AIHA assumes financial responsibility for all partnership expenditures, including travel exchanges, in the form of a partner sub-grant award. This is a one-year partnership in South Africa with the possibility, subject to funding, of an additional two-to four-year extension period.

Program Description

In 2008, the South Africa National Department of Health launched a new Clinical Associates Program to increase the number of mid-level medical professionals in the nation's workforce. This 3-year degree program produces qualified professionals who have the ability to assess patients, make diagnoses, prescribe appropriate treatments, and undertake minor surgical procedures under the supervision of medical officers. The introduction of this new cadre of mid-level workers will serve to strengthen primary healthcare services in the country by bolstering the number of trained healthcare providers working at community health centers and district hospitals.

AIHA, through its HIV/AIDS Twinning Center Program, seeks to partner a university with significant experience and expertise in training healthcare professionals with Walter Sisulu University to strengthen, support, and expand South Africa's newly established Clinical Associates Program. Through twinning, the partner institutions will work together to strengthen pre-service Clinical Associates curricula and training programs, allowing Walter Sisulu University to more effectively administer and expand this new cadre of medical professionals.

I. Background

A. AIHA

The mission of the American International Health Alliance is to advance global health through volunteer-driven partnerships that mobilize communities to better address healthcare priorities while improving productivity and quality of care. Operating under a series of cooperative agreements, grants, and contracts with the Health Resources and Services Administration (HRSA) of the US Department of Health and Human Services, the United States Agency for International Development (USAID), and other donors, AIHA establishes and manages partnerships between healthcare institutions in the United States and their counterparts overseas. AIHA also sponsors a number of supportive and collaborative activities, including inter-partnership conferences and workshops and an online clearinghouse of healthcare information.

AIHA, through a Cooperative Agreement with HRSA, has established an “HIV/AIDS Twinning Center” (www.TwinningAgainstAIDS.org) to support partnership and volunteer activities as part of the implementation of the US President’s Emergency Plan for AIDS Relief (PEPFAR). Through twinning partnerships, volunteer placement, and supportive assistance programs, the Twinning Center contributes significantly to building key human and organizational capacity by: (a) directly training and mentoring care givers; and (b) strengthening educational institutions and developing models of care for improved organization and delivery of services for rapid scale-up of interventions to help meet PEPFAR goals to prevent 12 million new infections; treat 3 million HIV-infected people; provide care for 12 million people affected by HIV/AIDS, including 5 million orphans and vulnerable children; and strengthen HIV/AIDS treatment, care, and support by training for at least 140,000 new healthcare workers.

Under the current solicitation, AIHA will award funding to one partnership. Funds for the grant awarded through this request for proposals are provided by HRSA and CDC-South Africa to AIHA through a Cooperative Agreement.

B. Partnership Methodology

AIHA Twinning Center partnerships focus on building a strong, effective institution-to-institution peer relationship. Through sub-grants to successful applicants, AIHA typically provides support for partnership exchange travel; procurement and shipping of equipment and supplies; training and educational materials; partnership communication and coordination costs; participation in workshops and conferences; and other activities as specified in partnership work plans. AIHA staff in Washington, DC, and various regional offices provide technical and logistical support and assist in monitoring the progress of partnerships.

In addition to the partners themselves, AIHA also plays an active role as a “partner,” providing key support services and participating in partnership goal setting, work plan development, and performance monitoring and evaluation. AIHA enables partners to maximize human and material resources by identifying and securing additional voluntary services from AIHA’s own strategic partners and providing a framework for collaboration within a larger international and policy context.

II. Partnership Strategy and Description

A. Goal and Objectives

The overall goal of the proposed partnership is to strengthen the capacity of Walter Sisulu University Clinical Associates Program, which aims to rapidly increase the number of healthcare workers capable of serving South Africa's public health system, particularly in rural areas in South Africa. This will improve care and treatment for PLWH, as well as provide greater access to preventive care throughout the country, and especially in the rural parts of the Eastern Cape Province. The partnership will create professional development opportunities for faculty, staff, and managers through training and mentoring. AIHA will support the partnership for an initial period of approximately one-year with the possibility, subject to funding and performance, of an additional two-to four-year extension.

The partnership will contribute to the PEPFAR objective of Strengthening Human Resources for Health, and will be integrated into South African and US government activities in South Africa. The following objectives have been preliminarily identified for this partnership and are purely an illustration of possible focus areas. More targeted and measurable objectives and indicators will be developed jointly by the partners with input from the South Africa National Department of Health and CDC-South Africa during the initial months of the partnership. These objectives and indicators must be consistent with AIHA's partnership methodology, which emphasizes a highly participatory approach to work plan development and subsequent programmatic activities and are broadly described as follows:

Objective #1 Mentor teaching faculty at Walter Sisulu University to develop their expertise in teaching students in the Clinical Associates Program; introduce new teaching methods and competencies

Objective #2 Develop the organizational capacity of Walter Sisulu University to more effectively administer and expand the new Clinical Associates Program

Objective #3 Foster networking and sharing of experiences and resources among other South African universities in their efforts to implement Clinical Associates Programs

B. Partnership Site

Walter Sisulu University was created in 2005 from a unification and restructuring of three separate universities. There are currently four faculties, close to 2,000 staff members, and some 24,000 students. The University operates out of four separate campuses in the Eastern Cape region; these are located in Buffalo City, Butterworth, Mthatha, and Queenstown. The Faculty of Health Sciences operates out of the Mthatha campus, but uses a number of hospitals within the Eastern Cape Province as clinical training sites. Most of the hospitals that will be used for the training of clinical associates (physician assistants) are situated in rural areas. Partners from the resource institution should be prepared to travel to these remote hospitals as part of their program implementation activities.

The National Department of Health in South Africa has made a commitment to increasing the number of healthcare workers in the country, so that all South African residents — including PLWH and those with related conditions and complications — have better access to quality care. The Clinical Associates Program helps achieve this goal by decreasing the amount of time it takes to train a healthcare worker while at the same time increasing the responsibilities of

clinical associates thereby enabling them to offer more than just basic medical care. Walter Sisulu University was the first university to adopt such a program in South Africa and has recently accepted its second cohort of students. The first cohort is set to graduate in 2011.

C. Collaboration and Coordination

AIHA seeks to ensure its partnerships and programs maximize effective use of resources and avoid duplication of efforts. Therefore, AIHA and its partners work to identify and develop collaboration among related programs in a country. Such collaboration and coordination also facilitate the sustainability of partnership accomplishments. The partnership is expected to collaborate with all relevant South Africa and US government-funded health sector programs. The partnership work plan, developed in consultation with stakeholders, will pay special attention to the role and contribution of other South Africa and US government partners, as well as other foreign-sourced development activities, such as activities supported by the Global Fund for AIDS, TB and Malaria. In turn, the partnership's outputs and outcomes will be shared with the US government country team and other in-country partners.

D. Monitoring and Evaluation

Partners are expected to participate actively in program performance monitoring and evaluation (M&E) efforts, including developing measurable partnership objectives and output/outcome indicators, collecting data, designing surveys or other assessment tools, and reporting to AIHA in a timely manner. Partnership M&E activities will be responsive to PEPFAR indicator targets and consistent with AIHA's overall program M&E strategy (AIHA will provide the necessary orientation and training to partners). M&E activities will serve to: provide timely feedback about program performance and partnership progress and accomplishments (including PEPFAR indicators); ensure optimum use of available resources; improve programmatic decision-making; and strengthen the capacity of Walter Sisulu University to conduct its own monitoring and evaluation. AIHA will coordinate closely with the South African government and CDC-South Africa on performance monitoring activities to best serve stakeholders' reporting and management needs.

As part of its monitoring activities, AIHA requires all partners to submit quarterly performance reports and progress against PEPFAR indicators within five days of the end of each quarter. These reports are used to prepare AIHA's reports to CDC-South Africa and are critical to monitoring partnership progress. The reports include information on progress toward achieving PEPFAR targets and objectives; status of activities and outputs; and a discussion of any obstacles or constraints affecting the project during the reporting period, along with plans to address these.

Finally, partners will participate in a final program review and assessment toward the end of the funding period. Conducted jointly with local partners, this review will examine results accomplished during the life of the project, lessons learned, and future needs. The report will be submitted by AIHA to CDC-South Africa within 90 days of the end of the contract.

E. Program Funding

The amount of funds to be awarded to this partnership is expected to total approximately \$200,000 for the initial 12-month-period (January 2010-December 2010). Award of the partnership will be made once the AIHA selection process is complete and concurrence from CDC-South Africa is obtained. Funds are generally disbursed in incremental amounts based on program progress and adherence to reporting requirements. The award can be renewed annually, based on partnership performance and funding availability.

The award to the lead partner institution (resource partner) is typically used to fund partnership program and exchange-related expenses (including economy class airfare, visas, immunizations, lodging, meals and incidentals per diem, local transportation, and excess baggage fees). Limited partner-initiated purchases of equipment and supplies (requires separate prior approval), translations, materials development, and other training-related expenses — all of which must correspond with the approved work plan — are also generally funded in this manner. In addition, AIHA allows for minimal partnership administration and coordination costs. As this award is funded by CDC-South Africa, AIHA utilizes the US government Federal Travel Regulations (FTR) as the basis for determining the reasonableness of proposed costs. The FTR regulation international per diem and lodging rate ceilings may be found at: <http://aoprals.state.gov/>.

Award recipients are required to forego indirect/overhead charges, but minimal direct administrative costs related to coordinating the partnership are allowable. Awards should not be used to cover the salaries of personnel participating in partnership exchanges. Exceptions to these fundamental principles will be made only in cases where severe hardship is justified, documented, and approved in writing by the HIV/AIDS Twinning Center Program Director.

III. Terms of Solicitation

A. Eligibility Criteria

AIHA is seeking applications from US or non-US academic institutions with the capacity to meet the goals and objectives of the partnership program as set forth in Section II. Applicants should have established expertise in the training of medical professionals, clinical care and services, HIV care and treatment services, and the provision of professional development opportunities for faculty and staff through training and mentoring. While profit-making entities are eligible to receive funding under this solicitation, AIHA will not pay any profit or fee under the sub-grant. Applications are encouraged from institutions that have not traditionally been involved in international development and technical assistance programs.

B. Requirements and Expectations of the Lead Partner

The following are key requirements and expectations of partners under the program:

- Applicants are required to demonstrate their willingness to undertake the commitments of a partner required under the AIHA partnership model, including in-kind contributions, travel to South Africa, hosting South African partners, reporting on partnership activities and outcomes, and attending partnership orientations, workshops, and conferences. The lead partner institution (resource partner) is expected to contribute the human resource component of their activities and forego customary institutional indirect charges.
- Applicants must agree to adhere to AIHA's objective-setting and results-oriented approach, including AIHA's quarterly programmatic and monthly financial reporting, accountability procedures and requirements, and program monitoring and evaluations to assess partnership progress and achievements.
- Applicants must be willing to share information openly and participate fully in AIHA's efforts to exchange information with other partnerships through the AIHA Web site and through dissemination conferences and seminars.
- Applicants must be willing to brief and debrief with CDC-South Africa, the South African Department of Health, and others as needed.

- The successful applicant will be required to participate in a series of post-award preparatory activities. (See Section V.C. below).
- The resource partner is required to designate a Partnership Coordinator whose role is to oversee the programmatic and administrative activities in support of the partnership and to serve as the point person in relations with AIHA. Partnership Coordinators are typically existing employees of the resource partner institution and serve in the position on a voluntary basis. Partnership Coordinator role and responsibilities include:
 - overseeing and guiding development of partnership work plans;
 - identifying and recruiting volunteers to participate in the partnership;
 - coordinating partnership exchanges, trainings, and other activities;
 - monitoring progress of the partnership against stated objectives and tracking appropriate PEPFAR indicators;
 - submitting progress reports and other required paperwork to AIHA; and
 - managing partnership budgets.
- The resource partner institution is required to commit their organization to the principles of voluntarism that serve as the cornerstone of the HIV/AIDS Twinning Center Program and AIHA's partnership methodology. These principles stipulate that:
 - Professional participants from partnering institutions are expected to provide their time on a volunteer (in-kind) basis; and
 - Organizations participating as Twinning Center partners are expected to forego indirect rate charges such as overheads and G&A.¹

C. Required Start-up Activities

The successful applicant must be prepared to participate in a rapid start-up of activities once notification of award is made by AIHA. The initial expected activities, funded under this award, are as follows:

- Partner orientation: Key lead partners, including the partnership coordinator and financial administrator of the partnership, will be expected to participate in an orientation meeting with AIHA at a location to be determined (DC or institution). The orientation will include an introduction to AIHA and its partnership model; roles, responsibilities, and expectations of resource partners; best practices and lessons learned from successful AIHA partnerships; administrative and financial policies/procedures; and monitoring and evaluation. The orientation session will be scheduled to take place within four weeks of the announcement of the award.
- First partnership visit to South Africa: A delegation of lead partners is expected to visit South Africa to meet with in-country partners and CDC-South Africa, to complete a site assessment, and to initiate partnership work plan discussions. AIHA will facilitate the development of a draft partnership work plan. This first exchange is expected to occur within eight weeks of the award announcement.
- Submission of partnership work plan: Partners must submit a jointly developed draft work plan (template and guidelines will be provided) to AIHA within one month of the initial exchange visit. The work plan will include partnership objectives, expected outcomes, and outcome indicators for the entire period of the partnership, as well as a detailed implementation plan (with activities and outputs) for the first program year.

¹ Twinning Organizations may charge a minimal amount in direct administrative charges to the subgrant to include the labor costs associated with a program coordinator.

D. Role of AIHA

- Throughout duration of the partnership, AIHA staff in Washington, DC, and Pretoria, South Africa, will provide overall program management under the auspices of a Country Director (CD) in South Africa, with support from a Program Associate (PA) in Washington, DC.
- The CD will be the local presence of AIHA in South Africa, coordinating and consulting on meetings with all in-country stakeholders, particularly the National and Provincial Department of Health and CDC-South Africa, as well as other donors and implementing partners. The CD will also provide support to partners during their exchanges to South Africa.
- AIHA will coordinate with other relevant government entities, representatives of academic institutions, leading practitioners from different disciplines, and other key stakeholders in the project.
- AIHA will provide support and guidance to partners for work plan development, ensure effective work plan implementation, facilitate administrative functions, provide active support in problem solving, and identify and maximize collaboration with other AIHA partnerships and programs worldwide.
- AIHA may participate in planned site visits and will accompany partners during the first partnership exchanges.
- AIHA makes available centralized travel services, should the partners choose to use these services. During the start-up phase, prior to finalization of a sub-grant agreement, AIHA can make all necessary travel arrangements (for the orientation and initial exchanges described above). After that time, partners may opt to make their own air travel arrangements funded under the partnership sub-grants.
- AIHA and its auditors will assess the resource partner organization's financial management practices, based on a Risk Assessment Form to be completed by the said partner and included in their proposal package. This risk assessment will determine the organization's risk level from 1-4, so that appropriate monitoring and audit procedures can be applied. Depending on the organization's overall rank, AIHA will recommend specific steps to adequately monitor the partner and determine appropriate audit requirements.
- AIHA will approve a preliminary budget at the time of award of the partnership grant and approve subsequent annual budgets based on approved partnership work plans. Subsequent changes to the budget must be agreed to in writing by AIHA.
- AIHA will review and approve all partnership work plans. Subsequent changes to the work plan must be agreed to in writing by AIHA.

IV. Application Process

A. Proposal format

The following section provides instructions for formatting and organizing the proposal. A clearly written and easy-to-read proposal should be the goal of every applicant because the outcome of the review process depends on the reviewers' understanding of the information provided. Reviewers will use only the information presented in the application to assess the responsiveness to the review criteria stated below in Section IV B.

Interested applicants must submit a formal proposal. The narrative section of the proposal must be written in English and may not exceed five (5) pages (8 ½ x 11 paper size, easily readable typeface, 11-point font, single-spaced with one-inch margins). The final proposal must include the following sections:

1. Cover sheet
2. Description of institutional/organizational and personnel capacity
3. Narrative section
4. In-kind contribution/financial
5. Financial Certification Form

Note that the cover page, in-kind contribution/financial section, Financial Certification Form, P.L. 108 Certification, and any other attachments WILL NOT count toward the page limit.

1. **Cover Sheet:** Indicate title of the proposal, institutional identification, and contact information (name, title, address, telephone, fax number, and e-mail of primary contact person) of the proposed lead partner and all other expected partnership institutions, including specific department/division, as appropriate.

2. Description of Institutional and Personnel Capacity:

Institutional Capacity and Past Performance: Provide a brief description, including legal or registration status of the institution(s) to be involved in the partnership and their existing relationship with one another. Describe how the strengths of the institution(s) match the priority needs of the program and the identified needs of the South African institution. Describe applicant's previous activities and concrete results that are pertinent to the proposed partnership.

Personnel Capability and Experience: This section should cover both partnership management and technical resource capabilities. Information on key personnel, including a short description of experience and capacity relevant to the project description for each key person listed; indication of level of effort each individual will dedicate to the proposed activities; and the roles and responsibilities of each person should be included. Clearly identify the proposed Partnership Coordinator and describe his/her program management skills.

3. **Narrative section:** AIHA does not require a traditional technical proposal because the actual partnership work plan detailing objectives and activities will be developed jointly with the South African partners based on assessed needs and available resources. However, based on information contained in this Request for Proposals, the applicant is asked to describe both technical resources available to meet the program goals outlined above; possible approaches to addressing the key program areas; and a proposed timeline for implementing the proposed approach. The applicant should address the following in this section:

- a. Proposed approaches to the following components and related institutional experience and capacity (please refer to section II):
 - Develop a facilitator manual for the Clinical Associates Program, which will be utilized by the teaching faculty at Walter Sisulu University

- Strengthen the capacity of Walter Sisulu University teaching faculty, particularly on delivery of the to-be-developed Clinical Associate Program curriculum and effective use of the facilitator manual
 - Mentor Walter Sisulu University teaching faculty to develop their expertise in teaching Clinical Associates Program students, as well as to introduce new teaching methods and competencies
 - Develop the organizational capacity of Walter Sisulu University to more effectively administer and expand the new Clinical Associates Program
- b. Illustrative approaches and timeline for meeting programmatic goals related to the above components within the partnership timeframe of 12 months.
- c. Approaches to maintaining partnership communications and progress between exchange visits.
- d. Approaches to monitoring and evaluation based on the aforementioned components.

Relevant PEPFAR indicators for this partnership include Human Resources for Health (HRH); 1.0 “Number of new healthcare workers who graduated from a pre-service training institution within the reporting period.”

- e. Sustainability strategy

4. In-kind Contributions/Financial Section:

Describe the applicant’s commitment to provide voluntary resources and its plan to generate and leverage in-kind contributions from its community and the private sector. If possible, please indicate the value of in-kind time, goods, and services expected to be contributed to the partnership.

Administrative support and coordination costs: Applicants should clearly indicate whether financial support from AIHA will be necessary for administrative support and coordination of partnership activities and estimate the level of funding that will be required.

5. Required Forms and Certifications: All applicants are required to complete and submit with their application, the following forms/certifications:

- Coversheet
- Financial Certification Form
- Letter Certifying Compliance with P.L. 108, “Prostitution and Related Activities”

These forms/certifications are available on the HIV/AIDS Twinning Center Web site at: www.TwinningAgainstAIDS.org/solicitation_process.html#SolicitationForms.

These forms/certifications must be signed by an individual in the organization who is authorized to legally bind the organization. This is generally the Executive Director, Chief Executive Officer, President, Chief Financial Officer, or an authorized contracts officer.

6. **Solicitation Reference Documents:** To facilitate understanding of subgrant requirements, AIHA has posted model subgrant documents on its Web site for review and informational purposes (see above link).

- Partnership Quarterly Progress Report Template
- Partnership/Project Work plan Template

B. Proposal Review

Proposals will be reviewed and rated by a review committee composed of AIHA staff and outside experts. Applicants may be asked to answer questions of clarification.

Based on the results of the review process, AIHA will recommend to CDC-South Africa the institution that best matches the needs of the South African partner institution, best fulfills the criteria below, and offers the greatest potential for sustaining a partnership beyond the availability of AIHA funding. Notification of the winning proposal is expected to occur by December 31, 2009

Review Criteria: The following key factors will be considered in selecting the successful applicants:

General [15 Points]

- Clear and strong support of senior leadership and Board(s) of Directors of resource institution and any other institutions involved in the application
- Clear understanding of, and commitment to, the voluntary nature of partnership program

Institutional Capability and Past Performance [25 Points]

- Documented ability to strengthen institutional capacity for the provision medical training, especially related to HIV care and treatment services in a clinic setting
- Linkages with a broad range of other relevant institutions in applicant's community, including universities, NGOs, faith-based organizations, etc.
- Evidence of strong project management capability
- Evidence of strong financial management capability and internal controls
- Potential for sustainable relationship beyond US government/AIHA funding

Personnel Capability and Experience [15 Points]

- Range and extent of technical expertise available to contribute to accomplishing program goals
- Appropriate qualifications and relevant experience of Partnership Coordinator and other key individuals involved in managing the partnership; adequacy of Partnership Coordinator in technical and managerial skills to provide guidance and oversight to the partnership, including skills in consensus building

Technical Proposal [30 Points]

- Demonstrated understanding of the partnership methodology, particularly the collaborative and peer-to-peer aspects of a twinning relationship
- Adequacy of proposed approaches to program components and related institutional experience and capacity to address said components
- Sound, realistic approaches and timeline for meeting programmatic goals within the partnership timeframe

- Clearly articulated approaches to gathering information and conducting assessments related to the identified program components
- Sound, well-defined approach to monitoring and evaluation, evidence of experience in measuring program outcomes, and a willingness to participate in AIHA's M&E activities
- Effective approaches to maintaining partnership communications and ongoing progress between exchange visits
- Demonstrated willingness to work collaboratively with other related programs and organizations, as well as with South African ministries and other local entities

In-kind Contributions/Financial [15 Points]

- Significant in-kind contribution of resources, including human resources
- Clear commitment or plan to generate additional in-kind resources, such as equipment, supplies, housing for visiting South African partners, etc.
- Foregone institutional overhead and other indirect costs
- Level of funding required for partnership coordination and administrative support

C. Guidance and Support for Applicants

Applicants may obtain additional information and guidance in the following ways:

AIHA's Web site at www.aiha.com contains information about AIHA, its partnership philosophy, institutional structure, and past experience in facilitating partnerships. In addition, a special section for this Request for Proposals and its supplemental attachments, along with Frequently Asked Questions can be found on the AIHA Web site under "Funding Opportunities" and "Solicitation Announcements." The HIV/AIDS Twinning Center Web site can be found at www.TwinningAgainstAIDS.org/.

AIHA will accept questions and provide responses concerning this solicitation via e-mail. Please send questions to **Solicitations@aiha.com** or via fax at (202) 789-1277, Attention: Walter Sisulu University Partnership Proposals.

D. Submitting a Proposal

Electronic Submission: Proposals may be submitted electronically as Microsoft Word attachment(s) to **Solicitations@aiha.com**. We recommend that applicants include a received/read receipt in the e-mail. Proposals also may be submitted by postal service as outlined below.

Hard Copy Submission: Applicants must submit one (1) hard copy of the proposal. This should be submitted to the address below:

American International Health Alliance
 1250 Eye Street, NW, Suite 350
 Washington, DC 20005
 Attn: Walter Sisulu University Partnership Proposals
 Telephone: (202) 789-1136
 Fax: (202) 789-1277

Applicants should retain for their records one copy of any and all proposals, attachments, and other submissions to AIHA.

The deadline for submitting proposals is: November 30, 2009, 8:00 p.m. (EST).

Disclaimer

Applications are submitted at the risk of the applicant. Issuance of this RFP does not constitute an award commitment on the part of AIHA, nor does it commit AIHA to pay for costs incurred in the preparation and submission of applications. AIHA reserves the right to reject any or all applications received. Award of the grants contemplated by this RFA cannot be made until funds have been appropriated, allocated, and committed to AIHA. Continued funding for all projects throughout their duration will be dependent upon the grantee's performance and availability of funds from HRSA. While AIHA anticipates that these procedures will be successfully completed, potential applicants are hereby notified of these requirements and conditions for the award.