

CAHC PROGRAM SUPPLEMENTAL FUNDING OPPORTUNITY: COVID-19 COMMUNITY IMMUNIZATION

(Through the Michigan award of the Coronavirus Response and Relief Supplemental Appropriations Act of 2021, P.L. 116-260.)

Issued By:

**Michigan Department of Health and Human Services
Child and Adolescent Health Center Program**

**Issued: May 6, 2021
Proposals Due: May 25, 2021**

PURPOSE

To distribute \$2.5 million of Michigan's funds received through the *Coronavirus Response and Relief Supplemental Appropriations Act of 2021* to fiduciaries of MDHHS-funded Child and Adolescent Health Centers (CAHC) and School Wellness Programs (SWP) to fund COVID immunization administration efforts from June 2021 through November 2022 through CAHC and SWP sites for medically underserved children and adolescents, school staff, and community members.

ELIGIBLE APPLICANTS

Eligible applicants are fiduciaries of current, MDHHS-funded Child and Adolescent Health Centers (CAHC) or School Wellness Program (SWP) sites. A fiduciary should submit one application to cover COVID immunization administration activities across multiple sites and locations.

TARGET POPULATIONS TO BE SERVED

COVID-19 immunization efforts should be available and directed to the targeted populations in communities with current CAHC and SWP sites listed below:

- Children and adolescents of current vaccine approved eligible ages
- Teachers, staff, administrators, health care providers
- Adults within the community

Community immunization clinics that target all ages should be held outside of normal health center hours such as weekend and after-hours access.

Immunization clinics that target adolescents can be offered during or after clinic hours and does not necessarily exclude parents or other caregivers from receiving immunization during these times.

ASSURANCES

Fiduciary applicants will provide assurance that:

- Vaccine sites and providers will be enrolled to administer COVID-19 vaccines and have access to in person or online training and current resources on COVID-19 vaccine administration.
- Vaccine sites will follow and stay up-to-date on MDHHS and CDC guidelines and recommendations regarding COVID-19 vaccines (i.e., MCIR doses reporting, VaccineFinder inventory reporting, storage, handling, redistribution, safety guidelines, waste disposal, etc.) See [MDHHS COVID-19 Vaccination Clinic Preparation Checklist & Resources Toolkit](#) for further guidance.
- All VFC and CDC requirements for vaccine administration must be followed. Parental consent for immunization of individuals under age 18 years must be obtained. Vaccine sites will provide EUA fact sheets, a COVID-19 vaccination record card, V-Safe information, educate on vaccine, and answer patient questions to every person who receives COVID-19 vaccine.
- Vaccine administration sites have appropriate capabilities to **address adverse events, including anaphylaxis** by having all supplies on site, including but not limited to epinephrine, equipment to measure vital signs, and antihistamines. Vaccine administration sites will use VAERS to report vaccine adverse events and ensure that all staff are trained to do so.
- Vaccine administration sites will collect, and report quarterly data related to this project through an online mechanism.

AWARD INFORMATION AND ASSISTANCE

Total available funding: \$2,500,000

Expected Number of Awards: 38, the number of CAHC/SWP program fiduciaries.

Estimated Award Range: \$20,000 - \$200,000, depending on number of participating sites, proposed period, and events.

Estimated Award Date: June 3, 2021

Budget Period Length: June 2021-November 2022, up to 18 months

Award Mechanism: Contract through Michigan Primary Care Association, reimbursement based on actual expenditures.

Due date: May 25, 2021. Additional funds may be available at a later date depending on initial request and spending.

How to submit: Submit required application by email to MDHHS-CAHC@michigan.gov and to your assigned CAHC or SWP site consultant(s), formatted into one PDF by established due date. Notification of grant award will be provided via email.

As this is non-competitive, assistance can be directly provided by MDHHS program staff. Questions about the grant can be submitted to your assigned CAHC consultant or to the MDHHS mailbox at MDHHS-CAHC@michigan.gov.

PROJECT INFORMATION

Funding purpose: Funding may be utilized to provide COVID-19 vaccine to eligible populations through health center sites and during events, including but not limited to:

- Staff time or salary
- Contractual services
- Communication efforts
- Printing services
- Incentives and other promotional items
- Mileage and other transportation costs
- PPE, syringes, and other supplies
- Equipment to effectively store, transport and administer COVID-19 vaccine (these may be difficult to obtain due to high demand.)
 - VFC approved data loggers.
 - VFC compliant vaccine refrigerator, freezer or transport cooler.

COVID-19 vaccines will be supplied by MDHHS for administration at sites and events.

Centers may propose to administer vaccine during center hours or at specific designated times after hours during weekdays or weekends. Centers will develop a scheduling and contact system to reduce waste of vaccine.

Events: Events are specific periods outside of the routine health center or program hours, either after hours or weekend. Events may or may not be advertised. Events can be arranged on site or at other location that are or are not sites of the fiduciary (for example surrounding schools, E3 schools.)

Data collection and reporting: Quarterly reporting for the duration the fiduciary project will include an expenditure report and brief status update on the workplan to the assigned site consultant. Additionally, participating sites will collect and report data quarterly related to this project. Data will be provided through an online reporting mechanism. The following indicators will be reported each quarter of project activity:

- # immunization events provided during the quarter (times outside of regular center hours)
- # doses of COVID vaccine administered during the quarter
- # doses administered to children and adolescents of current vaccine approved eligible ages

APPLICATION COMPONENTS

Each fiduciary will prepare and submit one application for all participating sites that will include:

1. Coversheet
2. Workplan
3. Detailed Budget on MDHHS Budget Summary and Cost Detail Forms

1. Coversheet

Submit one complete and signed coversheet for all sites of the project.

2. Workplan

Using the provided workplan template, provide a proposed plan of activities to occur within your project period, which can be a shorter period but within June 1, 2021 to November 31, 2022. Provide the objective(s), activities, responsible staff with their site name, start/end date, expected outcome, target audience. Add or delete objectives and activities as needed to convey your activities for these funds.

A fiduciary can submit one workplan to cover COVID immunization administration activities across multiple sites and locations (for example, surrounding schools, E3 schools.)

Objectives and activities should include as much detail and information as applicable, such as:

- Anticipated activities (including any recall plan for second dose, if applicable); type of clinic(s) (extended hours, drive-up, health center); location(s); hours of operation; staffing plan
- Targeted population(s) to be served, age group(s), number of users estimated to be served, number of estimated doses to be administered

- Communication, marketing, outreach, incentive, and partnership efforts to increase success within the community
- Collaboration with schools, local health departments, or other agencies

3. Budget

Provide a detailed budget on MDHHS Budget Summary and Cost Detail Forms for your proposed program period, that can be a shorter period but within the period of June 1, 2021 to November 31, 2022, to support the proposed project, including staff time, supplies, equipment, and educational and promotional activities. Budget forms and instructions can be found at www.michigan.gov/cahc or attached with this application.

- Each fiduciary can request funding to meet the needs of COVID-19 Immunization efforts across all clinical, SWP, and E3 sites. Estimated awards are \$20,000 - \$200,000, depending on number of participating sites, proposed period, and events, with no set amount per site.
- Additional funding may be available throughout the period upon request and with an approved budget amendment.
- Indirect is not an allowable expense with this funding.
- Quarterly expenditure reporting for the duration of the fiduciary project.