



Dear (Community Organization):

The Pennsylvania Department of Health, Division of Newborn Screening and Genetics (DNSG), Pennsylvania Breastfeeding Awareness and Support Program (Program) is offering a funding opportunity to community based organizations to provide breastfeeding education and support in areas with a low African-American breastfeeding rate. Your organization has been identified by the Program as an organization that serves this target population. Mini Grants, in amounts up to \$10,000, will be distributed throughout the 2018-19 state fiscal grant year until funding is exhausted.

Purpose: The Program will provide small grants in an effort to increase the breastfeeding initiation and duration rates in areas with low African-American breastfeeding rates.

Funds: Funds from the Title V Block Grant will be utilized to implement the activities of this initiation. Funding must be used to provide one or more of the following services: education on the benefits of breastfeeding for African-American mother and their family members; support for African-American mothers who choose to breastfeed; the creation of peer support networks for African-American breastfeeding mothers; and/or, faith-based health promotion and education on breastfeeding in African-American communities. Project activities must be completed by June 30, 2019.

In order to conduct business with the Commonwealth of Pennsylvania, grantees are required to be enrolled in the Systems, Applications, and Products (SAP) system. Applicants who are not enrolled may apply for a vendor identification number by contacting:

Central Vendor Management Unit
1-877-435-7363 or locally at 717-346-2676

or

<http://www.vendorregistration.state.pa.us>

(Click on "Non-Procurement Vendor" then "Registration Form")

Eligible Costs: Grantees may receive funding reimbursement of multiple purchases or activities under the grant. However, the maximum cumulative award to any one grantee, as identified by Federal ID number, is \$10,000 per the terms described above.

Ineligible Costs: The following costs are NOT eligible for reimbursement under this program:

1. Administrative/Indirect costs (i.e., costs not uniquely attributable in full to the programmatic activity)
2. New building construction or structural renovation of an existing space



Summary Report and Invoice Procedures: Facilities shall be reimbursed with one check per invoice for approved expenses. Please see the enclosed Invoice form. In order to receive reimbursement of approved expenses, awardees must submit an invoice and receipts for the full funding amount to the DNSG by July 31, 2019.

Interested Facilities: Interested facilities should complete and forward the enclosed bid application to Joseph Wagner at josewagner@pa.gov by August 31, 2018.

Regards,

A handwritten signature in black ink that reads 'Stacey Gustin'.

Stacey Gustin
Public Health Program Manager
Division of Newborn Screening and Genetics
(717) 783-8143
sgustin@pa.gov

Enclosure

c: Joseph Wagner
Kelly Holland



Pennsylvania Breastfeeding Awareness and Support Program Mini Grant Bid Application

The Pennsylvania Breastfeeding Awareness and Support Program is providing funding to community based organizations serving areas with a low African-American breastfeeding rate. Mini Grants, in amounts up to \$10,000, will be distributed throughout the 2018-19 state fiscal grant year until funding is exhausted. Funding must be used to provide one or more of the following services: education on the benefits of breastfeeding for African-American mother and their family members; support for African-American mothers who choose to breastfeed; the creation of peer support networks for African-American breastfeeding mothers; and/or, faith-based health promotion and education on breastfeeding in African-American communities. To bid on the available grant opportunity, please submit a bid application in narrative form using the following template:

Title: *PA Breastfeeding Education and Support – Mini Grant 2018-19*

Organization:

Project Officer:

Address:

Phone:

Fax:

Email:

Project Proposal: *Provide a comprehensive framework and description of all aspects of the proposed project. It should be succinct, self-explanatory and organized so that reviewers can understand the proposed project.*

Population Served: *Outline the needs of the communities and populations to be served. The target population and its unmet needs should be documented in this section.*

Project Goals: *List the outcomes that will be achieved during the proposed project. Timeframe and objectives should be included with each goal. Project activities must be completed by June 30, 2019.*

Methodology: *Identify the proposed methods that will be used to address the stated needs and meet the goals and objectives of the proposed project.*

Evaluation: *Describe how the evaluation plan will measure the impact of the project as well as monitor the efficiency of the proposed project activities. The evaluation should be specific and measure the extent to which you meet specific goals and objectives.*

Budget: *List the amount of funds needed to complete the projected proposal, not exceeding \$10,000. Breakout the funds into the following categories: Personnel; Equipment; Supplies; Travel; and, Other Costs.*