



## Addendum No. 4

### RFA18-001

### HIV Prevention

**DATE:** August 30, 2018

**TO:** Applicants

**FROM:** Mara Michniewicz, MPH, Division of Disease Control and Health Protection  
Florida Department of Health

**SUBJECT:** Addendum No. 4: RFA18-001

The purpose of this addendum is to amend items 1 through 5, as follows:

1. To revise the application due date on the **RFA Title Page** (page 1), the **RFA Timeline** (page 5), and **Section 6.1–Application Deadline** (page 46), from September 4 to September 6, 2018.

#### Application Deadline:

**September 6, 2018**

**THIS GRANT OPPORTUNITY IS NOT SUBJECT TO 120.57 (3) FLORIDA STATUTES**

Applications due to the Department	<b>No later than 3:00 p.m. (EST), Thursday, September 6, 2018</b>	<u>Mailing Address:</u> Florida Department of Health Office of Contracts 4052 Bald Cypress Way, Bin B-08 Tallahassee, FL 32399-1715  <u>Physical Address:</u> Florida Department of Health Office of Contracts Attention: Janice Howard 4052 Bald Cypress Way, Front Desk Tallahassee, FL 32399
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#### **6.1 Application Deadline**

Applications must be received by the Department by no later than **3:00 p.m.** Eastern Standard Time, on **Thursday, September 6, 2018.**

2. To revise **Section 5.7.B. Appendix B** (page 46) to read:

B. **Appendix B** of the application must include, as applicable:

3. To revise **Section 7.2–How Applications are Scored** (page 47) as follows:

Each application will be evaluated and scored based on the category requirements identified in **Sections 4.0 and 5.0**. Applications will be scored by objective Review Teams using evaluation sheets to designate the point value assigned to each application. The scores of each member of the Review Teams will be averaged with the scores of the other members to determine the final score. Application scores establish a reference point from which to make negotiation decisions. The maximum points possible are ~~115~~ **105**. Scoring will be in the following categories up to the maximum points indicated for each category:

4. To revise the **Organizational Capacity and Staffing scoring criteria** (page 48) to add, *#3. If applying as a Minority Organization, does the applicant provide the required documentation for Appendix D: Minority Organization Status?* and to adjust the total point value to 15 points.

<b>ORGANIZATIONAL CAPACITY AND STAFFING (15 Points)</b>	<b>POINT VALUE</b>
1. How well does the applicant provide information about the agency, including history, administrative structure, table of organization, mission, vision, goals, and how they relate to the purposes of their proposed program.	0–5
2. How comprehensive was the applicant in describing the last five years' experience providing services to the priority population(s); the key personnel who will implement the proposed project; how their agency is prepared to implement the activities of the proposed project; and plans for sustainability once the project period ends?	0–5
3. If applying as a Minority Organization, does the applicant provide the required documentation for Appendix D: Minority Organization Status?	0–5
	<b>Total Score for Section</b>

5. To delete in its entirety, the **Appendices Evaluation Criteria** (pages 49–50).

<b>APPENDICES (15 Points)</b>	<b>POINT VALUE</b>
<del>1. Does the applicant provide all required documentation for Appendix A: Organizational Capacity Documentation?</del>	<del>0–5</del>
<del>2. Does the applicant provide all required documentation for Appendix B: MOAs/MOUs?</del>	<del>0–5</del>
<del>3. If applying as a Minority Organization, does the applicant provide the required documentation for Appendix D: Minority Organization Status?</del>	<del>0–5</del>
	<b>Total Score for Section</b>