

# **Request for Applications (RFA)**

## **National Diabetes Prevention Program**

### **Baltimore City Health Department**

**Application Due Date: December 15, 2015**

Reply to:  
Brittani Steward  
Office of Chronic Disease Prevention Coordinator  
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Baltimore, Maryland 21202  
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## Summary

Baltimore City Health Department (BCHD), on behalf of the Maryland Department of Health and Mental Hygiene (DHMH), is currently accepting applications for the National Diabetes Prevention Program (NDPP), also known as the lifestyle change program (LSCP). The CDC-led NDPP is an evidence-based lifestyle change program for preventing type 2 diabetes. The program is one full year and helps participants make real lifestyle changes, including healthy eating and implementing physical activity into their daily lives by improving stress management, problem solving, and motivation. Two \$6,000 small grants are available for a total of \$12,000. For each small grant of \$6,000, recipient organization(s) can receive up to \$400 per participant with a goal of 15 people completing the program. This RFP is intended to solicit clinical and non-clinical institutions within Baltimore City only.

## Key Dates & Submission Information

Event	Date
Funding period	February 1, 2016 – January 31, 2017
Question and answer session	December 1, 2015 3-4:30 pm. 1001 E Fayette Street, Baltimore, MD, 21202 Maxie Collier Conference Room
Applications due	December 15, 2015 11:59 PM, no exceptions
Awards announced	January 15, 2016

Applications are due on December 15, 2015 by 11:59 PM in electronic format (Word Doc or PDF) to Brittani Steward at [brittani.steward@baltimorecity.gov](mailto:brittani.steward@baltimorecity.gov). Applications received after December 15, 2015 - 11:59 PM EST will not be reviewed.

Please hold questions until after or during the question and answer session on December 1, 2015. After that date questions can be addressed to Brittani Steward at [brittani.steward@baltimorecity.gov](mailto:brittani.steward@baltimorecity.gov) or by calling 410-396-9931.

## Eligibility and Requirements

Eligible applicants are nonprofit organizations including government, health advocacy/education, community, religious, health centers, hospitals, clinics, substance abuse/mental health, family planning, colleges, universities, senior citizens, and community-based organizations. The following are not eligible:

- Individuals

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- National organizations<sup>1</sup>
- For-profit entities
- Prior contractor that did not complete performance measures for any City-issued contract

Applicants must have a Pending Recognition Status from the CDC and the ability to observe the reporting requirements necessary to achieve full recognition.

Every contractor that receives an award is required to enter into contract with the City of Baltimore and must be completed, approved and signed by all parties within BCHD and other City agencies (Law Department, Finance, Audits, Board of Estimates, Bureau of Disbursements), and the contractor, before payment can be disbursed. Payment is a reimbursement for services provided.

The following items must be provided in order to initiate a contract:

- Signatory Letter; print on your agency letterhead.
- Minority Report and Assurance
- Nonprofit and/or IRS letter; for example: 501(c)(3) or other status.
- Certificate of current liability insurance
- Certificate of good standing: MD Department of Assessments and Taxation
- Budget Forms – BCHD Forms 432A-I
- Work plan that outlines activities and outcomes

## **Background**

Type 2 diabetes is widespread in Baltimore City. In 2012 the citywide rate of adults ever diagnosed with diabetes was 13.7% in contrast to 10.24% statewide. There are deep disparities among those living with diabetes in Baltimore City. 29% of those with a high school education or less and 33% of those with an income less than \$15,000 have been told by a doctor that they have diabetes.

A person with pre-diabetes or a history of gestational diabetes is at elevated risk of developing diabetes, especially if they are also overweight or obese. People at risk of diabetes have the opportunity to avoid or delay the onset of diabetes by taking action to lose weight and increase physical activity. Making it easier for people at risk for diabetes in the Baltimore's low-income communities to achieve these lifestyle changes is one of the most important steps we can take towards improving the health of Baltimoreans.

The CDC-led National Diabetes Prevention Program is an evidence-based lifestyle change program for preventing type 2 diabetes. NDPP can help people with prediabetes and/or at risk for type 2 diabetes

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<sup>1</sup> Local chapters may apply if they meet the definition of a community-based organization, provide the grant-funded activity *entirely* within the jurisdiction boundaries of Baltimore City, and serve *only* Baltimore City residents.

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make achievable and realistic lifestyle changes and cut their risk of developing type 2 diabetes by up to 58%. Over the course of a year, groups of 10-15 participants participate in hour-long classes facilitated by a lifestyle coach to learn strategies to make healthy eating choices, increase physical activity, and manage environmental cues. These classes are held once a week for the first 16 weeks, then monthly for 6 months thereafter. The Lifestyle Coach undergoes a 2 day training to prepare him or her to lead the class.

The goal of this Request for Applications (RFA) is to identify and support one or two partners that will plan and deliver the NDPP using the curriculum developed by the CDC in Baltimore City through January 31, 2017.

## **Description of Award & Allowable Costs**

Two \$6,000 small grants are available for a total of \$12,000. For each small grant of \$6,000, recipient organization(s) can receive up to \$400 per participant with a goal of 15 people completing the program. Applicants may apply for either one program (\$6,000) or two programs (\$12,000).

## **Required Curriculum Content**

The LSCP consists of a series of sessions, providing information, assigning homework, and offering feedback in stages to optimize behavioral change. Appendix A lists the content areas of each session for the NDPP LSCP curriculum. The content delivery should emphasize the need to make lasting lifestyle changes. Strategies used to achieve these goals must include a focus on self-monitoring of diet and physical activity, building of self-efficacy and social support for maintaining lifestyle changes, and problem-solving strategies for overcoming common challenges to sustaining weight loss.

During the first six months (weeks 1-26) of the LSCP, all 16 sessions of these curriculum topics must be covered. The last six months (weeks 27-52) of the program must include at least one of the additional sessions each month (for a minimum of six sessions). The facilitator is able to choose which topics to include based on participant's needs and interest. Organizations are encouraged to cover more than six sessions, but they must reinforce the content delivered during the first six months (Appendix A).

## **Participant Eligibility and Recruitment**

1. All of a program's participants must be 18 years of age or older and have a body mass index (BMI) of  $\geq 24$  kg/m<sup>2</sup> ( $\geq 22$  kg/m<sup>2</sup>, if Asian).
2. 50% of a program's participants must have had a recent (within the past year) blood test (may be self-reported) indicating they have prediabetes, or a history of gestational diabetes mellitus (GDM).

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3. 50% of a program’s participants may be considered eligible without a blood test or history of GDM only if they screen positive for prediabetes based on the CDC Prediabetes Screening Test.<sup>2</sup>

## Allowable Costs

Costs will be reimbursed to the recipient organization using the DHMH and CDC NDPP Pay for Performance Reimbursement Model. The full reimbursement rate is \$400 per participant with a goal of 15 participants per class. Maximum reimbursement rate is approximately \$6,000 per year.

NDPP Pay for Performance Reimbursement Model	
Percent of Total Payment	Milestone
20%	Priority Population attends session 1
10%	Priority Population attends at least 4 sessions
40%	Priority Population attends at least 9 sessions + 5% weight loss
20%	Priority Population attends at least 1 post-core session
10%	Priority Population attends at least 12 sessions + 1 post-core session + 7% weight loss

All applicants are required to submit a budget describing how the funds provided will be used. Selected institutions can use this funding to support the staffing and infrastructure in the following roles:

### 1. Staffing

- a. Funding can support Program Coordinators to develop work plans, create marketing materials, build relationships, select and orient coaches, and manage the reporting of data and updates to BCHD.
- b. Funding can support Lifestyle Coaches to attend trainings, prepare curricular materials, and lead classes in focus neighborhoods. The Lifestyle Coach must be trained to effectively deliver the LSCP using a CDC approved curriculum and by a Master Trainer. The Lifestyle Coach is responsible for supervising daily operations related to the lifestyle program, providing support and guidance, and ensuring that the program accurately measures and documents quality performance outcomes.

### 2. Infrastructure

- a. Printed materials
- b. Instructional materials
- c. Weight scales (1 per program)
- d. Space for recruitment and administration and/or class delivery to take place

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<sup>2</sup> Available at: <http://www.cdc.gov/diabetes/prevention/pdf/prediabetestest.pdf>

- e. Improvements to data management or communication systems to support recruitment

Other program-specific supplies will need to be approved before allocating funds.

## **Support for Selected Institutions**

**NDPP Network** BCHD will facilitate quarterly meetings for all Baltimore City NDPPs. The network will be geared towards organizations that are currently facilitating NDPPs or pending CDC recognition, as well as organizations interested in facilitating NDPPs. This group will allow organizations to share their barriers, data needs, expansion goals, community partners, and more to create a network that works together to help reduce the rate of diabetes in Baltimore City.

**Disperse lifestyle coach training information** BCHD will provide the awardee with training opportunities for DPP lifestyle coaches. Trainings will be facilitated by CDC-certified master trainers.

**Link DPP to community organizations** BCHD will support community linkage by disseminating program material and information to City taskforce and coalition groups to help with program needs such as recruitment and promotion efforts.

**Referrals and Screening** BCHD will promote referrals to NDPP among partner organizations, clinics, and other community and faith-based groups.

## **Application & Selection Criteria**

Applicants must complete in full the attached application document and budget forms that were made available with this RFA. Each application will be evaluated in the following areas. 100 total points are available and the points for each section are indicated in parentheses.

- 1. Capability of the Organization (10 points)**
  - What is the mission of your organization?
  - What experience do you and/or your organization have in prediabetes and diabetes-related work?
- 2. Description of Access to Target Population (10 points)**
  - Describe your target population (can use socioeconomic and demographic indicators).
  - What geographic area (zip code) will you serve?
  - How you will recruit these groups of people?
  - How will you ensure that those recruited meet eligibility requirements as outlined in this RFA?
- 3. Work Plan (30 points)**
  - a. Write a narrative description of your proposed plan.
    - Include any recruitment activities, community partnerships, staff roles, and other program logistics as relevant.
    - How will you ensure that the required curriculum content is covered?
    - How will you recruit and sustain program participation and attendance using the Pay for Performance model?

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- b. Timeline
    - Provide a timeline detailing program activities and how the required curriculum content will be covered within the timeframe of this funding.
4. **Evaluation Plan (15 points)**
  - How will performance measures be tracked and measured?
  - Who is accountable?
  - How will you know if you are successful?
  - Describe your organization's capacity to complete the rigorous reporting requirements to the CDC.
5. **Sustainability (10 points)**
  - Explain how your organization will sustain the National DPP after the funding period concludes. Include details in staffing capacity and funding.
6. **Fiscal-Accounting Procedures (5 points)**
  - Did the applicant describe its fiscal structure, audit requirements, audit firm, and name of accounting system?
7. **Budget Forms (10 points) –**
  - Complete the full set of budget forms (BCHD Form Set 432 A-H) for your organization.
  - Ensure the allocation of funds fall within the parameters of the allowable costs.
8. **Budget Narrative (10 points) –**
  - Provide a detailed and descriptive budget narrative that describes in full each line item of the budget.
  - State the basis for all calculations within each line item (e.g., unit price, hourly rate, annual salary times the number of units purchased, or hours worked, or percent of annual time on the proposed project)?

## **Application Review**

BCHD will establish a review committee to score the applications. Applications will not be accepted from organizations that are represented on the review committee because of the conflict-of-interest. Each reviewer must sign a Conflict of Interest Assurance for *each* application reviewed. The Assurance attests that the reviewer is not on the board of the organization nor does the reviewer, or a family member or partner, have a financial or political relationship with the organization and its application.

Numeric evaluation values are assigned to each section as described in the Application and Selection Criteria. Three reviewers score each application; these are summed and averaged to achieve a final score. The reviewers recommend the highest-scoring applications to receive funding.

## **Restrictions & Requirements**

1. Grant funds may not be used to supplant or replace currently funded activities. This requirement is subject to audit, and requires a signed Assurance.
2. Funds may not be used for any physical plant purchase or improvement.

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3. The Contractor may not charge the client-patient for services supported by these funds. Funds may not be used to make payments to the client-patient.
4. Contractors must participate in a referral network to guarantee continuity of care.
5. Funds may not be used for indirect or administrative costs.
6. Funds may not be used to provide services for which payment has been or can be made by third party payers. Contractors must assure that eligible individuals are enrolled in entitlement programs and that funds are not used to pay for any services covered by such entitlement programs. This is an audit requirement.
7. Contractors are required to submit programmatic and fiscal reports to BCHD. Noncompliance may reduce or terminate a contract. Contractor should include demographics on clients receiving services and descriptive information on services delivered. These reports are the basis for the City's reports to DHMH.
8. Organizations receiving funds are expected to establish and monitor procedures to verify and document clients in need of these services are receiving them. Contractors should demonstrate these procedures at site visits.
9. Use of funds for print/electronic media must acknowledge BCHD and DHMH thus: *"Funded by the Baltimore City Health Department through a grant from the Maryland Department of Health and Mental Hygiene."*
10. Any publication in a professional journal must acknowledge the Baltimore City Health Department by name. Any such publication must be submitted while in draft to BCHD for review prior to publication.
11. By signing the grant application, the applicant organization assures that it understands these funding requirements and that misuse of funds can result in loss of the current grant and/or removal from future funding cycles.
12. By signing the grant application, the applicant organization assures that it understands the award and contract requirements under this offer.
13. By signing the grant application, the applicant organization assures that it has not been debarred from doing business with the City of Baltimore or in the State of Maryland.

### **C. General Terms and Conditions**

1. BCHD is responsible for reimbursement of services performed under this program. Payment is based on invoices with supporting source documentation. Every effort will be made to make payment under the contract agreement within 45 days of receipt of an invoice.
2. Contractors are expected to establish sound and effective business management systems to assure the proper stewardship of funds and activities. These systems must meet the requirements outlined by the Office of Management and Budget (OMB) since these standards are followed by the City. The OMB Circulars are available online.



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- A. OMB Circular A-110 - Uniform Administrative Requirement for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations. Circular provides vendors with the minimum requirements or explanations for standards for financial management systems, purpose of: property standards, procurement standards, reports and records, termination and enforcement, and closeout procedures.
- B. The following three resources establish principles and standards for determining costs applicable to grants, contracts and other agreements:
  1. OMB Circular A-122 - Cost Principles for Non-Profit Organizations
  2. OMB Circular A-87 - Cost Principles for State and Local Governments
  3. OMB Circular A-21 - Cost Principles for Educational Institutions
3. Contractor must obtain an audit in accordance with the revised OMB Circular A-133 - Audits of Institutions of Higher Education and Other Non-Profit Institutions.
4. Compliance with Tax Obligations - Prior to the execution of a contractual agreement, the Contractor must be in Good Standing to do business in the State of Maryland.
5. Confidentiality - all records and other identifying information should be maintained in a secure place, preferably in locked files and in accordance with applicable federal and state laws governing confidential information.
6. City of Baltimore contract item: City reserves the right to charge the vendor up to 5% of the award for noncompliance with program and fiscal report submission deadlines.
7. City of Baltimore contract item: City reserves the right to increase or decrease award within the funding period due to failure to achieve contracted goals and objectives by January 31, 2017.

## **D. City of Baltimore Contract Requirements**

The following sections are excerpts from a standard City contract. Prospective contractors must comply with these requirements as well as provisions to be included in the full contract agreement in order to enter into contract with the City of Baltimore.

1. Insurance
  - (Section 4) The CONTRACTOR shall not commence work under this Agreement until it has obtained all the insurance required under this section. Further, such insurance shall remain in force during the life of this Agreement. The CONTRACTOR shall name the Mayor and City Council of Baltimore City as additional insured on all policies. The CONTRACTOR, at its sole expense, shall procure and maintain during the life of this Agreement the following required insurance coverage:
  - (Section 4A) Professional Liability, Errors and Omissions Insurance, with annual, aggregate limits of no less than Three Million Dollars (\$3,000,000), pertaining to services rendered by professionals on behalf of the CONTRACTOR. If coverage is purchased on a "claims made" basis, the CONTRACTOR warrants continuation of coverage, either through policy renewals or the purchase of an extended discovery period from the date of contract termination, and/or conversion from a "claims made" form to an "occurrence" coverage form. Said policy shall be

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for services performed, pursuant to this Agreement, either directly or indirectly, which involve or require professional services. "Professional Services" for purposes of this Agreement shall mean any services provided by a licensed professional.

- (Section 4B) Commercial General Liability Insurance at limits of not less than One Million Dollars (\$1,000,000) per occurrence for claims arising out of bodily injuries or death, and property damages. With those policies with aggregate limits, a minimum limit of Three Million Dollars (\$3,000,000) is required. This policy shall include broad form property damage if the CONTRACTOR uses any City of Baltimore owned facility (or facilities). Such insurance shall include (a) contractual liability insurance and (b) sexual and/or physical abuse liability coverages.
- (Section 4C) Business Automobile Liability Insurance at limits of not less than One Million Dollars (\$1,000,000) per occurrence for all claims arising out of bodily injuries or death and property damages. The insurance shall apply to any owned, non-owned, leased, or hired automobiles used in the performance of this Agreement.
- (Section 4D) Workers' Compensation coverage as required by the State of Maryland, as well as any similar coverage required for this work by applicable federal or "other state's" state law.
- (Section 4E) The Mayor and City Council of Baltimore, its elected/appointed officials, employees, and agents shall be covered, by endorsement, as an additional insureds as respects to: liability arising out of any activities performed by or on behalf of the CONTRACTOR in connection with this Agreement.
- (Section 4F) The CONTRACTOR's insurance shall apply separately to each insured against whom claim is made and/or lawsuit is brought, except with respect to the limits of the insurer's liability.
- (Section 4G) To the extent of the CONTRACTOR's negligence, the CONTRACTOR's insurance coverage shall be primary insurance as respects the CITY, its elected/appointed officials, employees, and agents from any liability arising out of the CONTRACTOR's performance of the services hereunder. Any insurance and/or self-insurance maintained by the CITY, its elected/appointed officials, employees, or agents shall not contribute with the CONTRACTOR's insurance or benefit the CONTRACTOR in any way.
- (Section 4H) Coverage shall not be suspended, voided, canceled, or reduced in coverage or in limits, except by the reduction of the applicable aggregate limit by claims paid, until after forty-five (45) days prior written notice has been given to the CITY. There will be an exception for non-payment of premium, which is ten (10) days notice of cancellation.
- (Section 4I) Insurance is to be placed with insurers with a Best's rating of no less than A: VII, or, if not rated with Best's, with minimum surpluses the equivalent of Best's surplus size VII and said insurers must be licensed/approved to do business in the state of Maryland.
- (Section 4J) The CONTRACTOR shall furnish to the CITY a "Certificate of Insurance", with a copy of the additional insured endorsement as verification that coverage is in force. The CITY reserves the right to require complete copies of insurance policies at any time.
- (Section 4K) Failure to obtain insurance coverage as required or failure to furnish Certificate(s) of Insurance as required may render this Agreement null and void; provided however, that no act or omission of the CITY shall in any way limit, modify or affect the obligations of the CONTRACTOR under any provision of this Agreement.
- (Section 4L) The CONTRACTOR shall include all subcontractors as insureds under its policies or shall furnish separate certificates of insurance and policy endorsements for each subcontractor. Insurance coverages provided by subcontractors as evidence of compliance with the insurance requirements of this contract shall be subject to all of the requirements stated herein.

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- (Section 4M) If the CONTRACTOR is self-insured for any of the above requirements, a certification of self-insurance shall be attached hereto and be incorporated by reference herein, and shall constitute compliance with this section. Any deductibles or self-insured retentions must be declared to and approved by the CITY, and shall be the sole responsibility of the CONTRACTOR.

2. Nondiscrimination

The CONTRACTOR shall operate under this Agreement so that no person otherwise qualified is denied employment or other benefits on the grounds of race, color, religion, ancestry, national origin, sex, age, marital status, sexual orientation, disability or other unlawful forms of discrimination except where a particular occupation or position reasonably requires consideration of these attributes as an essential qualification for the position. The CONTRACTOR shall post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.

The CONTRACTOR shall not discriminate on the basis of race, gender, religion, national origin, ethnicity, sexual orientation, gender identity or expression, age, or disability in the solicitation, selection, hiring, or treatment of subcontractors, vendors, suppliers, or commercial customers. The CONTRACTOR shall provide equal opportunity for subcontractors to participate in all of its public sector and private sector subcontracting opportunities, provided that nothing contained in this clause shall prohibit or limit otherwise lawful efforts to remedy the effects of marketplace discrimination that has occurred or is occurring in the marketplace, such as those specified in Article 5, Subtitle 28 of the Baltimore City Code, as amended from time to time. The CONTRACTOR understands and agrees that violation of this clause is a material breach of the contract and may result in contract termination, debarment, or other sanctions. This clause is not enforceable by or for the benefit of, and creates no obligation to, any third party.

Upon the City's request, and only after the filing of a complaint against CONTRACTOR pursuant to Article 5, Subtitle 29, of the Baltimore City Code, as amended from time to time, CONTRACTOR agrees to provide the City, within 60 calendar days, a truthful and complete list of the names of all subcontractors, vendors, and suppliers that the CONTRACTOR has used in the past four (4) years on any of its contracts that were undertaken with the Baltimore City Market Area as defined in Article 5, §28-1(d) of the Baltimore City Code, as amended from time to time, including the total dollar amount paid by the CONTRACTOR for each subcontract or supply contract. The CONTRACTOR agrees to fully cooperate in any investigation conducted by the City pursuant to the City's Commercial Non-Discrimination Policy, as contained in Article 5, Subtitle 29, of the Baltimore City Code as amended from time to time. The CONTRACTOR understands and agrees that violation of this clause is a material breach of the contract and may result in contract termination, debarment, and other sanctions.

3. Conflict of Interest.

No elected official of Baltimore City, nor other officer, employee or agent of Baltimore City who exercises any functions or responsibilities in connection with this Agreement, shall have any personal interest, direct or indirect, in this Agreement. By executing this Agreement, the CONTRACTOR asserts that it has not engaged in any practice or entered into any past or ongoing agreement that would be considered a conflict of interest with this Agreement. The CONTRACTOR agrees to refrain from entering into all such practices or agreements during the term of this Agreement (and any extensions thereto)

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that could give rise to a conflict of interest. Furthermore, the CONTRACTOR asserts that it has fully disclosed to the City any and all practices and/or agreements of whatever nature or duration that could give rise to a conflict of interest and will continue to do so during the term of this Agreement and any extensions thereto.

4. Unfair Labor Practices.

Notwithstanding any other provisions in instant Agreement, the CONTRACTOR shall comply with the terms of the Board of Estimates of Baltimore City Resolution dated June 29, 1994 (if applicable) which states as follows:

a. Contractors, subcontractors, their agents and employees may not engage in unfair labor practices as defined under the National Labor Relations Act and applicable federal regulations and state laws.

b. Contractors, subcontractors, and their agents may not threaten, harass, intimidate or in any way impede persons employed by them who on their own time exercise their rights to associate, speak, organize, or petition governmental officials with their grievance.

c. If the Board determines that a contractor, subcontractor, or their agents have violated the policy set forth in this Resolution said contractor, or subcontractor will be disqualified from bidding on City contracts, and if they are currently completing contracts, they will be found in default of their contracts.

5. MBE/WBE. The requirements of the Baltimore City Code, Article 5, Subtitle 28 (pertaining to Minority and Women's Business Enterprise), as amended, are hereby incorporated by reference into this Agreement. Failure of CONTRACTOR to comply with this subtitle shall constitute a material breach of this Agreement and shall entitle the City to terminate this Agreement immediately upon delivery of written notice of termination to the Consultant. The CONTRACTOR will: (i) fulfill Program commitments submitted with the bids; (ii) make good faith efforts to utilize minority and women's business enterprises; and (iii) maintain records reasonably necessary for monitoring compliance with this subtitle. The CONTRACTOR is encouraged to use the MBE/WBE Directory available from the Minority and Women's Business Opportunity Office which can be contacted at 410-396-4355.

Appendix A

National Diabetes Prevention Program Curriculum Content

During the first six months (weeks 1-26) of the LSCP, all 16 sessions of these curriculum topics must be covered.

1. Welcome to the National Diabetes Prevention Program
2. Self-Monitoring Weight and Food Intake
3. Eating Less
4. Healthy Eating
5. Introduction to Physical Activity (Move Those Muscles)
6. Overcoming Barriers to Physical Activity (Being Active—A Way of Life)
7. Balancing Calorie Intake and Output
8. Environmental Cues to Eating and Physical Activity
9. Problem Solving
10. Strategies for Healthy Eating Out
11. Reversing Negative Thoughts
12. Dealing with Slips in Lifestyle Change
13. Mixing Up Your Physical Activity: Aerobic Fitness
14. Social Cues
15. Managing Stress
16. Staying Motivated, Program Wrap Up

The last six months (weeks 27-52) of the LSCP must include at least one of the following sessions for each month (for a minimum of six sessions). The facilitator is able to choose which topics to include based on participant's needs and interest. Organizations are encouraged to cover more than six sessions, but they must reinforce the content delivered during the first six months.

1. Welcome to the Second Phase of the Program
2. Healthy Eating: Taking It One Meal at a Time
3. Making Active Choices
4. Balance Your Thoughts for Long-Term Maintenance
5. Healthy Eating With Variety and Balance
6. Handling Holidays, Vacations, and Special Events
7. More Volume , Fewer Calories (Adding Water Vegetables and Fiber)
8. Dietary Fats
9. Stress and Time Management
10. Healthy Cooking: Tips for Food Preparation and Recipe Modification
11. Physical Activity Barriers
12. Preventing Relapse
13. Heart Health
14. Life With Type 2 Diabetes
15. Looking Back and Looking Forward