



National Institute of Environmental Health Sciences
Your Environment. Your Health.

NIEHS/DOE Nuclear Worker Training Program NOFO Applicant Information Briefing

**RFA-ES-24-002: HAZMAT Training at DOE Nuclear Weapons
Complex (UH4 Clinical Trials Not Allowed) (nih.gov)**

NIEHS Worker Training Program

June 3, 2024 | 1-3 PM EDT (virtual meeting)

Briefing Meeting Guidelines

- Agenda
- Site Logistics
- Questions & Answers (Q&A)
 - Two Q&A sessions during the meeting
 - Email questions to wetp@niehs.nih.gov
 - Email address will be displayed periodically
 - Monitored throughout the Zoom meeting – Also use Q&A box for questions

WTP HAZMAT Safety and Training: <https://www.niehs.nih.gov/careers/hazmat>

Current Funding Opportunities: https://www.niehs.nih.gov/careers/hazmat/funding/current_funding_opps

Meeting Agenda

- **1:00 PM:** Welcome & Introductions (*Sharon D. Beard, WTP*)
- **1:05 PM:** NOFO Descriptions & Guidelines
 - WTP & NOFO Overview (*Sharon D. Beard, WTP*)
 - DOE Key Elements & Description (*Gary Johnson, Jr., WTP*)
 - Overall Component, Evaluation, Attachments, & Appendices (*Dr. Eric Persaud, WTP*)
 - Tips for Preparing a Successful Application & Link to ASSIST Video Presentations (*Kathy Ahlmark, WTP*)

Meeting Agenda (continued)

- **1:40 PM: Break**
- **1:45 PM:** Q&A of Program Issues (*WTP*)
- **2:00 PM:** NOFO Fiscal & Administrative Issues & Guidelines (*James Williams, GMB*)
- **2:15 PM:** NOFO Review Process, Considerations, & Guidelines (*Dr. Leroy Worth, SRB*)
- **2:30 PM:** Q&A – Application, Fiscal, & Review Issues (*All*)
- **3:00 PM:** Conclusion & Adjourn (*Sharon D. Beard, WTP*)

Welcome & Introductions

Sharon D. Beard, M.S., Director

NIEHS Worker Training Program

NIEHS Division of Extramural Research & Training

The mission of the National Institute of Environmental Health Sciences (NIEHS) is to discover how the environment affects people in order to promote healthier lives.



NIEHS Strategic Plan

- Outlines key themes and goals that drive the activities of all NIEHS offices, programs, and initiatives.
 - Theme 1: Advancing environmental health sciences
 - Theme 2: Promoting translation – data to knowledge to action.
 - Theme 3: Enhancing EHS through stewardship and support.
- A new plan for NIEHS (2024 to 2029) is currently underway and will be available at the end of the calendar year.



WTP Overview

Sharon D. Beard, M.S., Director

NIEHS Worker Training Program

NIEHS Division of Extramural Research & Training

WTP Mission & Network

Mission: Prevent work-related harm by providing training programs for hazardous materials handlers, chemical emergency responders, and waste cleanup workers.



Worker Training Program: niehs.nih.gov/careers/hazmat/index.cfm

Funds **17** grantees/consortia through cooperative agreements representing **over 100** nonprofit safety and health training organizations.

Funds **4** small businesses to develop innovative platforms and applications for worker training.

Provides training in **all 50 states**, Washington D.C., and U.S. territories.

Hazardous Waste Operations & Emergency Response (HAZWOPER)

There are three broad areas of training requirements under the HAZWOPER regulation.



Section (e): Training for general site workers engaged in operations conducted at hazardous waste sites that may or may not expose them to hazardous substances.

Section (p): Training for workers engaged in certain hazardous waste operations conducted under RCRA and at TSDFs.

Section (q): Training for workers engaged in emergency response operations for release of, or substantial threat of release of, hazardous substances without regard to location of the hazard.

Cooperative Agreements

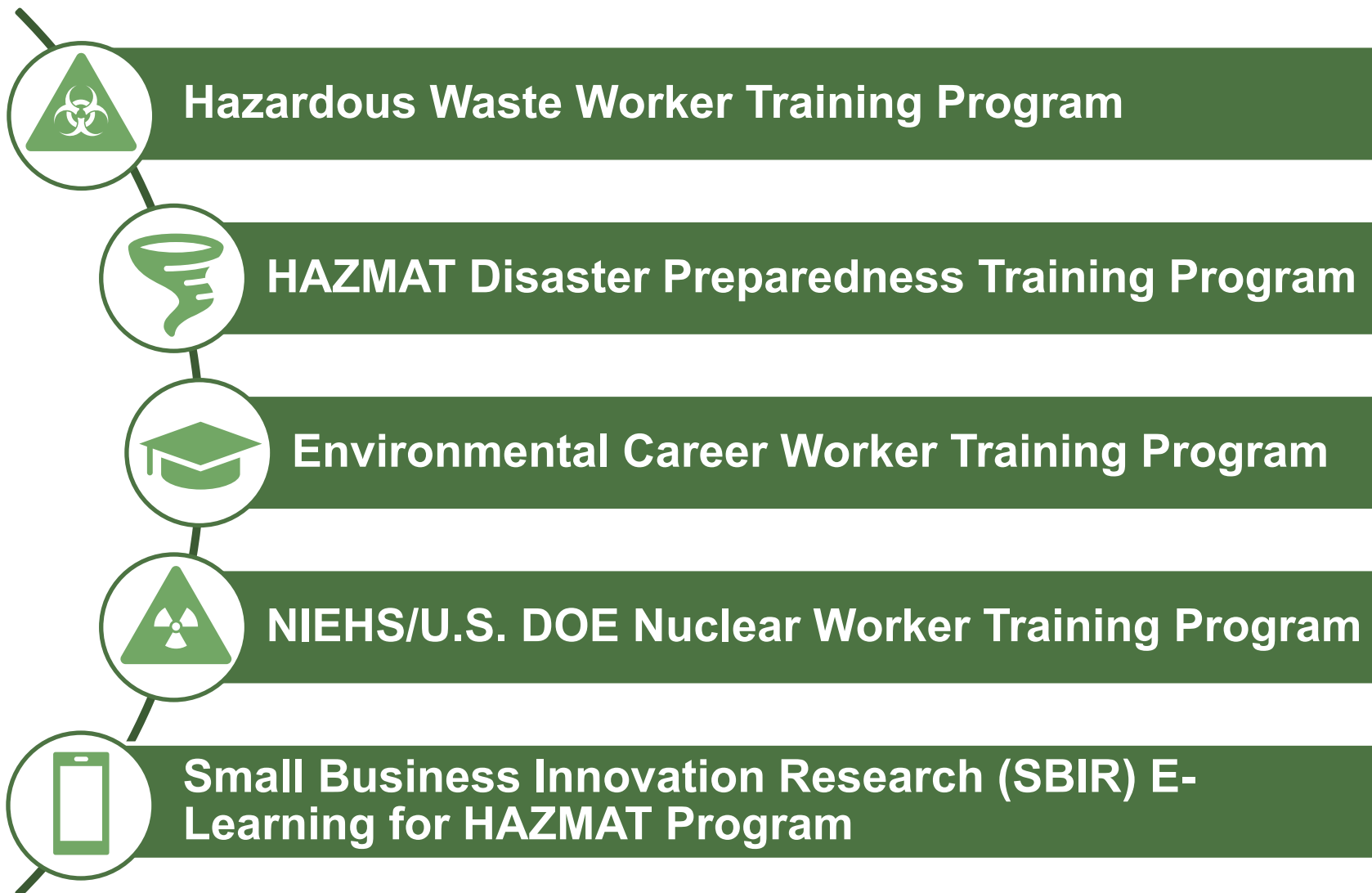
- National coordination to avoid duplication and overlap.
- Facilitate ongoing exchange of scientific and technical information.
- Ensure regulatory compliance with applicable federal worker health and safety requirements.
- National consistency in the delivery of training curricula.
- Allow for a timely and appropriate response to events of national significance.



WTP Program Areas

WTP activities fall under one or more program areas.

Each program area has a specific focus, but all are dedicated to improving the health and safety of workers, their colleagues, and their communities.



NIEHS/U.S. DOE Nuclear Worker Training Program History

- Authorized by **Section 3131 of the National Defense Authorization Act** (FY1992)
- Implemented through an interagency agreement with U.S. DOE Office of Environmental Management
- This partnership helps prepare and equip workers with necessary training to safely address hazards within and around U.S. DOE sites, while encouraging collaboration.
- Worker trainers as workplace experts: How worker trainers enhance safety and health and Department of Energy facilities (*Morawetz et al., Labor Studies Journal, 2021*).

NIH National Institute of Environmental Health Sciences *30th Anniversary of the* U.S. DEPARTMENT OF ENERGY
NIEHS/U.S. Department of Energy
Nuclear Worker Training Program



NIEHS/U.S. DOE Nuclear Worker Training Program

Delivers training for workers engaged in environmental restoration, waste treatment, and emergency response activities at sites in the U.S. Department of Energy (DOE) nuclear weapons complex.

9.78 million	Worker contact hours since 1994
755,822	Workers trained overall
35,095	Workers trained in 2023
7	Current grantees



NIEHS/DOE Nuclear Worker Training Program:
niehs.nih.gov/careers/hazmat/training_program_areas/doe/index.cfm

Program Awardees (2020-2025)

CPWR	CPWR – The Center for Construction Research and Training
IAFF	International Association of Firefighters
IBT	International Brotherhood of Teamsters
ICWUC	International Chemical Workers Union Council Center for Worker Health and Safety Education
LIUNA	Laborers International Union of North America
PETE	National Partnership for Environmental Training and Education/ Community College Consortium for Health and Safety Training
USW TMC	United Steelworkers Tony Mazzocchi Center

WTP's Current Priorities

- Push an **all-hazards approach** to training to cover existing and emerging threats
- Expand focus on emerging threats and issues: **infectious disease**, **opioids**, **climate change**, **equity**, and **justice**
- Continue training and focus on **disadvantaged** and **Tribal, and other hardly reached communities**
- Encourage grantees to use **adaptable and innovative methods** to respond to future training needs
- Continue focus on **evaluation** across all programs
- Expand **partnerships** at the federal, state, and local levels



Program Delivers All Hazards and Tailored Training

- All-hazards approach overall.
- Trade-specific training.
- Site-specific training - understanding worker and site contractor training needs.
 - Site cleanup, production, lab, etc.
 - Gaps in the workforce and in training delivery.
- Hazard-specific training, ongoing or new.
 - Radiation, beryllium, tank farm vapors, electrical safety, emergency response.



Training Workers at DOE Sites

The **NIEHS/U.S. DOE Nuclear Worker Training Program** provides training for workers at DOE sites. WTP recently celebrated the **30th anniversary** of the program.



Several grant recipients provide training for workers at the **Hanford Site** and the **Idaho National Laboratory**.



Partners with contractors at HAMMER Volpentest Training Center to deliver a **respiratory protection program**.
(International Chemical Workers Union Council)



Trains workers and apprentices employed at Idaho National Laboratory, providing them with **specialized skills** and **certifications**.
(Laborers' International Union of North America)



Top: Photo of trainees during HAZWOPER course.
Bottom: Photo from Idaho National Laboratory.

All programs *must include* or meet the following criteria:

- Consortium/ partnership approach to training.
- Direct student/worker training is critical.
- Programs targeted to multi-state and/or nationwide coverage to reach wider worker populations will be given preference in funding.
 - Note: Applications will NOT be considered that cover municipalities or other jurisdictions covering FEWER than two states.
- Target training to engage hardly reached, disadvantaged worker populations, limited English proficiency, disaster volunteers (occupational health disparities and address environmental justice issues).



All programs *must include* or meet the following criteria:

- Encourage peer-learning, hands-on activities, and critical thinking skills.
- Incorporate training evaluation to measure student learning and assess training impact.
- Adhere to the NIEHS Minimum Criteria for Health and Safety Training.
- Use a balanced approach and include priority training areas listed in program initiatives.



Partnerships are Key at Federal and Grantee Level



- **Federal**

- Office of Environmental Management (EM)
- Office of the Associate Under Secretary for Environment, Health, Safety and Security (AU)
- National Training Center
 - Reciprocity process
- Office of Environment, Health, Safety & Security
- DOE Site Managers
- HAMMER

- **Contractors**

- Signatory/Primary contractor
- Energy Facility Contractors Group (EFCOG) working groups

- **Labor**

- Labor Training Working Group
- Onsite labor representatives

- **Municipalities, local emergency responders, tribal nations, and fenceline communities**

Ongoing program initiatives that may be incorporated into applicant programs:

Examples from NOFO:

- Infectious disease response and biosafety (e.g., COVID-19, Ebola and other emerging diseases and outbreaks).
- Chemical facility safety and security.
- Responder and community resilience – skilled support personnel.
- Preparedness, response, and recovery efforts in federally-declared disaster areas; climate change and resilience.
- Emerging issues (e.g., AI, green technology) and safety training to support these areas.
- Opioids and substance use (e.g., responder safety and workplace prevention and response).



Other Key Considerations



Strong and detailed consortia alignment.



Competent program management – principal investigators, program managers, and coordinators.



Adequate training facilities.



Quality control and evaluation.

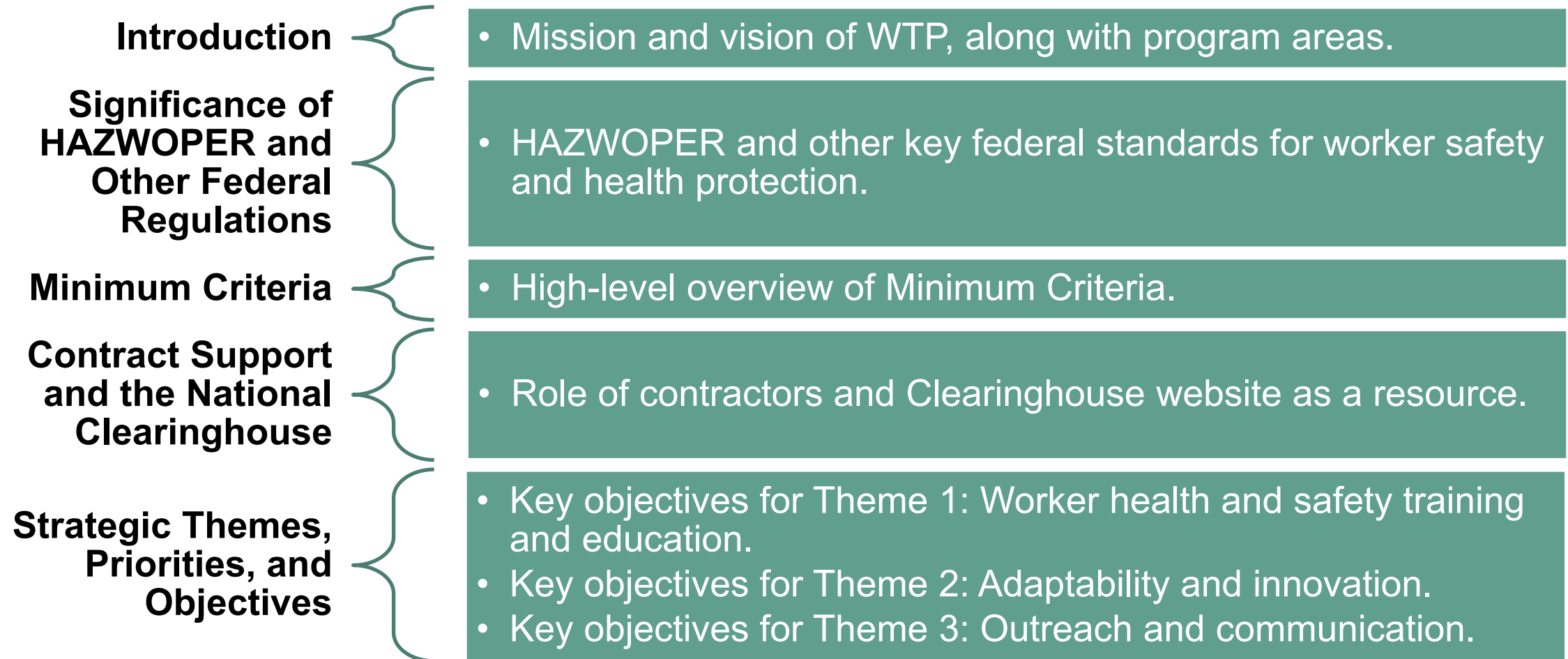
Program Success that Informs the Next Five Years

- Worker engagement through adult learning principles.
- Diffusion of model programs and best practices (train-the-trainer programs).
- Creation of national safety and health training benchmarks and guidance.
- Integration of safety and health training with work practices and workplace occupational safety/health (OSH) programs.
- Establishment of innovative program evaluation protocols.



Draft WTP Strategic Plan (2024 to 2029): Primary Sections and Themes

Draft WTP Strategic Plan available here: <https://tools.niehs.nih.gov/wetp/index.cfm?id=2565>



DOE Training Highlight: Hanford, WA/Hazardous Materials Management and Emergency Response (HAMMER) Site

- DOE part of a partnership tasked with site cleanup of solid and liquid wastes from weapons production, another Manhattan Project site.
 - Most challenging cleanup in the DOE complex.
- Training done to support all cleanup and construction activities in partnership with Volpentest HAMMER Federal Training Center, DOE contractors, DOE staff, and regional fire departments.
 - WTP and HAMMER has celebrated our 30th year of partnership.
- 30% of workers trained at Hanford.



DOE Key Elements & Description

Gary Johnson, Jr., MPA, Industrial Hygienist

NIEHS Worker Training Program

NIEHS Division of Extramural Research & Training

General Training Goals and Objectives

Goals for the future of the NIEHS/DOE WTP include:

- Establish DOE and contractor safety and health training programs with best practices by drawing on the skills and knowledge of experienced workers on the job.
- Facilitate and promote a culture of continuous learning, integrated safety management, and improved task readiness within the DOE complex.
- Act as a prime source for new training methodologies, new and updated curricula, innovative techniques, and lessons learned for all DOE operations through partnering with site contractors, regulatory personnel, the [DOE National Training Center \(NTC\)](#), and other stakeholders.



General Training Goals and Objectives (continued)

- Reduce safety and health training costs through standardization. Participate as appropriate with [DOE directive P 364.1 Health and Safety Training Reciprocity](#).
- Reduce redundancy across the DOE complex, integrating best in-class technical training capabilities, creating opportunities obtain course certification, and to provide NTC certified training courses.
- Maximize the use of instructional technologies. Section 10.5 of the Minimum Criteria can be used to help as WTP addresses emerging issues – AI, Green technologies, Heat Illness, and Injury, etc.



Key DOE Safety Directives

DOE Order 440.1B Federal Employee Occupational Safety and Health Program

- [440.1B](#) Federally-mandated by [29 CFR Part 1960](#), Section 19 of the OSH Act, establishes the framework for effective DOE worker protection programs.

Chronic Beryllium Disease Prevention Program (CBDPP)

- [10 CFR 850](#) DOE established a CBDPP to reduce the number of workers currently exposed to beryllium in the course of their work at DOE facilities managed by DOE or its contractors.

Occupational Radiation Protection Program

- [10 CFR 835](#) Elements include assessing external and internal doses, workplace monitoring, radiological equipment, and radiation dose reporting.

DOE Training Highlight: United Steel Workers (USW) Tony Mazzocchi Center (TMC)

- Shortage of radiological control technicians (RCTs) at U.S. Department of Energy (DOE) nuclear cleanup sites.
- Provide high-quality hazardous materials and emergency response training
- TMC facilitated RCT Train-the-Trainer classes, which were held at the Portsmouth (OH) and Paducah (KY) sites in 2023.
- RCTs perform strict and routine monitoring of potential contamination to help protect workers and community from radiation exposure.



Read more in April 2022 NIEHS E-Factor: <https://factor.niehs.nih.gov/2022/4/community-impact/nuclear-worker-training/index.htm>

Key DOE Safety Directives (continued)

DOE Worker Safety and Health Policy

- Office of Environmental, Health, Safety and Security (EHSS) – Establish Departmental expectations for worker safety and health through the development of **Rules, Directives, and Guidance**.
- [10 CFR 851](#) outlines the requirements for a worker safety/health program to ensure that DOE employees, contractors and subcontractors a safe workplace. It is very important as the WTP DOE Partnership moves forward that applicants understand the gravity of training the thousands of current and future DOE employees, contractors, and sub-contractors on the need to work safely.

DOE Most Frequently Cited Standards

- ✓ **General Requirements (10 CFR 851.10) – 96 percent**
- ✓ **Functional Areas (10 CFR 851.24) – 89 percent**
- ✓ **Safety & Health Standards (10 CFR 851.23) – 80 percent**
- ✓ **Hazard Identification & Assessment (10 CFR 851.21) – 80 percent**

- ✓ **Hazard Prevention & Abatement (10 CFR 851.22) – 78 percent**
- ✓ **Training & Information (10 CFR 851.25) – 69 percent**
- ✓ **Mgmt. Responsibilities & Worker Rights (10 CFR 851.20) – 42 percent**
- ✓ **Personal Protective Equipment (PPE of All Types) – 42 percent**

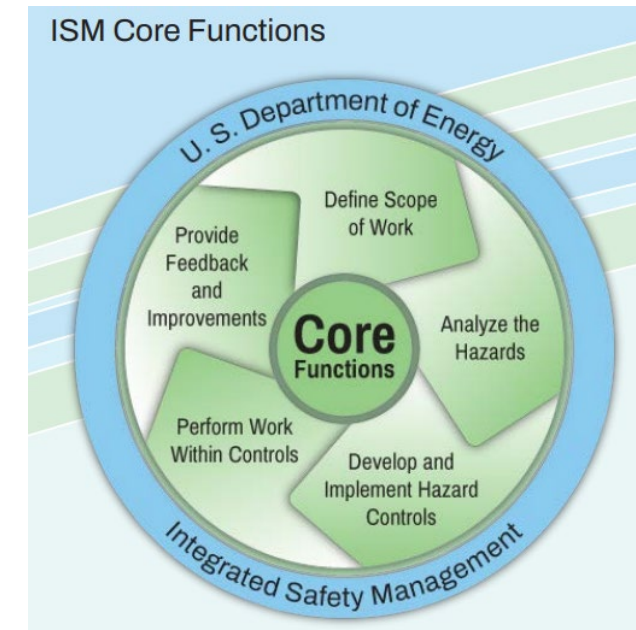
Key DOE Safety Directives (continued)

DOE Policy 450.4A Integrated Safety Management (ISM)

- [DOE P 450.4A](#) DOE established a DOE's expectation. ISM enables the Department's mission goals to be accomplished safely and efficiently. Five Core Functions.

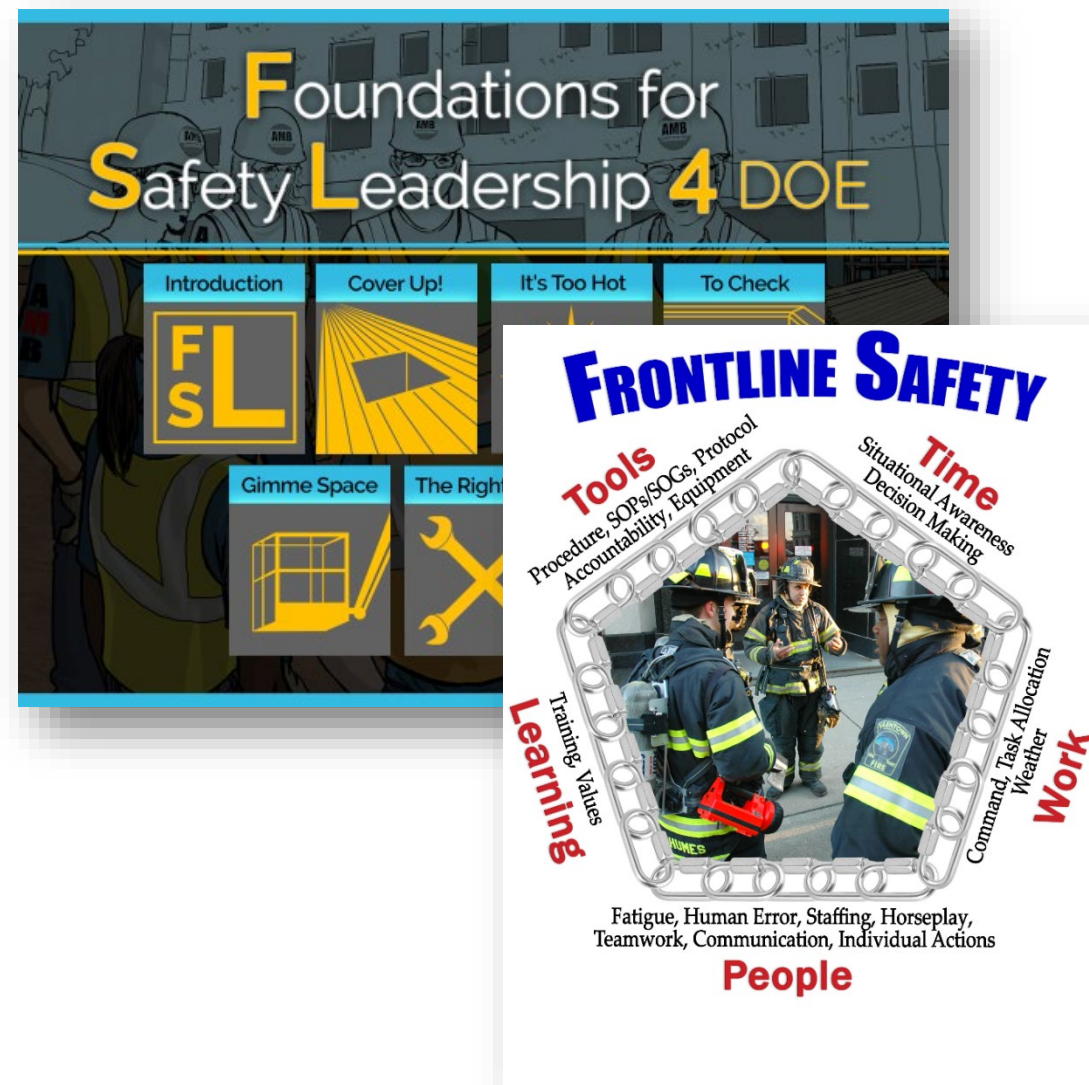
DOE Safety Culture Improvement Panel (SCIP)

- Promote [Safety Culture](#) to improve the work environment. Establishes management responsibilities, worker rights, safety and health standards, and required training. ([ISM Brochure](#)).



Curricula Highlight: Safety Culture for Workers

- Three courses developed through supplemental funding, can be delivered under the grant:
 - Foundations for Safety Leadership for DOE, 2.5-3 hrs.
 - Safety Orientation for DOE Workers, 8 hrs.
 - Frontline Safety for DOE, 8 hrs.



NIEHS/DOE Nuclear Worker Training Program


**30-year Training Summary
for the Budget Period
Sept. 1, 1993 – Aug. 31, 2023**

NIH National Institute of Environmental Health Sciences *30th Anniversary of the* U.S. DEPARTMENT OF ENERGY
**NIEHS/U.S. Department of Energy
Nuclear Worker Training Program**

Year	Total Courses	Total Workers	Total Contact Hours
1994-2004	14,769	199,325	2,834,957
2005	1,961	25,442	329,840
2006	2,044	26,365	325,533
2007	2,283	34,074	400,491
2008	2,225	33,702	414,746
2009	2,265	36,266	530,271
2010	2,188	35,329	523,287
2011	1,987	31,238	405,556
2012	1,963	29,842	365,083
2013	1,790	27,737	309,977
2014	1,900	28,334	311,412
2015	1,830	26,396	323,316
2016	1,927	28,162	368,680
2017	2,066	32,202	389,786
2018	1,679	27,769	343,923
2019	1,795	29,714	368,276
2020	1,387	19,572	214,129
2021	1,901	23,095	280,377
2022	1,890	26,163	327,619
2023	2,378	35,095	421,842
Total	52,228	755,822	9,789,101

Resources

- [2022 Annual Program Report](#)
- [Program fact sheet](#)
- DOE [partnership fact sheet](#)
- Most recent Trainers' Exchange Workshop
 - 2023, Indianapolis, IN
- DOE-focused curricula in the [Clearinghouse Curricula Catalog](#)
- [Support for DOE Contractors: Process Overview and Partnerships Roles and Responsibilities](#)


National Institute of Environmental Health Sciences
Worker Training Program

NIEHS/DOE Nuclear Worker Training Program

Program Goal

The National Institute of Environmental Health Sciences (NIEHS)/Department of Energy (DOE) Nuclear Worker Training Program provides high-quality health and safety training to DOE site workers to ensure they are prepared to work safely in hazardous environments.

Workers are trained to identify hazardous situations and take appropriate actions to protect themselves, fellow workers, and the environment. NIEHS funds programs to deliver both site-specific and trade-specific training that supports completion of DOE site missions.

The training offered under the NIEHS/DOE Nuclear Worker Training Program supports and integrates with Title 10 of the Code of Federal Regulations, part 851, "Worker Safety and Health Program"; Integrated Safety Management; DOE safety culture; and other initiatives.


Program Overview


Administered since 1993 by the NIEHS Worker Training Program, the program provides a blend of fundamental and specialized health and safety training to workers in a timely and cost-effective manner. Training is accomplished through a partnership involving government, contractors, and labor organizations.


A cornerstone of the program is the use of worker-trainers or peer trainers — employees with experience working in


Program Training Summary, 2022-2023

For the period Aug. 1, 2022 – July 31, 2023:


35,095
Workers trained


NIEHS/DOE grants
Columbia:






★ = DOE site location

Courses delivered: respiratory protection, confined space, electrical, transport, electrical

DOE hazardous environments selected individuals to train while also sharing the knowledge and experience to the environment.


The workers trained represent a variety of sectors and are a national


National Institute of Environmental Health Sciences
Worker Training Program

NIEHS/DOE Nuclear Worker Training Program

PREPARING DOE WORKERS TO PERFORM WORK SAFELY

This brochure provides information on the NIEHS/U.S. Department of Energy (DOE) Nuclear Worker Training Program and how DOE sites can partner with NIEHS-funded training organizations for course delivery.



Since 1993, WTP has been in partnership with the DOE Office of Environmental Management to provide grants from the National Institutes of Health. The grants go to nonprofit organizations, or grantees, to develop and administer model health and safety training programs for DOE workers.

Program Overview

The NIEHS/DOE Nuclear Worker Training Program provides health and safety training for workers within the DOE nuclear weapons complex.

The program is a partnership between the NIEHS Worker Training Program (WTP) and the DOE Office of Environmental Management to provide grants for nonprofit organizations, or grantees, to deliver fundamental and site-specific health and safety training to DOE workers.

WTP grantees deliver training to DOE workers involved in any nuclear weapons related activities. Training includes fundamental and advanced hazard-specific training and is provided through local partnerships between the government, contractors, and program grantees. Pre-employment training can also be provided, which improves project mobilization and reduces costs.

Course Curricula and Delivery

Course delivery is available for topics related to hazardous materials and emergency response, as well as other occupational safety and health topics and trade-specific training.

Course curricula and training materials are developed by professionals with a systematic approach, building on an analysis of needs, curriculum design, and evaluation. Adult learning methods are the bedrock of WTP grantee training, with hands-on skills development and technologies that enhance the learning experience.

The development, maintenance, and delivery of course curricula are funded by NIEHS/DOE Nuclear Worker Training Program grants. In some situations, collaborative agreements allow WTP grantee instructors to use DOE contractor training materials.

Trainees during a 40-hour Hazardous Waste course.
Photo courtesy of Volpertest HAMMER Federal Training Center

Overall Component, Evaluation, Attachments, & Appendices

Eric Persaud, Dr. P.H., Health Specialist

NIEHS Worker Training Program

NIEHS Division of Extramural Research & Training

Overall Component: RFA-ES-24-002

- **Research & Related Other Project Information**
 - **Program Summary/Abstract:** State problem(s) and how the Center will address target problems related to hazardous waste training
 - **Project Narrative:** Public health relevance of the training and ability of Center to conduct training
- **Other Attachments**
 - Training Center Organizational Structure
 - Description of Curricula
 - Tables of Year One Training Plan
- Please refer to the [Current WTP Funding Opportunities](#) website for example illustrations of a curriculum description and training plan tables.
- For this application, tables must be uploaded in the Overall section. Please include separate tables for each program component.

Overall Component: RFA-ES-24-002

- **Research Plan**

- **Specific Aims** for the Center as a whole, target populations and what the Center proposes as a whole
- **Research Strategy:**
 - Overview of the Center especially institutional capacity to conduct the training and provide an overview of the entire application and explain how the components work together.
 - State relevance and connection to NIEHS and WTP Strategic Plans.

Notes on the DOE RFA

- ✓ Single component application.
- ✓ DOE-specific attachment required, “*Tables of DOE Sites, Collaborators, and Worker Populations.*”
- ✓ 30-page limit for Research Strategy.



Attachments & Letters of Support

- “Other Attachments” **must** be included
 - Label clearly; attachment title and within the attachment (especially for components).
 - [WTP Funding Opportunities website](#) has example illustrations.
 - Table formats are guides to presenting the requested information. Applicants may reformat the tables as needed.
- Letters of Support are allowed.

Appendices

- Limited Appendix materials are allowed.
- Refer to [NIH Notice Number NOT-OD-18-126](#).
- RFA-ES-24-002 does not request additional allowable Appendix materials.
 - “No other items are allowed in the Appendix. Simply relocating disallowed materials to other parts of the application **will result in a noncompliant application** unless they are items specified in the NOFO as optional or required for those other sections of the application.”

Attachments: RFA ES-24-002

- The following "Other Attachments" must be included with the **overall component** to aid in the review of applications.
 - **Training Center Organizational Structure**
 - Demonstrate interaction of consortia members and across components
 - **Description of Curricula**
 - **Tables of Year One Training Plan**
 - Type A - Year One Total Projected Training
 - Type B - Year One Projected Courses

Description of Curricula (Example)

Course Title	Emergency Response Refresher
Course short description	Annual refresher designed for members of emergency response teams in industrial settings.
Training Provider	Primary Applicant Organization
Languages	English, Spanish
Delivery Method	Classroom-based
Course Hours	8
Intended Audience	Industrial workers who have completed a 24-hour emergency response basic operations course.
Learning Objectives	<p>At the end of the course, students should be able to:</p> <ul style="list-style-type: none"> • List changes to regulations and emerging hazards that affect their emergency response job responsibilities. • Describe the physical and chemical hazards involved in an emergency response to a HazMat incident, and the most common routes of exposure. • Describe lessons learned from a HazMat emergency incident tabletop exercise. • Identify an action to improve readiness for emergencies at their worksite.
Course Outline	[Insert course outline here]

Table of Year One Training Plan (Example)

- **Table Type A. Year One Total Projected Training.** *The table should list totals for the primary organization and each consortium member/subgrantee, as applicable.*

	Courses	Students	Training Contact Hours
Primary Organization	50	761	16,508
Consortium Member 1	25	495	7,170
Consortium Member 2	20	227	5,416
Consortium Member 3	13	195	5,970
Consortium Member 4	18	265	4,130
Totals:	126	1,943	39,194

Table of Year One Projected Courses (Example)

- **Table Type B. Year One Projected Courses.** *A table should be provided for the primary applicant organization and each consortium member/subgrantee, as applicable.*

Training Organization:	Primary Organization			
Curriculum	Number of Courses	Number of Trainees per Course	Contact hours per Course	Total Number of Contact hours
Site Worker	1	10	40	400
Site Worker Refresher	16	224	8	1792
HAZWOPER Awareness	24	156	3	468
Confined Space Rescue	2	14	40	560
Industrial Emergency Response	1	11	24	264
Emergency Response Refresher	3	19	8	152
Incident Command	6	47	16	752
TOTAL	53	481	139	4,388

Tables of DOE Sites, Collaborators, and Worker Populations

DOE Sites, Collaborators, & Worker Populations, example

<i>Training Organization</i>	<i>DOE Sites</i>
International Union 1	Hanford, Oak Ridge and Los Alamos National Laboratory
International Union 2	Hanford, Portsmouth Gaseous Diffusion Plant
Local Organization 1	West Valley Demonstration Project

DOE Site Partners, Collaborators, & Worker Populations, example

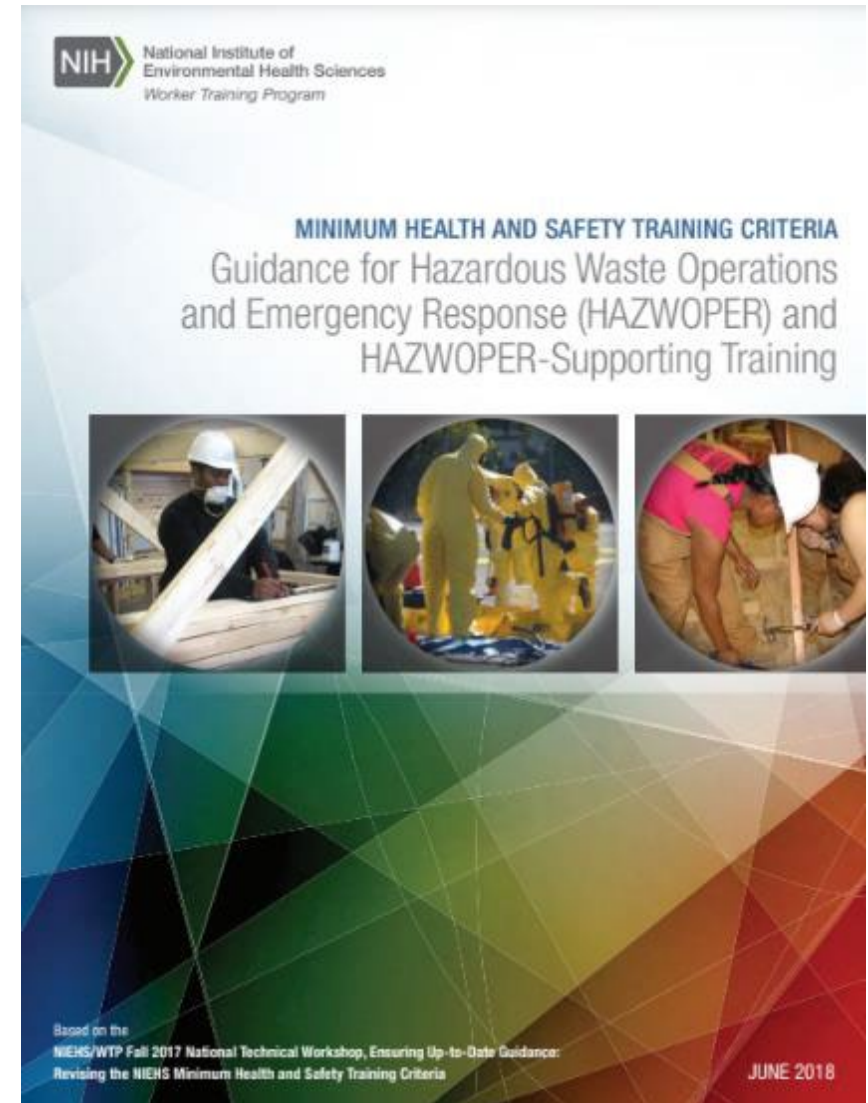
<i>DOE Site</i>	<i>Partner or Collaborators</i>	<i>Worker Populations</i>
Hanford Site	HAMMER Training Center, Local 332 ABC Union, Nez Pearce Tribe, and Contractor DEF health & safety staff	Heavy Equipment Operators, Plumbers & Pipefitters
Savannah River	Site contractor health & safety staff, Local 17 XYZ Union, Lower Savannah Council of Governments, County Community College	First responders

Clinical Trials NOT Accepted!

- Clinical trial information sheet for NIEHS applicants proposing activities for WTP, you can refer to this guidance and specific questions can be sent to NIH and we can post the answers in our FAQs:
https://www.niehs.nih.gov/sites/default/files/2024-05/Clinical%20Trial%20Information%20Sheet%20for%20NIEHS_508.pdf
- An NIH DEFINED CLINICAL TRIAL is a research study in which one or more human subjects are prospectively assigned to one or more interventions(which may include placebo or other control) to evaluate the effects of those interventions on health-related biomedical or behavioral outcomes (see [NOT-OD-15-015](#)).

Minimum Criteria & Evaluation

- **WTP Minimum Criteria:** Guidance for grantee organizations to design, conduct, and evaluate training.
- Evaluation is a **required component** for all WTP grantee organizations.
- Evaluation helps program staff and grantees determine **quantitative and qualitative outcomes** of training
 - Outcomes on workplace safety and culture.
 - Student quotes and feedback.



Quality Control and Evaluation Plan

- The **Minimum Criteria section 10.10 Program Evaluation** provides guidance for developing an evaluation plan
 - *Updated in 2018*
- Proposed evaluation plan should include both process and outcome evaluation: Program implementation
- Plan addresses
 - Measurement and evaluation of student learning, progress and performance;
 - Methods and procedures for evaluating appropriateness, quality, and effectiveness of worker health and safety training;
 - Process for assessing instructor effectiveness, trainee retention of knowledge and hands-on skills, and the positive impacts of training activities on work practices and overall worker protection from on-the-job hazards.

NIEHS WTP & U.S. Department of Energy (DOE)

- In 1992, DOE and NIEHS agreed to **jointly develop worker training programs** for **workers at nuclear weapons facilities**
- In 1993, awards made to 7 grantees under the **NIEHS/DOE Nuclear Worker Training Program**
- Key outputs over the last 30 years:
 - Awareness for radiological disposal device preparedness training tool (2008)
 - White paper on collaborative approach to integrated safety and health at DOE facilities (2011)
 - Technical workshop on safety culture (2013)
 - Report on U.S. DOE integrated safety management system and safety culture initiative (2017)
 - NIEHS-DOE program evaluation report (2019)



Tips: Guidelines & Instructions

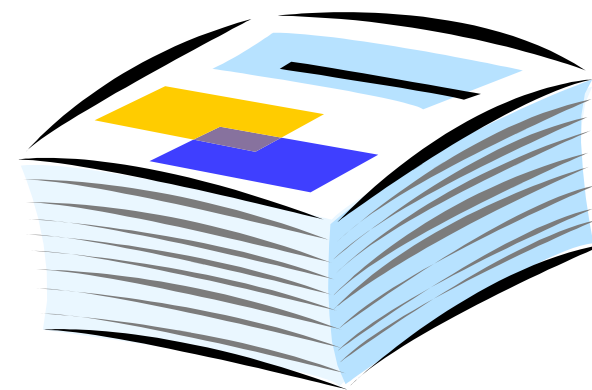
Kathy Ahlmark, Health Specialist

NIEHS Worker Training Program

NIEHS Division of Extramural Research & Training

Tips for a Successful Application

- Make it easy for the reviewers, follow the instructions in the NOFO.
- Application should be well organized, clearly written, and complete in all details.
- Closely follow the guidelines.



General Information

- Applicants should submit only one application per organization/institution, which contains separate budget pages and a training plan for up to a five-year period (8/1/2025 – 7/31/2030 for [RFA-ES-24-002](#)).
- All page limitations described in the [How to Apply – Application Guide](#) and the [Table of Page Limits](#) must be followed.
 - For this specific NOFO, the Research Strategy section is limited to 30 pages.

Target Populations

- Identify, describe, and document access to target populations to be trained.
- This includes information about the:
 - Size of the target population.
 - Worker profiles.
 - Types of hazardous materials and waste operations and emergency response.
 - Trades and job categories.
 - Geographic locations of workers.
 - Degree of health and safety training already received.

Training Program

- Describe the curriculum to be used.
 - Use existing curricula.
 - Do not include copies of actual curriculum as attachment material.
 - Outline each curriculum (not to exceed two pages in length and should be included as an attachment).

NOFO Important Dates

- HAZMAT Training at DOE Nuclear Weapons Complex (UH4 Clinical Trial Not Allowed) [RFA-ES-24-002](#)
 - **Letter of Intent Receipt Date:** June 8, 2024
 - **Application Receipt Date:** July 22, 2024

Want to Know More? All FAQ's and material from the NOFO Informational meeting will be posted to the [WTP Current Funding Opportunity](#) page.

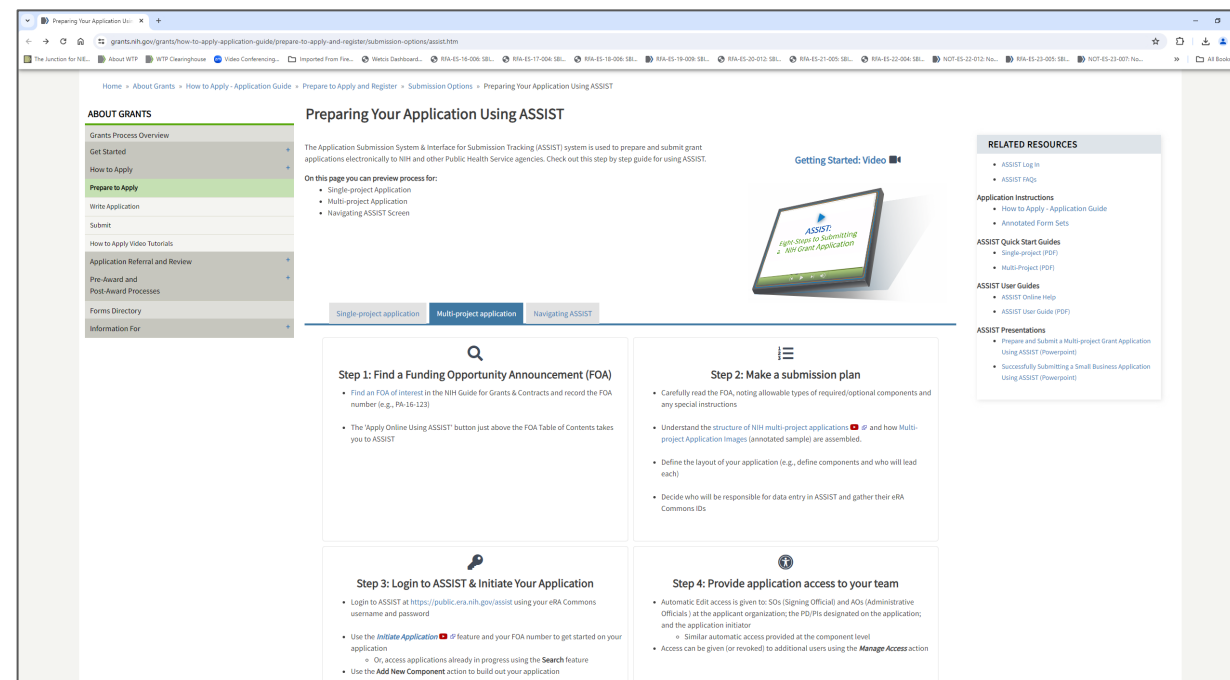
Preparing Your Application Using ASSIST

- Step-by-Step Instructions

- ASSIST FAQs

- ASSIST Online Help

- Video - ASSIST: Eight Steps to Submitting a NIH Grant Application



WTP & NIH Resources

- [NIEHS Worker Training Program homepage](#)
- NIEHS WTP [Current Funding Opportunities](#)
- NIEHS WTP [National Clearinghouse for Worker Safety and Health Training](#)
- NIH Additional Information
 - [How to Apply - Application Guide](#)
 - Use [ASSIST](#)
 - [Applying Electronically – Training](#)

Important things to remember...

Read the NOFO Carefully and Talk to NIEHS Staff

Use the WTP web site: <https://www.niehs.nih.gov/careers/hazmat>

Use the web version of the NOFO and the ASSIST Instructions. Go with NOFO first if they differ!!!!

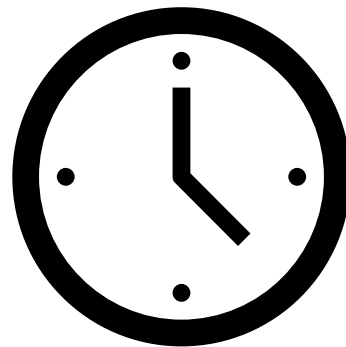
Send questions to wetp@niehs.nih.gov

Frequently asked questions (FAQ's) will be posted on the [WTP Funding Opportunity Announcement page](#)

Make the Reviewers Job Easy!

- Be Clear
- Be Complete but Concise
- Be Organized
- Be on time – **Application due July 22, 2024, by 5:00 PM local time of applicant organization.**
 - We strongly encourage you to start uploading documents at least one week before the due date.

Best of Luck!



Break

Please email questions to wetp@niehs.nih.gov

Questions and Answers: Program Issues

- Email questions to wetp@niehs.nih.gov

NOFO Fiscal & Administrative Issues & Guidelines

James R. Williams, Lead Grants Management Officer

NIEHS Grants Management Branch

Email: williamsjr@niehs.nih.gov

Definitions

Grantee/Recipient

- **An entity** that receives a Federal award directly from a Federal awarding agency to carry out an activity under a Federal program.

Consortium

- Non-Federal entity that receives a subaward from a pass-through entity to carry out part of a Federal program.
- Separate legal entity that will carry out a portion of the scientific or programmatic activity, under the direction of the grantee.
- **The entity is bound to the grantee through a contract with the grantee.**
- A consortium may also be referred to as:
 - Subawardee
 - Subrecipient
 - Sub
 - Subgrantee
 - Consortium partner

Definitions

Consultant

- An individual who provides professional advice or services for a fee, but **normally not as an employee of the engaging party.**

In unusual situations, an individual may be both a consultant and an employee of the same party, receiving compensation for some services as a consultant and for other work as a salaried employee.
- To prevent apparent or actual conflicts of interest, recipients and consultants **must establish written guidelines indicating the conditions of payment of consulting fees. Consultants also include firms that provide professional advice or services.**

Definitions

Signing Official

- An Authorized Organization Representative with the “Signing Official (SO)” role in the Commons
- The individual who is authorized to act for and obligate the recipient

Principal Investigator (PI)

- Individual designated by the applicant organization/recipient to direct the project or program to be supported by the award.

NOTE: The Principal Investigator and the Signing Official should **NOT** be the same individual.

Roles & Responsibilities

Signing Official

- Submits documents (application, JIT, etc.) and prior approval requests.
- Provide written concurrence for any info submitted by the PI.
- Communicates directly with the Grants Management Specialist.

Principal Investigator

- Directs the project.
- Prepares all required reports.
- Works with Signing Official on all policy or financial questions and prior approval requests.
- Communicates directly with the Program Officer on any scientific or programmatic issues.

Roles & Responsibilities

Grants Management Specialist

- NIH contact for financial and policy questions.
- Individual responsible for issuing Notice of Award and executing Prior Approvals.
- Communicates directly with the Signing Official.

Program Officer

- NIH contact for scientific and programmatic questions.
- Prepares all required reports.
- Communicates directly with the Principal Investigator.

Grants Management Specialist and Program Officer work very closely together.

Budget Preparation

- **SF424 submitted through ASSIST.**
- **Detailed categorical budgets are required for:**
 - Each Subaward/Consortium

Note: SF424 will not allow Subawards on Subawards

Escalation

Budgets submitted in subsequent years may request an escalation on recurring direct costs. (Note: NIH allows escalation, NIEHS does **not** currently provide escalation in out years).

Must be justified:

- Is the amount of escalation requested supported by institutional policies?
- Is the amount clearly stated?

Budget Preparation

- **Subawards/Consortium**
 - Must follow same guidelines as parent; budget forms are required and should follow the associated project or core
 - Subawards/consortium direct costs are included in the parent grant Subtotal Direct Costs, which may be subject to budget caps
 - F&A of subawards/consortium is included in Total direct Costs of parent grant , but will not count against budget cap
- **Budget Justifications (Be detailed and specific)**
 - Are all costs itemized?
 - Are all additions and changes in subsequent/future years fully justified and identified clearly?

R&R Budget Sections F-K

- **F. Other**
 - **Supplies** - Enter on line F.1 (Materials and Supplies)
 - **Consultant/Fees Costs** - Enter on line F.3 (Consultant Services)
 - **Computer Services** - Enter on line F.4 (ADP/Computer Services)
 - **Consortium/Subaward** - Enter on line F.5 Total cost
 - **Facility Rental** - Enter on line F.6 (Equipment or Facility Rental/User Fees)
 - **Alteration and Renovations** - Enter on line F.7
 - **Lines 8, 9 or 10 can include items that are not spelled out about (Ex: Incentives, postage, gas, vehicle maintenance)**
- **Sections G – K should be completed (except for J. Fee)**

Facilities and Administrative Costs

- Capped at 8% of Modified Total Direct Costs. The F&A base excludes:
 - Amounts over the first \$25k for subawards
 - Equipment
- 8% cap is applicable to recipients and subrecipients.
- F&A must be provided to all subrecipients in accordance with the 8% cap.

Reminders

- Clinical Trials Not Allowed Under this NOFO.
- Foreign Component/Foreign Work Not Allowed.

Just-In-Time

Additional information requested by NIH after review, while the application is under consideration for funding.

- Other Support – required for all key personnel.
 - “0%,” “Varies,” “As Needed,” etc., are not acceptable levels of effort.
 - Total time commitment cannot exceed 12 calendar months for any individual.
- Human Subjects Research - IRB Approvals.
 - **Submit your protocol for IRB review at the time of application**
 - Final approval date will be requested through Just In Time*.
 - If an IRB approval is not in place at time of award, the project may not be funded.

Resources

- SF424 (R&R) Application and Electronic Submission Information:
 - <http://grants.nih.gov/grants/funding/424/index.htm>
- How to Apply – Application Guide
 - <https://grants.nih.gov/grants/how-to-apply-application-guide.html>
- Need help with ASSIST?
 - http://grants.nih.gov/grants/ElectronicReceipt/faq_full.htm#about
- Am I Doing Human Subjects Research?
 - <https://grants.nih.gov/policy/humansubjects/research.htm>

eRA Commons - <https://commons.era.nih.gov/commons/index.jsp>

Registered PD/PIs can check assignment/contact information, review outcome, and other important information.

eRA Service Desk:

Hours: Mon-Fri, 7AM-8PM EDT/EST Web: <http://era.nih.gov/help/> Toll-free: 866-504-9552. Phone: 301-402-7469. TTY: 301-451-5939.

Application Process & Peer Review (UH4) NIEHS/DOE

Leroy Worth Jr., Ph.D., Scientific Review Officer

NIEHS Scientific Review Branch

Phone: 984-287-3340

Email: worth@niehs.nih.gov

Letters of Intent

- Letters of Intent (LOI) are due **June 08, 2024.**
- Email to worth@niehs.nih.gov
- Include PI name, address, telephone number, email address; Brief but focus/training intent of proposed UH4 Application, Key Personnel; and participating organizations.





Application Process Pointers

- Applicant organizations must register with NIH eCommons and Grants.gov, Pls register: <https://www.era.nih.gov/register-accounts/register-in-era-commons.htm>
- **Receipt Date: 5:00 PM local time, Monday July 22, 2024 (FIRM) (UH4)!**
- **Electronic submission through ASSIST is the only acceptable submission process.**

Submission: Cover Letter:

The cover letter should be used for a number of important purposes:

- Identify individuals in conflict*
- Identify areas of expertise needed to evaluate the application
- Discuss any extenuating situations**
- Required for an electronic changed/corrected submission

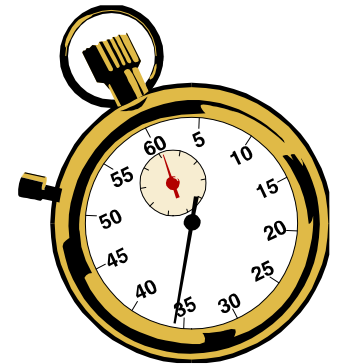
***It is not appropriate to use the cover letter to suggest specific reviewers.**

****It IS appropriate to use the cover letter to explain why you had to submit late; approved on an individual basis by DRR/RIO, not SRO.**



CRITICAL MESSAGE:

- ***Periodically check your eRA Commons Account:*** If you do not see your grant application image in eCommons, the NIH does not see it either. You must follow up on the process and use eCommons to check.
- **AGAIN: Start early and submit early!**
- **This is critical – Submit EARLY –** You may not be able to do anything about colleagues who work up to the last minute, so find ways to send “gentle reminders” with deadlines.
- Errors may require >1 day to post – then you are 1 day LATE, and your application may be returned without review (cover letter).



Peer Review Process (First Level): OVERVIEW



Special Emphasis Panel (SEP)- First Level

- A SEP will be convened to evaluate merit.
- Composed of experts with relevant proficiencies/competencies commensurate with the responsive applications and the NOFO.
- Reviews are confidential, panelists are required to disclose potential conflicts of interest and sign a confidentiality document.
- Multi-component applications (UH4) submitted to [ES24-002](#) and also go to full review will receive an overall impact score as well as individual priority scores for each component.
- All PDs will receive written critiques via eCommons; discussed applications will include summary of discussion and scores.



Peer Review Scoring:

- Scoring system focuses on impact of the grant application on the field, what it will accomplish if successful.
- Score range is from 1 (best) to 9 (worst), reported as an average X 10 (between 10 and 90).
- Described in detail: http://grants.nih.gov/grants/peer_review_process.htm
- NIH policy recommends that only the upper-half (best scored) applications be discussed/go to full review, so as to spend more time on more meritorious submissions.



NIH Scoring (simplified)

1	Exceptional	Exceptionally strong component with essentially no weaknesses
2	Outstanding	Extremely strong component with negligible weaknesses
3	Excellent	Very strong component with some minor weaknesses
4	Very Good	Strong component with numerous minor weaknesses
5	Good	Strong component with at least one moderate weakness and some minor weaknesses
6	Satisfactory	Component has some strengths and also some moderate weaknesses as well as some minor weaknesses
7	Fair	Component has some strengths and also at least one major weakness and some moderate as well as minor weaknesses
8	Marginal	Component has very few strengths and numerous major weaknesses as well as some moderate and minor weaknesses
9	Poor	Component has few strengths

Negligible: Weakness(es) is (are) usually points of clarification or suggestions, that could potentially aid what is being proposed and is (are) duly noted.

Minor Weakness: Easily addressable weakness that does not substantially lessen impact.

Moderate Weakness: A weakness that lessens impact.

Major Weakness: A weakness that severely limits impact.

Review Criteria (from FOA)

- Significance
- Investigator(s)
- Innovation
- Approach
- Environment

**NIH's Five
Review
Criteria**
(defined in
RFA)
(*criterion scores
10-90*)

****Note:** Scores are reported in the summary statement.

**Impact Score
(10-90)**

Each grant application is reviewed and receives a written critique and criterion scores.

Note: Applications not discussed will NOT receive a Summary of Discussion

****NOTE:** Human Subjects, Animal Care, can be sometimes be considered in the overall score. Budgets are reviewed but are not usually along with RSP, AKB.

Peer Review Focus

- **Significance:**
- Does the project address an important problem or a critical barrier to progress in the field?
- Is the prior research that serves as the key support for the proposed project rigorous?
- If the aims of the components are achieved, how will scientific knowledge, technical capability, and/or clinical practice be improved?
- How will successful completion of the aims change the concepts, methods, technologies, treatments, services, or preventative interventions that drive this field?
- **Refer to ES 24-002 highlighted text for specifics.**



Investigator(s):

- Does the PD/PI strongly demonstrate the capacity in providing leadership and assuring productivity of appropriate worker health and safety training and education programs and for overall management of the training programs including quality assurance and program evaluation? Do the PD/PI and the proposed staff have the ability to manage complex training programs?
- If the project is collaborative or multi-PD/PI, do the investigators have complementary and integrated expertise; are their leadership approach, governance, and organizational structure appropriate for the project?
- Is there sufficient evidence of an applicant's organizational structure or consortium, if applicable, that provides adequate knowledge and oversight of resources and administrative management of the program?
- **Refer to [ES 24-002](#) highlighted text for specifics.**



Innovation:

- Does the application challenge and seek to shift current research or clinical practice paradigms by utilizing novel theoretical concepts, approaches or methodologies, instrumentation, or interventions?
- Are the concepts, approaches or methodologies, instrumentation, or interventions novel to one field of research or novel in a broad sense?
- Is a refinement, improvement, or new application of theoretical concepts, approaches or methodologies, instrumentation, or interventions proposed?
- Is there evidence of inclusion of worker training initiatives and innovation?



Approach:

- Are the overall strategy, methodology, and analyses well-reasoned and appropriate to accomplish the specific aims of the project?
- Have the investigators included plans to address weaknesses in the rigor of prior research that serves as the key support for the proposed project ?
- Have the investigators presented strategies to ensure a robust and unbiased approach, as appropriate for the work proposed?
- Are potential problems, alternative strategies, and benchmarks for success presented?
- If the project is in the early stages of development, will the strategy establish feasibility and will particularly risky aspects be managed?
- Have the investigators presented adequate plans to address relevant biological variables, such as sex, for studies in vertebrate animals or human subjects?
- Refer to [**ES 24-002**](#)



Environment:

- Will the scientific environment in which the work will be done contribute to the probability of success? Are the institutional support, equipment and other physical resources available to the investigators adequate for the project proposed? Will the project benefit from unique features of the scientific environment, subject populations, or collaborative arrangements?
- Are the facilities and equipment appropriate to support the described worker health and safety training and education activities, including hands on instruction?
- Is there evidence that the operation of training facilities assures the protection of prospective trainees during program delivery?
- Are there appropriate policies and procedures for assuring fitness for training and medical clearance?



Additional Points to Consider:

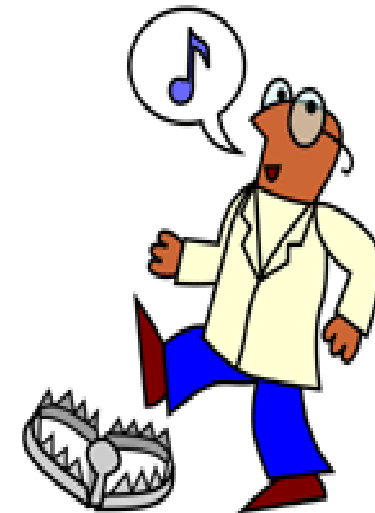
- **Protection of human subjects in research is reviewed and may affect scores.**
- **Human subject research generally does not occur in training, but if it is proposed, protections must be addressed.**
- **Biohazards, RSP, AKBiologics, & Select Agents**
- **Competing renewals have additional requirements to demonstrate progress in previous grant periods.**



Applications that are less meritorious...

- Lack clarity. Reviewers are unable to determine what applicants are planning to do.
- Lack sufficient detail. Specificity generates confidence.
- Are poorly prepared. Typos, misspelled words, small font size, poor grammar irritate reviewers.
- Are poorly thought out. Reviewers can tell a first draft when they see one.

Start Early; have colleagues read for content and grammar!



Applications that tend to review well...

- Specifically address all the essential components of the NOFO. Tell the reviewers what they need to know.
- Are clearly written, well organized, and prepared according to instructions. Again, don't make the reviewers work too hard.
- Demonstrate rather than assure. A "Trust me" attitude is a **Doomsday Scenario**.



NAEHSC – Second Level

- Funding plan prepared by program officers
- Council meets February 2025
- Submitted to **National Advisory Environmental Health Sciences Council** for concurrence and make recommendations to IC Director
 - Research priority area, Policy, Appeals*, budget, and Specials
- Funding decisions communicated with PIs



*NOFOs are not appealable

Review Contacts:

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984-287-3340 worth@niehs.nih.gov

Linda K. Bass, Ph.D.

984-287-3236 bass@niehs.nih.gov

Scientific Review Officers

Ms. Sharmice Outen, Program Specialist

984-287-3299 sharmice.ouden@nih.gov

NIEHS/DERT

