



July 25, 2002

Dear Colleague:

Enclosed is an application kit for grants for public awareness campaigns on embryo adoption. This kit contains all necessary forms and information to complete the application as listed below.

The closing date for this grant announcement is **August 26, 2002**. Applications are to be sent to: Andrea Brandon, Grants Management Office, Office of Population Affairs, Office of Public Health and Science, Department of Health and Human Services, 4350 East West Highway, Suite 200, Bethesda, Maryland 20814. Applications will be considered as meeting the deadline if they are postmarked on or before the closing date. Grant awards will be issued no later than September 30, 2002.

Please be sure to carefully read all the application materials in detail, as the kit contains many specific requirements which applicants must meet to be considered for funding. Applicants must submit an original application and two (2) copies. To facilitate the processing of your application, please include in the lower left corner of your mailing envelope: "**Attention: Embryo Adoption Public Awareness Campaign**".

If you have any questions concerning the financial or budgetary aspect of your application, please contact the Andrea Brandon in the Office of Population Affairs (OPA), Grants Management Office at (301) 594-4012. For questions specific to project activities, please contact Kaye Hayes in the Office of Women's Health, OPHS at (202) 205-2003.

This Application Kit includes the following materials:

Cover Letter

- Enclosure 1 - Federal Register Announcement of the Availability of Financial Assistance and Request for Applications to Support Development and Delivery of Public Awareness Campaigns on Embryo Adoption
- Enclosure 2 - Federal Grant Application Form (OPHS-1, Revised 6/2001)
- Enclosure 3 - Application Checklist
- Enclosure 4 - Confirmation of Application Receipt