



July 3, 2002

Dear Colleague:

In response to your request, we have enclosed an application kit for the Title X Clinical Specialty Training Program supported by the Office of Family Planning (OFP).

The application kit contains forms, instructions, and a checklist with guidance for assembling the application. Please read all the materials prior to preparing your grant application. To receive consideration, applications must be received no later than August 12, 2002.

We recommend that applicants be concise while fulfilling all requirements. Applications should be limited to 60 double-spaced pages, not including appendices. Please note that an original and two copies must be submitted.

Completed applications should be sent to:

Grants Management Office
Office of Population Affairs
4350 East-West Highway, Suite 200
Bethesda, Maryland 20814

Included in the application kit is a current listing of the State Single Point of Contact (SPOC) for each state in the area to be served. For those states not represented on the listing, applicant should make further inquiries regarding the submission to the relevant SPOC. The SPOC comment(s) should be forwarded to the above address.

If you have any questions pertaining to fiscal, administrative or business matters, please contact the Grants Management Office on (301) 594-4012.

We appreciate your interest in the Family Planning Nurse Practitioner and Specialty Training Program.

Sincerely,

/s/

Mireille B. Kanda, M.D., M.P.H.
Acting Director, Office of
Population Affairs

Enclosures:

- Enclosure # 1 - Announcement of Availability of Funds for Family Planning Clinical Specialty Training; Notice
- Enclosure # 2 - Title X of the Public Health Service Act
- Enclosure # 3 - Title X Regulations - 42 CFR Part 59A - Grants for Family Planning Services
- Enclosure # 4 - Supplemental Information and Instructions for Preparing Grant Applications
- Enclosure # 5 - Review Criteria for Specialty Training Grant Applications
- Enclosure # 6 - Grant Application Form OPHS-1 (Revised 06/2001)
- Enclosure # 7 - OMB State Single Point of Contact
- Enclosure # 8 - Grant Application Checklist
- Enclosure # 9 - Confirmation of Application Receipt
- Enclosure #10 - Health Resources and Services Administration, Lists of Designated Primary Medical Care, Mental Health, and Dental Health Professional Shortage Areas; Notice
- Enclosure#11 - Family Planning Regional Program Consultants