



Section of Women's Children's Family Health (WCFH)
Request for Applications (RFA)
Alaska Workplace Breastfeeding Support Project

RFA Released: **October 1, 2016**
Deadline for Application Submissions: **November 18, 2016**
Award Notice: **December 6, 2016**

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For questions about the Breastfeeding Accommodation and Support RFA please contact

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ABOUT DHSS DPH Section of Women's Children's Family Health (WCFH)

Our mission is to promote optimum health outcomes for all Alaska women, children, teens and their families. This aligns with the overall intent of the Title V MCH Block Grant under Title V of the Social Security Act of 1935. This act outlines the goals which include providing and assuring mothers and children have access to quality maternal and child health services; reducing infant mortality; reducing the incidence of preventable disease; and reducing disabling conditions among children.

WCFH supports state maternal and child health programs and partners through capacity building and technical assistance, provision of reliable data on MCH issues, and promotion of best practices to best serve Alaska's families.

Breastfeeding

Breastfeeding is recognized as the best source of nutrition for most infants and strategies to support breastfeeding mothers and babies are some of the most effective measures to protect and promote the health of all infants.¹ Lack of accommodations to breastfeed or express milk at the workplace is a persistent barrier for women to initiate and continue to exclusively breastfeed. The Affordable Care Act (ACA) amended Section 7 of the Fair Labor Standards Act (FLSA) that requires employers to provide reasonable breaks for an employee to express breast milk for her nursing child for one year after the birth of the child.² In addition, employers are required to provide a place – other than a bathroom – that is shielded from view and free from intrusion of coworkers and the public for nursing mothers to express breast milk during the workday.³ These requirements, however, do not preempt state laws providing greater protection to employees. Employers with fewer than 50 employees are not subject to the FLSA break time requirement if compliance with the provision would impose an undue hardship.⁴ Some state maternal and child health (MCH) programs, state breastfeeding coalitions, and state departments of labor are collaborating to support employers with the implementation of the FLSA requirements as well as recognizing businesses that accommodate lactating women.

The Alaska Workplace Breastfeeding Support Project

With funding from the Association of Maternal and Child Health Programs (AMCHP) and the Association of State and Territorial Health Officials (ASTHO), the Section of Women's, Children's, and Family Health (WCFH) within the state of Alaska Division of Public Health is offering three options below for Alaska workplaces to initiate activities around breastfeeding accommodation and support. Prospective applicants may apply for one or all of the option levels below. There is one lactation pod valued at \$15K and fifteen \$1,000 sponsorships to be awarded for a total of 30K. Applicants may apply for both Level 1 and 2 but will not receive both awards. Note that applicants may also only apply for technical assistance by checking only Level 3 box. Please indicate by checking the boxes below which options your organization wishes to apply for.

- Level 1:** Placement of a standard suite lactation pod (www.mamava.com) in your organization workspace. This pod is a portable, private space with seating, shelving, and electrical and USB ports, to allow mothers to breastfeed or pump breastmilk as needed.
- Level 2:** \$1,000 scholarship to create or improve an existing lactation space in your own organization.
- Level 3:** Technical assistance to develop a workplace breastfeeding accommodation policy based on ACA FLSA requirements. State would provide informative breastfeeding resources, sample breastfeeding policies, and feedback as requested.

¹ United States. Department of Health and Human Services. Centers for Disease Control and Prevention. Strategies to Prevent Obesity and Other Chronic Diseases: The CDC Guide to Strategies to Support Breastfeeding Mothers and Babies. Atlanta: U.S. Department of Health and Human Services;2013.

² United States. Department of Labor. Fact Sheet #73: Break Time for Nursing Mothers under the FLSA. Washington: August 2013. Web. 24 Sept 2013.

³ United States. Department of Labor. Fact Sheet #73: Break Time for Nursing Mothers under the FLSA. Washington: August 2013. Web. 24 Sept 2013.

⁴ United States. Department of Labor. Fact Sheet #73: Break Time for Nursing Mothers under the FLSA. Washington: August 2013. Web. 24 Sept 2013.

Eligibility and participation requirements

All Alaska workplaces are eligible to apply to participate in the *Alaska Workplace Breastfeeding Support Project*. If applying for Levels 1 and/or 2, **applicants must include a letter of support from building/facilities management for placement of lactation pod or to make other physical changes to workplace.** Electrical outlet access will be required for both pod and lactation room.

The successful applicants are expected to participate with WCFH in the following activities:

1. Develop a policy on workplace breastfeeding accommodations based on ACA FSLA requirements.
2. Accommodate placement of breastfeeding and other public health educational materials within lactation/pod space from WCFH.
3. Report on project activities as needed such as team meetings and budget planning.
4. Participate in a quarterly survey about lactation room/pod usage to understand the impact of new accommodations and breastfeeding policy.
5. Participate in media requests generated by workplace breastfeeding project as needed.

The Workplace Breastfeeding Support Project Tentative Timeline

The timeline below will assist with proposal development. The selected workplaces in partnership with WCFH will develop a final timeline and work plan. Permanent placement of lactation pod will be assessed on annual basis based on the awarded workplace’s continued employee need, maintenance and commitment to sustain pod usage.

<i>RFA Released</i>	<i>October 1, 2016</i>
<i>Applications Due</i>	<i>November 18th, 2016 11:59PM</i>
<i>Project Participants Announced</i>	<i>December 6th, 2016</i>
<i>Project Start Date</i>	<i>December, 2016</i>
<i>Team Check In and Activity Update</i>	<i>February 2017</i>
<i>Quarterly Usage Survey</i>	<i>TBD</i>
<i>2nd Quarterly Usage Survey</i>	<i>TBD</i>
<i>3rd Quarterly Usage Survey</i>	<i>TBD</i>
<i>4th Quarterly Usage Survey</i>	<i>TBD</i>
<i>Project End Date</i>	<i>January 2018</i>

Application procedure

Submit all required application materials by email by **11:59 PM AKST November 18, 2016** to Daniella DeLozier at daniella.delozier@alaska.gov

- Applications need to address the Components I-V (described below).
- The page limit for Components I-IV is **four single spaced pages**; Component V is a stand-alone document and will not be count as part of your page limit.
- To be eligible, applicants are required to complete and submit **all required pieces of the application** however if only applying for Level 3 Technical Assistance, only complete Component I.
- Applications received after the deadline of 11:59 PM AKST on **November 18, 2016**, will not be considered.

Please Note: You will receive notification of receipt of application no later than November 22, 2016 following submission. If you have not received a notification of receipt by **Tuesday, November 22, 2016**, please contact Daniella DeLozier at daniella.delozier@alaska.gov

APPLICATION COMPONENTS

I. ORGANIZATION DESCRIPTION

- **Brief description of your organization/workplace:** Include location of worksite, number of employees, and approximate number of daily public visitors, building hours, and anything else you think is important for us to know.
- **Current Lactation Accommodations/Policy:** Describe current workplace breastfeeding support and accommodation policies and or efforts, if any.

II. PROJECT PROPOSAL

- **ACTIVITIES:** Please provide an initial proposal for how your workplace will implement activities based on the Level selected above. Include planned location of new lactation space or pod (photos are encouraged), preliminary estimated costs, and how the space will be supported, monitored, and maintained by employees/supervisors and building management. (i.e. will it be added to existing janitorial staff duties? Will an employee be responsible for cleaning the space/pod?) Include how you will publicize its presence to public visitors. It is the applicant's responsibility to review the mamava pod website to ensure the size can be accommodated in the space available and that the electrical connections can be made for full intended use of the pod.
- **EXPECTED BENEFITS:** Include how participating in the *Alaska Workplace Breastfeeding Support Project* will impact your workplace.

III. OBSTACLES

- **Barriers:** Identify challenges you may experience during this project and how these obstacles will be overcome. Please be specific, e.g., if time or funding are barriers, discuss specifics about how they are barriers to this project.

IV. TEAM OPERATIONS PLAN

- **Roles and responsibilities:** Briefly describe how your team will work together. Address team logistics such as where and how often the team will convene.

V. TEAM ROSTER

- Clearly identify a team roster, including your project co-leads. Co-leads will be the primary points of contact for WCFH to check in with teams. You may include up to seven members on your project team.
- Provide detailed contact information of each proposed project team member.
- Please use the template provided in Appendix A to submit your team roster.

APPLICATION CHECK LIST

- Does your application include the following required pieces?
 - I. ORGANIZATION DESCRIPTION
 - II. PROJECT PROPOSAL
 - III. OBSTACLES
 - IV. TEAM OPERATIONS PLAN
 - V. TEAM ROSTER
- If applying for level 1 or 2, does your application include a letter of support from building management?

SELECTION CRITERIA

Applications will be rated on a 100-point scale on the following evaluation criteria:

ORGANIZATION DESCRIPTION – 40 points

- ▶ Extent to which applicant describes organization/workplace.
- ▶ Extent to which applicant describes current efforts related to workplace breastfeeding support and accommodation.

READINESS- 50 points

- ▶ Extent to which applicant addresses the added value of participation in the *Alaska Workplace Breastfeeding Support Project*.
- ▶ Extent to which applicant describes employee/visitor need for breastfeeding support and space accommodation.
- ▶ Extent to which applicant describes utilization of either the lactation pod, \$1,000 sponsorship and technical assistance from WCFH.
- ▶ Extent to which applicant identifies and offers effective ways to overcome barriers to participation in the *Alaska Workplace Breastfeeding Support Project*.
- ▶ Extent to which applicant describes a feasible, preliminary team operations plan.

TEAM ROSTER-10 points

- ▶ Extent to which applicant includes all required information on various team members.

Appendix A: Workplace Team Roster Template

Name & Title	Contact Information	Project Responsibilities:
<u>Co-lead</u> 1.	Email: Phone: Address:	
<u>Co-lead</u> 2.	Email: Phone: Address:	
3.	Email: Phone: Address:	
4.	Email: Phone: Address:	
5.	Email: Phone: Address:	
6.	Email: Phone: Address:	
7.	Email: Phone: Address:	