

APPENDIX B – SCOPE OF WORK AND INVOICING SCHEDULE

Scope of Work: [Insert Health Department Name]

Project: Advancing Evidence-Based Strategies to Strengthen Vaccine Uptake and Confidence in High-Risk Communities

Project Period: November 9, 2026 - July 31, 2027

Award Amount: \$40,000

Project Background

The *Advancing Evidence-Based Strategies to Strengthen Vaccine Uptake and Confidence in High-Risk Communities* project will provide LHDs with resources to pilot strategies to improve vaccine receptivity, uptake, and adherence to outbreak mitigation measures in high-risk populations. This will include training and technical assistance to help LHDs develop and evaluate tailored interventions for priority populations within their jurisdictions.

Objectives

With support from NACCHO, [Insert Health Department Name], seeks to meet the objectives and corresponding Scope of Work below:

- Identify, implement, and evaluate an intervention for addressing vaccine preventable diseases with high-risk communities.
- Engage in a learning collaborative with other local health departments and partners to exchange information on vaccine uptake strategies and participate in educational sessions and peer-to-peer opportunities.
- Contribute to shared learning and reporting of challenges, results, and outcomes throughout the project to inform project partners and broader NACCHO membership.

Required Activities

To achieve these goals, [Insert Health Department Name], will complete the following activities throughout the project period of performance:

- Create a project work plan outlining specific activities the LHD will complete to meet the project objectives and deliverables.
- Develop an evaluation plan and collect the necessary data to answer key evaluation questions.
- Use the data from the evaluation activities to guide the development of at least one vaccine communications, outreach, and/or education materials.
- Use evaluation findings to develop a Lessons Learned report
- Regularly attend and participate in NACCHO led meetings including learning collaboratives, peer-to-peer engagement opportunities and one-on-one technical assistance calls.
- Contribute to at least one learning collaborative by presenting selected intervention, design, implementation, and evaluation efforts.
- Develop Sustainability Strategy and Action Plan