**African American/Black Regional Initiative to Reduce Tobacco Related Disparities**
**RFA 18-10134**

**FAQ for the Informational Webinar Held on July 11, 2018**
Updated 08/01/2018
Questions in **Red** are NEW.

***Eligibility***

**Q: Our program operates in Sonoma County (Santa Rosa) for African American youth. We are in the Bay Area but our county is not listed. Is that correct or was there an error?**

A: Based on the 1992 grouping of the 58 counties in into 11 geographical regions, Sonoma County was grouped in the North Coast region. A project was awarded funding for this region under *RFA 17-10569 Regional Initiative to Mobilize Communities and Reduce Tobacco-Related Disparities Among African American/Black, Asian/Pacific Islander, Hispanic/Latino and Lesbian, Gay, Bisexual, Transgender, Queer Populations.* This project began operations on May 1, 2018. Eligible regions for this RFA includes the Bay Area (Alameda, Contra Costa, Marin, San Francisco, San Mateo, Santa Clara, and Solano counties), Central Valley (Fresno, Kern, Kings, Madera, Mariposa, Merced, and Tulare counties), Los Angeles (Los Angeles county), and Tri-County South (Imperial, Riverside, and San Bernardino counties).

**Q: Can Coordinating Centers apply for this funding?**

A: Per the eligibility criteria starting on page 9, an existing Statewide Coordinating Center is not excluded from applying from this funding opportunity.

**Q: Are we allowed to include a 3rd partner in the Consortium, with a justification?**

A: Per pages 9 and 10 of the RFA, non-Local Lead Agency (LLA) Applicants may submit an application reflecting a consortium of up to three (3) agencies, including the prime Applicant. Each member of the consortium must be located and/or working in one or more of the counties within the region.

**Q: If the Lead Agency is not allowed to include a 3rd partner in the Consortium, can the Lead Agency include this 3rd partner (with justification) on its budget for activities and intervention implementation?**

A: Refer to pages 36 – 41 and 51 – 52 of the RFA. The budget should adhere to requirements provided in Part V, Section H, and Part VI, Section C, and utilize the eight (8) budget line items provided in the OTIS budget justification index. Subcontractors and consultant services should link to the activities in the Scope of Work. Please see APPENDIX_17 Budget Justification Instructions for Funding Opportunities.

***Intervention Plan***

**Q: On the webinar I attended this morning, the presenter said we have to submit a proposal for all counties in a given region, but the RFA says only three jurisdictions are required. Can you clarify how many counties in a given region need to be addressed in the proposal?**

A: Proposed services are to be for the entire region, with policy-based indicators identifying at least three (3) jurisdictions (e.g., cities or counties) that the applicant will work in. Grant funds from RFA #18-10134 may not supplant or duplicate existing funded activities. Therefore, applicants are strongly advised to communicate with existing funded agencies in the proposed geographical area to understand

how their efforts could complement, support or leverage existing work by engaging the priority population of focus.

**Q: Must all services be related to tobacco control? Or, may applicants more broadly address the social determinants of health by, for example, building the capacity of youth-serving groups to build a culture of health and to advocate for policy change?**

A: All services provided must be related to tobacco control. Please see APPENDIX 1_Examples of Using Grant Funds to Address Social Determinants of Health (SDOH) (PDF - 197.61 Kb).

**Q: Will CTCP be developing tobacco-related marketing materials to address the African American Community? Current tobacco-related resources for this community are very limited.**

A: Applicants may develop tobacco-related marketing materials to address the African American community. Per page 20 of the RFA, any educational materials developed under the funded project by the Applicant must be submitted, along with testing results (e.g., reading level, consumer focus group results) to the Tobacco Education Clearinghouse of California (TECC) through the TECC website.

***Evaluation Plan***

**Q: The Grant states a requirement that the Project Evaluator conduct technical aspects of the evaluation including the design, sampling, training of data collectors, data analysis, and summarizing evaluation results. The Project Evaluator must work on the project a minimum of 10 percent of a full-time position. Does the lead agency need to staff a Project Evaluator with a minimum of 10 percent of a full-time position that works with an external evaluator who is contracted to do evaluation? Or does the external contracted evaluator have to spend a minimum of 208 hours per year on the project?**

A: The lead agency must designate a qualified project evaluator who assists with the implementation of the evaluation portion of the scope of work during the grant term. The Project Evaluator work a minimum of 10 percent of a full-time position (e.g., 208 hours per year) on the project. The Project Evaluator can be an internal staff member or an external evaluation consultant.

**Q: The Evaluator example provided in the RFA is designated at 208 hours at $100 per hour. Can the number of hours be increased? In the previous RFA the evaluator hours were more.**

A: Yes, the Project Evaluator's number of hours may be increased. Two hundred and eight (208) hours is the minimum number of hours required.

***Funding***

**Q: Can you provide further information and clarification on CTCP's ability to provide an additional 10% of Funding?**

A: Per page 12 of the RFA, CDPH shall have the option to provide additional funding to a project, not to exceed ten (10) percent of the grant amount, per FY. If a decision is made to provide this additional

funding, grants will be amended to include additional funding and commiserate increases to existing SOW activities.

***Staffing***

**Q: Will the 75% Project Coordinator and 25% Project Director meet the 100% Full-time Project Director/Project Coordinator requirement?**

A: Per pages 23 and 24 of the RFA, Applicants must designate a 100 percent full-time equivalent (FTE) Project Director or Project Coordinator for the project. This should be equivalent to one employee working full-time in this position and should not be divided among more than one employee.

***Subcontractors/Consultants***

**Q: Can a subcontractor participate in more than one RFA?**

A: Yes

**Q: Can a subcontractor work with more than one LLA?**

A: Yes

**Q: Can you provide suggestions of how a 3 subcontract can be utilized in the application and (and not be a consortium member) to provide services to impact the African American community.**

A: This is a competitive process and therefore, we are unable to provide advice, opinions, or personalized technical assistance. Please review the RFA instructions.

***Webinar***

**Q: When will slides be sent to attendees?**

A: The recording of the webinar and webinar slides are now available on TCFOR.