

Request for Application 19-10090

Finishing the Fight: Statewide Coordinating Center for Community Engagement and Organizing

Round 1 Questions

Applicant Capability:

What does "Coordination/Collaboration with other CDPH/CTCP funded projects" look like?

Applicants must demonstrate Coordination/Collaboration with CDPH/CTCP-funded statewide, regional, local, and Tribal tobacco control projects for the purpose of engaging and serving communities and avoiding duplication of effort; and outreach and relationship building with non-traditional partners including but not limited to; housing, environmental, and business sectors, California League of Cities, county and city planners, social justice and human rights organizations, and linkages of these groups to CDPH/CTCP-funded projects.

Is an agency eligible for funding under the Request for Application (RFA) CG 19-10090 *Finishing The Fight: Statewide Coordinating Center for Community Engagement and Organizing* if the agency is funded to evaluate any component part of the California Tobacco Control Program's (CTCP) Initiative to *Reduce Tobacco-Related Disparities*, including any the statewide coordinating centers and training and technical assistance projects?

RFA CG 19-10090 *Finishing The Fight: Statewide Coordinating Center for Community Engagement and Organizing* does not restrict an agency awarded funding to evaluate any component part of CTCP's *Initiative to Reduce Tobacco-Related Disparities* from applying for funds under this RFA. However, to avoid any appearance of a conflict of interest it is advised if an agency is funded to evaluate any part of CTCP's *Initiative to Reduce Tobacco-Related Disparities*, it should propose a Statewide Community Engagement and Organizing Center staff team completely separate from the evaluation team, and describe a plan for how the Coordinating Center team will operate independently from the evaluation team. The reason for this is, it is expected some of the *Initiative to Reduce Tobacco-Related Disparities* evaluation projects will include evaluation activities that assess how well CTCP's Statewide Coordinating Centers and training and technical assistance projects provided culturally and linguistically appropriate support to regional, Tribal, local health department, and community-based organizations as part of the *Initiative to Reduce Tobacco-Related Disparities*.

Evaluation:

What is the definition of an external evaluator?

The external evaluator is someone outside of the agency who provides an outside, unbiased, and objective point-of-view; therefore, the external evaluator must be completely separate

from the agency that performs tobacco control interventions. This position implements activities such as development of data collection instruments and protocols; providing data collection training; overseeing sampling methodology; data analysis; and report writing. Duties may also include assisting with data translation and dissemination of evaluation results.

Can we include evaluation staff from our agency on the budget?

Yes.

Budget

If an applicant doesn't have their subcontractors identified at the time of submission, how would they articulate this in the budget?

The budget justification narrative must describe the intended work of the subcontractor(s) as it relates to the Scope of Work proposed and state the subcontractor(s) are to-be- determined at a later date if they are not yet identified.

Can the Project Director or Project Coordinator 100% FTE position be listed as a "to be hired" position in the proposal?

Yes. The budget justification narrative should describe the education and professional experience sought, and the Applicant's recruitment and hiring plan for the 100% FTE position along with required responsibilities outlined in the RFA staffing requirements.