Request for Application 19-10090

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

Round 2 Questions

Applicant Capability

Do all staff need to be 100 percent based in California?

The agency qualifications of the Request for Applications (RFA) indicate the agency must have an office that has been physcially located, for at least three (3) years, in the state of California. There are no requirements specifying all staff be 100 percent based in California. However, all staffing must be consistent with the requirements indicated on page 30 of the RFA.

Does the evaluator need to be based in California?

No. The evaluator does not need to be based in California. However, the External Plan Evaluator must meet the staffing requirements of the Plan Evaluator. The individual designated as the Plan Evaluator must meet the following minimum requirements: 1) at least one course in study design or at least one year of experience determining the study design for an evaluation; 2) have intermediate or higher proficiency in calculating sample size, developing a sampling scheme, and determining appropriate data collection methods; 3) completed one course in program evaluation or one year of planning and implementing a program evaluation; 4) have intermediate or higher proficiency in evaluating behavior change, policy, or media interventions; 5) at least two intermediate courses in statistics; and 6) have intermediate or higher expertise in using statistical software packages to analyze and interpret quantitative data.

Budget Travel

Is travel allowable for a subcontractor who is out of state?

Yes, travel is allowable for a subcontractor who is out of state. All travel must be consistent with the needs of the project and must directly support Scope of Work activities.

Online Tobacco Information System (OTIS)

Can you share whether there are word counts for each section of the application?

The only Section of the Application with word limits is in the Narrative Section for each objective. There ares no word limits for the Applicant Capability, Scope of Work or Budget sections. Word counts are displayed at the bottom right of the sections that have a word limit.

Letters of Intent (LOI)

Can a subcontractor be mentioned in the LOI for two separate Applications?

Yes.

Other

Can you clarify the role of the currently funded Policy Development and Implementation Coordinating Center for in supporting local communities versus the role of the Coordinating Center for Community Engagement and Organizing?

The goal of the Statewide Community Engagement and Organizing Coordinating Center is to create a cohesive tobacco control movement that engages and energizes local, regional, priority population, and tribal coalitions and advisory boards; and increasingly engages non-public health sectors, such as housing, environmental, and business sectors; League of Cities, county and city planners, and social justice and human rights organizations, to support tobacco use prevention and reduction. The Statewide Policy Development and Implementation Coordinating Center provides information and assistance to local, regional, and priority population projects as well as local and tribal governments, on the development and implementation of evidence-based and innovative policies to advance local tobacco use prevention and reduction. This work includes the development and promotion of model policies, legal technical assistance, and policy implementation technical assistance.