

**Request for Applications (RFA) 20-10230 Tobacco-Free for Recovery
Questions and Answers**

1. This funding opportunity is for inpatient programs. Is there any funding for outpatient programs?

No. Currently there are no funding opportunities from the California Tobacco Control Program (CTCP) for outpatient programs. Current and upcoming funding opportunities can be found on the Tobacco Funding Opportunities and Resources (TCFOR) webpage: <https://tcfor.catcp.org/>.

2. Are we eligible to apply if we are already a tobacco-free campus, but our policy does not include electronic smoking devices?

Yes. Funding may be used on activities such as updating policy language to include electronic smoking devices, updating intake procedures to include tobacco use assessment questions, developing and implementing a wellness plan, and providing tobacco cessation treatment to clients. Please refer to **Page 6** of the RFA for additional eligibility criteria and Agency qualifications.

3. Will the 2021 Kickoff Training hosted by the Smoking Cessation Leadership Center (SCLC) take place in-person in light of COVID-19?

To be determined. If it is unsafe to gather in-person due to COVID-19, the Kickoff Training will take place virtually.

4. Can one (1) Agency combine the number of inpatient beds from three (3) facility sites to meet the minimum bed count size of fifteen (15)?

No. Each facility must have a minimum of fifteen (15) residential inpatient beds. Please refer to **Page 6** of the RFA for additional eligibility criteria and Agency qualifications.

5. Does the grant cover the cost of the salary of the Project Coordinator at four (4) hours a week or 10% Full Time Equivalent (FTE)?

No. CTCP requires a minimum of 10% FTE to be provided in-kind for the Project Coordinator position; however, salary above the required minimum of four (4) in-kind hours per week may be charged to the grant.

6. What is the maximum percent for indirect costs in the budget?

The Indirect Cost Rate must not exceed 25 percent of the Total Personnel Costs (Personnel plus Fringe Benefits) or 15 percent of Total Allowable Direct Costs.

7. Regarding indirect costs in the budget, could you please describe what is covered in more detail?

Indirect costs are an agency-wide, general management cost that cannot be attributed to a specific Scope of Work (SOW) activity and consist of administrative services necessary for the general operation of the agency, such

as: accounting, budgeting, payroll preparation, human resources services, purchasing, maintenance, centralized network and data processing. Conversely, direct costs are costs that provide measurable, direct benefit to specific SOW activities.

8. Can we modify the prescribed activities in the Scope of Work (SOW)?

No. The SOW activities are written so that a facility can customize their approach within the prescribed SOW (e.g. updating policy language to include electronic smoking devices or creating a wellness plan that is appropriate for the facility, etc.); however, the structured activities cannot be deleted or changed. Facilities may conduct additional activities related to tobacco control as long as the prescribed SOW intervention and evaluation activities are on track.

9. Can inpatient units in hospitals apply for funding if they are otherwise eligible?

Yes. Please refer to **Page 6** of the RFA for additional eligibility criteria and Agency qualifications.