CG 14-10013 Make Tobacco History
Questions from CTCPInbox

Date/Time	Person/Organization	Question	Response
January 29, 2014 2:38 PM	**Alison Mundy** VP of Development ChangeLab Solutions	If the applicant receives government funding for programs unrelated to Tobacco Control from government agencies, must one of the letters of reference be from one of these agencies?	Yes
January 29, 2014 10:28 AM	**Alison Mundy** VP of Development ChangeLab Solutions	What level of detail is useful to establish program experience? The program experience section asks "how many years…?" Can you provide a range within which we can focus our efforts, for the purposes of this application?	Please review the criteria on page 18 of the original RFA or page 19 of the revised RFA which was posted on January 31, 2014.
January 29, 2014 10:28 AM	**Alison Mundy** VP of Development ChangeLab Solutions	Will the $6,000,000 award be distributed evenly over five years?	The distribution of funding is based on budget needs; the maximum award is $700,000 per year.
January 29, 2014 10:28 AM	**Alison Mundy** VP of Development ChangeLab Solutions	Is there a space or character limitation in the OTIS application?	No.
January 29, 2014 10:28 AM	**Alison Mundy** VP of Development ChangeLab Solutions	Can more than one person from each applicant organization register on OTIS and utilize the training materials?	Only one person from the applicant organization is to register on the TCFOR website. Once this individual has access, through OTIS, the individual will ask for additional users to be associated with the Make Tobacco History procurement.
January 29, 2014 10:28 AM	**Alison Mundy** VP of Development ChangeLab Solutions	Is the solicitation, and any award resulting from the solicitation: • A contract for services under the Public Contract Code? • A personal services contract as defined in Government Code 19130?	The awards made will be grants. They will not be contracts. Personal Services may not be funded through a grant mechanism.
January 29, 2014 10:28 AM	**Alison Mundy** VP of Development ChangeLab Solutions	For Audit History, please confirm that the term "audit" is not the same as an *annual contract compliance review*, which we have with some government agencies.	Correct.

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January 29, 2014 10:16 AM	**Vanessa Marvin** State Director, Advocacy ALA in California	The main RFA document says the letter of intent is due on February 11, 2014, however the separate document in the appendix about the letter of intent says March 14, 2014. Please clarify.	Thank you for pointing out this inconsistency. An addendum to the RFA was posted on January 31, 2014 to clarify that the due date for the letter of intent is February 11, 2014.
January 29, 2014 9:41 AM	**Kimberlee Homer Vagadori** Project Director California Youth Advocacy Network	The RFA states approximately $6 million is available for this grant. Is the $6 million the total amount for all 5 years combined?	$6 million is the total amount of funds available for the five year period.
January 29, 2014 9:41 AM	**Kimberlee Homer Vagadori** Project Director California Youth Advocacy Network	Does the budget for each fiscal year need to be the same amount?	No.
January 29, 2014 9:41 AM	**Kimberlee Homer Vagadori** Project Director California Youth Advocacy Network	When estimating travel expenses, can the formulas be separated out by categories (e.g., trainings, health fairs, etc.) vs. per trip?	Yes; however, please describe the travel budget within the appropriate travel subcategories of: 1) Project Travel; 2) CTCP Travel; 3) Required Travel; or 4) Out-of-State Travel.
January 29, 2014 9:41 AM	**Kimberlee Homer Vagadori** Project Director California Youth Advocacy Network	Do detailed line item budgets need to be submitted for subcontractors?	No. You are to submit the name of the subcontractor and a summary of the services. For consultants, clarify the hourly rate and the number of hours of work to be performed. Additionally, CTCP reserves the right to review the subcontract agreement.
January 29, 2014 9:35 AM	**Kimberlee Homer Vagadori** Project Director California Youth Advocacy Network	For the "Applicant Capability" section is there a page limit or recommended length for each of those questions?	No. Be concise and responsive to the questions asked and the review criteria.