

**Prevention Expansion Grant RFP  
Responses to Question  
March 20, 2017**

Question:

On Page 6 of the RFP, it reads that the budget, workplan, resumes, and MOU will not be included in the page limit. Under the Staff & Management section, we are also asked to include names and job functions of staff. Do these names & functions count toward the page limit or can they be included with the resumes & MOU as appendices?

Response:

The "Staff & Management" section is a component of the narrative and is counted toward the maximum page limit. Include in this section the names of staff and their job functions as they relate to the proposal.

Question:

In recent years ADAP has provided fidelity steps for specific evidence-based strategies. These fidelity steps have served as our work plans. If we are requesting funds to continue a strategy we are already working on should we use the fidelity steps we are currently using as our FY 18 work plan? Or should we create a new work plan?

Response:

The RFP does not require a specific work plan format or form at this time.

Question:

On page 8 under "minimum requirements" the RFP outlines that the "proposal must contain the following items in the following order". The Certificate of Insurance, Request for Taxpayer Identification Number, the w-9 and the ADAP provider information summary form are not included in this list. Should these documents be included at the beginning of the application or as attachments at the end of the proposal? Are these items included in the limited page count?

Response:

The Certificate of Insurance, Request for Taxpayer Identification Number and Certification Form W-9 and the ADAP Provider Information Summary Form are not included in the maximum page limit. They can be submitted as appendices.

Question:

How many grants do you anticipate awarding in FY 18?

Response:

4 - 6

Question:

How many grants will be awarded under the prevention grant?

Response:

4 - 6

Question:

Our question concerns the necessity for the CCR (CAGE) number for the fiscal agent on the form on page 22. We have a CCR (CAGE) number but when I tried to double check that our number is still valid on this site: <https://eportal.nspa.nato.int/AC135Public/scage/CageList.aspx> there was a link to a document that explains CAGE/NCAGE procedures including the process as they relate to registering in and updating data in U.S. System for Award Management (SAM). (The link was blocked by my virus protection as being infected) I was actually able to validate that our CCR (CAGE) number is still good, however I did some reading about a new SAM number that has replaced the CAGE number. Can you please give some guidance as to whether we need a CCR (CAGE) number?

Response:

As of 2012 the System for Award Management (SAM) became the new official U.S. Government system that helps manage the federal awards process and replaced CCR. Organizations that are subrecipients of federal awards **must maintain** an active SAM registration with current DUNS information at all times. It is also advised that organizations renew and revalidate their SAM registration every year. Organizations can check their registration status using their DUNS number at <https://www.sam.gov> then clicking on **Check Status**. If your status is “inactive” refer to link on left side “What is Expired status?”

Question:

May this funding be used to implement a new strategy or expanded media outreach strategy?

Response:

This funding is provided to support the expansion of an evidenced based or promising strategy/activity that you are currently implementing focused on a high need population. See “Required Activities” on page 3 of the RFP.

Question:

May this funding be used to promote a strategy or strategies that our coalition is not directly implementing, such as adolescent SBIRT?

Response:

No, this funding is provided to support the expansion of an evidence based or promising strategy/activity that you are currently implementing.

Question:

May this funding be used to employ new staff or contractors?

Response:

Yes, if they are hired to support the expansion of an evidence based or promising strategy/activity that you are currently implementing.

Question:

May this funding be used to fund local or regional trainings, such as training in SBIRT implementation, or ACES, or curriculum implementation?

Response:

No

Question:

What is considered a promising practice?

Response:

A promising practice is an intervention that is based on a theory of change that is documented in a clear logic or conceptual model, is similar in content & structure to interventions that appear in registries &/or peer-reviewed literature and that have been implemented and shown to have positive effects on the intended outcome(s).

Question:

Can we take an evidence based practice and alter or expand on it to better serve the needs of a high need population?

Response:

Yes. Your application should include a description of the modification you are making to the evidence based practice and how you will maintain the evidence based practice's level of fidelity to better address the needs of the high need population.

Question:

Can we restart a project that happened before but is no longer in existence?

Response:

No, this funding is provided to support the expansion of an evidence based or promising strategy/activity that you are currently implementing.

Question:

Can positive social norms marketing projects be supported?

Response:

Yes, if it is an expansion of a social norms marketing project you are currently implementing to better serve a high need population.