

Strategic Prevention Framework Partnerships for Success 2015 (PFS15)
Cooperative Agreement – Request for Proposals
Question and Answers

1. **Question:** <http://www.freedomlifekills.org> Is this the Life Skills referred to in Optional Strategies on the RFP?

Answer: No, the link provided is not referring to the Lifeskills program listed in the RFA. Program details for the Lifeskills curriculum that is listed in the RFA can be found at: <http://lifeskillstraining.com>. Please see below for links for information regarding programs specifically listed in the RFA.

Table 3: Optional Strategies (Choose at least 1 strategy to implement in Year 1) [page 5 of RFP]

Optional Strategies	How Success will be Determined	For More Information
Implement Strengthening Families (using curriculum appropriate for the focus age groups for the grant).	Pre/post-tests, # of participants, # of events	http://www.strengtheningfamiliesprogram.org/index.html
Implement Lifeskills	Pre/post-tests, # of participants, # of events	http://lifeskillstraining.com/
Implement Generation Rx University (media campaign)	# of materials disseminated, # of presentations, # of participants attending events	http://www.generationrx.org/
Implement Taking Action to Prevent and Address Prescription Drug Abuse (College Campuses – media campaign)	# of materials disseminated, # of presentations, # of participants attending events	http://www.talkaboutrx.org/college_resource_kit.jsp
Coordinate Online Youth Risk Behavioral Survey (OYRBS) implementation and data collection	# of schools implementing OYRBS, MOU or data sharing agreement in place, shared data on a set timeline	http://dpi.wi.gov/sspw/yrbs/online
Support law enforcement drug interdictions	# of interdictions conducted, # and nature of findings	Applicant Coalition is to collaborate with local law enforcement agencies to support drug interdictions through a Memorandum of Agreement. AWY RPCs can provide training and technical assistance with strategy implementation.
Provide prescriber education (Partners with local healthcare or Medical Society)	# of events, # of participants, event satisfaction survey	To be selected by Applicant Coalition - AWY RPCs can provide training and technical assistance with strategy implementation.

2. **Question:** Another grant question, Mike Short, from the Florence County Sheriff's office is a DRE as evidenced from the attached per my Sheriff. He is not listed on the list from the RFP? Any idea why? Also, what determines how many is sufficient – is that a judgment call?

Answer: We cannot answer why the individual is not of the list. If a coalition knows there are more DREs in the county than on the list then they can add this in their justification for not supporting further DRE training. A sufficient number of DRE officers per County should be a judgment call by the coalition(s) and their partners, especially law enforcement. The applicant should provide justification in their response if they believe the current number of DRE officers is sufficient. The optimal number of DRE officers needed per County is dependent on a number of factors including population, urban/rural and number of drug crimes/arrests.

3. **Question:** We're meeting to discuss who would be the appropriate agency to serve as the lead coalition for the PFS15. Can you clarify how budget reimbursement will be working for this grant? Will we be requesting funds from the state or our AWY RPC? I assume we will not be requesting them federally (like we do for our DFC grant). Please clarify.

Answer: The AWY RPC provider will only be contracting with the lead applicant coalition. The lead coalition, or its fiscal agent, will serve as the distributor of funds to other partnering coalitions listed on the application. The lead coalition and partnering coalitions will need to determine and establish the terms of reimbursement for their agreed upon work. The coalition is applying for funds from their Alliance for Wisconsin Youth Regional Prevention Center provider.

4. **Question:** I am starting to fill out the application and I see that it says 2 pages for the first question. How do I know where my pages end since the question takes up some space on that page? I know it's a silly question but with so many grant applications they are very picky and I just want to make sure I am following the rules 😊

Answer: To ensure that you are within the two page limit you can type the answer in a separate Word document making sure it is within the page limit, then copy and paste it into the spot in the application. This will also help catch spelling and grammar mistakes that often do not show up when typing in a locked form.

5. **Question:** I am assuming that part of our allocated amount can be used for salary and fringe. Is there a percentage of the grant award that can be put toward this or is it based on the needs in your proposal?

Answer: There is not a set percent that should/can go towards salary/fringe for staff. Budgets will be reviewed for appropriateness and reasonableness based on the base funding amount and the scope of the project.

6. **Question:** Our lead organization on this application has coalitions that want to support this work, but do not necessarily need to receive funding. In the MOA template provided, there is a paragraph requesting a dollar amount to be received for partnering coalitions. If the coalitions we are partnering with do not need to receive funding, are we required to use the MOA template provided?

Answer: MOAs should only be included for coalitions that will be receiving funds. If you plan to partner with other coalitions, and those coalitions will not be receiving funding, do not have them submit a MOA. Instead, include them and additional details in the application response for Exhibit 1.0, Exhibit 1.1 and Exhibit 1.2 when applicable.

7. **Question:** How is the word “realtors” defined in the Community Environmental Scan? (Is it asking for the number of agencies in the target area that have licensed realtors, or number of individually licensed realtors?)

Answer: On the environmental scan we are looking for the number of individually licensed realtors.

8. **Question:** If a coalition decides to apply for the grant are the objective done in their community or is the coalition responsible for implementing the objectives county wide?

Answer: The expectation of the PFS 2015 project in the identified high need counties is to decrease prescription drug misuse and abuse among persons aged 12-25 on a countywide level. Applicant Coalitions must clearly state how collaboration will take place to achieve the project goals and have a countywide reach, and/or plans on how to achieve countywide reach.

9. **Question:** Salary – We were originally told that no grant money would be allowed to cover salaries.
- a. According in to the excel sheet it states that we can list any position funded by the grant.
 - i. Who would that be? Our coalition staff that is overseeing the grant? Our business department that will be handling the money?

ANSWER: Any staff involved on this project can be included on the salary line item. This could include supervisory staff, line staff, HR staff, etc. Applicants should include a sound justification for the tasks and responsibilities for each individual listed on Part 2 of the Budge form as instructed.

- ii. It says that we cannot list any position that is funded by another funding source – what does this exactly mean since the grant is providing additional work to the people involved who are funded by our fiscal agency and sustainability efforts or other grant sources?

ANSWER: Applicants are not allowed to supplant funds. If an individual is already full time, these funds cannot be used to support their salary. Individuals who are already funded full time through other funding sources may provide staffing towards the coordination of this grant, however their time would be considered “in-kind” and therefore would not be reflected in the budget. If an individual is part time, these funds can be used to increase their FTE so that they can work on the strategies and activities selected (ex. If someone is currently .5 FTE, funds from this grant could make them .75 FTE. You could then charge .25 FTE of their salary to this grant). New positions created for this grant can be funded with this grant.

- iii. What would the max percentage we can consider these positions to be working on the strategies since this is the first year and we are unsure of how much time will be dedicated toward the projects?

ANSWER: This will be different for every county depending on what strategies are chosen. It is the responsibility of the Applicant to justify the amount of FTE and salary time they are charging to the grant. There is not a set percent that should/can go towards salary/fringe for staff. Budgets will be reviewed for appropriateness and reasonableness based on the base funding amount and the scope of the project.

10. **Question:** Fringe Benefits – what would qualify for this?

ANSWER: Please refer to instructions for line item B on Part 2 on the Budget form which provides examples of Fringe benefits. Fringe benefits that are already covered through another funding source should not be included. So if an individual is currently funded at .75 FTE and receiving fringe benefits as a part of that position which are covered through another funding source, then fringe benefits should not be charged for the position to this grant if their time is increased to 1.0 FTE.

11. **Question:** Insurance – Our fiscal agent has recently took us on and we are covered by their insurance – do we reimburse what we cost them?

ANSWER: No, you cannot reimburse them. This would be supplanting funds.

12. **Question:** Can you please clarify what consumer/family reimbursement is? We don't see any strategies listed that would fall under this category.

ANSWER: Please refer to instructions for line item L on Part 2 on the Budget form which provides examples of consumer/family reimbursement benefits. Anything in the budget should fit into the identified workplan, so if selected strategies do not require consumer reimbursement, then the budget item should be left blank.

13. **Question:** We see that this is listed as a strategy: Coordinate Online Youth Risk Behavioral Survey (OYRBS) implementation and data collection.

- i. For the past 10 years we have implemented the “Communities that Care” survey and are able to show year to year comparisons and are planning on conducting another round in the Spring with its due again.
- ii. Would this not be covered? We currently need to look for funding sources in order to do another round of the survey.

ANSWER: The goal with this strategy is to work towards obtaining comparable data across sites and increasing access to data for those working in prevention to strategically select programs and services which address local conditions. The intent of the strategy is to increase access to data in areas where data collection is not happening, or is not being shared with groups that are able to make data-driven decisions about programming. If the community already has a survey that they have been conducting for a number of years, then they should already have the system and funding mechanism in place to continue those efforts, and using PFS15 funds to support it would be considered supplanting funds. If the survey that has been conducted will not continue without additional funding, then we would suggest implementing the YRBS which is free to school districts. Funding from this solicitation does not go towards actually conducting the survey, as it is a free service, but rather to help incentivize schools to take part.

14. **Question:** Support law enforcement drug interdictions – Can you please elaborate on what this means?

ANSWER: Drug interdictions are targeted law enforcement efforts which focus on a “hot spots” for drug activity. They are focused on stopping the supply of drugs on the street. The Applicant Coalition should contact their local law enforcement agencies regarding drug interdictions. The Applicant Coalition is to collaborate with local law enforcement agencies to support drug interdictions through a Memorandum of Agreement. AWY RPCs can provide training and technical assistance strategy implementation.

15. **Question:** What examples do you have for prescriber education?

- i. An event that we bring them all into together and provide CEUs or would just disseminating information in emails and newsletters be considered education?

ANSWER: Prescriber education could be either or both items as described in the question. The Applicant Coalition should determine what prescriber education activities would work best in their communities. Applicants should consider the types of data collection that will be required listed in the application when considering prescriber education activities. The Applicant Coalition should justify their decisions in the application Exhibit 1.2

16. **Question:** Our community is very interested in having more police officers DRE trained, but the increase in their salary is something that they are not sure they can sustain. What do we do if a DRE officer salary is not approved by the city and county boards and we are unable to provide one since it is a required strategy?

ANSWER: The Applicant Coalition should determine if additional DRE trained officers are needed in their communities. If needed, the Applicant Coalition should work with their local law enforcement agencies and support DRE training with these funds. The Applicant Coalition must determine if this strategy is feasible and sustainable. If it is determined after year one that increasing DRE officers in the county is not doable, they should continue to work with law enforcement to collect data and understand local conditions. An intermediate step is to increase the ARIDE trainings for officers in the community. This increases their capacity while working towards a point in the future where a DRE officer may be feasible. AWY RPCs will be providing ARIDE trainings for communities participating in the PFS grant.