

# Social Determinants of Health (SDOH) Implementation Grant Request for Proposals (RFP) Frequently Asked Questions (FAQ)

(Updates indicated in **Blue**)

## **ABOUT THE FAQ:**

**QUESTION:** Will the FAQs be shared or posted on your website?

**ANSWER:** Yes, the Bidder's Workshop recording and the FAQs will be posted on our website. We will also regularly post updated FAQs from emails submitted to [EquityInOC@UnitedWayOC.org](mailto:EquityInOC@UnitedWayOC.org)

## **ABOUT RFP TIMELINE:**

**QUESTION:** Did the grant timeline change? When are proposals due?

**ANSWER:** Yes, the grant timeline has changed so that more time is provided to meet with improvement teams and/or improvement coaches. Proposals are now due Wednesday, September 7<sup>th</sup> at 12 p.m./noon Pacific Time.

We strongly recommend that you **Register your Improvement Team and MEET** with an **Improvement Coach** at least once prior to submitting your proposal.

For evaluation and tracking purposes, Register your Improvement Team:  
[https://ochca2.gov1.qualtrics.com/jfe/form/SV\\_e8WNhLvtjbjRq5w](https://ochca2.gov1.qualtrics.com/jfe/form/SV_e8WNhLvtjbjRq5w)

To RSVP for the next Monthly Improvement Team Calls, go to  
<https://www.equityinoc.com/events>

See below or go to [www.unitedwayoc.org/equityoc](http://www.unitedwayoc.org/equityoc) to view full details on the new timeline in the updated RFP:

- **Submissions Due:** September 7<sup>th</sup>, 2022 by 12 p.m./noon Pacific Time
- **Grant Review Period:** September 14<sup>th</sup> to October 7<sup>th</sup>
- **Proposal Presentations:** October 3<sup>rd</sup> to October 7<sup>th</sup>
- **Award Notifications:** On or around October 14<sup>th</sup>
- **Grant Period:** November 1, 2022 to April 30, 2024

## **ABOUT IMPROVEMENT TEAMS AND ACCESS TO THE DIRECTORY:**

**NEW QUESTION:** I was not able to attend the CHILA and have since been connected with a coach and improvement team. If I wanted to meet with a coach in order to be brought to speed, can we get a different coach, and can we get a different budget?

**ANSWER:** Unfortunately, an additional coach cannot be provided in an effort to get caught up with the initiative. Please consider asking the coach to direct you to the resources available.

The coaching is specific to the improvement team. There should be a cohesive proposal from the improvement team and show how this project is being supported.

There will be opportunities in the future CHILAs to engage and continue to be brought up to speed, as there is much learning to be done together.

**QUESTION:** Someone previously mentioned at the CHILA that they would help connect or create implementation groups if they are not together already.

**ANSWER:** Please email [ophe@ochca.com](mailto:ophe@ochca.com) to connect to the team or visit the EiOC events page, go to past events, then click on meeting materials and you will be able to download the directory.

**QUESTION:** Do you know when we will be receiving the directory from the CHILA?

**ANSWER:** Go to <https://www.equityinoc.com/events>, scroll down to Past Events, click on Meeting Materials, scroll down to Meeting Materials & Resources and find Equity Improvement Teams Directory and click on the download icon (↓).

**QUESTION:** Are we required to name sub-grantees?

**ANSWER:** Yes, sub-grantees must be named in the proposal, in relation to their particular roles, strategies or tasks.

**QUESTION:** Can improvement teams include hospitals or health systems?

**ANSWER:** Yes, and they would be eligible to receive funding and/or serve as the backbone/anchor organization; as long as they are able to fulfill all backbone-related responsibilities noted in the RFP, page 4.

**QUESTION:** Can partner organizations be public entities such as CalOptima, SSA, HCA, OC Department of Education, etc.?

**ANSWER:** Yes, they can definitely be partners in the Implementation Team. However, County of Orange agencies such as the OC Healthcare Agency, County of Orange Social Services Agency, etc. are *not eligible for funding*. In addition, CalOptima is the County Organized Health System and therefore, not eligible to be funded through this grant.

Other local/city/public agencies (e.g. OC Department of Education, Santa Ana Unified School District, City of Irvine Planning Department, Costa Mesa Parks & Recreation Department, etc.) may be funded partners in the project proposal but must be responsible for producing key deliverables to support proposed objectives, strategies, activities and/or outcomes.

**QUESTION:** Can the focused population be providers? For example, provider education with focused population input and participation in design, etc.

**ANSWER:** Yes, providers can be engaged in the work. However, keep in mind that projects must be able to include the following four objectives: 1) Build Community Power; 2) Impact Policy & Systems; 3) Build, Leverage or Expand Infrastructure and/or Data Systems; and 4) Cultivate & Strengthen Collaborations that Improve Health Equity, see page 8 of the RFP.

**QUESTION:** Can there be partners in a collaborative who do not receive funding from the grant? Can a collaborative include for-profit or non-501(c)3?

**ANSWER:** Yes, there can be partners who do not receive funding. The proposal should clearly demonstrate how funds would be used to make systemic change, including roles of partners, as appropriate. The Implementation Team can include for-profit partners; however, they may not receive funding.

**QUESTION:** Can a health system be a backbone agency on behalf of the Orange County Cancer Coalition?

**ANSWER:** Yes, as long as the health system can fulfill all backbone-related responsibilities noted in the RFP, page 4.

### **ABOUT FUNDING GUIDELINES:**

**QUESTION:** When saying grants will be awarded up to \$500,000 per project, with a maximum disbursement of \$6,000,000, does that mean we can apply with multiple projects at one time?

**ANSWER:** Yes, an organization may be involved in more than one proposal. However, organizations must be aware that each funded project must be able to stand alone, and not interrelated or dependent on other funded projects. In particular, your organization must be able to demonstrate capacity to fulfill roles on multiple grants. *However, a backbone organization can only be the backbone on one proposal.*

**QUESTION:** Will EiOC fund geographically specific areas (i.e., South OC) or only projects to cover all OC?

**ANSWER:** The Equity in OC Initiative will consider funding proposals that target specific geographic areas and projects that plan to address all of Orange County. The only geographic restriction is that it must serve and benefit residents/communities in Orange County.

**QUESTION:** Do we have to be working on the same thing – same performance metrics?

**ANSWER:** Yes. Projects funded with the grant must be able to address at least one of the following areas within the specific focused action area(s): 1) Improve SDOH by impacting a neighborhood, population or community; clinical care delivery for a priority population or chronic health condition; 2) Address the impact of systemic and/or structural racism on health; 3) Increase community capacity to maintain and improve health; or 4) Improve community-centered interventions and/or social conditions that influence health.

**QUESTION:** SDOH Action Area: Is project funding going to be equally distributed amongst the three SDOH Action Areas? Since there is six million dollars in grant. Does that mean each social determinant of health gets two million? Or will it be decided based on the proposed projects?

**ANSWER:** No. Funding distribution will be dependent on the types of proposals that are submitted and recommended for funding.

### **ABOUT ELIGIBILITY CRITERIA TO APPLY:**

**QUESTION:** Can fiscally sponsored projects apply for the grant?

**ANSWER:** Unfortunately, due to the size of the award amount, only 501(c)3 organizations are eligible to apply as the backbone agency for the Implementation Project. Fiscally sponsored projects may be funded partners on the project team, but may not serve as the backbone agency.

**QUESTION:** Can a 501(c)3 non-profit organization apply alone with the intention of supporting one or more of the funded projects – organization offers provider and consumer resources dev. using?

**ANSWER:** No. This funding is designed to support collaboratives, coalitions, and/or partnerships.

**QUESTION:** Can you explain the role of the “backbone” organization in the implementation grants?

**ANSWER:** See page 4, item #5 under Eligibility Criteria in the RFP.

**QUESTION:** Can you clarify if the Orange County Department of Education (OCDE) can serve as a backbone?

**ANSWER:** Yes, we are allowing for local and public agencies (e.g. OC Department of Education, Santa Ana Unified School District, City of Irvine Planning Department, Costa Mesa Parks & Recreation Department, etc.) to apply and be funded partners. Therefore, OCDE may apply as the backbone organization.

**QUESTION:** Do all funded partners in the Implementation Team have to have participated in the CHILA? Space was limited.

**ANSWER:** No, only the backbone applicant must have attended the CHILA.

**QUESTION:** Organizations that are not the backbone but make up the collaborative partnership do not have to be 501(c)3 organizations, is this correct? Can they be associations and other types of organizations?

**ANSWER:** Yes. This is correct. Only the Backbone must be a 501(c)3.

**QUESTION:** Can a collaborative focus on all three priorities as a broad advocacy approach in creating equity?

**ANSWER:** Yes, but a primary Social Determinant of Health Action Area must be identified/selected in the proposal.

**QUESTION:** How “related” do our projects have to be to other partners?

**ANSWER:** Project proposals must be focused on one of the three Action Areas and must be able to make systemic changes. Partners will likely be related and complementary insofar as, for example, one partner might be strong in advocacy while the other partner is strong in data management, but they are both collaborating to address Housing is Health.

## **ABOUT BUDGET REQUIREMENTS & RESTRICTIONS:**

**NEW QUESTION:** If your organization is not the backbone agency, is there a specific price division for partners or is that something we figure out between ourselves?

**ANSWER:** There is no price division for partners. Your team will determine how the funds will be allocated.

**QUESTION:** What about funding for food for communities facing food insecurity?

**ANSWER:** We do not recommend allocating funds for this purpose. If this is the immediate need and these community members/residents are necessary to help drive systems change to inform the plans and the work ahead in the EiOC Initiative, it could

be an appropriate cost to provide this support. However, there are other resources in the county, such as CalFRESH and other food supports in the community where they can get access to food and perhaps culturally appropriate food items, which would not require you to dedicate a budget for purchasing and providing food to those who are food insecure. Keep in mind, any funding requested must not be duplicative of resources and services already available in the county. If requested and considered duplicative, it will not be accepted/approved.

**QUESTION:** For organizations, who are \$2M or less, they don't have to have an independent audit. In this opportunity, can they show their financial health without an independent audit? Is there any way around this?

**ANSWER:** As of July, 26, 2022, Proof of Fiscal Strength requirement has been revised. For proposal submission purposes, proof of fiscal strength is no longer required. However, it is recommended to submit a copy of the most recent (2021) Tax Form 990. IF awarded, backbone/anchor organizations will be required to submit a Board-approved independent audited financial statements within six (6) months after grantee's fiscal year end, unless otherwise requested by the grantor. Once awarded, full details of this financial requirement are outlined in the grant agreement.

**QUESTION:** Is there a specific budget format?

**ANSWER:** In e-CImpact there is a budget template form to be completed.

**QUESTION:** On page 8, "funding for partnership membership is not allowed. Partners must have a clear and distinct role..." – Does this mean just being a partner is not enough if they do not have a specific role? Wouldn't all partners have a role and thus be eligible for a part of funding?

**ANSWER:** Yes, being a partner, alone, does not warrant funding. Partners must have a specific role within the Project to be eligible for funding. Having a specific role in the Social Determinants of Health Implementation Grant includes roles such as the Data partner, the Advocacy partner, or the Community Outreach and Engagement partner. The Community Organizational Participation Grant is specifically for the purposes of participating in meetings, trainings, and/or workshops related to Equity in OC Initiative's activities.

**QUESTION:** Many of the partners that we are in conversation with are small organizations, but there is an allied organization that could potentially serve as the backbone. They are in conversation with us as an advisor, but not seeking money, would it be possible to take the 20% just for the administrative role, only?

**ANSWER:** The allowable amount for the Backbone is up to 20%; this ultimately depends on your Implementation Team's decision for whether or not they will receive the 20%, or less. Keep in mind that the Backbone is responsible for ALL items addressed in the RFP on page 4 (e.g. reporting, evaluation, funding distribution, etc.) so they must be prepared to take on all of those roles in addition to any other roles.

**QUESTION:** Can a backbone agency receive more than 20% if they are also providing services as part of the grant?

**ANSWER:** Yes, but their additional tasks and related budget must be clearly explained. Keep in mind that the Backbone is responsible for ALL items addressed in the RFP on page 4 (e.g. reporting, evaluation, funding distribution, etc.) so they must be prepared to take on all of those roles in addition to any other roles. Please be clear about the agency's capacity to manage all aspects/roles.

## **ABOUT COMMUNITY RESIDENT/MEMBERS:**

**NEW QUESTION:** Can we offer more than the \$1,400 noted for Individual participants? And what about those who are undocumented?

**ANSWER:** Yes, you may offer more than this amount however, we are only providing funding to cover up to \$1,400 per community member/resident. Please consider informing your participants about potential tax implications and benefits that may occur. Be mindful of informing those receiving funds so they may consider the implications of accepting the stipend.

If the OC resident is undocumented, with no ITIN #, they are eligible to receive up to \$599.00. If the OC resident, does have an ITIN #, they are eligible to receive more \$599.00, but per tax law, must submit a W9 and include their ITIN #.

**NEW QUESTION:** How will the stipend be paid out to community members/residents?

**ANSWER:** The improvement team will decide how to payout the stipend to the community member. For example, OCUW has provided the payment in the form of a debit card. Some have accepted only up to \$599, due to the required 1099 form. But your team may want to issue gift cards instead.

**NEW QUESTION:** Is there a cut off on the number of community residents that can engage and participate in the improvement team?

**ANSWER:** A minimum of 3-5 residents should be noted in relation to your proposed work plan in order to receive the \$7,000.

If you feel that a different stipend amount should be offered to the community members/residents, either more or less than \$1,400, it can be considered. However, this will need to come from the allowable amount in relation to the proposed work plan. For example, if your improvement team finds that it must have a Community Advisory Board of 10 residents that it's going to convene every other week for 12 months and discover that you will need \$14,000 instead of the \$7,000 in order to be sustainable and establish social change. You may want to offer residents less than \$1,400 or allocate \$7,000 out of the program budget to cover the remaining cost to total \$14,000. You can present an alternative plan and budget that makes sense.

**NEW QUESTION:** Does your Community Member/resident engagement process need to be in the proposal?

**ANSWER:** Under the *Budget Narrative*, include a clear description of how funds will be allocated. Ensure that it outlines what is being requested and how the budget aligns with the proposed work plan.

**NEW QUESTION:** What's the total \$ limit to support residents in their engagement? Is this total per organization in the partnership for the grant proposal total? Is there a total limit for the resident stipend?

**ANSWER:** The limit is up to \$7,000 to community members/residents; \$1,400 per community member/resident. If there are five (5) community members/residents, then the team would receive \$7,000. This is in addition to the \$500,000 funding limit. If awarded, you may receive \$507,000 total, allocating \$7,000 to the five (5) community members/residents to participate and engage.

**NEW QUESTION:** Can community residents from public organizations ineligible for funding, join our improvement team and receive the member stipends allowable in the grant?

**ANSWER:** County of Orange employees are not eligible to receive stipends.

**NEW QUESTION:** If we don't have all the community residents identified, do we put in the maximum amount to request the full \$7,000?

**ANSWER:** It is okay if you do not have all the community members at the time of the proposal submission. However, it would be preferred to have all community members listed.

When and where community voice is included, it should be demonstrated in your work plan. It is not required but strongly preferred to include community members/residents.

Please note: if you are not planning to incorporate the community voice piece until the implementation phase or within one of your strategies for those four objectives, then it may make sense to describe the proposed recruitment process.

We understand that as you are going through the process, things may change and priorities may shift, especially for community members/residents.

**QUESTION:** Can the community residents/members (3 to 5 required) be new to the EiOC initiative or are they required to be existing community members on a paid stipend?

**ANSWER:** They can be new or existing-unpaid members. If they are already receiving stipend/honoraria for their participation through other funding from the EiOC initiative, they cannot receive duplicate compensation, funding, or stipends.

Community resident/members **MUST** be able to engage and participate on the proposed improvement project. They must have an ability to share their lived-experiences to help guide and inform the proposed project's objectives, strategies, activities and/or outcomes.

In order to receive the additional \$7,000 to support this aspect, clearly explain in the Implementation Partnership Overview and Budget Narrative sections how the proposed partnership/project will incorporate community voice through the engagement and participation of Community Resident/Members.

**QUESTION:** Do the residents/members need to be named in the proposal? We intend to include at least three however; they may not wish their names to be listed.

**ANSWER:** Yes, they should be named however; their full names do not need to be provided. You can include their first full name and last initial, and a zip code as their own identifier. For example: JaneS 92614, would be acceptable.

As best as possible, it would be ideal to have resident/members included but we understand that is not always feasible. If their participation has not yet been confirmed, you are not required to include their names in the proposal. If awarded, their names (using their own unique identifier) may be requested. Other personal identifiable information will never be requested or required to provide.

**QUESTION:** Where does the \$7,000 stipend that can be allocated to community members/residents go in the budget?

**ANSWER:** The \$7,000 will be additive. The proposal must demonstrate in the work plan and/or budget how your proposal will incorporate lived-experiences and engage community member/residents to participate. They should be listed in the narrative section of the work plan and/or budget narrative. In order to receive the maximum

\$7,000, there will need to be five (5) community member/residents listed, to receive \$1,400 per community member/resident. If it is less than five (5) members, then the additional funding support will be less than \$7,000.

**QUESTION:** Who are you looking for as community members/residents – please share examples?

**ANSWER:** Any community members or residents who are part of your effort, engaged with your work, contributing ideas, etc. working to inform, guide and help achieve goals and objectives of the proposed project. Community members or residents must not be paid staff of nonprofits or public entity. They must truly be a community member or resident with lived-experiences of health inequities.

Any new or unpaid community members/residents are eligible for the stipend or honoraria through this grant. If they are already receiving the Community Member Honoraria from EiOC, they are not eligible for additional funds.

**QUESTION:** What is a community resident/member (page 4 of RFP)? Would like a definition. What if there are not any in the area we are targeting (i.e., South OC)?

**ANSWER:** A community resident/member is defined and referenced for this grant, as an individual not being employed by a community-based organization or the local health department who has lived experience and an interest in participating in the health equity work. These individuals may be part of volunteer-run groups such as a Parent Teacher Association (PTA), a neighborhood association, etc.

**QUESTION:** Can we use part of the grant to incentivize community residents/members to participate in and get stipends?

**ANSWER:** Yes, additional funding of up to \$7,000 may be awarded to selected project recipients to support their community residents'/members' engagement and participation. Community residents/members are defined and referenced for this grant, as an individual not being employed by a community-based organization or the local health department.

## **ABOUT DATA:**

**NEW QUESTION:** Will proposals be downgraded if a meeting with the IHI coach was not possible?

**ANSWER:** No, but a reason will need to be provided. If you were unable to meet with an IHI coach; it will not be downgraded or punitive to the proposal scoring process. But it would be helpful to know why; whether scheduling challenges or otherwise.

**QUESTION:** What data currently exists for counting the number of LGBTQ+ people in Orange County facing or experiencing homelessness?

**ANSWER:** Please contact the Office of Population Health & Equity, [www.equityinoc.com](http://www.equityinoc.com) or email [ophe@ochca.com](mailto:ophe@ochca.com), or AdvanceOC, [www.advanceoc.com](http://www.advanceoc.com) or email [Kate@AdvanceOC.com](mailto:Kate@AdvanceOC.com).

**QUESTION:** Is there a requirement for relevance to increasing COVID accurate information, services, etc.? It would be an important upstream for future pandemic.

**ANSWER:** Yes, one of the strategies for the initiative is to increase or improve data collection, reporting and its infrastructure. In addition, the purpose of the Social Determinants of Health (SDOH) Implementation Grant is to support collaborative systems change efforts that create positive change within the three identified Action

Areas. As stated in the RFP on page 2, by focusing on these SDOH Action Areas, communities will build resilience to not only recover from the impacts of the COVID-19 pandemic and become better positioned to adapt to future public health crises. Lastly, on page 8 of the RFP, proposals are required to include an objective that addresses how their project will build, leverage or expand infrastructure or data systems in their work plan.

### **QUESTIONS ABOUT e-CIMPACT:**

**NEW QUESTION:** As for the *Project elements* section, is this duplicative from the *Project Work Plan*?

**ANSWER:** The intent of the section is meant to be more of a narrative describing the work plan. For example, the project element section would contain the aim statements and the goals for each of the four elements. Then, the work plan would be much more detailed addressing the strategy and activity planned for the first three months, etc.

**NEW QUESTION:** Is there a font type and size requirement in the proposal?

**ANSWER:** There is no font size or type requirement.

**NEW QUESTION:** Can footnotes be used in the narrative portions of the proposal or should they all be cited with a reference number and written on a single page that is submitted as a supplemental document?

**ANSWER:** Footnotes are great but also a single page with data sources are also acceptable.

**NEW QUESTION:** Many of our strategies and activities address more than one of the required 4 elements. As this section of the grant is arranged by these elements, not strategies or activities do I simply repeat the same activities (timelines, responsible person) under each respective required element?

**ANSWER:** Yes, respond with as much information as possible for clarity.

**NEW QUESTION:** If we wish to use a table to answer one of the open-ended questions, it appears the character counting is way off. Should the table be added as a supplemental document and referenced within the response section of the grant?

**ANSWER:** Yes, please add/upload table in the supplemental document section and reference in the narrative section.

**NEW QUESTION:** Is it allowable for organizations to submit a video – via a dropbox link embedded in a supplemental document with our grant proposal?

**ANSWER:** A video would be welcomed and can be included.

**NEW QUESTION:** Can a partner organization have more than one role, e.g. two advocacy partners?

**ANSWER:** Yes, they can have more than one role.

**NEW QUESTION:** Do we list all the roles an organization may have on the proposal?

**ANSWER:** Yes, identify their primary role and their deliverables. Please provide as much details as possible. For example, organization A and B are doing advocacy, but

organization A is focused on advocacy trainings and organization B is working on legislative/local advocacy.

**NEW QUESTION:** Under the budget narrative, is it one narrative collectively or one narrative by partner? We have 5 collaborative partners, do we list consultants and provide a narrative that describes each organization or is it by organization and talks about all the budgeted items that they are going to complete?

**ANSWER:** List by category rather than by the organization. For example, for policy work we need \$200,000 and it will be completed by Group A and Group B.

**NEW QUESTION:** When filling out the grant, the Partner Agency, requires a bio from the Executive Director, for us this would be the CEO, who is not involved, can I use my name instead?

**ANSWER:** Yes, we would want the key contact who is aware of and engaged with the proposal, and has the ability to influence or make decisions.

**NEW QUESTION:** We have a resident that is not a formal organization; where do we add this? Should it be include in the resident voice?

**ANSWER:** I would include them as part of the group even though they're not an official organization but they are operating as one. For example, if it is a neighborhood association that would represent both community/resident voice and leadership experience.

**NEW QUESTION:** Under the section: Share with us how organizations have experience or expertise. Is this only for collaborative partners that are requesting funding or is it anyone that's involved in the project that we're proposing?

**ANSWER:** Both collaborative partners and anyone involved with the project. We want to ensure that they are able to deliver on what they propose to deliver. For example, if your project is serving the older adult community, and most of the team includes serving the youth community, there would be a question about expertise and qualification.

**QUESTION:** Will there be a page limit or page requirement for the application?

**ANSWER:** The proposals are to be submitted in e-CImpact and have character limitations. Additional/optional documents may be uploaded with additional information as an attachment. The system will let you know the character limit, if it exceeds, it will not allow you to save your text, and modifications will be required.

**QUESTION:** Under the *Budget* section of the application there is a line for *Subcontracts*. Do you have any definitions for subcontractors or consultants? We have subcontractor agreements with promotora groups...thinking of them as subcontractors?

**ANSWER:** There is no distinction between subcontractors or consultants.

**QUESTION:** Under the *Project Budget* there is a section for *Direct Client Assistance*. Is this emergency assistance for clients?

**ANSWER:** This is now changed to ***Direct Community Member/Resident Costs*** in the budget form. This line item in the budget form is intended to help remove barriers and provide support to community members/residents who are participating in these improvement teams. (E.g. child care and transportation assistance).

This is not to provide financial assistance to keep residents from being evicted for example.

**QUESTION:** Please clarify *direct client* care costs. Can we house individuals if the SDOH action area we are working on is Housing is Health? For example, housing someone for a month?

**ANSWER:** The goals of this grant opportunity are to drive **systems change**, by providing this support for one-month, what are the plans to keep them housed after 30 days? If this is included in the budget request, it must be clearly explained in the narrative section, how this support will help the project achieve systems change for housing. It is not enough that it will help one person for a short period of time. The explanation must include plans for sustainability.

An example of a direct cost for Community Members/Residents – may include resources to support engagement (e.g. host a community event, child care, transportation) to reduce barriers and promote participation, especially among those with lived experiences.

**QUESTION:** Can you provide budget clarification on direct service funds?

**ANSWER:** If you allocate funds for direct service, your proposal needs to demonstrate how these funds tie into your policy and systems change work. If it does not have anything to do with your proposed goals, objectives, strategies and/or activities, it will not be considered an appropriate use of funds and it will be removed from the proposed budget.

**QUESTION:** If unfunded partners play a role, do we still include them in the partner section? Due to character limits, can we add in a supporting document section?

**ANSWER:** Yes. In the *Supporting Documentation* section, where you are required to provide/upload a roster/list of partners, along with their contact information. We recommend that you make it clear who are funded partners and who are in-kind or unfunded partners. In the *Budget Narrative & Timeline* section, only list items for which you are requesting funding support.

**QUESTION:** We are operating as a collective, although Abrazar is the backbone. We wanted to include information about each ED of the participating agencies versus just about the backbone; can we do this in the supporting documents?

**ANSWER:** Yes, if there are project leads, feel free to submit other documentation as appropriate in the Supporting Documents section in e-CImpact.

**QUESTION:** Under the *Project Work Plan* there is a section on *Outcomes and Objectives*. Is there a limit on strategies that can be inputted in e-CImpact per objective?

**ANSWER:** There is no limit on the number of strategies you can have for each objective. However, there must be an outcome for every strategy. There are a total of four (4) objectives provided to you and they are required in the Project Work Plan. You will not be able to advance or “Save Your Work and Mark as Completed” in e-CImpact without completing the work plan for all four (4) objectives. You will need to include strategies, outcomes, and a timeline per each objective. Remember, you will need to ensure these objectives and strategies are achievable within an 18-month timeframe; they must be realistic.

**QUESTION:** Can you provide more information surrounding the naming of line items in the budget? Can we add line items? Or should we add this items under existing line items?

**ANSWER:** There are hyperlinks on the left side of the budget form for Salaries and Fringe, Materials or Supplies, Direct Community Member/Resident Costs and Other Implementation Costs. Click on those hyperlinks and you can add multiple line items within those sections of the budget. When you click on those hyperlinks, it will open up another window and you can add specific line items. We ask that you clearly outline items your proposal is seeking funding for in the budget form and the budget narrative; it will help strengthen your proposal.

### **ADDITIONAL QUESTIONS:**

**NEW QUESTION:** Who will be reviewing the proposals?

**ANSWER:** We will not be disclosing the identity of reviewers. However, the reviewers will be experts in public health improvement work. There is a rubric built off the proposal. The last page of the RFP has an outline of the review criteria that will be used during the review process.

**QUESTION:** For clarity on the grant, in terms of IHI model on EiOC work. A big portion of the work is about understanding the current state of the issue – unpacking and understanding voices/perspectives and root causes to get at systems change. We should have this data – understanding of root causes and implement the model to address the root causes, is this correct?

**ANSWER:** Yes, you can include items such as Driver Diagram, Aim Statement or any other tools used from the June CHILA in the supporting documents section. As well as any data to understand how you came to the strategy and outcomes, is also available to upload and submit in the Supporting Documents section. These items are optional, meaning they are not required. If available, please do include in your submission.

**QUESTION:** To get to the root of the issue, this would include integrating the voice of communities and other perspectives – this takes a long time – a lengthy but understandable phase. This is what you want to see, right?

**ANSWER:** Yes, that is correct.

**QUESTION:** I was not at the CHILA but other partners were at the CHILA around Wellness spaces. Some are not all aligned, what is the best way to communicate out to partners and what is the best way to communicate if all partners will not be included in the proposal?

**ANSWER:** We encourage communication with all partners and being clear on who is or who is not participating in the Community Improvement process. You will need to be honest with them and share the direction of your proposal and allow them to decide if they want to be involved or not.

Part of this work is about developing Collaboration – need to help move this forward towards an agreed upon direction. Teams are not static – best thinking right now, may need to bring in other team members/partners that currently align with the group's vision and direction. Keep in mind; this may adjust/change, you will have a core team but it may change or expand.

**QUESTION:** My collaborative is thinking of running a pilot to inform the systems change effort. Would this be appropriate?

**ANSWER:** Pilots are an integral part of systems change, but not so much as identifying the need. A service delivery pilot may be out of the scope, but connect with the coach and they can provide guidance on whether the pilot is appropriate to drive and inform your team's systems change efforts.

Consider how this pilot would tie back to the overall project and your overall implementation. Especially what you are trying to accomplish and achieve. It must be clear how this event ties into the advocacy policy strategies and activities outlined in the work plan. And if it doesn't, then that is not considered appropriate.

**QUESTION:** Can you provide more information on the power mapping/asset mapping and what that look like?

**ANSWER:** These elements are to be covered by the CHILA, if not covered or not available before the grant deadline, these documents will not be required for submitting a proposal.

**QUESTION:** There may be multiple projects; will there be any coordination in SDOH areas?

**ANSWER:** Once applications are reviewed and grantees are selected, there will be mechanisms to ensure collaboration, etc. This process/format has not yet been determined.

**QUESTION:** How related are these projects to the Power Building funds that have been awarded?

**ANSWER:** This is a separate, project-based fund, not related to Power Building.