Questions & Answers
April 29, 2024

RFA Number (CCH-2024-01)

HEALTH RESEARCH, INC. &
New York State Department of Health
Center for Community Health, Division of Family Health
Bureau of Perinatal, Reproductive, & Sexual Health
Rape Prevention and Education Program

Request for Applications
Communities Mobilizing for Safety:
A Public Health Approach to Sexual Violence Prevention

Question and Answer #1	
Question:	A. Are organizations allowed to submit two applications for Region 2 (for 2 different regions of NYC)? Understanding that only one recipient per eligible county will be awarded.
	B. We're located in Syracuse in Onondaga County, but we also have a significant membership and outreach in the Watertown area in Jefferson County. In fact, we just had our last membership meeting in Watertown. Would we have to select just one county or can we select multiple counties?
	C. Could (or should) we submit applications for programming in both counties or should we lump them together? Or maybe it's easier to ask, with this in mind, do you recommend applying a certain way in order to increase our chance of being awarded?
	D. Our agency is considering whether to submit one application covering both counties or to submit separate applications for each county, or to focus solely on one. Can you provide insight into whether there are any advantages or disadvantages to any of these approaches, particularly in terms of eligibility criteria or scoring considerations?

	E. Can other counties be served under this grant or is it solely the county that is awarded the grant that is to be served? (i.e. conducting same activities in adjacent counties that are not awarded)
Answer:	As per section II, A: Applicants must select an eligible county to serve a priority population and community within the county. As per attachment 3: Check 1 county. Activities cannot be completed outside of the county that is awarded. Only one (1) county can be specified for each application. An organization that would like to conduct activities in multiple counties must submit a separate application for each county. Organizations can submit more than one application.

Question and Answer #2

Question:	Is this RFA the "replacement" funding for the current RPE funding or will there be additional opportunities announced to those folks?
Answer:	This request for application is for funding in the new federal 5-year (2/1/24-1/31/25) Rape Prevention and Education funding period. The current contractor funding ends on 10/31/24.

Question and Answer #3

Question:	We have read through the full funding opportunity and wanted to confirm that Suffolk would not be eligible to apply?
Answer:	As per section II, A of the RFA: Applicants must select an eligible county based on the table below to serve a priority population and community within the county. If the organization is not located within the selected county, they must demonstrate their capacity to collaborate with the community of focus in the applicant questions section.

<table>
<tr><td colspan="5">Eligible Counties</td></tr>
<tr><td>Region 1
Rest of State</td><td>Albany
Broome
Chautauqua
Chemung</td><td>Chenango
Erie
Jefferson
Monroe</td><td>Onondaga
Oswego
Schenectady
St. Lawrence</td><td>Sullivan
Westchester
Yates</td></tr>
<tr><td>Region 2
New York
City</td><td colspan="2">Bronx</td><td colspan="2">Kings</td></tr>
</table>

Question and Answer #4

Question:	If the applicant is not a culturally specific organization, but partners with one, would that qualify the applicant for preference?
Answer:	As per section V, A of the RFA: The purpose of preference points is for the applicant to gain extra preference. Only applicant organizations that identify as a Culturally Specific Organization are eligible for preference points.

Question and Answer #5

Question:	We are a nonprofit with a satellite office in Brooklyn, NY, in Kings County. We service clients throughout Brooklyn, NY. Are we able to apply for a satellite office in Brooklyn, NY?
Answer:	As per section II, A of the RFA: The recipient organization is not required to be in the county that they are applying to serve. However, if the organization is not located within the selected county, they must demonstrate their capacity to collaborate with the community of focus in the applicant questions section.

Question and Answer #6

Question:	I'd like some clarification on how exactly "rape" and "sexual violence" are defined? Would the definition include children (ages 0-17)?
Answer:	As per section I, B of the RFA: Sexual violence is defined as sexual activity when consent is not obtained or freely given. Rape is a form of sexual violence. Sexual violence can occur at any age.

Question and Answer #7

Question:	Project narrative: How much detail is needed in the description of our programmatic plan, given that the scope of work is provided?
Answer:	Section V, 3 of the RFA lists required questions for the Project Narrative. "Per section IV, B of the RFA: Applications must not exceed 21 pages for the executive summary and application questions (not including the cover page, budget, and resume attachments)."

Question and Answer #8

Question:	Can you please clarify what would qualify as an expansion of existing activities and how you define 'new activities.' (ref: RFA page 40)
Answer:	Per section 5, A of the RFA: This funding may only be used to expand existing activities or create new activities pursuant to the RFA. These funds may not be used to supplant funds for currently existing staff activities.

Existing activities are any activities supported by other sources of funding during the 4 year and 3-month grant cycle (11/1/24-1/31/29) of this request for applications. Funding under this request for applications may only be used to expand existing activities or create new activities outside of existing activities.

Question and Answer #9

Question:	Selection of a community of focus: How broad or narrow should the scope be? Can it be as specific as a one-block radius of impact? Or a targeted community of nightlife establishments?
Answer:	As per section II, 3, B of the RFA: A community of focus can be defined by political boundaries (e.g., town/city, neighborhood, census tract) and/or social boundaries (e.g., workplace/employment, youth clubs, identify based on common lived experience).

Question and Answer #10

Question:	For the purposes of selecting a target population, how are things like "rural" and "urban" defined by the Department of Health? Parts of Broome County might, by some sources, be considered urban while others are rural, when as a whole we may be considered more urban. Any clarification on this would be helpful.
Answer:	Under New York State Law (SAPA section 102(10), under Executive Law section 481(7)), rural areas are defined as "counties within the state having less than 200,000 population...In counties of two hundred thousand or greater population, 'rural areas' means towns with population densities of 150 persons or less per square mile..."

Question and Answer #11

Question:	How mutable are the choices for target population? Specifically, if during the initial process of community-based planning, focus groups and meetings seem to indicate that we should be focusing on different populations than initially proposed, will changes be allowed?
Answer:	As per Section II Program Requirements: The first nine (9) months of the project will focus on program planning to assess the appropriateness or responsiveness of the proposed strategies with the priority population and to build partnerships based on the submitted application. Any changes to the strategies or the priority population must be approved by the Department before implementation.

Question and Answer #12

Question:	On Page 12, in the section "2. Select One (1) of Three (3) Community Engagement Approaches"– it is unclear to us if it has to be only 1, or if more than 1 can be selected.
Answer:	As per section II, 2: Recipients are required to select one (1) of the following three (3) community engagement approaches as their primary approach for community members and leaders to plan, implement, evaluate, and sustain program outcomes and activities. As per attachment 3: select one community engagement approach.

Question and Answer #13

Question:	Youth/adult leadership teams: 1) What is your definition of 'youth' 2) Is it required that the individuals involved be compensated in the budget or is compensation not allowed?
Answer:	See page 17 of the RFA for information about Youth/Adult Leadership teams. For the purposes of the youth/adult leadership teams in this request for application, 'youth' is anyone 24 years old or younger. Compensation for members of the youth/leadership teams is allowable and encouraged, but not required.

Question and Answer #14

Question:	Reading the RFA, it got us thinking a lot about SARTs, in that policies, procedures and holding perpetrators accountable could be one aspect of this grant. We lost our SART money a few years ago and have since been waiting for an opportunity to bring together SART affiliated entities again, which in my mind can be seen as coalition building. Is this something that could be considered in this grant OR is there separate money we should look out for that is more response oriented rather than prevention focused- like this one is.
Answer:	See page 10 through 21 of the RFA for a full list of program requirements. All eligible proposals will be reviewed and scored per section V.

Question and Answer #15

Question:	While this grant is aimed more towards prevention, we see this as an amazing opportunity to build a Sexual Assault Prevention Coalition along the same lines. In the RFA, there is mention of restorative justice, which we would like to incorporate into this prevention coalition (for example, funding trainings and community level meetings on restorative justice alternatives) - but would that still

	count along the lines of "prevention" rather than "response" for the purposes of this grant?
Answer:	See page 10 through 21 of the RFA for a full list of program requirements. All eligible proposals will be reviewed and scored per section V.

Question and Answer #16

Question:	Do you have a sense of the level of funding and reach that will be expected?
Answer:	As per section I, A: Anticipated funding levels are as follows:

Region	Number of Awards	Maximum Funds Available Annually per Award
Region 1- Rest of State	5	$170,000
Region 2- New York City	2	$230,000

As per section II, 3, B of the RFA: A community of focus can be defined by political boundaries (e.g., town/city, neighborhood, census tract) and/or social boundaries (e.g., workplace/employment, youth clubs, identify based on common lived experience).

Question and Answer #17

Question:	In order to meet the deliverables of the grant, we hope to compensate community members for their time and participation. Are there going to be restrictions to incentives?
Answer:	Per attachment 6: Develop a sustainability plan to retain community member engagement in the project (e.g., implementation of stipends are highly encouraged to offset the cost of volunteerism to be negotiated with the Department).

Question and Answer #18

Question:	Are Supervisors considered Staff, as they currently are on the RPE grant, or are they considered Administration?
Answer:	Per the Program Requirements on page 16 of the RFA: Organizations are required to ensure adequate staffing to complete the project activities. The following staffing patterns are strongly recommended: 1.0 full-time equivalent program staff and .10 full-time equivalent manager. - A designated primary staff for all program and evaluation activities as part of the total full-time equivalent. It is strongly recommended that this staff position is not an entry level position.

	• In-kind or funded support from the organization's leadership, Board of Directors, and other staff to support program staff with meeting all scope of work requirements.
	Supervisors would fall under the .10 full-time equivalent manager recommendation.

Question and Answer #19	
Question:	What are the allowable expenses under this grant?
Answer:	Per section V of the RFA: All costs must be related to the provision of this grant opportunity, reasonable, and cost effective. Justification for each cost must be submitted in narrative form within each budget template. For all existing staff, the budget justification must delineate how the percentage of time devoted to this initiative has been determined. Direct costs may include personal service, fringe benefits, space, program operations, subrecipients, consultants, travel, equipment, and other budget costs. Any ineligible budget items will be removed from the budget prior to contracting.
	Please see attachment 4 for additional budget guidelines.