FY 2020 Drug-Free Communities (DFC) Support Program

Frequently Asked Questions for New ([CDC-RFA-CE20-2002](#)) and Competing Continuation ([CDC-RFA-CE20-2003](#)) Applicants

Date Last Updated: May 4, 2020

The FAQs will be updated throughout the application process. Questions not yet addressed should be sent to DFC@cdc.gov. For additional FAQs and information, please visit: https://www.cdc.gov/injury/fundedprograms/drug-free-communities/index.html

FAQ Table of Contents

General Grant Award Questions

Application Deadline and Project Period

1) **Have application deadlines been extended due to the COVID-19 pandemic?**

The Coronavirus 2019 (COVID-19) pandemic is rapidly evolving, as is its impact on communities across the United States. ONDCP and CDC understand that this poses unique challenges to everyone in our country and may impact your ability to apply to the Drug-Free Communities grant program, especially those submitting new and competing continuation applications. We are extending the deadline for new and competing continuation applications to Monday, June 8, 2020, 11:59 Eastern Standard Time.

Please go to www.grants.gov for updated information on deadlines for the new applicants and competing continuation applicants.

2) **What is the project period for new and competing continuation applications based on the revised award date (December 31, 2020) and 9-Month Action Plan?**

The adjusted project period for new (CDC-RFA-CE20-2002) and competing continuation (CDC-RFA-CE20-2003) grants is December 31, 2020 – September 29, 2021.

About the DFC Program

1) **What is the Drug-Free Communities (DFC) Support Program?**

The Drug-Free Communities (DFC) Support Program continues to provide grant awards to community-based coalitions addressing youth substance use since its first appropriated funding in fiscal year 1998. A full list of previous funding opportunities is available on www.grants.gov.

Please visit www.whitehouse.gov/ondcp/grants-programs to find a listing of previous grant award recipients.

2) **Where can I find information on the Drug-Free Communities (DFC) Support Program and Notice of Funding Opportunity (NOFO)?**

All funding opportunities for the Drug-Free Communities (DFC) Support Program are available at www.grants.gov. There are three different announcements, so please pay particular attention to the eligibility section of the funding opportunity to ensure you are applying to the correct one.

- Drug-Free Communities (DFC) Support Program – New: CDC-RFA-CE20-2002
- Drug-Free Communities (DFC) Support Program – Competing Continuation: CDC-RFA-CE20-2003

Webinar Recording

1) **Where can I view previous webinar recordings?**

The webinar recording, workshop slides (FY 2020 DFC Grant Application Workshop Slides), and webinar Q&As are available on our website at

https://www.cdc.gov/injury/fundedprograms/drug-free-communities/index.html.

Eligibility Questions

Eligibility Criteria

1) **What type of organizations are eligible to apply to the Drug-Free Communities (DFC) Support Program?**

Please refer to Section C: Eligibility Information within the Drug-Free Communities (DFC) Support Program-New funding opportunity (CDC-RFA-CE20-2002) or Section III in the Competing Continuation opportunity (CDC-RFA-CE20-2003). This section outlines which organizations are eligible to apply on behalf of a coalition and the additional requirements that accompany that type of relationship.

Each year new funding opportunities are announced in support of the Drug-Free Communities (DFC) Support Program for community-based coalitions addressing youth substance use that have never received a DFC grant, have previously received a DFC grant but have experienced a lapse in funding, or have previously received a DFC grant and have concluded the first five-year funding cycle and are applying for a second five-year funding cycle. Unfortunately, coalitions that have already received 10 years of DFC funding are not eligible to apply for a DFC grant.

A coalition may not receive more than 10 years of DFC funding whether the coalition was legally eligible to receive the federal funds or the coalition partnered with an agency. However, a partnering agency that has agreed to be the legal applicant on behalf of a different coalition that has not received a DFC grant may be eligible to apply on behalf of that new coalition.

2) **Can a large entity, such as a University system, receive multiple DFC grants?**

If there is only one legal name, employer/tax identification number, and DUNS number for the large entity, like a University system, then the entity may only serve as a bona fide/fiscal agent for one coalition.

Please refer to Section C. Eligibility Information within the Drug-Free Communities (DFC) Support Program-New funding opportunity (CDC-RFA-CE20-2002). This section outlines which organizations are eligible to apply on behalf of a coalition and the additional requirements that accompany that type of relationship.

3) **I am a Comprehensive Addiction and Recovery Act (CARA) Local Drug Crisis recipient. Am I eligible to apply for a Drug-Free Communities (DFC) Support Program award?**

The Comprehensive Addiction and Recovery Act (CARA) Local Drug Crisis funding is different than DFC funding. As such, your organization may be eligible to apply for a DFC award. Please refer to Section C. Eligibility Information within the Drug-Free Communities (DFC) Support Program-New funding opportunity (CDC-RFA-CE20-2002) to determine if your organization meets all of the eligibility requirements in order to apply.

Fiscal Agent

1) **Can a new coalition apply with a fiscal agent who has received a DFC grant in the past?**

If a current coalition will not be continuing work under the DFC Program after September 30, 2020, but would be interested in applying as a new coalition, the new coalition (or fiscal agent) would need to submit an application via www.grants.gov for the New Notice of Funding Opportunity (CDC-RFA-CE20- 2002). The application due date for this funding opportunity is Monday, June 8, 2020, 11:59pm Eastern Standard Time.

If the fiscal agent would be the same for both coalitions, you must ensure that the fiscal agent would not hold more than one DFC grant at any time. So, if the fiscal agent applied for the next cycle of funding on behalf of the current coalition, then that same fiscal agent would not be eligible to apply as the fiscal agent for the new coalition.

Also, a fiscal agent may not receive more than 10 years of DFC funding. So, the fiscal agent would need to choose which coalition they would be applying on their behalf as they have already received 5 years of DFC funding.

2) **Can a fiscal agent serve on more than one DFC grant?**

No, a legal applicant/grant award recipient may only hold one DFC grant at any time. Therefore, you are not eligible to serve as the fiscal agent for a new DFC grant while continuing to serve as the fiscal agent for an ongoing award on behalf of a different community coalition.

3) **If a coalition was previously a grant recipient for years 1-5 and changes fiscal agents, would it be considered a year 1 or year 6-10 applicant?**

Even if a coalition is changing fiscal agents, it would be continuing in years 6-10. For more information on DFC's 10-year funding limit, please refer to Attachment 6 of the Notice of Funding Opportunity ("NOFO") Competing Continuation (CDC-RFA-CE20-2003).

Sector Representatives

1) **Which type of representatives qualify as part of the community-based coalition?**

The community-based coalition **must** consist of one or more representatives from:

- Youth (18 or younger)
- Parent
- Business
- Media
- School
- Youth-serving organization
- Law enforcement
- Religious/Fraternal organization
- Civic/Volunteer groups (i.e., local organizations committed to volunteering, not a coalition member designated as a "volunteer")
- Healthcare professional or organization (i.e., primary care, hospitals, etc.)
- State, local, or tribal governmental agency with expertise in the field of substance use (including, if applicable, the state agency with primary authority for substance use)
- Other organization involved in reducing substance abuse 21 U.S.C. 1532(a)(2)(c)

An individual who is a member of the coalition may serve on the coalition as a representative of **not more than one sector category.** 21 U.S.C. 1532(a)(2)(c)

For more information, please refer to Requirement 1 within Table 2: Statutory Eligibility Requirements located in the funding opportunity and Attachment 1: Coalition Involvement Agreements, as to what would qualify as a sector representative.

Coalition Overlap

1) **How can I confirm if a current DFC recipient already represents my community or zip code?**

Both ONDCP and CDC are unable to provide information about other applications. It is the applicant's responsibility to find out if other coalitions in your community have applied. If coalitions are working in the same community, the DFC Program statute requires a letter of mutual cooperation to ensure there is no duplication of effort.

2) **Where can I find a list of DFC grant recipients?**

Go to www.whitehouse.gov/ondcp/grants-programs/ to find existing coalitions near you. Please note, it is the responsibility of the applicant coalition to know about any nearby coalitions that are applying for DFC funding. If two first-time DFC grant applicants are applying and have overlapping zip codes, each must include a letter of support from the other.

Principal Investigator and Project/Program Director

1) **Can the same individual serve as the Principal Investigator and Project/Program Director?**

It is acceptable to identify the same person as the Principal Investigator and Program Director.

Application Timeline Questions

Year 06 Competing Continuation

1) **I am a current Year 05 recipient. Do I need to submit an application?**

If you are in Year 05 of your award, you are finishing your first DFC award cycle. Your coalition (or fiscal agent) will need to re-compete for your second DFC award cycle (or Year 06 award). You are not required to re-compete this fiscal year, but in order to potentially continue funding after September 30, your coalition (or fiscal agent) will need to submit an application via www.grants.gov for Competing Continuation Notice of Funding Opportunity (CDC-RFA-CE20-2003). Please note that the application due date is Monday, June 8, 2020, 11:59 pm Eastern Standard Time.

Award Release Timeline

1) **How does the extended application deadline for New and Competing Continuation applicants impact the award release, Action Plan, and award amount?**

Since the deadline for the FY 2020 DFC New and Competing has been extended to June 8th, community coalitions are being provided an additional 60 days to work on their applications. FY 2020 awards are expected to be released in December – FY 2020 awards will be for 9 months. Therefore, the 12-Month Action Plan should now be a 9-Month Action Plan. Coalitions may still request up to $125,000. CDC will accept the most recent submission on Grants.gov.

2) **I am a current Year 5 DFC grant recipient competing for Years 6-10 of DFC funding, the recently amended FY 2020 Notice of Funding Opportunity (NOFO) states awards will be released in December 2020. Our DFC Year 5 funding expires in September 2020 - will our current award be extended to December?**

ONDCP understands the concerns of Year 5 DFC grant recipients. The amended FY 2020 NOFO states that Year 1 and Year 6 grant awards will be announced in December 2020. Since coalitions are likely to have unobligated funds at the end of the current budget cycle, coalitions in Year 5 are encouraged to submit a No-Cost Extension (NCE) to their assigned SAMHSA Government Project Officer and Grants Management Specialist. NCE forms can be found on the SAMHSA site at: https://www.samhsa.gov/grants/grantsmanagement/post-award-amendments#no-cost-extension

No-Cost Extensions from Year 5 and Year 10 applicants are due 60 days before the project period end date.

Application Submission Questions

Submission Location (Grants.gov)

1) Where do I submit an application?

You will need to submit this year's application via www.grants.gov. Continuation applications previously submitted to SAMHSA via eRA Commons will not be reviewed.

2) I already submitted a continuation application on eRA Commons. Do I need to re-submit my continuation application?

As cited in the [press release](#) from the White House Office of National Drug Control Policy. The management of the DFC grant program is transitioning from ONDCP and SAMHSA to ONDCP and CDC. In order to facilitate this transition, current award recipients are asked to re-submit their continuation application via [CDC's announcement](#) on www.grants.gov Continuation applications previously submitted to SAMHSA via eRA Commons will not be reviewed.

Until you are officially issued an award by CDC, you will still need to follow SAMHSA's standard operating procedures and systems for any other actions relating to your coalition's grant award.

Your efforts in developing your original continuation applications did not go unnoticed and are appreciated, and these efforts should assist you in streamlining your submission under this new process.

3) Who can I contact if I have questions about Grants.gov functionality?

As a federal agency, CDC is not able to see what applicants view once they have logged into www.grants.gov. We recommend contacting the [Grants.gov](#) Help Center at support@grants.gov or 1-800-518-4726 for assistance with this request.

4) I am having difficulty submitting my application on www.grants.gov (i.e., creating an account, uploading attachments, etc.). Who should I contact for assistance?

We recommend contacting the Grants.gov Help Center at support@grants.gov or 1-800-518-4726 for assistance with grants.gov access and functionality.

Forms and Attachments (Lobbying, Risk Questionnaire, etc.)

1) How should attachments be named and uploaded?

All attachments should be named according to the naming conventions outlined in the applicable section within the NOFO. If there is not an applicable section, please name the document as outlined in the "Additional Information" section of the NOFO. All required documents should be uploaded as individual PDFs to www.grants.gov.

2) What attachments are required to be submitted with my application?

For each NOFO please review the Required Documents or Checklist of Required Contents of Application Packet sections (linked and listed below for reference).

[New (CDC-RFA-CE20-2002)](#): Required Documents list (can be found on Page 42 of NOFO) and [Competing Continuation (CDC-RFA-CE20-2003)](#): Required Documents list (can be found on Page 40):

- Project Abstract, including Community Overview
- Budget Narrative
- Funds Tracking
- Intergovernmental Review
- Attachment 1 – Coalition Involvement Agreements
- Attachment 2 – Coalition Meeting Minutes
- Attachment 3 – Eligibility
- Attachment 4 – Mutual Cooperation Letters

- Attachment 5 – One DFC Grant Assurance
- Attachment 6 – 10 Year DFC Funding Limit Assurance
- Attachment 7 – Key Personnel Resumes-CVs-PDs
- Attachment 8 – General Applicant Information
- Attachment 9 – All Prior DFC Funding Disclosure
- Attachment 10 – Congressional Notification
- CDC Assurances and Certifications
- Risk Questionnaire
- Risk Questionnaire Supporting Documents
- Report on Programmatic, Budgetary and Commitment Overlap

3) **I do not have a Lobbyist. How do I complete the Disclosure of Lobbying Activities form?**

If an applicant does not have a lobbyist, then an applicant is still required to complete Sections 4, 6, 10a, 10b, and 11 of the Disclosure of Lobbying Activities form. The applicant may enter "N/A" for the required fields in Sections 10a and 10b in order to complete the form and be able to submit it with your application package.

Further instructions on how to complete the Disclosure of Lobbying Activities form are located at https://www.grants.gov/web/grants/forms/post-award-reporting-forms.html.

4) **Can the CDC Risk Questionnaire supporting document be submitted as a PDF attachment?**

Applicants must include all supporting documentation for the Risk Questionnaire in the application package. This supporting documentation may be submitted as a single PDF labeled Risk Questionnaire Supporting Documents. It is acceptable to include a PDF document with a link to the policies requested as long as individuals outside of your organization can access the policies through the particular link. Sometimes organizations have firewalls that restrict access to members of an organization. Please ensure appropriate access before submitting your application.

5) **Does the Fiscal Agent complete the Risk Assessment Questionnaire?**

Yes, the fiscal agent should complete the Risk Assessment Questionnaire. CDC requires all applicants to complete the Risk Questionnaire. Please see the Risk Assessment Questionnaire Requirement section within the funding opportunity announcement for additional information.

6) **How many sets of meeting minutes are required?**

Applicants are required to submit one set of meeting minutes as instructed by Attachment 2: One Set of Coalition Meeting Minutes within the New (CDC-RFA-CE20-2002), and the Competing Continuation (CDC-RFA-CE20-2003) funding opportunities.

7) **What is the date requirement for the Coalition Involvement Agreements (CIA)?**

Coalition Involvement Agreements, or CIAs, must be dated between January 2019 and the deadline for this application; however, you are not required to use the exact CIA sample provided in the NOFO. Community coalitions are encouraged to design or tailor each CIA in order to meet the specific needs of your coalition and community.

8) **Where can I locate the CDC Report on Programmatic Budgetary and Commitment Overlap form?**

The **"Report on Programmatic Budgetary and Commitment Overlap"** is not a pre-existing CDC document but one that you develop on your own and must upload in Grants.gov under "Other Attachment Forms". The document should be labeled: **"Report on Programmatic, Budgetary, and Commitment Overlap".** For more information on what to include in this report please review Page 31 Duplication of Efforts Section in the Drug-Free Communities (DFC) Support Program – Competing Continuation: CDC-RFA-CE20-2003.

9) **I cannot find the Funds Tracking and Intergovernmental Review forms. Do I need to submit these documents?**

Applicants are not required to submit the Funds Tracking and Intergovernmental Review forms.

Table of Contents, Page Numbers, and Font

1) **How do I label and provide page numbers on the Table of Contents, attachments, and Project Narrative?**

For page numbers, please follow the NOFO guidance as written: *Provide a detailed table of contents for the entire submission package that includes all of the documents in "Section H. Other Information" and headings in the "Project Narrative" section. The bottom right corner of every page in the application must be numbered. Name the file "Table of Contents" and upload it as a PDF file under "Other Attachment Forms" at www.grants.gov.*

For documents in Section H, you can upload them as separate PDF files as part of your application. Please note that all documents must be labeled as identified in the applicable previous section within the NOFO.

The Project Narrative must include all the following headings and subheadings:
a. Background
   i. Applicant questions applicable to background
b. Approach
   i. Purpose
   ii. Target Populations and Health Disparities
   iii. Applicant questions applicable to background
c. Evaluation and Performance Measurement
   i. Data Management Plan
   ii. Applicant questions applicable to evaluation and performance measurement
d. Work Plan (9-month action plan)
   i. Applicant questions applicable to work plan

You should rely on the outline that is provided in the Application and Submission Information to know what you must address in the project narrative. You can also refer to the Application Review Section of the NOFO to see how each section of the Project Narrative will be weighted. Most of the other information provided throughout the NOFO is based on the template and is more for informational purposes for applicants to understand what they would be agreeing to and must maintain if they receive an award under this program.

2) **Does the application need page numbers?**
Yes, a general application packet tip is to number all pages of the application.

3) **What is included in the Table of Contents?**
Please provide a detailed table of contents for the entire submission package that includes all the documents in H. Other Information section and headings in the Project Narrative section.

4) **Do we need to maintain the 12-font size for all charts within the body of the narrative?**
Unless specified in the H. Other Information section of the NOFO, responses should be in 12-point font. This includes the Data Management Plan and Work Plan, otherwise known as 9-Month Action Plan, and high-level summary for subsequent years. It is acceptable for applicants to use 10-point font in tables and charts.

Application Information Questions

Project Narrative

1) What is included in the Project Narrative?

The project narrative must include all the following headings and subheadings:

- e. Background
    - i. Applicant questions applicable to background
- f. Approach
    - iv. Purpose
    - v. Target Populations and Health Disparities
    - vi. Applicant questions applicable to background
- g. Evaluation and Performance Measurement
    - iii. Data Management Plan
    - iv. Applicant questions applicable to evaluation and performance measurement
- h. Work Plan (9-month action plan)
    - ii. Applicant questions applicable to work plan

2) Is the Work Plan included in the Project Narrative?

Yes, the Work Plan is part of the Project Narrative. The Project Narrative does not have a separate attachment number but should be titled "Project Narrative" and submitted as a PDF with the application package.

3) What is covered in the Work Plan?

The last section of the Project Narrative is the Work Plan (also known as the 9-month action plan). You must tell the story of the coalition's current and planned efforts to prevent youth substance use in your community by addressing one statement through the creation of a 12-Month Action Plan. This section of the Project Narrative is worth 30 points.

4) Is the Organizational Capacity of Applicants to Implement the Approach section included in the Project Narrative?

The Organizational Capacity of Applicants to Implement the Approach is not included in the Project Narrative, but applicants must complete the requirements for this section as described within the CDC Project Description Section for those applying under the new funding opportunity (CDC-RFA-CE20-2002) or within the Program Implementation Section for those applying under the competing continuation funding opportunity (CDC-RFA-CE20-2003).

Project Abstract

1) Does the Project Abstract count toward the page limit for the Project Narrative?

The Project Abstract, including the Community Overview, does not count toward the page limit for the Project Narrative.

2) How do I submit the Project Abstract?

Please provide the "Project Abstract, including Community Overview" information both in the required "Project Abstract Summary" text box on www.grants.gov as well as an attached PDF (Maximum 1 page, single spaced, 12 point font, 1-inch margins) that is uploaded as part of your application at www.grants.gov as well.

High-Level Summary

1) What is included in the high-level summary for subsequent years?

Please provide a high-level summary of work that will be conducted in support of a DFC grant award for the subsequent four years included in the period of performance. This high-level summary does not need to be as detailed as the 9-Month Action Plan that is required for the initial year of the award. CDC will provide feedback and technical assistance to recipients to finalize the work plan post-award.

Substances

1) **Does e-cigarette or vaping product use qualify as "tobacco product" for the purpose of DFC funding?**

If your assessment information demonstrates a need for prevention of e-cigarette or vaping product use among youth in your community, then, yes, your coalition can include e-cigarette or vaping product use in your application and should include it in the "tobacco" category.

Miscellaneous

1) **Does anything need to be provided in response to the information under the Administrative and National Policy Requirements and Reporting Sections?**

The information included in the Administrative and National Policy Requirements and Reporting Sections of this funding opportunity is for informational purposes only to better understand the requirements an organization will be held to if selected for an award under this program.

2) **How is "economically disadvantaged" defined?**

Please refer to the NOFO-specific "Glossary and Acronyms" section at the end of the NOFO for information on key terms. In that section, "economically disadvantaged" is defined as an area with 20 percent or more children living in households below the poverty line as defined by the US Census Bureau.

Budget and Federal Financial Reporting (FFR) Questions

Budget Criteria and Template

1) **Is there a budget template for CDC applications?**

CDC will accept a budget narrative/justification as long as it is in the general form, format, and level of detail as described in the CDC Budget Preparation Guidelines. If the budget narrative/justification created using SAMHSA's template fulfills those requirements and others listed in CDC's continuation guidance, then it may be submitted as part of the continuation application. If you have any further budget questions, please submit them via DFC@cdc.gov.

2) **Do I need to submit a Budget Narrative?**

Yes, you will need to submit a Budget Narrative, SF-424, and SF-424A. Appendix A: Pre-Submission Verification Checklist within the New (CDC-RFA-CE20-2002) and the Competing Continuation (CDC-RFA-CE20-2003) funding opportunities provides a complete list of required documentation that must be submitted.

3) **What are the full-time (FTE) requirements in the budget?**

There are no FTE requirements within any of the funding opportunity announcements. If you are applying under the Competing Continuation opportunity (CDC-RFA-CE20-2003), we recommend reviewing the Budget Narrative and Funding Restrictions sections within the notice of funding opportunity for further details on developing the budget and associated justification.

4) **What is the difference between "Consultant Costs" and "Contractual Costs"?**

Per the CDC Budget Guidelines, "Consultant Costs" and "Contractual Costs" are differentiated as follows:

- Consultant Costs: This category should be used when hiring an individual to give professional advice or services (e.g., training, expert consultant, etc.) for a fee, but not as an employee of the grantee organization.
- Contractual Costs: This category should be used when securing a third-party contract to perform program activities.

5) **My coalition currently provides stipends. Previously, under SAMHSA's budget narrative and categories, we have included them in the Contractor section. How should I report these now with the CDC?**

Stipends are not typically considered contracts and are most appropriately placed in the "other" cost category. You can simply describe what those stipends pay for in the budget narrative.

Match

1) **How do I complete the match component of the application?**

Please refer to Section C.4 Cost Sharing or Matching of the New funding opportunity (CDC-RFA-CE20-2002), or Section III in the Competing Continuation opportunity (CDC-RFA-CE20-2003) for information regarding the percentage of match required for a particular DFC award year and how to enter that information on the SF-424A Form.

2) **How do we demonstrate matches in our budget?**

The DFC authorizing legislation requires recipients to demonstrate that they have non-federal matching funds ("match") from non-federal sources equivalent to or greater than federal funds requested from the DFC Support Program. Applicants must itemize the match separately in the budget and explain the match separately in the Budget Narrative. Federal funds, including those passed through a state or local government cannot be used toward the required match. The only exception in the DFC Support Program is in the case of a coalition that includes a representative of the Bureau of Indian Affairs, the Indian Health Service, or a tribal government agency with expertise in the field of substance use and serving a tribal community.

Annual FFR

1) **I am a current recipient applying to the Competing Continuation application. Where do I submit the Annual FFR?**

Since the annual FFR is due after the continuation application due date, the Annual FFR will be submitted via GrantSolutions. The continuation application must be submitted via www.grants.gov.

SF-424 and SF-424A

1) **Where do I access and submit online forms (SF-424 and SF-424A)**

Online forms, the SF-424 and SF-424A, are located at www.grants.gov/web/grants/forms/sf-424-family.html Please follow instructions located on that web page for how to complete them and ensure they are submitted with your continuation application.

2) **Do I need to provide an "Application Identifier" in the SF-424 form?**

Per the SF-424 Form Instructions, the "Applicant Identifier" is assigned by the federal agency. As such, this field does not need to be completed by the applicant. For further instructions on how to complete the SF-424 Form, please refer to https://www.grants.gov/web/grants/forms/sf-424-family.html.

3) **For SF-424A "Section F - Other Budget Information" do we include the Direct Charges total for one year or 5 years?**

SF-424A. Section F: Field Number 21 Direct Charges is an Optional field with the following instructions provided: *Use this space to explain amounts for individual direct object class cost categories that may appear to be out of the ordinary or to explain the details as required by the Federal grantor agency.*

Carryover Funds

1) **Due to COVID-19 our coalition is not able to implement many of the strategies and activities we had planned in our 12-month action plan. We expect to have unspent DFC grant funds at the end of our budget cycle – will we be able to request carry-over funds?**

Yes. ONDCP understands that community coalitions tasked with mobilizing the community to address youth substance use locally have been greatly impacted by COVID-19. Given the inability to implement key strategies and activities, some coalitions may have unobligated funds at the end of the FY 2019 budget cycle.

o Year 5 and Year 10 DFC coalitions would be submitting No-Cost Extensions. Please contact your assigned SAMHSA Government Project Officer and Grants Management Specialist for more guidance.

2) **May DFC and/or CARA funds be used to assist our local community address the COVID-19 pandemic?**

No, DFC and CARA funds may only be used for the purpose for which Congress intended – youth substance use prevention. DFC and/or CARA funds may not be used to purchase Personal Protective Equipment (PPE). The Purpose Statute, 31 U.S.C. § 1301, requires Federal funds to be used only for the purpose to which they were appropriated by Congress.

Review and Selection Questions

Review Process and Criteria

1) **Who reviews applications?**

All applications, including performance/progress reports, will be reviewed by CDC officials. If you have any other questions regarding the continuation application, please send them to DFC@cdc.gov.

2) **How will applications be reviewed and scored?**

Please refer to the Application Review Information section of the funding opportunity for more information on what will be scored from the documentation submitted as part of the application package.

Peer Reviewer

1) **Is there an opportunity to serve as a peer reviewer?**

At this time, CDC has not issued a request for reviewers. If a request is made, we will ensure that instructions and criteria for reviewers are publicly available.

Other Questions

Other Substance Use Resources

1) **I am an individual seeking to apply for substance use resources. Can I apply?**

Eligibility to apply to the current Drug-Free Communities (DFC) Support Program funding announcements is limited to current award recipients (CDC-RFA-CE20-2004), community-based coalitions addressing youth substance use that have previously received a DFC grant (CDC-RFA-CE20- 2003), or community-based coalitions addressing youth substance use that have never received a DFC grant (CDC-RFA-CE20-2002).DFC funding supports community-based coalitions dedicated to advancing and implementing community-wide prevention efforts. A coalition may be a legal entity with 501(c) (3) status or may partner with a legal entity to apply on their behalf.

For substance use assistance please contact social support services in the state or municipality where you live or SAMHSA's National Helpline at 1-800-662-HELP (4357). SAMHSA's National

Helpline is a free, confidential, 24/7, 365-day-a-year referral and information service (in English and Spanish) for individuals facing mental and/or substance use disorders.

Miscellaneous Questions

1) **Will current DFC grantee information be transferred, and if not, what information will current grantees be requested to submit to CDC, if any?**

All agencies will be working collaboratively on the transfer of official grant award files. No action is needed from current grant award recipients for this task.

2) **Does a notification need to be provided if a coalition is in its 5th year and is not interested in pursuing future funding?**

At this time, there is not a required notification process for those who opt not to apply for an additional 5-year cycle. We appreciate your coalition's contributions over the past several years and encourage you to apply again in the future, if and when your organization's circumstances allow.

3) **Where can I access the HHS Grants Policy Statement?**

The HHS Grants Policy Statement can be found at https://www.hhs.gov/grants/grants/grants-policiesregulations/index.html.

4) **How do I change key personnel on a current award?**

Please refer to your current Notice of Award for the processes and procedures in changing key personnel on your current award. In addition, for any issues with the DFC Me system, please contact dfc_evaluators@icf.com.