ONDCP and CDC: Drug-Free Communities (DFC) Support Program

FY 2020 DFC Grant Application Workshop

Webinar Q&A, March 16, 2020

During the webinar presentation and the Q&A section, participants posed questions. The tables below contain the overall questions from participants along with responses to questions from ONDCP and CDC.

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.

Recipient Question/Comment	Presenter Responses/Answers
Is there any consideration being given to extending the deadline given the current health crisis?	Over the last few days, the situation regarding COVID-19 has evolved rapidly across the United States. While we won't be addressing any questions related to the pandemic during this webinar, we encourage everyone to visit: https://www.cdc.gov/coronavirus/2019-ncov/index.html
We're part of a coalition but don't have a formal agreement -- is an agreement required to qualify for funding?	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.
Throughout the NOFO there are references to CDC Project Description or CDC Background. Where can I find these references?	The NOFO references to the Project Description and Background sections are sections within the NOFOs.

Can you please further explain what you are looking for with the Programmatic, Budgetary, and Commitment Overlap? And if there is none, do we simply state that?	Applicants are responsible for reporting if this application will result in programmatic, budgetary, or commitment overlap with another application or award (i.e. grant, cooperative agreement, or contract) submitted to another funding source in the same fiscal year. Programmatic overlap occurs when (1) substantially the same project is proposed in more than one application or is submitted to two or more funding sources for review and funding consideration or (2) a specific objective and the project design for accomplishing the objective are the same or closely related in two or more applications or awards, regardless of the funding source. Budgetary overlap occurs when duplicate or equivalent budgetary items (e.g., equipment, salaries) are requested in an application but already are provided by another source. Commitment overlap occurs when an individual's time commitment exceeds 100 percent, whether or not salary support is requested in the application. Information on overlap can be found on Page 26 of the Drug-Free Communities (DFC) Support Program-New funding opportunity (CDC-RFA-CE20-2002) under Duplication of Efforts.
Where can we find the CDC Assurances/Certifications? And what pieces do we need to complete?	All applicants are required to sign and submit "Assurances and Certifications" documents indicated at https://wwwn.cdc.gov/grantassurances/(S(4jyjcx4qk2nrqwfzdujtdeco))/Homepage.aspx Complete the applicable assurances and certifications with each application submission, name the file "Assurances and Certifications" and upload it as a PDF file at www.grants.gov. Information on CDC Assurances/Certification can be found on Page 25 - 26 of the Drug-Free Communities (DFC) Support Program-New funding opportunity (CDC-RFA-CE20-2002), under Duplication of Efforts.

Do all applicants have to show proof of 501(c)(3) status and where does that get uploaded at?	If you are applying as a non-profit organization, then yes, you'll need to provide proof of 501(c)(3) Status. You can upload a copy of your IRS Form indicating 501(c)(3) status, if applying as that organization type.
If a youth is 18, do we still need a parent signature?	If the youth is 18, a parent signature is not required.
What do we do for the intergovernmental review if our state doesn't have an SPOC?	States that are not listed on the Intergovernmental Review (SPOC List) (located here: https://www.whitehouse.gov/wp-content/uploads/2019/02/SPOC-February-2019.pdf) have chosen not to participate in the intergovernmental review process and therefore do not have a SPOC. If you are located within a State that does not have a SPOC, you may send application materials directly to a Federal awarding agency.
Hello, can a fiscal agent who previously had a coalition supported by the DFC grant apply for a new grant if there is a new focus with a larger focus area? The prior coalition only focused on a single zip code - the new coalition will focus on the whole and area.	Yes, you can utilize that fiscal agent, assuming that they are not representing any other coalition applying for a DFC grant at the same time.
Will our Fire Chief be acceptable for our State/Local/Tribal Government CIA? Will our Food Pantry Director be acceptable for our Civic/Volunteer Group?	It is up to the coalition to determine who is best fit to serve as a particular sector representative. Please refer to Requirement 1 within Table 2: Statutory Eligibility Requirements, located in the funding opportunity and Attachment 1-Coaliting Involvement Agreements, as further information is provided as to what would qualify as a sector representative. Additionally, the table at the top has a section where the coalition describes the rationale for the selection.
Will this webinar be available to listen to after today?	Yes the webinar slides, video, and questions will be posted online: https://www.cdc.gov/injury/fundedprograms/drug-free-communities/index.html
Will we be able to get a copy of this PowerPoint to our email?	We won't be emailing the slides, but all of the slides are posted here: https://www.cdc.gov/injury/pdfs/fundedprograms/FY20_DFC_NOFO_Webinar_1_03-04-20_508c.pdf

Can the coalition representative on the CIA be a staff member?	Paid staff cannot serve as sector representatives. Coalition sector representatives are your coalition volunteers.
What if our 501(c)(3) application is pending when we apply?	Unfortunately, applicants have to provide proof of 501(c)(3) status at the time of application. If there is a fiscal agent that you can apply through, that may be an option for you at this time.
Can we use funds from a state earmark for a match?	The DFC authorizing legislation requires recipients to demonstrate that they have matching funds ("match") from non-federal sources equivalent to or greater than federal funds requested from the DFC Support Program. 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 abuse and serving a tribal community.
Will this PowerPoint be available to download?	Yes it is already posted to the CDC DFC site and is available at the following link: https://www.cdc.gov/injury/pdfs/fundedprograms/FY20_DFC_NOFO_Webinar_1_03-04-20_508c.pdf
In the CDC example for budget format, there is no mention or example of how to frame the non-federal match or the narrative justification for the non-federal match. Are federal and non-federal budgets and budget narrative justification in the same form?	CDC budget preparation guidelines can be found at https://www.cdc.gov/grants/documents/Budget-Preparation-Guidance.pdf.
My current match is well over 125,000. Should I not include this in my application? Do I eliminate some of the match even though these are what we currently maintain? (I'm in Year 5.)	You do not need to include matching funds over $125,000 in your budget. You can maintain additional match, but it's not required for the budget. Match is $125,000 for years 1-6, and the match increases for years 7-8, and again in years 9-10. We only need to

	review $125,000. We'll review the additional information if you add it into the budget, but it's not required.
Where are the SF 424, SF 424 A located?	The SF 424 documents can be found here: https://www.grants.gov/web/grants/forms/sf-424-family.html
If a coalition's mission statement addresses multiple issues, including youth substance abuse, is that coalition an eligible applicant? It is required that a DFC coalition "only" work on youth substance use? The overall coalition that addresses multiple issues.	The coalition's mission statement must mention "youth" and "prevention/reduction" and "substance use." If the coalition does other things that is fine. Between the mission statement and your meeting minutes, we will confirm your coalition's focus aligns with the DFC Program. As stated within Table 2 on pages 16 and 17 of the NOFO, the coalition must have as its principal mission the reduction of youth substance use, which at a minimum includes addressing the use and abuse of drugs in a comprehensive and long-term manner, with a primary focus on youth in the community.
Where is the Project Performance Site Location(s) Form (version 2.0) referenced on page 52 of the NOFO?	That form can be found on www.grants.gov.
Does your organization have to be in D.C.?	Your coalition does not have to reside in Washington, D.C. The DFC program funds coalitions across the United States.
Do we have to write subheading "Applicant Questions Applicable to the Background/Approach" or it should go under the broad headings?	Yes, please provide a subheading.
How does an applicant "sign" the application? And where is the "face" sheet?	Let's chat so that we can ensure we are addressing your specific issue. Can you please send your question (and your contact information) to DFC@cdc.gov? Thank you.
Are all forms found at the web link listed above?	Are you asking if the application forms can be found on the CDC website? That answer is no. All forms can be found on www.grants.gov under the respective NOFO (i.e., the new application NOFO or the competing continuation NOFO).
Can the coalition representative on the CIA and the MOU be a staff member?	Paid staff cannot serve as sector representatives. Coalition sector representatives are your coalition volunteers.

I coordinate a second coalition within a single non-profit that hosts an additional older coalition. The older coalition is finishing its 10th year of DFC at the end of December 2020. Our coalition is a separate coalition and is 2.5 years. We are applying as a NEW recipient. Our service area is a small section of what the older coalition has previously served. How do we best show we fit the "Assurance of One DFC Grant at a time & the Assurance of DFC 10-year funding limit" requirements?	Let's chat so that we can ensure we are addressing your specific issue. Can you please send your question (and your contact information) to DFC@cdc.gov? Thank you.
In reference to matching-in-kind: Are we allowed to include coalition members' time towards the in-kind/matching? If so, is there a tracking mechanism you can provide?	Match (in-kind) must be included in your budget (SF-424A). On Line 6, column 4, you may enter the total non-federal funds (match) for each object class category (especially personnel).
I am having difficulty opening the complete NOFO; can you send the best link for that?	The links for all the DFC NOFOs are online here: https://www.cdc.gov/injury/fundedprograms/drug-free-communities/index.html. Please select the link that applies to you.
The link for CDC about the virus doesn't work.	https://www.cdc.gov/coronavirus/2019-nCoV/index.html
Is the face sheet the same as the SF 424?	Let's chat so that we can ensure we are addressing your specific issue. Can you please send your question (and your contact information) to DFC@cdc.gov? Thank you.
For Attachment 8, the General Applicant Info, there is a yes/no question asking whether the area served by the coalition is 'economically disadvantaged." What criteria/threshold do I use to answer this question?	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.
Where is the Project Performance Site Location(s) Form (version 2.0) referenced on page 52 of the NOFO?	This form can be found on the www.grants.gov website. I can't directly link it to you, but you can look for it in the search bar and the link to the pdf will come up.
Can you put the link in the comments – to see if there are other coalitions nearby?	https://www.whitehouse.gov/ondcp/the-dfc-program/overview/

Can a fiscal agent represent two different funded coalitions?	A fiscal agent can only represent one DFC applicant at a time.
If we have 10 previously executed CIA agreements but need to execute two new ones, do the new ones need to be in the new format (option 2?)	As long as the coalition submits 12 CIAs that fall within the appropriate timeline, outline roles and responsibilities, and clearly have the coalition's name, you should be good. Please carefully review Attachment 1-Coalition Involvement Agreements.
Has the coronavirus pandemic changed the due date?	As of today, applications for new applicants and competing continuation applications are due on April 3, 2020, at 11:59 PM EST. In the event we receive additional guidance or clarification regarding this deadline, CDC and ONDCP will disseminate that information as quickly as possible.
If a coalition is applying as the legal applicant but in previous years there was a fiscal agent, are both signatures needed on the disclosure form?	Will it be the coalition applying this year or the fiscal agent on behalf of the coalition? You'll only need the coalition signature, if that's who is applying.
I understand that sector representatives must be coalition volunteers, but there is another signature required on the CIA, "official coalition representative's signature." Can that be coalition staff?	CIAs will be signed by the sector representative and a coalition representative (coalition representative may be program director, program coordinator and or coalition president). Two individuals must sign.
May we identify three substances?	Yes, you may identify 3 substances.
We are only to identify two substances we are addressing; however, we need to capture data around more than that and including opioids? Please explain.	Two substances are the minimum. If you would like to address more, please do so.
Where can I find the link to other DFC Coalitions in my area?	Go to www.whitehouse.gov/ondcp/grants-programs to find existing coalitions near you.
Hello, I have a question regarding the attachments. Do we attach them as other attachments into one attachment or separately?	Grants.gov will direct you where to save the required files. For those files that don't fit anywhere in particular, yes, you may upload them in "other attachments" section.
In the approach section, the only section that is scored concerns youth engagement and retention, correct?	Specifically, we are evaluating the extent to which you can demonstrate how the coalition will engage youth in its efforts to prevent youth substance use (15 points). We are assessing:

	• How the coalition recruits and retains youth members and ensures youth membership is representative of the community the coalition serves; and • How the coalition will evaluate the effectiveness of youth engagement. Please see the Review Criteria section (which begins on p.39 of the New Applicant NOFO, and page 37 of the Competing Continuation NOFO) for additional information.

In the Approach section there are subsections ii. Outcomes and iii. Strategies and Activities listed after i. Purpose. Are these to be included in the narrative? They were not just mentioned in the overview.	Applicants must submit a Project Narrative with the application forms. The Project Narrative must be uploaded in a PDF file format when submitting via Grants.gov. Applicants must name this file "Project Narrative" and upload it at www.grants.gov. The Project Narrative must include all of the following headings and subheadings:
	a. Background
	    i. Applicant Questions Applicable to the Background
	b. Approach
	    i. Purpose
	    ii. Target Populations and Health Disparities
	    iii. Applicant Questions Applicable to the Approach
	c. Evaluation and Performance Measurement
	    i. Data Management Plan
	    ii. Applicant Questions Applicable to Evaluation and Performance Management
	d. Work Plan (aka 12-Month Action Plan and High-level Summary for Subsequent Years)
	    i. Applicant Questions Applicable to Work Plan

In Background, do we have to report substance use for all 4 substances listed (alcohol, tobacco, marijuana, and prescription drugs) or just 3 of them?	In the Background section, you must identify the two substances the coalition plan to address with these grant funds. Substances may include, but are not limited to, narcotics, depressants, stimulants, hallucinogens, inhalants, marijuana, alcohol, and tobacco, where youth use is prohibited by federal, state, or local law. (21 USC 1531 §1032 (a)(4)(D))

What is a Budgetary and Commitment Overlap form?	Applicants are responsible for reporting if this application will result in programmatic, budgetary, or commitment overlap with another application or award (i.e. grant, cooperative agreement, or contract) submitted to another funding source in the same fiscal year. Programmatic overlap occurs when (1) substantially the same project is proposed in more than one application or is submitted to two or more funding sources for review and funding consideration or (2) a specific objective and the project design for accomplishing the objective are the same or closely related in two or more applications or awards, regardless of the funding source. Budgetary overlap occurs when duplicate or equivalent budgetary items (e.g., equipment, salaries) are requested in an application but already are provided by another source. Commitment overlap occurs when an individual's time commitment exceeds 100 percent, whether or not salary support is requested in the application. Information on overlap can be found on Page 26 of the Drug-Free Communities (DFC) Support Program-New funding opportunity (CDC-RFA-CE20-2002) under Duplication of Efforts.
May we use 10-point font within the 12-month action plan table?	Yes. You just can't use anything above a 12-pt font.
Do we need to include all seven strategies for EACH substance?	A comprehensive 12-Month Action Plan will include an appropriate mixture of all seven strategies. Recipients are not required to name the seven strategies in their 12-Month Action Plan but should use them as a framework for ensuring a comprehensive plan. More details regarding the 12-Month Action Plan requirements can be found in the Work Plan section of this NOFO.
The CIA requires two signatures 1) Sector Representative (this must be a coalition volunteer, i.e. school principal for school sector) and 2) Official Coalition	1) Yes, a staff person would be fine. What you cannot have is a school principal sign as a sector representative and also sign as a coalition president. Two distinct individuals must sign.

Representative. Who would this be? Can it be a staff member? Thanks.	2) Paid staff cannot serve as sector representatives. Coalition sector representatives are your coalition volunteers.
The NOFO requests 2 substances, but can we address 3 substances?	Yes, you can address 3 substances. Two is the minimum to address.
Can we use 10 point font within the tables throughout the narrative? Especially in the work plan.	Yes, you can use 10 pt. font. We just require that you don't use more than a 12-pt font so that you can save space.
The evaluation criteria in Section E (Pg. 39) do not align with the outline provided in Section D (Pg. 28). How do you suggest the narrative be outlined? For example, the outline on Pg. 38 does not include the Organizational Capacity questions from section E.	If you email DFC@cdc.gov with your contact information, we will reach out and see if we can assist you. Please restate your question in the email. Thanks!
Does the Table of Contents count towards the 15-page limit?	The Table of Contents does not count towards your limit.
Can you confirm that if the DFC PD/PI/ Project Coordinator role is already filled, all we need is a resume, correct? The NOFO suggests that we do NOT also need to include the position description?	You're correct, the PD/PI resume is always required. The PD is only required if this is vacant at the time of application.
Is there a scoring criteria page(s) form or just use the reference in the NOFO?	We only have what's described in the NOFO at this time.
I still am having difficulty opening the full NOFO; I can open the attachments however.	If you email DFC@cdc.gov, we will reach out and see if we can assist you. Please indicate in your email which NOFO you are having trouble opening. Thanks!
Can the high-level summary be written in a paragraph format? What page in the NOFO are the requirements for the high-level summary found on?	The high-level summary can be written in paragraph form; however, the work plan (aka 12-Month Action Plan table) must be done in the form of a table and should be completed for each goal of the DFC program. If a particular activity leads to multiple goals or objectives, it should be described under each goal and/or objective. This table can be found on Page 13 of the Drug-Free Communities (DFC) Support Program-New funding opportunity (CDC-RFA-CE20-2002). Some additional information can be found on pages 31 and 47 of the New Applicant NOFO, and page 45 of the Competing Continuation NOFO.

Why are the narrative sections in a different order on the presentation than the NOFO?	No particular reason for this, we tried to organize the slides in an easy-to-understand manner. Hopefully we didn't cause any confusion.
When is the next one (webinar)?	This is our final webinar. The slides for this webinar are already posted online: https://www.cdc.gov/injury/pdfs/fundedprograms/FY20_DFC_NOFO_Webinar_1_03-04-20_508c.pdf. The video from the previous webinar held on Mar04 and frequently asked questions and answers live online here: https://www.cdc.gov/injury/fundedprograms/drug-free-communities/index.html
Where is the grant application located?	The competing continuation application is found here: https://www.grants.gov/web/grants/view-opportunity.html?oppId=324624

The new applicant application is located here: https://www.grants.gov/web/grants/view-opportunity.html?oppId=324650 |
| Has there been any talk of a deadline restriction due to the Coronavirus? | As of today, applications for new applicants and competing continuation applications are due on April 3, 2020, at 11:59 PM EST. In the event we receive additional guidance or clarification regarding this deadline, CDC and ONDCP will disseminate that information as quickly as possible. |
| How do we know which of the assurances and certifications we need to include? There are several of them. | All applicants are required to sign and submit "Assurances and Certifications" documents indicated at https://wwwn.cdc.gov/grantassurances/(S(4jyjcx4qk2nrqwfzdujtdeco))/Homepage.aspx

Applicants may follow either of the following processes:
- Complete the applicable assurances and certifications with each application submission, name the file "Assurances and |

	Certifications," and upload it as a PDF file with at www.grants.gov. • Complete the applicable assurances and certifications and submit them directly to CDC on an annual basis at https://wwwn.cdc.gov/grantassurances/(S(4jyjcx4qk2nrqwfzdujtdeco))/Homepage.aspx. Information on CDC Assurances/Certification can be found on Page 25 - 26 of the Drug-Free Communities (DFC) Support Program-New Funding Opportunity (CDC-RFA-CE20-2002) under Duplication of Efforts.
Can DFC funding be used to fund/support law enforcement activities (such as UAD party patrols)?	Yes, as long as those activities are within the scope of the work needed to be done.
Does font in tables also have to be 12-point font or can tables be 10-point?	Yes, you can use 10 pt. font. We just ask that you don't use more than a 12-pt font so that you can save space.
Can the abstract or community overview be included in the table of contents?	Applicants must prepare a detailed work plan for the first year of the award (aka 12-Month Action Plan) and a high-level plan for subsequent years. Please provide a detailed table of contents for the entire submission package that includes all the documents in "Other Information" and headings in the "Project Narrative" section.
Do we label the Project Abstract as Community Overview or Project Abstract Summary?	Project Abstract Summary
Where are these training meetings? Atlanta?	Let's chat so that we can ensure we are addressing your specific issue. Can you please send your question (and your contact information) to DFC@cdc.gov? Thank you.
I see the font size requirement (12). Is there a font type requirement (Calibri, Times New Roman, etc.)?	No, there is not a font type requirement.
Does year 6 have to attend The National Academy?	Year six applicants are not required to attend the National Academy.

I'm just concerned because I have a rough draft of the Project Narrative, and I followed the NOFO, but the narrative sections in the presentation didn't match what is in the NOFO.	We tried to organize the slides in an easy-to-understand manner. Our apologies if we caused any confusion.
	
	Applicants must submit a Project Narrative with the application forms. The Project Narrative must be uploaded in a PDF file format when submitting via Grants.gov. Applicants must name this file "Project Narrative" and upload it at www.grants.gov. The Project Narrative must include all of the following headings and subheadings:
	   e. Background
	      i. Applicant Questions Applicable to the Background
	   f. Approach
	      iv. Purpose
	      v. Target Populations and Health Disparities
	      vi. Applicant Questions Applicable to the Approach
	   g. Evaluation and Performance Measurement
	      i. Data Management Plan
	      ii. Applicant Questions Applicable to Evaluation and Performance Management
	   h. Work Plan (aka 12-Month Action Plan and High-level Summary for Subsequent Years)
	Applicant Questions Applicable to Work Plan

Can we use 11-point font in tables? Or do they need to be in 12-point font as well?	Yes, you can use 11-point font. We just ask that you don't use more than a 12-point font so that you can save space.
Does the program director have to be an employee of the fiscal agent organization?	The Authorized Representative or Business Official charged with financial oversight responsibilities for the DFC grant award must be an employee of the recipient organization and identified in the 'Personnel' budget category. NOTE: The Program Director/Principal Investigator (PD/PI) and Business Official cannot be the same individual. The Program Director/Principal Investigator (PD/PI) must be an employee of the recipient organization, overseeing the day to day operations of the grant and must be

	identified in the 'Personnel' budget category as either federal or non-federal.
In the process of reading the DFC NOFO for new applicants, I noticed that on some pages applicants are asked to only address two substances (pages 17 and 28) but on others it says at least two substances (pages 30 and 39). Can you provide clarification? Should we be addressing just two or can we address more than two?	Two substances are the minimum. If you would like to address more, please do so (being mindful of the space limitations).
Can you please talk about Project/Performance site?	Recipients are asked to complete the Project Performance Site Location(s) Form version 2.0 (found on www.grants.gov). This form asks for location information on the site(s) where work funded under this NOFO will be performed.
Where do we upload the proof of 501(c)(3) Status?	You can upload this information as an attachment to the application in www.grants.gov.
In the CIA section for the related to the religious leader. Can we use a Ministry team leader in a lay ministerial role? Or do we have to have an actual church staff member?	It is up to the coalition to determine who is best fit to serve as a particular sector representative. Please refer to Requirement 1 within Table 2: Statutory Eligibility Requirements located in the funding opportunity and Attachment 1-Coalition Involvement Agreements, as further information is provided as to what would qualify as a sector representative. Additionally, the table at the top has a section where the coalition describes the rationale for the selection.
What are the CDC Assurances & Certifications? Where can we locate them?	All applicants are required to sign and submit "Assurances and Certifications" documents indicated at https://wwwn.cdc.gov/grantassurances/(S(4jyjcx4qk2nrqwfzdujtdeco))/Homepage.aspx Applicants may follow either of the following processes: • Complete the applicable assurances and certifications with each application submission, name the file "Assurances and Certifications," and upload it as a PDF file at www.grants.gov. • Complete the applicable assurances and certifications and submit them directly to CDC on an annual basis at:

	https://wwwn.cdc.gov/grantassurances/(S(4jyjcx4qk2nrqwfzdujtdeco))/Homepage.aspx. Information on CDC Assurances/Certification can be found on Page 25 - 26 of the Drug-Free Communities (DFC) Support Program-New Funding Opportunity (CDC-RFA-CE20-2002) under Duplication of Efforts.
Good afternoon, does the Project Narrative page count include the CIA, meeting minutes, resumes, etc.?	No, the CIA, meeting minutes, and resumes are separate attachments (required documents).
Where is the high-level project summary paragraph provided (for new applicants)?	Page number is 12 for New Applicants to find Project Summary information. The paragraph can be provided below the table.
I coordinate a second coalition within a single non-profit that hosts an additional older coalition. The older coalition is finishing its 10th year of DFC at the end of December 2020. Our coalition is a separate coalition and is 2.5 years old. We are applying as a NEW recipient. Our service area is a small section of what the older coalition has previously served. How do we best show we fit the "Assurance of One DFC Grant at a time & the Assurance of DFC 10-year funding limit" requirements?	Let's chat so that we can ensure we are addressing your specific issue. Can you please send your question (and your contact information) to DFC@cdc.gov? Thank you!
Can we combine prescription opioids and heroin under one category of "opioids" in the work plan, or would you recommend the substances be separated with their own objectives?	You can put both of those under one category of opioids.
In the CIA section for the related to the religious leader. Can we use a Ministry team leader in a lay ministerial role? Or do we have to have an actual church staff member?	It is up to the coalition to tell us and provide the rationale on why you selected that individual. For every CIA you have to provide the table that provides the person, the sector, and the rationale.
Where do you put the narrative justification part?	Let's chat so that we can ensure we are addressing your specific issue. Can you please send your question (and your contact information) to DFC@cdc.gov? Thank you!
Is there a specific budget template required?	This application cycle, CDC will accept a budget narrative/justification as long as it is in the general form, format, and

	the level of detail as described in the for CDC Budget Preparation Guidelines. Please fulfill the requirements listed in CDC's Competing Continuation funding opportunity as part of the application. The SAMHSA template *may* be used for this application; however, please note additional specificity/details are needed in the following areas: -Consultants -Contractual Please review CDC's Budget Narrative Guidance to build upon your current template. The CDC Budget Narrative Guidance can be found at: https://www.cdc.gov/grants/documents/Budget-Preparation-Guidance.pdf
In the background section of the narrative, it talks about the 4 core measures. Do we also have to already have that information?	Grantees that are accepted into the program will be required to report on the 4 core measures. In the Background Section (page 29) the applicable questions must be answered as much as possible. If you don't have "perception of parental" data, don't feel that limits your ability to be funded. Tell us how it is a gap and how you will work to fill in the gap.
Does a religious leader have to be an ordained minister or a paid church staff member?	It is up to the coalition to tell us and provide the rationale on why you selected that individual. For every CIA you have to provide the table that provides the person, the sector, and the rationale.
If you are a year 6 applicant, do you need to budget for attending the National Coalition Academy?	The National Coalition Academy is not required for year 6 applicants.
Should the Assurances and Certifications and the Risk Questionnaire be completed by the coalition or the fiscal agent?	The fiscal agent should complete the Assurances and Certifications and the Risk Assessment Questionnaire. Your applicant will be the fiscal agent applying on behalf of the coalition.
Project Narrative – Under the background there are applicable questions to the background. Do you want us to answer these and provide a subheading?	Yes, please provide a subheading.

Is there a phone number of a contact we may reach for further questions after this webinar?	For questions specific to Notice of Funding Opportunity, Budget, Grant Application Package, or Match Requirements, email the CDC DFC unit: DFC@cdc.gov and someone will follow-up with you.
Is a high-level plan required?	A high-level plan is required regardless of what year you are applying for.
I would like to have a copy of the sample Data Management Plan as well. Please email capicoor.pc@gmail.com	For those asking about the link to Additional Requirement - 25: Data Management Plans and Access information please visit https://www.cdc.gov/grants/additional-requirements/ar-25.html
I would like the data management and other documents, please. cecily.moreland@westcare.com	For those asking about the link to Additional Requirement - 25: Data Management Plans and Access information please visit https://www.cdc.gov/grants/additional-requirements/ar-25.html
Please send me any DMP site to my email address: mhossain@lifeusa.org	For those asking about the link to Additional Requirement - 25: Data Management Plans and Access information please visit https://www.cdc.gov/grants/additional-requirements/ar-25.html
Do we have to upload everything at once?	No, you do not have to upload everything at once. All required documents should be uploaded as individual PDFs to www.grants.gov. 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.
Peer review?	We are in the process of figuring out the Objective Review process. Once we have figured this information out, we will make sure to reach out especially to those interested in participating as peer reviewers.
Registration – my coalition registered but did not receive an email saying you were registered?	Contact the Grants.gov Help Desk with questions regarding your registration confirmation.

| I previously applied by starting in grants.gov and then transferred into eRA Commons. Is that still an option this year, or will the application process be completed within grants.gov? | You no longer use eRA Commons to upload your continuation application. You will need to submit this year's non-competing continuation application via 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. |
|---|---|
| Should the attachments be uploaded separately, or can they be combined into one 'other attachment" labeled file? | All required documents should be uploaded as individual PDFs to www.grants.gov. 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. |
| You mentioned to number all pages starting with the Table of Contents and through the end of the attachments. Should it be page 1 through X Or, does each section start on page 1? e.g., Narrative Page 1-15, Attachment A Page 1-24, etc. | (There is no page limit for the Table of Contents. The table of contents is not included in the Project Narrative page limit.) The applicant must provide, as a separate attachment, the "Table of Contents" for the entire submission package.

For all of the documents in "Section H. Other Information" and headings in the "Project Narrative" section, please provide a page number in the bottom right corner of every page. Name the file accordingly and upload it as a PDF file under the respective file folder within www.grants.gov. |
| Can the abstract or community overview be included in the table of contents? | If you would like to, yes. |
| Would a police department qualify as a 501(c)(3)? | That police department could qualify *IF* they are classified as a non-profit organization. If this police department is applying on behalf of your coalition, you'll need to provide proof of their 501(c)(3) status with the application. |

Regarding organizational capacity to carry out the grant....it is listed in the NOFO description as Section D, in the workplan listed as Section E, but not at all listed as a section in the outline and headings section, which includes A-D.	Whether it is put as D or E is not going to pinged. As long as the information is provided, required headings, and page count is adhered to.
If our local government, which is eligible for federal funding, runs our coalition, do we need an MOU or are the coalition and local government considered to be the same entity?	Yes
Landscape or portrait style for tables?	As long as you are adhering to the font size and page limitations, the page orientation does not matter.
In the last webinar, we were told that we could use the SAMHSA budget.	This application cycle, CDC will accept a budget narrative/justification as long as it is in the general form, format, and the level of detail as described in the for CDC Budget Preparation Guidelines. Please fulfill the requirements listed in CDC's Competing Continuation funding opportunity as part of the application. The SAMHSA template *may* be used for this application; however, please note additional specificity/details are needed in the following areas: -Consultants -Contractual Please review CDC's Budget Narrative Guidance to build upon your current template. The CDC Budget Narrative Guidance can be found at: https://www.cdc.gov/grants/documents/Budget-Preparation-Guidance.pdf
How do you know if someone has a DFC grant from your zip code?	You can go to https://www.whitehouse.gov/ondcp/the-dfc-program/overview/ to find existing coalitions near you.
Will you please include the answer to if the PI is allowed to be contracted in the FAQs? Thank you!	You're correct, the PD/PI resume is always required. The PD is only required if this is vacant at the time of application.

Do applicants need to submit both the Construction and Non-Construction Assurances forms?	All applicants are required to sign and submit the Assurances and Certifications documents indicated athttps://wwwn.cdc.gov/grantassurances/(S(4jyjcx4qk2nrqwfzdujtdeco))/Homepage.aspx Applicants may follow either of the following processes: • Complete the applicable assurances and certifications with each application submission, name the file "Assurances and Certifications," and upload it as a PDF file with at www.grants.gov. • Complete the applicable assurances and certifications and submit them directly to CDC on an annual basis at https://wwwn.cdc.gov/grantassurances/(S(4jyjcx4qk2nrqwfzdujtdeco))/Homepage.aspx.