

Community Voices for Health
 Call for Proposals
 FAQs

Which states are eligible?	Lead organizations must be based in and working in Alabama, Arizona, Arkansas, Colorado, Florida, Georgia, Indiana, Louisiana, Maine, Michigan, Mississippi, Nevada, New Mexico, Ohio, Oklahoma, Pennsylvania, Tennessee, Texas, Utah, or Virginia.
What criteria were used to determine eligible states?	In an effort to maximize learning, we took into consideration a number of factors designed to capture the diversity of engagement environments in different states. Factors included but are not limited to: geography, demographics, and policy climates.
The timeline is very tight. Is there a reason why there isn't an LOI?	As this work is challenging we wanted to ensure that the grantees have as much time as possible to do the work outlined in their proposals.
What is the duration of the project?	30 months
What is the maximum amount of funding per grantee?	Up to \$660,000
How is the grant disbursed to the grantees, ie lump sum, prepaid one-month expenses in advance or only reimbursement after expenditures?	<p>If the grant is over \$50,001 and more than one year, the payment would be as follows (unless the terms of the Letter of Agreement specify a different payment schedule):</p> <ul style="list-style-type: none"> • Initial payment: 100% of budget for year one • After first year: 100% of yearly budget per year (up to 90% of final year budget) with adjustment for under-spending. • Completion of award: upon receipt and acceptance of final financial and narrative reports and deliverables, pay balance of expenses or request a refund.
If my organization has received or is receiving funding from RWJF am I still eligible to apply?	Yes, you are eligible, provided you meet the other criteria in the CFP: lead organizations should be public charities that are nonprofit

	<p>community-based organizations or networks—such as consumer advocacy networks; organizations serving recent immigrants; affordable housing advocates; or civic engagement organizations. Lead organizations must be based in one of our eligible states. These lead organizations may partner with other stakeholders in the state.</p>
<p>My organization has contracted staff. Is it possible to list them as employees since they will be responsible for financial management, meetings, reporting, etc?</p>	<p>The only people allowed to be budgeted under personnel are employees of the organization. They would need to be budgeted under contracts. If the organization does not have the capacity or infrastructure to manage the size of the award, there would most likely be a need for a fiscal sponsor.</p>
<p>Can a university apply as the lead organization?</p>	<p>University-based centers and institutes are eligible to apply, provided they meet the other criteria in the CFP: lead organizations should be public charities that are nonprofit community-based organizations or networks—such as consumer advocacy networks; organizations serving recent immigrants; affordable housing advocates; or civic engagement organizations. Lead organizations must be based in one of our eligible states. These lead organizations may partner with other stakeholders in the state.</p>
<p>Do all project partners have to be from the same state?</p>	<p>The lead community-based organization, and the research partner or partners, must be firmly rooted in the state, so they are well positioned to support consumer engagement in the state after the project ends. Minor partners contributing some sort of special expertise may be located out-of-state .</p>
<p>Can a proposal be submitted if the lead organization is located in one of the eligible states but the national fiscal sponsor (with 501c3 status) is not located in one of the eligible states?</p>	<p>Yes, as long as this is clearly outlined in the proposal and application. Keep in mind that strong proposals will have “partnerships already in place with organizations that can be critical to engagement,” “the capacity to effectively engage the underserved populations they have chosen to emphasize” and “history of involving marginalized or underserved communities “.</p>

<p>Can a nonprofit health system or a primary care association apply as a lead organization?</p>	<p>Organizations that do not meet the CFP's definition of community-based organizations are not eligible to apply as the lead organization. As noted in the CFP, lead organizations should be public charities that are nonprofit community-based organizations or networks—such as consumer advocacy networks; organizations serving recent immigrants; affordable housing advocates; or civic engagement organizations. However, organizations interested in accomplishing the goals outlined in the CFP are encouraged to find a community-based organization in their state to partner with.</p>
<p>Is it possible to submit a proposal that includes a multi-state initiative?</p>	<p>This is acceptable as long as (1) the states involved are on the list of qualifying states, (2) the lead organization(s) meet all eligibility and selection criteria, and (3) the lead organization is a community-based organization as defined in the CFP (presumably already working on this regional basis). This would result in a single grant being awarded to this multi-state region. The proposal would need to be very clear with respect to the plan for improving communications with policymakers given this regional effort would now need to address the policy making environments in multiple states instead of one.</p>
<p>Do potential partnerships need to be firm and established?</p>	<p>One of the overarching goals of the CFP is to enhance engagement infrastructure and it is understood that proposals might include the formation of new partnerships. The proposal should clearly outline why success for this new partnership is predicted across the core proposal components outlined in the CFP.</p>
<p>Within the health policy space are there specific topics you are looking to address?</p>	<p>The goal of the CFP is to focus on raising the health policy issues that are important to communities in the eligible states, and which community partners want to work together towards impacting and communicating with state policymakers.</p>
<p>Is the community-based research partner a required element?</p>	<p>Yes, a community-based research partner is a required element for these proposals. One goal of this CFP is for community-based research to become part of an engagement infrastructure, making it stronger and one that will hopefully endure. Please note the research component can adapt a wide range of approaches. See</p>

	<p>CommunityVoicesforHealth.org for a list of examples, although other approaches are welcome.</p>
<p>What is meant by technical assistance?</p>	<p>As noted in the CFP, Public Agenda and Altarum will provide grantees with access to workshops and other facilitated meetings, and supports such as: a scan of engagement opportunities; health policy summaries; summaries of public opinion research; activities for connecting with state policymakers; development and piloting of engagement tools and strategies; and guidance for community-engaged research. This assistance will be tailored to each grantee's needs.</p>
<p>Is there a cap on how much is spent on evaluation and research?</p>	<p>This CFP doesn't have any guidelines regarding a cap on spending for evaluation and research. Applicants are encouraged to explain how their recommended allocation will achieve the overarching goals of the CFP.</p>
<p>How successful have other communities been with truly engaging policymakers?</p>	<p>The ability for community voices to affect policy making varies from location to location and from topic to topic. It can turn on a dime if a powerful policymaker is captivated by a personal story. As noted in the CFP, the goal is to support regular, enduring ongoing ways for people to engage—so that their voices are heard in decisions, their efforts to solve problems are supported, and their community networks are strengthened.</p>
<p>Does the work need to be in furtherance of statewide policy or can it be both local and statewide?</p>	<p>It does have to be in the health policy space but it can be local and/or statewide. If your emphasis is local to start, we do want to hear if there's a plan or pathway to expand that local engagement to include more communities or to become statewide.</p>
<p>Are applicants expected to define a goal around a solid policy win or is success also defined as increased engagement?</p>	<p>The goal is to help create a better infrastructure so that both can happen, as both objectives are related. When engagement is broader, stronger, more inclusive, and more informed, there is strong potential to have an influence on policy.</p>

Does this grant allow for some planning time before implementation?	You are expected to include a feasible, well-thought-out idea in the proposal, but we expect there would be a planning period at the beginning of the grant period, which would involve making use of the technical assistance available from Public Agenda and Altarum to test and refine the idea, before the actual implementation.
Will pre-existing programs or initiatives be considered for funding or only new potential projects?	Pre-existing programs and initiatives can be considered for funding, as well as new initiatives, as long as they are well aligned with the criteria of the project.
We plan to offer incentives for our focus group participants in the form of gift cards. It is acceptable to list this cost in the Marketing line item? If not, where should it be listed in the budget?	This would fall under other and you should provide the amount of gift card x number of participants.
Do you anticipate any annual convening's of the grantees for this proposal that we should add to our travel budget?	There will be no convening's.
We use a contracted bookkeeper who is not an actual employee. We plan to list this as an indirect cost. Is that correct?	<p>This would be part of your allowable indirect costs. Please note that indirect costs are calculated as follows:</p> <p>The Foundation's approved rate is 12% of all RWJF costs (Personnel, Other Direct Costs, and Consultants/Contracts) associated with the project. However, if the Consultants/Contracts category equals more than 33% of the total of Personnel, Other Direct Costs and Consultants/Contracts, RWJF allows 12% on Personnel and Other Direct Costs and 4% on Consultants/Contracts.</p>
If we have other grant funds that will compliment this project, would listing them as "other support" be sufficient on the grant worksheet and budget narrative?	You can note the funds under in-kind on the budget narrative and state what they will be used for.
Can out-of-state researchers partner with organizations?	The main research partner must be located in the state identified in the proposal. Applicants need to explain who the other partners are, why they were chosen, and include credentials with respect to community-engaged research.

<p>Is there an expectation of IRB approval for each project?</p>	<p>The solicitation does not require IRB approval, however, it is important to ensure that the research partner(s) institution's requirements are being met as well as any IRB requirements specific to certain populations.</p>
<p>For community-based organizations that work on housing issues, is it possible to use some of the funding from RWJF to construct facilities; either rehabbed or newly constructed facilities?</p>	<p>The Community Voices for Health CFP states (p.9) "In keeping with RWJF policy, grant funds may not be used to subsidize individuals for the costs of their health care, to support clinical trials of unapproved drugs or devices, to construct or renovate facilities, for political activities, or as a substitute for funds currently being used to support similar activities.</p>
<p>What is a project grant rule grant?</p>	<p>If you have some other sources of funding for the work you propose, you may be eligible to receive a project grant rule award, which is not subject to lobbying restrictions. You will be asked to prepare a special budget workbook if are selected as award finalist and are determined to be eligible to receive a project grant rule award.</p>
<p>What is the maximum number of CV/Resumes to include with a proposal?</p>	<p>The maximum number of CV/Resumes to include with your proposal is five, including the project director and other key project staff.</p>
<p>Should the proposal be formatted in a specific way? Do applicants need to answer the nine core proposal components directly or can they describe their plan and reference the proposal components in the narrative?</p>	<p>We are open to either way – whatever the applicant thinks is most compelling and makes the most sense.</p>
<p>Can appendices supporting the proposal be interactive?</p>	<p>Appendices can contain color images and clickable links to videos and other resources but must be able to convert to a pdf before uploading and attaching to an application.</p>
<p>Do citations count towards the 10-page limit for the proposal narrative?</p>	<p>There is a 10-page limit for the proposal narrative. We are not asking for citations in the narrative; if an applicant chooses to include them, it is part of their 10-page limit.</p>

Can receive feedback on my proposal?	Because they will be part of the decision-making process on these grants, Public Agenda and Altarum are not able to provide direct feedback on any proposals. We invite to you carefully review the Call for Proposals and the program-specific FAQs, which may contain information that is helpful.
How will proposals be scored?	Please refer to the section on eligibility and criteria in the CFP. External reviewers will carefully review all proposals following the guidelines shared in the CFP.
I missed the webinar. Are the recording and slides going to be accessible after?	Yes, you can access the recording here and request a copy of the webinar slides at voices4healthcfp@publicagenda.org .
Will this CFP be issued again next year?	There will not be another round of funding beyond this Call for Proposals with the October 7, 2019 deadline.
I'm having technical issues with my application, who can I contact for help?	For technical issues with your application please feel free to reach out to Carole Salinger at the Robert Wood Johnson Foundation at: csalinger@rwjf.org .