

RFF-2020-1-1

February 4, 2020

Planning, Implementation and Evaluation of Pilot Programs to Address Substance Abuse Prevention and Mental Health Promotion at Indiana's Institutions of Higher Education.

Questions and Answers

- 1. Can you please clarify your agency's definition of agency? We are a large, multi-campus university with two DUNS numbers. Would we be limited to one submission for our entire entity, or per campus?**

We would like only one submission per campus. If you are unsure what DUNS number to use please send them both and if selected we can better determine the best one to use.

Please keep in mind that currently funded campuses for this work are IUPUI including IUPUC, University of Notre Dame, and Purdue University (West Lafayette location) and those campuses ineligible for this round of funding.

- 2. Please clarify if this statement means that the year one funding of \$121,000.00 will be divided by the number of colleges funded and distributed evenly between them OR if the year one \$121,000.00 total will be funded to each awarded college. The same clarification applies to the \$200,000.00 figure identified for year two.**

Yes, the year one funding will be divided by the number of colleges funded and the same is for year two.

- 3. Under Selection Process and Criteria #16, does this statement require that one individual be employed as a Full Time Equivalent dedicated exclusively to this funded project? Can 1 FTE time be divided among several full time employees working on this project for a designated percent of their full time equivalent?**

Yes, the FTE time can be divided among employees as long as the percentages of those times equals 1 FTE. Example; two employees that each spend 50% of their time on this contract, or any other breakdowns as long as the total amount spent among employees working on this contract equals 100%.

- 4. Please clarify the distinction between 1 FTE and 10% of another staff FTE.**

There needs to be the equivalent to one FTE and an additional 10% of time is allowed for supervision by other staff.

- 5. On the Personnel Budget Staffing Detail Sheet there is a notation that "staff positions must be new positions" and that if existing positions are used, that staff position must be back filled.**

This means that if you wish to utilize a current FTE then it is expected that the percentage of time on project needs to reflect the percentage of the work done on the grant.

- 6. It is stated that respondents will apply the Substance Abuse Prevention Framework. In #6 under the Selection Process and Criteria section, the application of the "Strategic Prevention Framework" is required. Please clarify which of the two are required.**

The Substance Abuse Prevention Framework includes the Strategic Prevention Framework. The training for the Strategic Prevention Framework that awarded schools will need to go through or prove they already have is called, Substance Abuse Prevention Skills Training (SAPST).

7. Can the SAMHSA “Substance Abuse Prevention for Young Adults” be used?

Yes, the Substance Misuse Prevention for Young Adults can be used. This document is an evidence-based resource guide and can be used as such. It is not to be utilized in such a way as to exclude the use of the Strategic Prevention Framework. Please see the link to the guide here, <https://store.samhsa.gov/system/files/pep19-pl-guide-1.pdf>

8. #1 indicates that “Attachment A” Respondent Information should be completed. Attachment B is identified as the Respondent Information, please confirm.

That is correct please complete attachment B, the Respondent Information.

9. Given the very tight turnaround following the submission of questions, is there a possibility that the submission deadline might be extended?

No, we are not able to extend the deadline.

10. The RFF references the Substance Abuse Prevention Framework. Are you referring to SAMHSA’s framework? <https://www.samhsa.gov/sites/default/files/20190620-samhsa-strategic-prevention-framework-guide.pdf>

Yes, the SAMHSA framework link provided for the question is the framework being referenced in the RFF.

11. The RFF references Indiana’s Evidence Based Prevention Guide. Are you referring to this guide: https://www.in.gov/fssa/dmha/files/Evidence_Based_Practice_Guide.pdf ?

Yes, that is the guide being referenced in the RFF.

12. Can the FTE from the University be divided between multiple people (including a graduate student) or do we need a person devoted entirely to the project?

Yes, the FTE can be divided between multiple people.