

Bidders Conferences: Q&A Sessions

September 2015

Below you will find the questions and answers that came in during the Bidders' Conferences on September 2nd and 9th and questions that came in through our email up to September 8. There will be a subsequent posting very soon to address remaining questions. A few questions may indicate that we will have to follow up later after we have done some research. All questions that come in by the deadlines will be answered. You may continue emailing questions past the deadline which will be answered as we are able. Send to: OHE.Solicitations@cdph.ca.gov

General

1. Will all Native American communities be served including those from communities that are not necessarily in the counties?

Answer: The intent of CRDP is to pilot a limited number of linguistically and culturally competent programs that may improve the mental health of the various communities that they serve. It is not the intent of the program to go beyond the pilot program scope. Each pilot project will determine which population and/or subpopulation that it will serve. There will be seven Native American Pilot Projects. Geographical distribution and rural versus urban will be considered in the selection process. All awardees must reside and practice the CDEP within the boundaries of the State of California.

2. Is the Bidders Conference mandatory?

Answer: No, but it is highly encouraged as its intention is to help potential bidders understand the solicitations.

3. In the solicitations, CDPH uses Lesbian, Gay, Bisexual, Transgender and Queer rather than the acronym LGBTQ. When responding to the Lesbian, Gay, Bisexual, Transgender and Queer TA Provider SOLICITATION, can the Proposer use the acronym LGBTQ in place of continually listing all the identities?

Answer: Yes.

4. How will funding be determined and distributed?

Answer: It is up to each proposer to determine and document its funding needs.

5. Section II, B. Deliverables of the Technical Assistance Provider solicitation states, "Each deliverable shall be reimbursed on a cost basis. The Proposer shall include in its Proposal the estimated cost of each deliverable for the determination of an all-inclusive rate." Can CDPH staff clarify what is meant by "reimbursed on a cost basis?" Is this a cost reimbursement-based or a deliverables-based project?

Answer: This solicitation and the resulting contract is deliverables based. However, your proposal should provide detail in regards to how the price was established for the

deliverables by showing cost components; the department uses this information to better understand the expected resource requirements to complete the specified deliverables.

6. Can the proposer utilize proposed subcontractor experience for specific items in order to meet the desired qualifications for those items (e.g., including a subcontractor's experience in "(3.k.) data collection" and "(3.p.) obtaining IRB approvals" in order to meet the desired qualifications)?

Answer: Yes. Proposers can use subcontractors' experiences to meet particular experience requirements of the solicitation.

7. Because this is a multi-year contract, can the Proposer include and budget for pay increases that may take place during the contract period?

Answer: Yes. Proposers may account for varying salaries within their proposal as appropriate. CDPH will reimburse based on the submitted cost of each deliverable.

8. Can proposers include in the budget the cost of laptops or other equipment needed to complete the deliverables? If yes, can CDPH staff clarify whether such equipment becomes the property of CDPH?

Answer: Proposers may account for necessary equipment within their proposal as appropriate. CDPH will reimburse based on the submitted cost of each deliverable. The specified deliverables become property of CDPH. The equipment does not become property of CDPH unless it is specified as part of the deliverables.

9. Can CDPH staff provide a Letter of Support and/or a Reference Letter for Proposers who have previously contracted with CDPH?

Answer: We will accept up to one letter of reference from a previous CDPH project. Letters of Support are to be provided by the community.

10. What if a proposer uses a reference that they think is compliant, but CDPH determines that it is noncompliant. Does that mean the proposer fails?

Answer: Yes, references that do not meet the requirements specified in the solicitations will lead to the proposal being deemed non-compliant and be ineligible for award.

11. The evaluation solicitation spoke of the CDPH advisory committee. How will this committee be established and what is their role in phase 2?

Answer: CDPH has not yet established an advisory committee, but the intent is to help the department obtain continuous and regular feedback from a broad array of stakeholders as we move forward.

12. How will statewide evaluator proposers demonstrate that they have cultural and linguistic understandings of the communities that are in CRDP?

Answer: We are requiring that they demonstrate their cultural and linguistic competence in their experience as well as provide letters of support from their communities.

13. Who will score applicants for the technical assistance and statewide evaluators?

Answer: The scoring team will be comprised of state employees with CRDP program knowledge, cultural and linguistic competences in the specified communities and subject matter expertise in established requirements for evaluation and technical assistance.

14. How many applications can be submitted by an agency and awarded?

Answer: Applicants may respond to multiple CRDP Phase 2 component solicitations. However, no entity shall be awarded multiple CRDP Phase 2 grants/contracts. A single entity may hold subcontracts from multiple prime contractors within a single contractor/grantee level. For example, an entity might subcontract to multiple TA Providers, but it could not subcontract to the Statewide Evaluator or to a Pilot Project. Proposers should be aware of the potential that planned subcontractors may become unavailable because they are included on a contract in a different contractor/grantee level that is awarded earlier in the process. If planned subcontractors become unavailable, proposers should be prepared to provide a proposed replacement promptly.

For purposes of this rule, an entity refers to a private legal entity, a single local government or a single UC, CSU or community college campus.

The 'one contract' rule is intended to insure that funding is spread among a large number of qualified organizations. Proposers should not include proposed subcontractor relationships counter to this intent.

15. Can we apply both for the Statewide Evaluator and one of the Local Education and Outreach Consultants?

Answer: Yes. Applicants may respond to multiple CRDP Phase 2 component solicitations. However, no entity shall be awarded multiple CRDP Phase 2 grants/contracts. A single entity may hold subcontracts from multiple prime contractors within a single contractor/grantee level. For example, an entity might subcontract to multiple TA Providers, but it could not subcontract to the Statewide Evaluator or to a Pilot Project. Proposers should be aware of the potential that planned subcontractors may become unavailable because they are included on a contract in a different contractor/grantee level that is awarded earlier in the process. If planned subcontractors become unavailable, proposers should be prepared to provide a proposed replacement promptly.

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16. Can an organization work as a prime contractor for one project, and function as a subcontractor for another project?

Answer: Yes, provided it is within the same contractor/grantee “level.”

Applicants may respond to multiple CRDP Phase 2 component solicitations. However, no entity shall be awarded multiple CRDP Phase 2 grants/contracts. A single entity may hold subcontracts from multiple prime contractors within a single contractor/grantee level. For example, an entity might subcontract to multiple TA Providers, but it could not subcontract to the Statewide Evaluator or to a Pilot Project. Proposers should be aware of the potential that planned subcontractors may become unavailable because they are included on a contract in a different contractor/grantee level that is awarded earlier in the process. If planned subcontractors become unavailable, proposers should be prepared to provide a proposed replacement promptly.

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17. Is one organization able to submit as a subcontractor to multiple bids and are they allowed to work on multiple bids if awarded?

Answer: Yes. A subcontractor may be included on any number of bids. They may also work on multiple contracts, provided it is within the same contractor/grantee “level.”

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18. What are the eligibility requirements for separate and distinct departments operating within the same organization?

Answer: For purposes of CRDP solicitations, an entity refers to a private legal entity, a single local government or a single UC, CSU or community college campus.

19. If an organization receives a direct contract for a Pilot Project, may that organization operate as an evaluation subcontractor for other Pilot Projects?

Answer: Yes.

Applicants may respond to multiple CRDP Phase 2 component solicitations. However, no entity shall be awarded multiple CRDP Phase 2 grants/contracts. A single entity may hold subcontracts from multiple prime contractors within a single contractor/grantee level. For example, an entity might subcontract to multiple TA Providers, but it could not subcontract to the Statewide Evaluator or to a Pilot Project. Proposers should be aware of the potential that planned subcontractors may become unavailable because they are included on a contract in a different contractor/grantee level that is awarded earlier in the process. If planned subcontractors become unavailable, proposers should be prepared to provide a proposed replacement promptly.

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The 'one contract' rule is intended to insure that funding is spread among a large number of qualified organizations. Proposers should not include proposed subcontractor relationships counter to this intent.

20. If an organization receives a direct contract as a TA Provider, may that organization receive a Pilot Project grant or operate as a subcontract for a Pilot Project (either CBPP or IPP)?

Answer: No. Organizations may only receive one contract and may only subcontract within the same contractor/grantee "level."

Applicants may respond to multiple CRDP Phase 2 component solicitations. However, no entity shall be awarded multiple CRDP Phase 2 grants/contracts. A single entity may hold subcontracts from multiple prime contractors within a single contractor/grantee level. For example, an entity might subcontract to multiple TA Providers, but it could not subcontract to the Statewide Evaluator or to a Pilot Project. Proposers should be aware of the potential that planned subcontractors may become unavailable because they are included on a contract in a different contractor/grantee level that is awarded earlier in the process. If planned subcontractors become unavailable, proposers should be prepared to provide a proposed replacement promptly.

For purposes of this rule, an entity refers to a private legal entity, a single local government or a single UC, CSU or community college campus.

The 'one contract' rule is intended to insure that funding is spread among a large number of qualified organizations. Proposers should not include proposed subcontractor relationships counter to this intent.

21. Could you clarify what you mean by an 'organization?'

Answer: "Organization" does not have a specific meaning within these solicitations. For purposes of the 'one contract' rule, an entity refers to a private legal entity, a single local government or a single UC, CSU or community college campus.

Under the 'one contract' rule, applicants may respond to multiple CRDP Phase 2 component solicitations. However, no entity shall be awarded multiple CRDP Phase 2 grants/contracts. A single entity may hold subcontracts from multiple prime contractors within a single contractor/grantee level. For example, an entity might subcontract to multiple TA Providers, but it could not subcontract to the Statewide Evaluator or to a Pilot Project. Proposers should be aware of the potential that planned subcontractors may become unavailable because they are included on a contract in a different contractor/grantee level that is awarded earlier in the process. If planned subcontractors become unavailable, proposers should be prepared to provide a proposed replacement promptly.

The 'one contract' rule is intended to insure that funding is spread among a large number of qualified organizations. Proposers should not include proposed subcontractor relationships counter to this intent.

22. What if an organization has been operating under a university's 501c3, can they still apply?

Answer: A university's 501c3 is eligible for applying if they otherwise meet all other requirements and restrictions.

23. Can pilot project evaluators work on multiple pilot project proposals?

Answer: Pilot project evaluators can be a subcontracted evaluator for multiple pilot projects.

24. If the final plan for Phase 2 is not yet published, how can we access it as we develop the proposal?

Answer: The most current draft of the Strategic Plan is provided in the bidder's library. We believe that perspective vendors can adequately rely on the draft to develop their proposals.

25. What is the deadline for the questions and answers?

Answer: September 8th is the established deadline for questions. We guarantee that we will respond to all questions if submitted before September 8th (September 14 for Pilot Projects). We will try to answer questions that are submitted afterwards, but cannot guarantee it.

26. The difference between the technical assistance provider and Statewide Evaluator appears to be that the Technical Assistance Provider would be working with IPPs and other capacity building pilot projects in developing the logic model they will use and statewide evaluator will actually use those pre-developed models. Or will the Statewide Evaluator develop and disseminate those models?

Answer: The Technical Assistance Provider will have primary responsibility for supporting pilot projects to develop and refine their logic models.

27. For budgeting purposes, is the location known for the CDPH defined Deliverable 1, Kickoff Meeting?

Answer: Yes, it is in Sacramento.

28. Can you speak to the outcomes of pilot projects that you are looking for? Specifically are outcomes connected to policy or health outcomes?

Answer: We are looking for both health outcomes and program effectiveness outcomes. The individual pilot programs will be focused on the health aspect. The program effectiveness will be evaluated by the statewide evaluator.

29. Should the contractor have staff for web development or will CDPH provide staff?

Answer: CDPH will not support the web development of individual pilot projects, technical assistance providers or the statewide evaluator. Proposers should factor their web development needs into their proposals.

30. I will look forward to the written transcript of the bidder's conferences. How soon will it be available?

Answer: We will not be providing a written transcript but the FAQs and a recording of the WebEx will be posted on the CRDP webpage.

31. What competitive advantages do people who were part of phase 1 have in phase 2, and what steps will you take to minimize those advantages?

Answer: We have established requirements that we believe provides a level playing field for all bidders. In addition, we have posted resources onto our bidders' library to better ensure that all bidders have equal access to information to the extent possible. If there are elements to the solicitations that appear to favor the Phase 1 participants that we can address, please provide written suggestions as how those elements can be improved in the best interest of the state.

32. In the bidder's conference, it was stated that sub-consultants' qualifications and experiences are not weighted in the evaluation of proposals; can you confirm this?

Answer: The qualifications for the bidding team as a whole will be considered. Relevant subcontractor qualifications and experiences will be considered in the evaluation of the proposal.

33. Do women and minority-owned firms receive preference points?

Answer: No, in accordance with state law, women and minority-owned firms cannot receive any preference points.

34. If the contractor plans to include subcontractors, should references be for the prime or can additional references for subcontractors also be included?

Answer: The qualifications for the bidding team as a whole will be considered. Relevant references for subcontractors will be considered for the roles that they will play on the project team. The bidding team should determine, based on the scoring requirements outlined in the bid, which three references will provide the highest score.

35. Is a sample workplan and timeline available? If a sample is not provided, is there a preferred format, i.e. by deliverable or by year?

Answer: A sample work plan and timeline is not available. However, the workplan should clearly show how the task/activity relates to both the timeline and deliverable.

36. Will a list of organizations that attended the bidders conference be made available?

Answer: Yes.

37. The minimum qualifications sections specify a number of non-subjective measures for determining a pass/fail? If so, can those be made available? If an applicant fails any of the three criteria on the scoring of the cost proposal, does their application not proceed to the selection phase?

Answer: CDPH believes that the minimum qualifications requirements for determining pass/fail are self-explanatory. Any proposal that does not meet minimum requirements will be deemed non-compliant and be ineligible for award.

38. CDPH offers a 5% preference point for small businesses in Section A. However, offering non-small businesses 5% preference points essentially eliminates the preferences to small businesses that are the lead proposer. Given that many organizations that have experience with the targeted populations CDPH seeks to reach are small organizations, you are effectively eliminating the purpose of the small business preference. Is this your intent?

Answer: CDPH supports the state's small business goal and our policies are consistent with that of the state's in regards to small business preferences.

39. Does the 10-page limit for the statewide evaluator and the technical assistance provider workplan narrative include both a description and the workplan itself? Or can the 10-page limit be used as a narrative description, and then the workplan be provided in a separate table/chart that does not count towards the page limit?

Answer: The 10 page limit for the work plan narrative is for only the narrative discussion. The work plan chart does not count towards the page limit.

40. Could you please define "mental health services" please?

Answer: Mental health services are prevention or early intervention strategies directed toward preventing or reducing the severity of mental illness. Please see the Definition of Terms attachment for more complete information.

41. What does the invoicing template/process look like?

Answer: Please review Exhibit B of the technical assistance provider solicitation, Budget Detail and Payment Provisions. The contractor may submit invoices that they generate for themselves and meet the program requirements. The Office of Health Equity will follow state rules for processing and paying the invoice in a timely manner. Specific procedures will be explained during the kick-off session after awards are made.

42. Can we include non-personal costs in the bid?

Answer: Yes. We will issue further guidance on allowable and non-reimbursable.

43. If we want to partner with an agency that's outside of California that has expertise, will that weaken our proposal?

Answer: The prime contractor must be in California, but subcontractors can be from other states.

44. Is there any weight at all placed on the letter of intent?

Answer: No. The letters of intent will help CDPH plan for the timely completion of the scoring phase.

45. Are letters of reference and support in a language other than English acceptable?

Answer: Yes. It is acceptable.

46. Is there a regional component to the scoring?

Answer: CRDP seeks to engage in a diverse pool of CDEPS. Regional diversity is a key consideration.

47. Which email address can we use to submit comments and recommendations for questions not yet answered?

Answer: Please send all comments to OHE.solicitations@CDPH.ca.gov.

48. Could you elaborate on the intellectual property of CDEPs. Please clarify that only the developer can take the idea to scale rather than the state.

Answer: A response to this question is still under review and will be answered in the next round of FAQs posted to BidSync and our webpage.

Statewide Evaluator

1. Is it necessary for statewide evaluator proposers to demonstrate the capacity to manage \$1 million per year project? If not, is managing multiple projects that together exceed \$1 million per year acceptable?

ANSWER: Yes, the statewide evaluator proposers must demonstrate that they have experience managing projects that are \$1 million per year or greater. The experience cannot be cumulative of many small projects adding up to \$1 million per year.

2. At the statewide evaluator and technical assistance providers bidders' conference, one of the speakers noted the need for clinical evaluation which is contrary to the CRDP SPW's focus on CDEPs (non-clinical PEI). Please clarify.

ANSWER: The statewide evaluator will not conduct clinical evaluations. Clinical evaluations are not required of any pilot projects. However, if any of the pilot projects choose to conduct clinical evaluations, the overall findings may be used by the statewide evaluator as appropriate.

3. What will be the responsibilities of the evaluators at each of the pilot projects, and how will these responsibilities differ from those of the statewide evaluation team?

ANSWER: The statewide evaluator will provide overall guidance to all pilot projects to ensure a minimum level of consistency and that data and evaluations meet CDPH needs for overall program effectiveness. However, the pilot projects will evaluate their CDEP to determine the effectiveness of their interventions. Some CDEPs will likely be prevention focused and while others will likely be clinically oriented. The goal of Prevention and Early Intervention is to prevent mental illness and/or reduce the severity of mental illness in the communities being served. The evaluations will be owned and conducted by the pilot projects with the support of the statewide evaluator and technical assistance providers.

4. As stated in the bidder's conference, one of the statewide evaluator's responsibilities is to provide programmatic evaluation of the success of pilot projects. That is contradictory to the purpose of CRDP in the population reports. That is a tough order to reduce severity. It seems that you are asking them to make clinical considerations.

ANSWER: The statewide evaluator will provide overall guidance to all pilot projects to ensure a minimum level of consistency and that evaluations meet CDPH needs. However, program evaluations will be owned and conducted by the pilot projects with the support of the statewide evaluator and technical assistance providers.

5. Will the pilot project evaluations be expected to subcontract to independent evaluators to perform the pilot project evaluations? Or is the statewide evaluation team expected to perform additional analyses on data provided by the pilot projects?

ANSWER: The statewide evaluator will provide overall guidance to all pilot projects to ensure a minimum level of consistency and that data and evaluations meet CDPH needs for overall program effectiveness. However, program evaluations will be owned and conducted by the pilot projects with the support of the statewide evaluator and technical assistance

providers. Each individual pilot project is free to determine if they would like an independent evaluator or would prefer to do it with in-house staff or by other means.

6. Does the budget for the final meeting have to include the cost of location, speakers etc.?

ANSWER: Yes, the statewide evaluator budget must be all-inclusive with the exception of the required attendance and travel costs of technical assistance providers, pilot projects and education, outreach and awareness coordinators, who must separately budget for the cost of their participation.

7. On page 29 of the statewide evaluator solicitation, it is stated that it is "essential" that the final statewide evaluation report be at the 6th grade reading level. This seems very low for an important comprehensive report that among other things presents a business model of the Pilot Project implementation. Would there be some leeway on this?

ANSWER: The final statewide evaluation report must be at the 6th grade reading level.

8. What is the intent on page 18 of the statewide evaluator solicitation when it is said that, "The Statewide Evaluator will not provide any clinical assessment." Does this mean that the pilot projects will collect this data, if appropriate, with consultation from the Evaluator?

ANSWER: The statewide evaluator will establish general guidelines for data collection and evaluation in line with accepted practices for community defined evidence programs for the purpose of overall CRDP effectiveness. However, the CDEP evaluations will be owned and managed by each pilot project. Pilot projects must collect the data needed for evaluation in accordance with the general guidelines. Such data may be clinical in nature.

9. What is an example of an "evidence-based practice registry"?

ANSWER: The link provided in the solicitation goes to the Substance Abuse and Mental Health Services Administration (SAMHSA) webpage where some evidence-based practices are registered in the National Registry of Evidence-based Programs and Practices (NREPP). The NREPP, a searchable online database of mental health and substance abuse interventions, is a voluntary, self-nominating system in which intervention developers elect to participate.

10. Page 15 of the statewide evaluator solicitation states, "Phase 2 Pilot Project evaluations will be managed and owed by the individual projects." Does this mean that the projects will be responsible for collection of all outcome data which will then be used by the statewide evaluator?

ANSWER: The statewide evaluator will establish general guidelines for data collection and evaluation in line with accepted practices for community defined evidence programs. The statewide evaluator will utilize this information to conduct a general programmatic evaluation of the CRDP program, as appropriate. The pilot projects will collect outcome data to support their own evaluation of the effectiveness of the CDEP as established in their individual evaluation plans.

11. Most government projects that require evaluation budget at most 10% (at most) for evaluation. That means a contractor with experience of \$1M evaluation contracts would have usually been a subcontractor on a \$10M study. As you probably know, those type of contracts go only to the very largest companies and universities, which are NOT well known for their record of hiring evaluators of color. The fact that CRDP is devoting a major portion of its attention and resources to evaluation is a big plus, and should advance the field considerably, but will not necessarily provide either opportunities for evaluators of color or for evaluators with a strong track record with community-based organizations.

ANSWER: Please provide suggested edits and more information and/or documentation in support of your position prior to the change request deadline to help us more fully understand the situation.

12. When evaluation projects are really large (~\$1M or so), it is usually because they have huge data collection components, or in the case of NIH-sponsored projects, require independent verification of lab results (as in drug trial evaluations). The kind of evaluations you want for CRDP will be smaller-scale, mixed-method evaluations, because by definition, the pilot projects themselves will be small. Getting a contractor who has evaluation experience with large evaluation contracts is not going to get you the strongest skill set for what you need in this evaluation, and will probably eliminate many evaluators who do have those skills because they have worked with lots of smaller-scale evaluations.

ANSWER: Please provide suggested edits and more information and/or documentation in support of your position prior to the change request deadline to help us more fully understand the situation.

13. CDPH should focus on evaluators with “boots-on-the ground” experience in stakeholder-focused evaluation, because they will a) understand more of the dynamics and complexities of working with small community-based organizations, and b) be more likely to have evaluators of color on staff, not just hired for this project.

ANSWER: CDPH has established requirements that values practical experience.

Please provide suggested edits and more information and/or documentation in support of your position prior to the change request deadline to help us more fully understand the situation.

ANSWER: Is it necessary for an organization to demonstrate the capacity to manage an annual budget of \$1 million even though this evaluation will only be \$200,000 per year or is demonstrating the capacity/experience to manage a \$200,000+ per year multi-year, statewide evaluation acceptable? If not, is managing multiple evaluation projects that exceed \$1 million in budget per year acceptable?

ANSWER: The statewide evaluator average funding is \$667,000 per year. While the contract period extends to six years, the majority of the work will take place over five years and require an annual budget of up to \$1 million or more. Therefore, the applicant should demonstrate capacity to manage a single annual budget of \$1 million. It is important to

distinguish between Statewide Evaluator and the Statewide Education, Outreach, and Awareness solicitations. The \$200,000 figure refers to the Statewide Education, Outreach, and Awareness solicitation.

14. Page 6 of the statewide evaluator solicitation states that the total amount under this agreement shall not exceed \$4 million, and the page 17 of the solicitation states that the total evaluation budget shall not exceed \$1 million. Can you please confirm that the budget for this solicitation is \$1 million over 5 years?

ANSWER: The budget for Statewide Evaluator is not to exceed \$4 million. The budget for the Statewide Education, Outreach and Awareness Consultant is not to exceed \$1 million. Please note the evaluator and the education, outreach and awareness solicitations are separate and distinct.

15. Are the meetings for Statewide Evaluator open meetings for other stakeholders to attend? If so, how will stakeholders be notified of these meetings? Can stakeholders speak at these meetings?

ANSWER: We are aware that there is great interest in CRDP. As we proceed forward and we will work with appropriate stakeholders to arrange for updates as appropriate.

16. Deliverable 1: Subject Matter Expert Services states, “the Contractor will review each pilot project’s proposed evaluation plan and advise pilot projects and CDPH on whether IRB approval will be needed.” If the Contractor is not a qualified Institutional Review Board (IRB), will CDPH require external confirmation from an IRB regarding the need for IRB approval?

ANSWER: The pilot projects will be responsible for determining whether their CDEP constitutes human subject research and requires Institutional Review Board approval. The pilot projects will obtain such approval as needed. The Statewide Evaluator should have expert knowledge of the rules surrounding research involving human subjects and will independently make a recommendation to CDPH as to which IPPs must pursue IRB approval.

Technical Assistance Providers

1. Will CRDP provide technical assistance services to the Native American population?

Answer: One contract will be awarded to a Native American technical assistance provider. The Native American technical assistance provider will provide technical assistance to the seven selected Native American CRDP Pilot Projects. To the extent practical, the contractor shall catalog useful TA & training documents developed and compiled during CRDP Phase II and work with the CA Department of Public Health (CDPH) to establish an online resource available to the public.

2. Will the technical assistance provider assist local agencies to apply for funding or complete other projects for the community?

Answer: Part of the goal of the CRDP is to ensure sustainability of the pilot projects past CRDP Phase II. Technical assistance providers will work with the pilot projects to support ongoing sustainability which will include resource development, marketing, fundraising and grant writing capabilities.

3. Section II, B. Deliverables of the Technical Assistance Provider solicitation states, "Each deliverable shall be reimbursed on a cost basis. The Proposer shall include in its Proposal the estimated cost of each deliverable for the determination of an all-inclusive rate." Can CDPH staff clarify what is meant by "reimbursed on a cost basis?" Is this a cost reimbursement-based or a deliverables-based project?

Answer: This solicitation and the resulting contract is deliverables based. However, your proposal should provide detail in regards to how the price was established for the deliverables by showing cost components; the department uses this information to better understand the expected resource requirements to complete the specified deliverables.

4. Can you clarify who is responsible for securing the location and equipment for the annual in-person meeting? The solicitation states (p. 23) CDPH will be responsible, but then also states technical assistance providers are required to schedule the specific time and location in the following sentence. If not, how many meetings/briefings per year are anticipated to be held in Northern CA, Central CA and/or Southern CA?

Answer: Technical assistance providers are responsible. CDPH will provide guidance on program needs, but technical assistance providers are ultimately responsible for all aspects of the execution. The Technical Assistance Provider, in conjunction with CDPH staff, should determine the most appropriate location. There will be an annual meeting held in Sacramento for the term of the contract which is 6 years.

5. Will all the in-person meetings be in Sacramento? If not, where?

Answer: Kickoff, closeout, and annual in-person collaboration meetings will be held in Sacramento. The location of meetings related to receiving technical assistance will be determined by the TA Provider, as defined in its proposal and may be distributed broadly across California. Travel related to receiving technical assistance is to be funded by the TA Provider.

6. For time and travel expense purposes, should we assume that "other meetings/briefings" specified in the technical assistance providers solicitations will be held in Sacramento?

Answer: This deliverable is included because we anticipate the technical assistance providers needing to attend and participate in meetings or briefings beyond what we have identified for the core operations of this project. We anticipate these meetings may be held in various locations throughout the state.

7. Section III, B: Desired Qualifications 4.c. (p. 32) of the LGBTQ technical assistance provider solicitation states, “Proposer has significant experience acting as a facilitator between CBOs that serve the LGBTQ population and government entities, including...Translating between different languages and methods of communication.” During the Phase 2 Community Forum public comment process, there was discussion regarding government entities (such as a County) using language that community members or CBOs may not be familiar with and vice versa. In this case, “language” was used to denote terminology and ways of communicating. Can CDPH clarify whether, in this case, “translating between different languages” refers to terminology/ways of communicating rather than actual linguistic translation (e.g. translation from English to Spanish)?

Answer: “Translating between languages” includes both terminology/ways of communicating as well as actual linguistic translation.

8. Section V, Scoring Process and Criteria, 3. References (p. 43) of the technical assistance provider solicitation states, “No points will be achieved for a reference that is determined not be similar in scope or complexity to the SOW.” Does no points for a reference equal a “fail” or just zero points awarded?

Answer: Yes, references that do not meet the requirements specified in the solicitations will lead to the proposal being deemed non-compliant and be ineligible for award, i.e. ‘fail’.

9. Attachment 1: Required Attachment / Certification Checklist (p. 64) of the technical assistance providers states, “A minimum of two years providing comparable technical assistance support to community-based organizations serving the [LGBTQ] population in California.” However, Attachment 1 on p. 64 states, “At least five years of experience in the development and management of mental health evaluations as defined under Section III. A – Minimum Qualifications.” Is this the correct version of this attachment for the technical assistance provider solicitation?

Answer: Two years is correct. An addendum will be issued to correct Attachment 1.

10. Attachment 3: Population Letters of Support (p. 68) of the technical assistance provider solicitations asks for the “Name, Title and Company of Reference.” Must Letters of Support come from an organization—or can a community member provide a Letter of Support?

Answer: Two of the three letters of support must come from an organization. The third may come from an individual or an organization.

11. What kind of coordination do you anticipate between technical assistance providers and the statewide evaluator?

Answer: There will be a high degree of integration between all elements of CRDP, including the statewide evaluator and the technical assistance providers. The interaction will be facilitated by CDPH contract managers.

12. Will each technical assistance provider be able to provide their own approach in reaching deliverables or do you have an approach you want all 5 technical assistance providers to follow?

Answer: The solicitation outlines a basic framework for reaching the deliverables. However, the detailed approach will be defined by each proposer within their proposal. It is essential that each technical assistance proposer develop an approach that is consistent with the cultures and language needs of their respective populations.

13. If technical assistance providers subcontract for more than \$50,000 would they have to go through another whole contracting process, or is there an exemption that could be used?

Answer: Public agencies that engage in a contractual relationship with a subcontractor after the contract with CDPH has been executed must obtain written authorization from CDPH for contract values that range from \$5,000 to \$50,000. Any contracts exceeding \$50,000 must engage in a competitive bidding or must justify why no competitive bid was necessary.

Agencies that are not public agencies are not subject to these rules.

14. The minimum qualification for the technical assistance provider is 2 years of experience, is that experience necessary from the principal investigator or the agency as a whole?

Answer: This can be accomplished through the experience of the agency as a whole or through the experience of the proposed team.

15. On page 66 of the technical assistance provider solicitations, there is reference to Disabled Veterans Business Enterprise participation. Is this a requirement for the technical assistance provider solicitation? If so, what is the minimum percentage for participation?

Answer: CDPH supports the state goals of ensuring that Disabled Veterans Business Enterprises have adequate opportunity to participate in the state's procurements. However, it is not a requirement. Preference points will be awarded to proposers that meet these requirements as specified in the solicitations.

16. Could you clarify the 'cross-population' aspect of the technical assistance training?

Answer: Technical assistance providers have population specific training but some pilot project participants may not identify as only one population. For example, they may identify as Asian-Pacific Islander and LGBTQ. If a pilot project is serving individuals that cross multiple populations there will be training and technical assistance for those pilot projects.

17. How are applicants expected to meet the demands of the solicitations for the technical assistance providers?

Answer: Applicants are free to propose the approaches, methods and means that they think best meets the requirements of the solicitations.

18. If additional travel and/or unanticipated tasks become necessary will those be negotiated as additional costs?

Answer: Additional work and travel is covered by the 'unanticipated tasks' section of the contract. The Contractor and CDPH will negotiate the scope of work for these tasks, at the existing hourly rate(s) within the contract. Tasks must truly be unanticipated, unforeseeable, and not identified in either the State's solicitation document or the Vendor's bid, but which in the opinion of both parties is necessary for the successful accomplishment of the scope of work. A Contractor failing to budget for a required task or component or required tasks or components requiring more resources than anticipated are not grounds for invoking the 'unanticipated tasks' provision.

19. Is the technical assistance provider expected to create a data collection infrastructure for each of the grantees?

Answer: That is not an explicit deliverable but proposers can propose a data collection infrastructure as part of their bidder defined deliverables, as appropriate.

20. Many of the deliverables are on-going such as knowledge management, other meetings/briefing, unanticipated tasks, technical assistance and training, and assessment. Will the selected contractor be able to break these larger and on-going deliverables into smaller deliverables they can bill for on a monthly basis? That is, does a deliverable-based contract mean that, contractors will only be paid when they have fulfilled each of the 16 deliverables outlined in the solicitation? Or will they be able to break each up into sub-deliverables?

Answer: Contractors can propose to break up the specified deliverables into component deliverables in their proposals and assign a cost to each. The descriptions should include clear benchmarks and standards by which the Contract Manager can verify completion of each component.

21. The total contract award for technical assistance providers is not to exceed \$2.5 million. Is CDPH hoping to receive proposals that are less than this total amount?

Answer: CDPH requires that the vendor submit a budget that is in line with its need to fulfill the requirements of the solicitations. The solicitation for technical assistance provider is established as a best value solicitation and those who can provide the required services at the best value will obtain the highest scores.

22. Would CDPH please clarify the nature and extent to which the Contractor will be expected to validate the data received from Pilot Projects?

Answer: The contractor is expected to help develop processes and procedures to best ensure data validity, reliability and integrity. The contractor should provide guidance or training as needed so that pilot projects collect and maintain data appropriately.

Pilot Projects

1. Are pilot project contractors required to attend the final convening as part of their deliverables?

Answer: Yes, attending and participating in the Final Convening is a requirement for Implementation Pilot Project grant funding. The Final Convening will be an important opportunity for Implementation Pilot Projects to showcase their work.

2. In determining the size of a proposer's operating budget, does the proposer also include subcontracts to other agencies/entities as part of the operating budget? My organization serves as fiscal agency for another organization and the funds do not fund any of the programs at my agency.

Answer: We consider the entire operating budget of only the entity applying. CDPH does not review the operating budget of subcontractors nor include the subcontractor's operating budgets as a cumulative approach for increasing the operating budget of the entity applying.

3. Will collaborative applications be accepted? Can it work on multiple counties? We had a program that is a collaboration of nonprofits. Would it be eligible?

Answer: Yes, one organization must act as the prime contractor with other collaborative partners acting as subcontractors. Collaborations across multiple counties are acceptable but the application must define the communities the pilot project serves.

4. Are coalitions or collaborations of several community based organizations permitted? If yes, will the operating budget amount be based on the operating budget of the fiscal agent or of the combined operating budgets of the collaborating agencies?

Answer: Coalition or collaboration of several community based organizations are permitted. One organization must act as the prime contractor with other collaborative partners acting as subcontractors. The entire operating budget of the prime contractor (which can include funds paid to subcontractors) will be considered.

5. If we are collaborating with other organizations should the narrative include all partners?

Answer: Yes, the narrative should include the qualifications and roles of all key partners (subcontractors) and team members.

6. Do pilot project applicants need to serve the entire state of California or a large portion of the population to be competitive? Would an organization serving around 25,000 people annually be competitive?

Answer: Applicants do not need to serve the entire state of California. No quantity is specified in the solicitation.

7. Section I.B. of the Implementation Pilot Project solicitation states that "CDEP must not have already been recognized as an evidence-based practice". What does this mean? In the

Evidence section, it says that “a continuum of kinds of evidence can be used to demonstrate probability of success: evidence-based practice”. This seems contradictory. Can you please confirm whether proposed approaches need to be evidence-based in nature or if they cannot be to be eligible?

Answer: CDEPS that are already accepted as evidence-based practices are not eligible for CRDP funding. To establish the probability of success of a CDEP, theoretical similarities to an evidence-based practice may be cited.

8. Can we use a CDEP that is adapted from or loosely based on an evidence based intervention but is sufficiently different that it is not considered an evidence based intervention?

Answer: We understand that many CDEPs are loosely based on evidence based interventions and have been culturally and linguistically modified to meet the needs of the communities that they serve. However, the proposer must demonstrate that the CDEP has been sufficiently modified so that it is not directly comparable to the evidence based intervention.

9. We have formed a stakeholder’s coalition made up of medical and mental health providers, and transgender consumers. We have reached out to several existing medical clinics serving low-income populations. These clinics are already serving an existing transgender patient population, and both agencies are now in process of reviewing the CRDP LGBTQ pilot project solicitations we discussed with them, to determine how best to respond in order to develop and improve the services they are providing. That may take the form of obtaining trainings for their staff, improving their forms to be gender-inclusive, changing their signage or marketing to be more trans-welcoming, and/or consolidating their transgender patient base into a combined one-stop medical, mental health, and social services clinic. Is our proposal a fit with CRDP LGBTQ pilot project solicitations that were just released?

Answer: The minimum and desirable qualifications to be a CRDP LGBTQ pilot project are established in the solicitations. All CDEPs meeting those requirements are eligible to apply. Provided that this practice is considered effective by the community, it appears likely that it fulfills the requirements of a CDEP and would be eligible to apply for funding, so long as it meets all other requirements of the solicitation.

10. If an Implementation Pilot Project is determined to need Institutional Review Board (IRB) approval for their Community-Defined Evidence Practice (CDEP) evaluation, will they have access to the Center for Development of Human Services (CDHS) for this purpose?

Answer: There have been no arrangements made to provide CDEPs with access to the Center for Development of Human Services for IRB services.

11. I feel you all have put considerable time and attention/advanced thought around capacity building but I don’t know if you are considering the financial aspects of it and not just the program evaluation piece. Will these aspects of evaluation and technical assistance be addressed for smaller organizations that have been working at a grassroots level and need

more support around financial capacity building to manage their services under the historically slow government payment procedures?

Answer: OHE understands that small Community Based Organizations (CBOs) may have cash flow concerns. Therefore, CDPH will provide advance payments on the Capacity Building Pilot Projects and Implementation Pilot Projects. Because sustainability is a key goal of CRDP, pilot projects will also receive technical assistance to help them meet this goal.

12. How will funding be allocated for the Capacity Building Pilot Projects and Implementation Pilot Projects among the Native American Prevention and Early Intervention programs?

Answer: Each Capacity Building Pilot Project will receive \$40,000.00 for the six month capacity building period. Each Implementation Pilot Project is eligible to receive up to an average of \$228,000.00 per year over 5 years.

13. Can Capacity Building Pilot Project funding be used for expanding and hiring staff?

Answer: Yes.

14. Will the Technical Assistance Provider assist local Tribal and Native American health agencies with pilot project proposal development?

Answer: The Technical Assistance Provider will not be able to assist potential Capacity Building Pilot Projects (CBPP) with proposal development. CDPH is not funding contractors to assist with proposal development due to the risk of conflict of interest and other level-playing field concerns. Once the CBPP is in contract, the Technical Assistance Provider will assist the CBPPs in preparation to advance to the Implementation Pilot Project phase.

15. The evaluation design mentions bringing a project to scale. Do you have a sense of what the expectations of that scale are?

Answer: Scale is dependent on the evaluation approach and requirements established by the pilot projects and the Statewide Evaluator. A pilot project should have enough capacity to validate the CDEP and make generalizations necessary to develop a business case.

16. Do you have a ballpark sample size for an Asian Pacific Islander (API) project? How will we know if we need to expand the scale the CDEP is using?

Answer: Scale is dependent on the evaluation approach and requirements established by the pilot project and the Statewide Evaluator. A pilot project should have enough capacity to validate the CDEP and make generalizations necessary to develop a business case.

17. May an organization that has been operating unofficially for years but is just now official as a 501c3 eligible to apply for pilot projects?

Answer: Yes, if they are currently a 501c3 or tribal government and meet all the requirements of the solicitation, they are eligible to become a pilot project.

18. If several applicants wanted to collaborate on an element of a CDEP that is common to all of them, would that be okay? Let's say historical trauma around certain racial groups – here's an opportunity to bring some convergence around this issue and we want to work together on the same issue. Is that okay? This could be across multiple populations so should that be something we can develop after the fact or do we have to spell that out in our proposal?

Answer: Submitted proposals may detail the planned partnerships, networking, etc. that will occur through the life of the CDEP. However, each applicant should be clear what their CDEP is and how the applicant will meet all project goals even if other applicants are not awarded. . Applicants cannot duplicate effort for the same recipients of the intervention and if the collaboration ceases, each applicant must still fulfill the project goals. Once in contract and the Grantee has further partnership questions, they may be addressed through the CDPH Contract Manager.

19. Are there a list of CDEPs that can be referenced?

Answer: Some CDEPs are listed within the California Reducing Disparities Project Population Reports but the list is not comprehensive.

20. In order to qualify, does a CDEP have to be listed in one of the Population Reports? For example there are different projects out of Los Angeles and we have implemented versions of it in Fresno that is like it but very different, so is that a viable candidate?

Answer: The Population Reports are not exhaustive. Qualifying CDEPS do not have to be cited in a previous report. However, they must meet all other specified requirements.

21. Office of Health Equity (OHE) plans to fund pilot projects with a grant model. No advanced payment is allowed under this agreement I thought. Please address.

Answer: Our goal is to provide advance funding for the pilot projects.

22. What are the criteria for advancing from a Capacity Building Pilot Project (CBPP) to an Implementation Pilot Project?

Answer: CBPPs that successfully complete all of the requirements of Goals 1 and 2 during the CBPP funding period will be eligible for advancement to Implementation Pilot Project. CDPH will have the sole authority to determine if a CBPP has met all requirements. Ultimately, CDPH will only advance those CBPPs who have sufficient plans and infrastructure to manage and expend taxpayer dollars in a manner that is responsible and can reasonably be believed to produce successful results.

23. If an applicant has a federal cost agreement that does not supersede the 15% cap, does that supersede the 15% cap on overhead expenses?

Answer: The funding for CRDP is provided by state Mental Health Services Act funds and is administered according to state guidelines not federal.

24. Is a quantitative approach (to evaluation) required which would mean contracting or hiring a statistician?

Answer: Under the guidelines established by the Statewide Evaluator solicitation, pilot projects will determine the most appropriate means to evaluate their respective CDEPs. This may or may not require utilizing a purely quantitative approach or hiring a statistician. CDPH has required evaluations to include a community participatory evaluation process which may result in a mixed method approach to evaluation, including qualitative evaluation mechanisms.

25. A CDEP has to be a community defined practice and what we're doing is innovative and it seems that there is no room for innovative processes in this framework. We are the only community in the nation who are delivering 100% organic food to schools, and that has a lot to do with mental health.

Answer: CRDP is focused on evaluating existing community defined practices.

26. What will pilot projects do during the fifth year of the grant?

Answer: Much of the work will conclude by the end of the fourth year. During the fifth year, Implementation Pilot Projects will attend a statewide convening to present their CDEPs and findings. CDPH will keep awardees in contract so that the final deliverable can be successfully accomplished and compensated.

27. If an organization is not sure if they qualify for the CBPP, can they call and ask CDPH? I know you're not supposed to give out information but could we ask that simple question? The organization might have a board of directors but not all the other types of infrastructure.

Answer: Potential applicants should look at particular solicitation requirements and if they have specific questions they can send them to our email (ohesolicitation@cdph.ca.gov) and we will try to respond within an FAQ. It is not guaranteed we will respond. The deadline has passed (09/14/15) which all questions were to be submitted if CDPH was to guarantee a response. CDPH will not determine the eligibility for applicants except through the application process.

28. We have a Prevention and Early Intervention (PEI) program that is funded by the county. But we want to expand the program. Would it be eligible?

Answer: There is no reason why being a county funded program in itself would preclude eligibility as long as all solicitation requirements are met.

29. As a small local government our general budget is over \$500,000.00 but the budget for the project is much lower. Does this mean we cannot apply for the Capacity Building Pilot Projects?

Answer: Governments are not eligible for Capacity Building Pilot Project awards. Non-government entities with operating budgets over \$500,000 may not apply, due to the fiscal threshold requirements of the Capacity Building Pilot Project solicitation.

30. Can you provide more information as to what qualifies as a CDEP? How long must it have been in practice?

Answer: There is no time requirement for a CDEP to have been in operation. A definition of CDEP can be found at I. Introduction, B. CDEPs.

31. Can a proposal be submitted as only an indirect PEI program?

Answer: Yes

32. Please clarify if each section is to be in its own binder. If so, does each binder need to have a Table of Contents?

Answer: It is not required to submit each section of the response, in binders. The proposer is expected to arrange its proposal in a manner that is easy to follow organizationally. The proposer has latitude to create individual sections in a binder and provide a table of contents to meet this objective.

33. What is the exact start and end date for the Capacity Building Pilot Projects and Implementation Pilot Projects?

Answer: Capacity Building Pilot Projects grants begin as soon as contracts are executed; we are planning for this to occur in March 2016. Implementation Pilot Projects will begin work approximately six months after the CBPP start date, currently scheduled for September 2016.

34. At what point does CDPH anticipate that Capacity Building Pilot Projects (CBPPs) will become Implementation Pilot Projects? Will CBPPs transition from CBPPs to Implementation Pilot Projects in October 2016?

Answer: CBPPs are expected to transition to Implementation Pilot Projects upon successful completion of the CBPP solicitation requirements. This is scheduled to occur in September 2016, 6 months after the initiation of the CBPP phase.

Only CBPPs that successfully complete all of the requirements of Goals 1 and 2 during the CBPP funding period will be eligible for advancement. CDPH will have the sole authority to determine if a CBPP has met all requirements. Ultimately, CDPH will only advance those CBPPs who have sufficient plans and infrastructure to manage and expend taxpayer dollars in a manner that is responsible and can reasonably be believed to produce successful results.

35. Will the pilot projects have local evaluators as well?

Answer: Implementation Pilot Project (IPP) evaluators will be part of the IPP and applicants are expected to develop proposals that account for this function. IPPs are responsible for the design and execution of their own evaluations based on the guidelines established by the Statewide Evaluator and with assistance from the Technical Assistance Providers.

36. Within the solicitation, it states that pilot projects will develop evaluations of their own programs, which will then be revised based on guidelines from the Technical Assistance

Provider and Statewide Evaluator. Can you clarify what you mean by “develop”? Do you mean that they will develop an evaluation plan?

Answer: Yes, Implementation Pilot Projects are responsible for the design and execution of their own evaluation plan. A draft plan must be submitted with the IPP application. The draft plan may be refined in the early part of the implementation phase based on the guidelines established by the Statewide Evaluator, with the support of the Technical Assistance Provider.

37. The solicitation for the Capacity Building Pilot Project does not reference any reporting requirements other than the deliverables so I’m assuming that’s the final report?

Answer: The six month capacity building period is a relatively short period. The goal for the period is to successfully complete established goals, build capacity so as to successfully transition to the Implementation Pilot Project phase. There is no final report deliverable for the Capacity Building Pilot Project.

38. The Capacity Building Pilot Projects are restricted to annual budgets of \$500,000.00 for over two years. Can you provide more guidance in regards to which two years?

Answer: The budgets to be considered are the operating budgets for the two most recent completed budget years.

39. What would constitute evidence of program success for the Capacity Building Pilot Project application? Please describe the type of evidence the proposer would have to provide?

Answer: We do not expect that the proposers would have conducted a rigorous evaluation of their CDEP. The applicant can rely on an array of evidence to make the case that the CDEP is effective. Though this is not exhaustive, examples of evidence can range from literature reviews showing the effectiveness of similar programs, surveys or questionnaires of program participants or community members, case studies, interviews with stakeholders or any other form of evidence that can be provided. The evidence should, to the extent possible, describe the reason why it is effective as well as the outcomes.

40. If an agency with a larger than \$500,000 budget is a “fiscal agent” for a smaller agency whose budget is less than \$500,000.00, can the smaller agency apply as a Capacity Building Pilot Project?

Answer: If the contract with the State is executed with the “fiscal agent”, then the smaller agency would not be eligible to apply as a Capacity Building Pilot Project and must apply as an Implementation Pilot Project. This is because one organization must act as the prime contractor. If the contract with the State is signed by the smaller agency, then that agency is eligible to be a Capacity Building Pilot Project provided that it meets all other requirements of the solicitation.

41. Are there specific criteria that CDPH will give to develop a business case for the CDEP?

Answer: The business case will be developed with the assistance of the Technical Assistance Provider. The business case will depend on the nature of the specific CDEP.

42. Are there any requirements for a CDEP to have licensed clinicians or trained community workers?

Answer: No there is not.

43. Will all approved grantees receive a site visit and what will that involve?

Answer: All Capacity Building Pilot Projects (CBPPs) will receive a site visit to verify information on their applications prior to the execution of the contract. All pilot projects (both CBPPs and Implementation Pilot Projects) will receive site visits during the course of their grant. CDPH will notify each pilot project of the site visits prior to arrival as well as present an agenda for the visit.

44. Are bidders for the CBPP required to use only Technical Assistance Providers provided by CDPH or can they use third party providers?

Answer: One population specific Technical Assistance Provider will be provided to pilot projects to help them meet all program goals. No funding will be provided for additional technical assistance that coincides with the scope specified in the solicitations.

45. Can you please define what you mean by grant administrator and fiscal officer?

Answer: A grant administrator is the awarded entity's person primarily responsible for ensuring that the grant provisions are met. The fiscal officer is the person in the organization who manages the finances. CDPH is aware that entity staff might wear multiple hats.

46. Is rent covered in the grant?

Answer: Rent may be included, so long as it does not supplant existing funding and is germane to the implementation of the CDEP. If additional space is required for additional staff or services provided as a result of this grant, rent for this space may be included and will be approved in advance by the CDPH contract manager.

47. Are general expenses covered for a CDEP?

Answer: General operating expenses directly related to the implementation of the CDEP may be covered by grant funding.

48. Is the purchase of incentives allowed for participants of the CDEP?

Answer: Incentives are not an allowable expense. .

49. Which staff are required to attend to the technical assistance sessions provided by the Technical Assistance Providers?

Answer: CDPH does not specify what key staff are required to attend. CDPH encourages the grantee to send all key staff that are familiar with the operations of the CDEP and can speak to their issues as well as contribute insight about their operational experiences. The Technical Assistance Provider will determine the needed participants.

50. Can we propose a project for a population that does not exactly fit in a category, i.e. refugees from Syria or Eritrean immigrants?

Answer: Pilot project funding is limited to the following populations and sub-populations of those populations: African American, Asian Pacific Islander, Latino, LGBTQ and Native American.

51. Are there two in-person meetings annually in addition to kick off and close out meetings?

Answer: The first year for the Implementation Pilot Projects entails a kick off meeting, an annual collaboration in-person meeting. The following years there will be one annual in-person meeting. The last year will entail an in-person close out meeting and final convening. The solicitation lists other quarterly meetings. There will also be other meetings related to technical assistance but that is determined by both the pilot projects and Technical Assistance Provider.

52. Are there any requirements for pilot projects to have already collected baseline data as a part of their application?

Answer: No there is not.

53. Will pilot projects be allowed to use a period of time at the beginning of CDRP Phase 2 work to collect baseline data for use in the evaluation?

Answer: Yes. If it is needed, implementation Pilot Projects will be allowed to do so in accordance with their evaluation plans.

54. With respect to data collection, are there expectations regarding the frequency of data collection, or reporting by the Implementation Pilot Projects to the Statewide Evaluation Team?

Answer: Guidelines will be established by the Statewide Evaluator.

55. Given the potential diversity of projects and data that may be collected from pilot projects, is it CDPH's desire that the data be collected in a uniform manner from each Implementation Pilot Project?

Answer: Pilot Projects will determine the data needed to evaluate their CDEP. Guidelines will be established by the Statewide Evaluator to help uniformity where it can be achieved, but different CDEPs may have unique data needs.

56. Is there a specific set of criteria (e.g., SAMSHA NREPP criteria) that CDPH would prefer CDEPs to use? Or will the Statewide Evaluator contractor be responsible for identifying the evaluation criteria?

Answer: The Statewide Evaluator will be responsible for developing the guidelines.

57. When referring to evaluation frameworks, is the intent to develop methodological frameworks that may be used to evaluate future programmatic work in these areas? Or is the intent to evaluate frameworks for program implementation that are based on elements used in successful pilot projects?

Answer: Guidelines will be established by the Statewide Evaluator.

58. How often is the Statewide Evaluator team expected to assess the progress of pilot projects?

Answer: Guidelines will be established by the Statewide Evaluator.

59. Are there specific core outcomes that CDPH is interested in, or will the Statewide Evaluator team need to work with the Technical Assistance Providers and Implementation Pilot Projects to identify core outcomes?

Answer: The Statewide Evaluator needs to work with the Technical Assistance Providers to support the Implementation Pilot Projects to identify core outcomes.

60. If we are providing a CDEP Evidence Based Intervention (EBI) program can we provide service to similar communities within populations?

Answer: Evidence-Based Interventions are not eligible as a CDEP. We understand that many CDEPs are loosely based on evidence based interventions and have been culturally and linguistically modified to meet the needs of the communities that they serve. However, the proposer must demonstrate that such a CDEP has been sufficiently modified so that it is not directly comparable to the evidence based intervention. The funding from CRDP must not supplant that existing effort but could be used to expand treatment to those populations that make the CDEP sufficiently unique.

61. In the minimum and desired qualifications you do mention requirements for local government agencies correct? It brings me to item two on bullet three where it talks about letters of support, you mention a member from a target community but can you use terms like letters from culture brokers which will substantiate a lot of the other issues we will be dealing with? So is that okay? The third bullet lists a lot of information as well. Why wouldn't you have criteria for the county that is vague rather than over specify?

Answer: Requirements for non-government and government entities are listed within the appropriate solicitation. Counties are not eligible to apply for Capacity Building Pilot Projects or for the Native American Implementation Pilot Projects.

Letters of support from cultural brokers will be accepted as long as they meet the requirements of the letter.

62. Will there be a shorter determination of the Implementation Pilot Project award?

Answer: The timeline for awards are listed within each solicitation within the Administrative Section and under Key Action Dates.

63. For the Capacity Building Pilot Project (CBPP), the idea is that money goes to the technical assistance organization to fund training and supports for establishing an infrastructure right? We haven't spent a lot of time to get 501c3 status because we have spent our time and money elsewhere, but that's the goal of the CBPP correct?

Answer: To be eligible for CBPP and Implementation Pilot Project grant funding the applicant must be a 501(c)3 non-profit with an office in California, or a Tribal government. It is not the goal of the funding to assist entities in becoming a 501c3 non-profit.