



California Department of Public Health
Office of Family Planning
Teen Pregnancy Prevention Program
Information and Education (I&E) Program
Request for Applications (RFA) #11-10017



**2011-2016 Information and Education (I&E) Program
Request for Application (RFA) # 11-10017**

I&E RFA Bidders' WebEx /Teleconference Non-Mandatory

The California Department of Public Health (CDPH) will provide outreach and training to potential I&E RFA applicants to increase the number of organizations that may be able to successfully compete for grants. The CDPH Office of Family Planning will conduct a one day WebEx/Teleconference regarding the I&E RFA process, programmatic and administrative requirements, and preparation of grant applications. Applicants should thoroughly review and be familiar with the I&E RFA prior to the WebEx/Teleconference.

Please Note: For this WebEx/Teleconference, you will need a computer to view the PowerPoint presentations and a telephone to listen to the presentations. Participants can log-on and dial-in up to 30 minutes early to participate in the WebEx/Teleconference.

DATE: Monday, January 3, 2011

DURATION: 8:30 a.m. to 12:30 p.m.

CALL-IN TIME: 8:00 a.m.

TOLL FREE#: 1(866) 734-5503
PASSCODE: 4533280

WEBSITE: <https://cdph-ooa.webex.com/cdph-ooa/onstage/g.php?d=576062554&t=a>
Event number: 576062554
Event Password: winner

FACILITATOR: Annalee Frisbie, Program Consultant
Teen Pregnancy Prevention Program

BROWSER CHECK: [Check Your Browser](#) (automatically downloads normal plug-in)
WebEx automatically downloads, installs, and configures for Windows the first time you start or join a meeting. However, you may choose to download at a more convenient time from this link. Applicants should perform a Browser Check at least 2 days prior to the WebEx/Teleconference.

TECHNICAL ASSISTANCE: Verizon Help Desk at (800) 857-8777, Option 3

Please Note: There is a 100 line limit to participate in the WebEx/Teleconference. Access is limited to the first 100 participants. Due to the line limitations, it is recommended that groups participate in the WebEx/Teleconference in a single conference room to allow for all interested applicants to participate in the WebEx/Teleconference.

**I&E RFA Bidders' WebEx/Teleconference
Non-Mandatory
January 3, 2011
Agenda**

Training	Time
Call-In <ul style="list-style-type: none"> ➤ Introduction ➤ I&E Program Requirements ➤ I&E Administrative Requirements ➤ Break ➤ General Application Information ➤ Program Application Submission Requirements and Instructions ➤ Administrative Application Submission Requirement and Instructions ➤ I&E Project Interventions 	Call in 8:00 am to 8:30 am 8:30 am – 8:45 am 8:45 am – 9:15 am 9:15 am – 9:45 am 15 minute Break 10:00 am – 10:30 am 10:30 am – 11:00 am 11:00 am– 11:30 pm 11:30 am - 12:00 am 12:00 am -12:30 pm
Q&A The OFP will respond to questions in the time allowed and as appropriate. Some questions may not be answered during the WebEx/Teleconference but will be published on the OFP website.	

Participants are strongly encouraged to review and/or complete the following online trainings prior to attending the Non-Mandatory Bidders' WebEx/Teleconference.

1. Focus Group Training is available at:
2007 TPP CPI Tool Kit: Focus Group Training Appendix Appendices 7A-6L, Updated 9/07 (PDF) 

The Community Toolbox: Conducting Focus Groups
http://ctb.ku.edu/en/tablecontents/section_1018.htm

Additional Resources Regarding Focus Groups are available at:

- <http://www.cdph.ca.gov/programs/tp/ Documents/MO-TPP-CPIOrI&EntationTrainingFinal6-19-08.pdf>
- [A Handbook for Excellence in Focus Group Research](#)

2. **Logic Model Training is available at:**
<http://www.surveymonkey.com/s.asp?U=22501224587>

3. **Needs Assessment Training is available at:**
A Brief Guide on How to Conduct a Needs Assessment
http://www.luc.edu/curl/pdfs/A_Community_Needs_Assessment_Guide_.pdf

Additional Resources Regarding Needs Assessment Trainings are available at:

- **Get Organized: A Guide to Preventing Teen Pregnancy**
Chapter 12: Tailoring a Program to Your Community through Needs Assessment
<http://www.thenationalcampaign.org/resources/getorganized/>
- **The Community Toolbox**
Chapter 3: Assessing Community Needs and Resources
http://ctb.ku.edu/en/tablecontents/chapter_1003.aspx