



## Wave 2 Pre-Award RFA FAQs

**Question:** If you are new, do you need a WebGrants log-in to see the RFA?

**Answer:** In order to view the RFA in the [WebGrants portal](#), you will need to register for a login. The RFA can also be viewed on the [Well Connected Communities](#) website.

**Question:** Will the fiscal eligibility of another 4-H Council grant, such as 4-H National Mentoring Program, suffice for the fiscal eligibility of this grant?

**Answer:** Yes, if you have submitted a 2020 Fiscal Eligibility application as part of another grant opportunity, you do not need to submit another one.

**Question:** Is there a maximum word count for each of the narrative questions in the Application Components section of the RFA?

**Answer:** Yes, there is a 10,000-character limit per question.

**Question:** Is there a Font size or type we should use for our application?

**Answer:** You should use a standard font and size such as Times New Roman, Calibri, or Arial in font size 11 or 12.

**Question:** Are Hyperlink/Visuals allowed in the WebGrants portal?

**Answer:** No, however, you may attach supporting documents to your application. Please limit the number of attachments to no more than 3.

**Question:** Is it appropriate to include LGU staff as part of the 2.0 FTE requirement?

**Answer:** Yes, some examples are Principal Investigator (PI), Extension personnel with expertise in public health, youth and adult volunteer management, evaluation or marketing/communications, and/or accounting and administrative support. Federally Recognized Tribes Program Agents can also be included as part of your 2.0 FTE if they are Extension employees.

**Question:** Can the 2.0 FTEs be divided across current Extension Employees?

**Answer:** Yes, you can designate a percentage of time across several different Extension personnel to equal 2.0 FTEs.

**Question:** Are the 2.0 FTEs per calendar year or across the period of performance of the grant?

**Answer:** The 2.0 FTEs should be across the period of performance of the grant.

**Question:** The RFA asks that each site be below the state average for life expectancy and requires us to provide a ranking. Can you please clarify what you mean by "ranking?"

**Answer:** You will need to use the [County Health Rankings and Road Maps](#) website to find your county's health ranking. Counties are ranked relative to the other counties in the state. For example, if there are

10 counties in your state, you may find the county health ranking to be 8 which means that county is ranked 8 out of 10. You will need to list “8” as the county life expectancy ranking.

**Question:** How are you defining rural?

**Answer:** We use the [Census Bureau’s](#) definitions of urban and rural; however, as our funder acknowledges multiple definitions of rural, please feel free to use definitions currently embraced in your state and local partner communities.

**Question:** Would you suggest using census tract data in place of county to better describe the community?

**Answer:** You must use the [U.S. Census County Classification Lookup Table](#). However, you may also submit (as an application attachment) census tract data or other data to demonstrate the community is rural.

**Question:** Census gives percent rural for a county – is that what we want to use? Is rural greater than 50% rural?

**Answer:** The Census County Classification Lookup Table provides county data as a percentage. There is no specific percentage that your county must meet. You must provide this percentage in your application; however, you may also submit (as an application attachment) census tract data or other data to demonstrate the community is rural.

**Question:** In a county where there is a geographic area that has a lower than state average life expectancy even though the county ranking does not meet these criteria, is it still eligible with supporting documentation?

**Answer:** All communities identified by the LGU must be experiencing lower than state averages for life expectancy (premature death). You must provide life expectancy data using the County Health Rankings and Roadmaps. You may submit (as an application attachment) census tract or other data for consideration to demonstrate the community is experiencing lower than state averages for life expectancy.

**Question:** According to the Census Bureau, none of the counties in our state are considered “rural.” Are we ineligible to apply for this grant?

**Answer:** It does not automatically disqualify you from applying to this grant. You must use the U.S. Census County Classification Lookup Table and provide the percentage of rural population, but you may submit (as an application attachment) census tract data or other data for consideration to demonstrate the community is rural. You may also define a particular campus, K-12 partner, neighborhood, zip code, set of zip codes, etc. as a partner community. Partner communities do not need to be at the county level to participate.

**Question:** Can you please clarify the meaning of cadre of youth and adult volunteers in the volunteer training section? Many communities are rural with not large populations.

**Answer:** There is no specific number of adult and youth volunteers that you must engage, but you must engage youth as equal partners in this initiative.

**Question:** We would like to set aside dollars for coalitions to implement action plans that they have not developed yet. Can we submit a “lump sum” budget for this expense?

**Answer:** Lump sums will not be approved. You will need to create a budget and provide a narrative of how you will use the awarded funding. As your coalitions develop their action plans, you can submit budget modifications and shift funding around as needed to cover this expense.

**Question:** I understand there is a 10% maximum for indirect costs with Council grants. Is there a maximum for fringe benefits?

**Answer:** Fringe benefits are set by your university (or county) as a percentage of salary. The university (or county) rate should be used in creating your budget.

**Question:** Is hosting a meeting (room rental, travel, food, etc.) allowable in the budget?

**Answer:** Yes, if the meeting/event supports the work of your coalition and health action plan. You will need to provide a breakdown of expenses and include formulas showing how you reached the budgeted amount for the meeting.

**Question:** In the Community Selection Plan and Details section under e. "Is this an existing community health coalition or will you be establishing a new coalition?" there is a drop-down menu asking for new or existing coalition. I thought the community coalition had to be existing.

**Answer:** You are required to have a minimum of 2 existing or active community coalitions. Institutions can engage more than two communities if desired.

**Question:** If we were not part of the pilot program, how do we determine active coalitions? How are those defined?

**Answer:** Active coalitions are defined as coalitions that are already established and working together. Also, see logic model. These coalitions may be in various states of readiness and may or may not already have youth engaged.

**Question:** For Wave 2 LGUs, would our returning coalitions be considered an existing coalition?

**Answer:** Yes.

**Question:** In the RFA, are Wave 1 pilot LGUs considered funded and self-funded?

**Answer:** Yes.

**Question:** Our SNAP-ED and EFNEP programs already engage in significant policy, systems, and environmental changes related to creating the conditions to support a culture of health. Should our application include this or focus on more of our Extension program success?

**Answer:** Policy, systems, and environmental changes are very important for long-term success. Many outcomes we seek require significant policy impact over time. Please focus on policy, not programs in your responses and implementation, if awarded.