

This document contains answers to questions that were fielded during the CBWA HSRA Grant webinar. Unfortunately, members of the CBWA were not able to answer every question asked, and there are many questions for which CBWA members do not know the answer. We encourage all applicants to email cbovaccineoutreach@hsra.gov for definitive answers to your questions. **The answers provided in this document are NOT endorsed by HSRA—they are the CBWA’s best attempt given what we have read of the application.**

Question	CBWA Answer(s)
The application packet includes a Project/Performance Site Location(s) Attachment. Can you clarify what constitute additional site locations that must be listed in this form?	We are not sure. Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your specific question.
Hello! I was wondering what the timeline for funding reimbursement looked like under this opportunity if awarded.	Disbursements will take place in July 2021
HSRA general application guidelines say that applicants should submit three days before the deadline to avoid technical difficulties. With this short turn around, is that still the case?	Yes the 21-140 opportunity makes this recommendation.
what ARP funding does this grant come from?	This came from Sec. 2501 - Public Health Workforce. It's a broad section of \$7.66 B, most of which are allocated to public health departments.
Can a National Non-Profit apply?	Yes, and please see here for details: https://www.grants.gov/web/grants/view-opportunity.html?oppld=333701
are nonprofit health systems (hospitals) eligible?	Yes, and please see here for details: https://www.grants.gov/web/grants/view-opportunity.html?oppld=333701
Technical question please - for the Project Abstract Summary (max 4,000 characters), does this include spaces, footnotes, etc.?	We are not sure. Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your specific question.
Where is the application?	Application available here: https://www.grants.gov/web/grants/view-opportunity.html?oppld=333701
I assume FQHCs are eligible to apply; is there a preference in this opportunity to award to non-healthcare CBOs?	We are not sure. Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your specific question.
Are 501C4 organizations eligible to apply for this opportunity?	We are not sure. Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your specific question.
From what I read about the opportunity, a requirement is to hire CHWs. If you're not a direct service organization and would not directly do the hiring, would you still be eligible? Would this mean we would be required to partner with an organization that would do that hiring?	The announcement states that CBO applicants may engage as individual organizations or create a network of multiple eligible organizations partnering together to complete program activities.
If we intend to partner, is there a dollar amount which the subcontract cannot exceed in order to not require competitive	No limit is provided for subcontracts in the funding announcement. I am not certain on the issue of competitive bidding.

This document contains answers to questions that were fielded during the CBWA HSRA Grant webinar. Unfortunately, members of the CBWA were not able to answer every question asked, and there are many questions for which CBWA members do not know the answer. We encourage all applicants to email cbovaccineoutreach@hsra.gov for definitive answers to your questions. **The answers provided in this document are NOT endorsed by HSRA—they are the CBWA’s best attempt given what we have read of the application.**

bidding? In other words is there a limit on the subcontract amount if we select a subcontractor without competitive bid?	
To confirm, we must be a non profit or an organization that works with a nonprofit to be eligible?	Yes, but please see here for details: https://www.grants.gov/web/grants/view-opportunity.html?oppId=333701
Are you saying a County level project focused on a sub population of multiple refugee communities would not be competitive?	This response is taken directly from the funding announcement: Your proposed target population may be selected by geographic location (e.g. residents of specific counties or state) and/or specific subpopulations (e.g. individuals living in rural areas, adolescents, specific racial/ethnic or other minority groups, faith-based communities, specific occupation types, etc.).
Is there a minimum size requirement for nonprofits, ie budget, # of employees, etc.? Do you require audited financial statements in the app? Thanks.	There is no minimum size requirement. Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your second question.
So an agency could propose to purchase an additional mobile unit for transportation purposes?	We are not sure. Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your specific question.
Is there an indirect cost guide? i.e. limit?	We are not sure. Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your specific question.
Does no cash include gift cards or would gift cards be ok?	Gift cards are used as an example in this funding opportunity budget justification. View the document for more info.
Confused, eligible applicants need to have experience in implementing public health programs, but the example was a non-public health program. Are community-based programs (like one that serves primarily African American and Latinx women) eligible to apply if they have not specifically done a public health program before?	<p>The organizations who are eligible are quite broad. Community-based organizations (including faith-based organizations, social service organizations)</p> <ul style="list-style-type: none"> • Local chapters of national associations • Local health departments • Health centers and other community-based health providers • Minority-serving organizations or institutions • Tribes and Tribal organizations • Philanthropic organizations • Local municipal entities, such as fire and EMS departments • Social service providers (e.g. food banks, community transportation, childcare) • Community Action Coalitions, Chambers of Commerce, Health Equity Councils, and other community group

This document contains answers to questions that were fielded during the CBWA HSRA Grant webinar. Unfortunately, members of the CBWA were not able to answer every question asked, and there are many questions for which CBWA members do not know the answer. We encourage all applicants to email cbovaccineoutreach@hsra.gov for definitive answers to your questions. **The answers provided in this document are NOT endorsed by HSRA—they are the CBWA’s best attempt given what we have read of the application.**

	I would seek to articulate your prior experience in providing services related to public health.
If a bulk of the requested funding will be distributed to partners through subawards, I do not see a place to submit subaward budgets. So we just designate that as subaward in the submission?	The subcontracts are included in your budget and budget narrative. You are also instructed to describe these in the project narrative.
What about a mobile van to be used as an mobile clinic to reach out to rural farmworkers, particularly due to hot summer heat.	Yes, Fraser said that the funding opportunity can include that kind of purchase.
Is it too broad to state the target population is low-income, underserved minorities in a specific geographic area?	We’ll be touching up this question through the remaining sessions. For a more detailed response, please contact cbovaccineoutreach@hsra.gov .
How about to purchase equipment such as freezers to keep vaccine cold in mobile vans?	We are not sure. Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your specific question.
Is an organization or collaboration able to apply for less funding the \$1 million? I see on the cover page there is no award ceiling or floor.	Our understanding is that a budget totaling \$1M is highly encouraged, hence the incentive to partner with others. However, there doesn’t appear to be clear language disqualifying other budget amounts per the NOFO (see here for details: https://www.grants.gov/web/grants/view-opportunity.html?oppld=333701). As with other questions of a specific nature, please contact HSRA directly via cbovaccineoutreach@hsra.gov .
If you are already a HSRA grantee, will you still be able to apply?	Based on our read of this HSRA funding opportunity, the answer is yes. We encourage you to email HSRA to confirm eligibility. CBOVaccineOutreach@hsra.gov
This a monthly reporting requirement?	Fraser from HSRA indicated that the reporting would be monthly for the awardee.
Can this funding be used to support existing community outreach workers (CHWs, etc. -- people from the community we serve), or do they all have to be new hires?	We are not sure. Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your specific question.
Is a SAM registration required at time of submission?	Fraser is addressing this now . But here’s the answer from the HSRA grant description. “To support entities impacted by COVID-19, applicants are not required to have an active SAM registration at the time of submission of the application under this Notice of Funding Opportunity (NOFO). If not registered at time of award, HSRA requires the recipient to obtain a unique entity identifier (i.e., DUNS) and complete SAM registration within 30 days of the Federal award date.

This document contains answers to questions that were fielded during the CBWA HSRA Grant webinar. Unfortunately, members of the CBWA were not able to answer every question asked, and there are many questions for which CBWA members do not know the answer. We encourage all applicants to email cbovaccineoutreach@hsra.gov for definitive answers to your questions. **The answers provided in this document are NOT endorsed by HSRA—they are the CBWA’s best attempt given what we have read of the application.**

	If you have already completed Grants.gov registration for HSRA or another federal agency, confirm that the registration is still active and that the Authorized Organization Representative (AOR) has been approved.”
For ethnicities that do not have official data, would an organization who is proposing to serve these populations still be considered competitive	We are not sure. Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your specific question.
Will these funds be allowed to run a covid clinic including covid testing	We are not sure. Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your specific question.
There were additional forms in the application package not listed by Fraser just now. Are they all required as well?	Please defer to the items listed in the application package.
Considering the amount and length of the grant, would either partnering or temporary hiring be seen more favorably by HSRA?	We are not sure. Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your specific question.
What is the minimum funding amount we can apply for	We are not sure. Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your specific question.
Will bio sketches go in as additional attachments?	We are not sure. Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your specific question.
You may get to this question eventually, but I'll place it here just in case you don't cover it... In the NOFO it makes reference to the following requirement: To serve people most in need and to comply with federal law, services must be widely accessible. Services must not discriminate on the basis of age, disability, sex, race, color, national origin, or religion. In some instances, failure to provide language assistance services may have the effect of discriminating against people based on their national origin. With this in mind, should we build into the budget funding support for CBO partners in providing language assistance services?	The services and activities promoted in this funding announcement are to educate and assist individuals in accessing and receiving COVID-19 vaccinations. This includes activities such as conducting faceto-face outreach and reaching out directly to community members to educate them about the vaccine, assisting individuals in making a vaccine appointment, providing resources to find convenient vaccine locations, assisting individuals with transportation or other needs to get to a vaccination site. I would make that case and describe in the budget narrative that staff will be hired who are bilingual and or subcontractors who provide language access to ensure that the proposal activities are completed.
Also, mental health plays a huge role in convincing people to take the vaccine, will these funds be allowed to use for mental health services if the intent is dealing with trauma around the pandemic	Agreed! Please contact cbovaccineoutreach@hsra.gov for a detailed response to your specific question.



**Community-Based
Workforce Alliance**

This document contains answers to questions that were fielded during the CBWA HSRA Grant webinar. Unfortunately, members of the CBWA were not able to answer every question asked, and there are many questions for which CBWA members do not know the answer. We encourage all applicants to email cbovaccineoutreach@hsra.gov for definitive answers to your questions. **The answers provided in this document are NOT endorsed by HSRA—they are the CBWA’s best attempt given what we have read of the application.**

Who could we reach for any questions or clarification in my application?	Please contact cbovaccineoutreach@hsra.gov
Layla asked: Would you recommend letters of support from Congresspeople or Senators?	Supporting materials are welcome. Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your specific question.
I suppose we need to be registered in the following places. Correct? -Dun & Bradstreet's DUNS system. -The System for Award Management -Grants.gov	Yes. Here’s the answer from the HSRA grant description. “If not registered at time of award, HSRA requires the recipient to obtain a unique entity identifier (i.e., DUNS) and complete SAM registration within 30 days of the Federal award date. If you have already completed Grants.gov registration for HSRA or another federal agency, confirm that the registration is still active and that the Authorized Organization Representative (AOR) has been approved.”
To follow up on my question about the submission deadline, I want to confirm we should submit by Monday at the latest to ensure we are submitting three days early as the HSRA guidelines indicate.	Yes, the HSRA announcement recommends that you submit your completed document at least 3 days before.
Did I hear this right. A couple of days to fill out DB, Grant.Gov and SAM system?	The DUNS does not have to be completed by the time of the submission (June 9th). Here is the guidance provided in the funding announcement: The requirements for SAM (System of Award Management) registration have temporarily changed due to the federal government’s response to the COVID-19 pandemic. To support entities impacted by COVID-19, applicants are not required to have an active SAM registration at the time of submission of the application under this Notice of Funding Opportunity (NOFO). If not registered at time of award, HSRA requires the recipient to obtain a unique entity identifier (i.e., DUNS) and complete SAM registration within 30 days of the Federal award date
Is there a preferred way that the partnerships look logistically?	Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your specific question.
How much data collection and evaluation is expected to be included in the application to support program delivery?	Fraser did not completed describe the data collection and evaluation requirements. However, she did say that reports would be required monthly. Please refer to her slides that we will share.
If you find you are receiving applications for less than the full amount, will you reconsider the number of grants awarded?	Yes, the 121 figure is a rough estimate of expected grants and not a cap. For additional questions regarding budget, eligibility, or content clarification please contact cbovaccineoutreach@hsra.gov .

This document contains answers to questions that were fielded during the CBWA HSRA Grant webinar. Unfortunately, members of the CBWA were not able to answer every question asked, and there are many questions for which CBWA members do not know the answer. We encourage all applicants to email cbovaccineoutreach@hsra.gov for definitive answers to your questions. **The answers provided in this document are NOT endorsed by HSRA—they are the CBWA’s best attempt given what we have read of the application.**

What if we are fiscally sponsored CBO? Do we qualify?	We are not sure. Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your specific question.
\$1 million in a huge amount for smaller CBOs to administer. Is there a process in place to help small budget organizations connect to a larger consortium that might be applying under one umbrella?	\$1M is not the “floor” for the grant, so applications with smaller budgets are welcome. There is currently no such coordinating process / apparatus.
If a Nonprofit Org is registered in the US, but wish to go on and perform the COVID-19 vaccination efforts out of country, targeting a very high risk population, could that make them eligible?	We are not sure. Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your specific question.
Is an organization or collaboration able to apply for less funding than \$1 million? I see on the cover page there is no award ceiling or floor.	Yes, for additional questions regarding budget, eligibility, or content clarification, please contact cbovaccineoutreach@hsra.gov .
Can gift cards be used to encourage participation in outreach/education e.g. Townhall meetings?	Yes, gift cards can be included under the “other” category as an example of an incentive for the efforts you described.
Would there be flexibility on the budget in terms of not matching the proposed vs the actual?	We are not sure. Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your specific question.
Do subcontractors have to be included in the initial application or can you engage subcontractors after you've already received the award? Also, does the work have to occur over 12 months or can it be a shorter duration?	Here is the language taken from the announcement: Provide a clear overview of the partnerships or collaborative organizations you propose as part of this project, if any. NOTE: A partnership is not required, but may be helpful to accomplish the program activities and meet the needs of your selected target population. Letters of Intent from these organizations may be included to HSRA-21-140 7 demonstrate support in the application but are not required. Please outline the names and point of contact of the organizations involved in the project and a brief overview of their responsibilities in this project. Please provide any related experience these organizations have in public health projects or outreach to your proposed target populations.
The salary cap is for the total, so maybe 3 - 4 staff? Vs. contractors / subs.	We are not sure. Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your specific question.
Do we also submit separate budgets for our sub recipients as well as the overall budget?	We are not sure. Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your specific question.



**Community-Based
Workforce Alliance**

This document contains answers to questions that were fielded during the CBWA HSRA Grant webinar. Unfortunately, members of the CBWA were not able to answer every question asked, and there are many questions for which CBWA members do not know the answer. We encourage all applicants to email cbovaccineoutreach@hsra.gov for definitive answers to your questions. **The answers provided in this document are NOT endorsed by HSRA—they are the CBWA’s best attempt given what we have read of the application.**

You may get to this question eventually, but I'll place it here just in case you don't cover it... In the NOFO it makes reference to the following requirement: To serve people most in need and to comply with federal law, services must be widely accessible. Services must not discriminate on the basis of age, disability, sex, race, color, national origin, or religion. In some instances, failure to provide language assistance services may have the effect of discriminating against people based on their national origin. With this in mind, should we build into the budget funding support for CBO partners in providing language assistance services?	The announcement indicates that funding is to educate and assist individuals in accessing and receiving COVID-19 vaccinations. This includes activities such as conducting face-to-face outreach and reaching out directly to community members to educate them about the vaccine, assisting individuals in making a vaccine appointment, providing resources to find convenient vaccine locations, assisting individuals with transportation or other needs to get to a vaccination site. I would make the case in your narrative and clarify the language diversity/fluency qualifications/skills in the budget narrative that you need to do this work
The justification is the same as the narrative and should clearly describe the use of funds.	Yes, that’s correct. Thank you for your comment, Lorna.
when will the awardees be notified who got the awarded grant?	By July. Notifications will go out over the course of a few days, so there isn’t a single date.
Where do you enter the budget items for partners?	We are not sure. Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your specific question.
If a Nonprofit Org is registered in the US, but wish to go on and perform the COVID-19 vaccination efforts out of country, targeting a very high risk population, could that make them eligible?	Our understanding is that this grant is specifically intended for efforts based in the U.S. You are welcome to request further clarification via cbovaccineoutreach@hsra.gov ..
I see that is 10-15 pages for the narrative however is there a particular font size? Margins? Spacing? requirements	We are not sure. Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your specific question.
Can applicants request less than 1 million dollars?	Yes, please contact cbovaccineoutreach@hsra.gov for additional questions.
How do we get more vaccines? Do we need to put vaccine costs into the budget? or how would we obtain the vaccines?	We are not sure. Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your specific question.
Can an applicant ask for a lower amount than 1 million?	Yes, please contact cbovaccineoutreach@hsra.gov for additional questions regarding budget, eligibility, or content clarification.
Do resumes need to be provided for staff that are already in place?	We are not sure. Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your specific question.
Is the \$1M the floor or the ceiling?	Ceiling

This document contains answers to questions that were fielded during the CBWA HSRA Grant webinar. Unfortunately, members of the CBWA were not able to answer every question asked, and there are many questions for which CBWA members do not know the answer. We encourage all applicants to email cbovaccineoutreach@hsra.gov for definitive answers to your questions. **The answers provided in this document are NOT endorsed by HSRA—they are the CBWA’s best attempt given what we have read of the application.**

Can a subcontractor work with more than one awardee?	We are not sure. Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your specific question.
Is the project Abstract summary Form 2.0 where you find it	We are not sure. Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your specific question.
if we get the award, when does the Grant's activities start, particularly what month?	Per Fraser’s presentation, grant activities are set to start in July 2021.
If the applicant's budget is less than \$1 million, will that count against the proposal??	Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your specific question.
I see that a question was asked and replied to regarding applying for <\$1 million. The reply was yes we can but I thought I just heard that we are asked to request \$1 million. Can you please clarify.	It is strongly encouraged that organizations / groups of organizations submit applications with a total budget of \$1M, but not absolutely mandatory. For further clarification, please contact cbovaccineoutreach@hsra.gov .
If a Nonprofit Org is registered in the US, but wish to go on and perform the COVID-19 vaccination efforts out of country, targeting a very high risk population, could that make them eligible?	Our understanding is that this grant is specifically intended for efforts based in the U.S. You are welcome to request further clarification via cbovaccineoutreach@hsra.gov .
If purchasing Mobile Units and Vans, will the grant cover insurance for these items?	We are not sure. Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your specific question.
If insurance is offered, where should it be listed?	We are not sure. Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your specific question.
Can you please respond to the suggestion that there be an extension to the application deadline....?	I would encourage you to reach out to HSRA directly via support@grants.gov .
We work refugees with disabilities, do we still identify a new group	I’m not sure I fully understand your question, but additional demographic information such as race/ethnicity would be useful to the extent that it is available.
what does SVI mean?	Social Vulnerability Index
Accounting and book keeping expenses is it direct or indirect cost	We are not sure. Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your specific question.
Can you be a CBO but not non profit to be eligible?	The application said a public or private non-profit
When I download the SVI file, I'm not sure what the headers mean. Is there a definition list? For instance, I see E_HU, E_HH,	The data dictionary and headers is available here: https://www.atsdr.cdc.gov/placeandhealth/svi/documentation/SVI_documentation_2018.html

This document contains answers to questions that were fielded during the CBWA HSRA Grant webinar. Unfortunately, members of the CBWA were not able to answer every question asked, and there are many questions for which CBWA members do not know the answer. We encourage all applicants to email cbovaccineoutreach@hsra.gov for definitive answers to your questions. **The answers provided in this document are NOT endorsed by HSRA—they are the CBWA’s best attempt given what we have read of the application.**

Where would we be able to find the step by step guide mentioned?	https://img1.wsimg.com/blobby/go/35bcb6ed-a93b-41a3-9ad9-273bceb67f08/downloads/Using%20the%20Social%20Vulnerability%20IndexWD.pdf?ver=1622656743489
Is a national organization with a network of community-based affiliates eligible to apply?	We are not sure. Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your specific question.
Will ALL of the questions and answers be sent out so that organizations with the same questions can get clarity?	Yes, a copy of the Q&A will be shared following our call. The CBWA and our partners will also be available to address general questions after the webinar. Please direct HSRA-specific questions to cbovaccineoutreach@hsra.gov .
I want to be sure I understand correctly—the budget must add up to \$1,000,000, right? Can't be less?	It is strongly encouraged that the budget total \$1M. This is the "ceiling", and the amount can be less.
We serve four counties and have multiple programs. Can we consider our other programs as partners or must they be external partners?	There is no requirement to work with other orgs, but it is allowed.
Is a partnership necessary or can the grant be pursued alone?	The grant can be pursued alone if all eligibility criteria are met.
What are your expectations in terms of number of community health workers to be hired and expected people to be reached for \$1 million.	We are not sure. Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your specific question.
Will grants be awarded to more than one organization in a state or County	There is no particular stipulation to this end in the NOFO (see here for more details: https://www.grants.gov/web/grants/view-opportunity.html?oppld=333701), but please feel free to reach out to HSRA directly via cbovaccineoutreach@hsra.gov .
How will grant disbursement work? Monthly, quarterly or is it a one time disbursement?	We are not sure. Please contact cbovaccineoutreach@hsra.gov for a more detailed response to your specific question.
How are "small CBO's" defined? is it budget amount?	Thank you for your question, Jessica. In the context in which it was used, "small CBOs" was loosely referenced in a relative sense. There is no specific designation in the HSRA grants.
How do we compensate undocumented CHWs.	Undocumented workers can be paid through gift cards. HSRA does not allow cash payments.
Denise what was the funding source were you referencing in regional across state lines?	This opportunity has already passed.

This document contains answers to questions that were fielded during the CBWA HSRA Grant webinar. Unfortunately, members of the CBWA were not able to answer every question asked, and there are many questions for which CBWA members do not know the answer. We encourage all applicants to email cbovaccineoutreach@hsra.gov for definitive answers to your questions. **The answers provided in this document are NOT endorsed by HSRA—they are the CBWA’s best attempt given what we have read of the application.**

Does this announcement includes Puerto Rico?

Our understanding is that this grant is specifically intended for efforts based in the U.S. You are welcome to request further clarification via cbovaccineoutreach@hsra.gov.