

# Kansas Prevention Collaborative-Problem Gambling Community Initiative Request for Applications

## Questions & Answers

April 21, 2017

Question	Answer
<p>How does this RFA fit a statewide coalition? It's prevention-based and all focused toward local communities. As we are a statewide coalition, most of the requirements in this new RFA process do not pertain to the mission of our organization. Since inception in 1996, KCPG has been the voice of the problem gambler. We fought hard for that 2% fund and it is very frustrating that we now have to fight yet again to get moneys that, via legislation, should belong to the PGAF.</p>	<p><i>The Kansas Prevention Collaborative-Problem Gambling Community Initiative (KPC-PGCI) is intended to develop strategic, data-driven, and effective awareness, education, and prevention approaches for problem gambling and related harms. These efforts should be targeted toward increasing knowledge regarding problem gambling and toward promoting the availability of no-out of pocket cost treatment for problem gamblers and concerned others.</i></p> <p><i>A Statewide Coalition/ Task Force should will conduct a needs assessment and create a plan that focuses on implementing strategies that impact the state of Kansas or even target specific high risk areas; an example may be the tribal casino areas in Northeast Kansas. A statewide coalition would also work to collaborate with the regional taskforces to create synergy and increase the overall awareness across the state.</i></p>
<p>Is KDADS no longer interested in supporting provider trainings? I don't see anything regarding this in the RFA. Will there be another grant supporting education/capacity building for KCGCs? One of our main goals is to bring in nationwide experts for workshops benefitting providers throughout the state. Supporting workforce development is extremely important to maintain the current KCGCs and attract new ones.</p>	<p><i>During the initial months of this award the grantee will conduct a needs assessment and create strategic action plans based on the results of the needs assessment. The focus of the action plan should be geared toward creating awareness and providing education, as well as promoting no out of pocket cost treatment.</i></p>
<p>Do we need to budget anything for the support identified on page 3?</p>	<p><i>Technological supports, learning processes, technical assistance, direct consultation, and other resources, grantees will be supported through each of the five steps of the Strategic Prevention Framework (SPF) by KDADS and partners of the KPC through receiving the grant award at no cost.</i></p> <p><i>An applicant may choose to include in their budget items that facilitate participation in virtual TA such as headsets and other technological equipment.</i></p>

<p>Can funds be used to purchase food to engage stakeholders?</p>	<p><i>Funding may <b>not</b> be utilized to:</i></p> <ol style="list-style-type: none"> <li><i>1. Fund political advertisements or costs associated with lobbying</i></li> <li><i>2. Solely promote an agency, coalition, and/or community</i></li> </ol> <p><i>Food would be an allowable expense.</i></p>
<p>Can you clarify if the funding limit of \$38,000 is for planning only and if the implementation budget will be above and beyond the \$38,000 limit?</p>	<p><i>This is a five (5) year process. During year one of the award (July 1, 2017-June 30, 2018) it is anticipated that market region awards will be <b>no more than \$38,000</b> and an award for a statewide coalition/taskforce will be made for <b>no more than \$18,000</b>. Actual awards will vary based on appropriateness of budget, comprehensiveness of strategies, and actual travel expenses (mileage, lodging, and per diem) from the target community for required grant activity.</i></p> <p><i>No more than \$38,000 per region and \$18,000 for the statewide coalition will be awarded during year one; this includes both planning and implementation</i></p>
<p>Are there any expectations that there are awareness and education activities during the planning phase?</p>	<p><i>Applicants should complete the planning process prior to implementing comprehensive awareness and education activities, however if smaller scale projects awareness efforts can be implemented concurrently and should be reflected in the budget and a complete justification provided.</i></p>
<p>For budget purposes, how many Prevention Works meetings take place annually and where are they held?</p>	<p><i>Travel to statewide coalition meetings (PreventionWorkKS) may be included in the budget. Meetings will take place once each quarter/ four times/year. Exact locations have not yet been determined but are likely to be Topeka, Wichita, and Salina. If travel costs need to be revised during the grant, a budget adjustment may be requested.</i></p>
<p>For budget purposes, how many training and technical assistance opportunities do we need to plan for?</p>	<p><i>Task forces/coalitions will be required to participate in up to two (2) required trainings. Applicants are also encouraged to budget for attendance at PreventionWorkKS meetings.</i></p>

<p>Is there a recommendation or expectation regarding the amount of staff time that should be allocated to the planning process?</p>	<p><i>Individual applicants should determine their budgets for the planning period by considering the following:</i></p> <ol style="list-style-type: none"> <li><i>1. The need for a mobilize/project coordinator and staffing necessary for successful completion of the planning process and all required deliverables and reporting</i></li> <li><i>2. Travel to trainings, meetings, and other KPC events</i></li> <li><i>3. Supplies and technology that may be needed to complete the work</i></li> <li><i>4. Activities that increase capacity, readiness, or strengthen evaluation, as well as opportunities that will engage the coalition/taskforce members and other community stakeholders</i></li> </ol>
<p>Are there resources for evidenced based problem gambling awareness and education programs?</p>	<p><i>There are promising programs available for problem gambling. Promising prevention programs may not have had formal evaluations or research backgrounds, though they have either been reviewed and endorsed by a government jurisdiction and/or are widely cited as gambling prevention programs. The risk factors listed with each program were provided by program developers based on curricula and descriptions. In the RFP, beginning on page 10, there a list of CSAP Core Strategies adapted to problem gambling. Task forces/coalitions are encouraged to use these when doing their prevention work. Also, making data driven decisions and focusing on risk and protective factors to drive work as per the Strategic Prevention Framework are essential.</i></p> <p><i>Further technical assistance around programs, media, data, and other resources available will be provided by KDADS and the KPC partners during the planning phase to help determine appropriate strategies.</i></p>
<p>Safe Streets is working on applying for the problem gambling prevention grant. My question is on Attachment A (applicant information) part E where it asks for fiscal agent. Should we provide of information for Partners for Wichita, Inc. (our fiscal agent) or our banking information?</p>	<p><i>Under section E of Attachment A, you would include your fiscal agent information and not your banking information.</i></p>
<p>May we still allocate some funding in our proposals to cover expenses for a few of our members to attend the National and Midwest conferences on Problem Gambling, as a means to keep us informed?</p>	<p><i>Yes, travel expense to the Midwest Conference can be included—we are limiting attendance to two individuals per taskforce/coalition. Those costs should be included and justified in the budget.</i></p>

<p>Will only one grant be issued for each region, or might multiple grants be issued?</p>	<p><i>At this time we have planned to award one grant per region—we encourage collaboration within regions whenever possible.</i></p>
<p>Who reviews the proposals &amp; decides on who receives a grant?</p>	<p><i>KDADS is committed to ensuring a fair and equitable process for awarding grants. Eligible applications will be evaluated, scored, and rated by a peer review process. Peer review is the process by which competitive discretionary grant applications are evaluated by internal reviewers. Peer reviewers evaluate applications to make sure the information presented is reasonable, understandable, measurable, and achievable, as well as consistent with program or legislative requirements as stated in the solicitation. KDADS leadership uses the peer review summaries as guidance when selecting applicants for awards. The peer reviewers' ratings serve as a basis for recommending whether to consider an application for funding. Peer review evaluations are advisory only and KDADS Secretary has final determination in the selection of grantees. KDADS Secretary approval is final with no appeal or grievance rights. In addition to peer review ratings, considerations may include, but are not limited to, underserved populations, strategic priorities, past performance, geographic balance, and available funding.</i></p>
<p>Can stipends still be offered for interns, rather than paying salaries as if we had employees? We are an all-volunteer Task Force and do not have employees.</p>	<p><i>Stipends are an allowable expense and can be included in the budget.</i></p>

<p>If our Task Force current fiscal agent receives funding from the state for their business will they have to submit the Dun's number and the Tax Clearance Certificate?</p>	<p><i>Yes- Applicants are required to have a DUNS number at time of submission of funding proposal. This number is a unique nine-digit identification number provided by Dun &amp; Bradstreet. It may be obtained at no cost at the following website: <a href="http://www.fedgov.dnb.com/webform">www.fedgov.dnb.com/webform</a> or by calling 866-705-5711. Verification of the DUNS number must be submitted as part of the funding proposal. Applicants must also obtain a state of Kansas Tax Clearance; a "Tax Clearance" is a comprehensive tax account review to determine and ensure that the account is compliant with all primary Kansas Tax Laws administered by the Kansas Department of Revenue (KDOR) Director of Taxation. Information pertaining to a Tax Clearance is subject to change(s), which may arise as a result of a State Tax Audit, Federal Revenue Agent Report, or other lawful adjustment(s). If the fiscal agent already has a DUNS number that must be submitted with the application; certificates of Tax Clearance expire after 30 days so a new tax clearance will be required and should also be submitted with the application, (See Application Checklist)</i></p>
<p>Are there any restrictions on the number of active Task Force members that can receive stipends to attend the Midwest Problem Gambling conference?</p>	<p><i>A maximum of 2 participants per conference, per coalition/ task force may be budgeted for.</i></p>
<p>Please give additional explanations for the budget category: Implementation Estimate.</p>	<p><i>Up to nine months of the award will be dedicated to conducting a needs assessment, readiness and capacity assessments and developing strategic action plans. Applicants should provide a detailed budget for all costs associated with this planning period. The Implementation Estimate should reflect an estimate of what an applicant expects to spend on implementation of their strategic action plans; since action plans are not yet defined we are asking applicants to provide an estimate for this line item. Once strategic action plans have been developed and approved the grantee will be required to provide a line item detailed budget for the implementation phase of the award.</i></p>
<p>The language in the RFP appears to be related specifically for community level/regional coalition work. What roles and actions do you propose for a statewide coalition?</p>	<p><i>See the answer provided above.</i></p>

<p>Does KDADS have a list of evidence-based strategies for problem gambling that align with the six core strategies since most of the RFP related to regional coalitions?</p>	<p><i>See the answer provided above.</i></p>
<p>Is KDADS no longer interested in a statewide problem gambling coalition such as the current Coalition on Problem Gambling to provide workforce development services to the state?</p>	<p><i>During the initial months of this award the grantee will conduct a needs assessment and create a strategic action plan based on the results of the needs assessment. The focus of the action plan should be geared toward creating awareness and providing education, as well as promoting no out of pocket cost treatment.</i></p>
<p>Is a statewide coalition expected to now develop a statewide plan for problem gambling prevention?</p>	<p><i>No—the grantee will not develop a statewide problem gambling prevention plan; the grantee will instead be expected to create strategic action plans based on the results of a needs assessment, readiness and capacity assessments. Those action plans will include strategies to target, for example, a high need population, or region, or other specific approaches as deemed necessary once the assessment and planning have been completed.</i></p> <p><i>The Governor’s Behavioral Health Planning Council, Prevention Sub-Committee is working to develop a comprehensive behavioral health prevention plan and may consult with the regional taskforces/coalitions and the statewide coalition in creating the broader plan.</i></p>
<p>If the purpose of this RFP is only prevention, will the state be providing other funding opportunities for workforce development for those in the field who are providing services to problem gamblers?</p>	<p><i>The purpose of this RFP is to develop strategic data-driven and effective <b>awareness, education, and prevention</b> approaches for problem gambling and related harms. Other opportunities have yet to be developed.</i></p>