

**RFA 002-Vaccine Outreach 2021-NPS
Official Questions and Answers**

All questions should be directed to the RFA Authorized Contact Person:
Natasha.Ponczek@austintexas.gov or in the Partnergrants database by no later than January 6 at 12 PM CST.

Last Update by NPS: 1/6/2020 12 PM CST

	Questions	Answers
1	Where is the actual RFA package posted?	The RFA package is posted on the website: https://www.austintexas.gov/article/rfa-002-covid19-vaccine-outreach-2020-nps
2	Can you share more details on the difference between Deliverable vs. Reimbursement-based?	Deliverable Agreement- An Agreement where an agency is reimbursed for a report or product that must be delivered to the City by the grantee (or by the Subgrantee to the Grantee) to satisfy contractual requirements. It can include goods or finished works, documentation of services provided or activities undertaken, and/or other related documentation. Agencies submit documentation of activities completed on a schedule and are compensated a predetermined amount on that schedule. This is instead of submitting a General Ledger detail like in a reimbursement-based agreement. Please look at the Vaccine Outreach sample SOW for an idea of what those deliverables might be. That can be found in the RFA packet.
3	Could you elaborate on the definitions of examples of evidence based and/or grass roots approaches as defined by APH?	Evidence based interventions (EBI) means activities that are proven effective to some degree through outcome evaluation. These methodologies already exist and must be supported by some evaluation process. Grass roots is about mobilization, using community boots-on-the-ground campaigning that mobilizes individuals and communities to take action to influence an outcome. You may already be using these practices in your work, so make sure to reference the source of your EBI in your application.
4	Could you elaborate on how the preference for organizations not contracting with APH and with operating budgets under \$750,000 will factor into the grantmaking decision?	If there are two organizations with strong applications, the preference will go to the organization that fits these criteria. It is not ruling any organizations out, but grass roots and small agencies are encouraged to apply. APH wants to make sure the City is awarding

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		funding to agencies with the experience to provide the work being asked for.
5	Will the presentation be shared?	Yes, there will be a PDF of this PowerPoint on the APH Competitions site and Partnergrants.
6	Are organizations already contracting with APH automatically disqualified?	No, they are not disqualified. The intent of the preference is to seek services from community champions able to reach the most vulnerable populations.
7	Will we need to submit a financial report for \$25K or is it awarded up front? So no financial report?	All the funding will not be awarded up front. There will be interim deliverables submitted throughout so that funding can be paid out. APH may require a final report that will document how the full amount of funding has been spent. There will be a deliverables table to tell you how the funds will be paid out over the contract term for specific documentation. Please look at the Vaccine Outreach sample SOW for an idea of what those deliverables might be.
8	To the above question on organizations who have contracted with APH in the past or currently - if an applicant who has not received funding from APH is collaborating or working with an organization who has contracted with APH, is that detrimental or beneficial to the new funding applicant?	We cannot say if it is detrimental or beneficial. It is just a preference in the case of applications of equal quality.
9	Have any of these contracts already been awarded administratively?	No. The full \$100,000 will be awarded through this solicitation process.
10	This being a deliverable based contract, will APH still require general ledger information?	This is still to be decided. We will negotiate the details of the scope of work upon contract award.
11	Per the RFA:"Austin Public Health anticipates awarding up to four Agreements at \$25,000 each" - to clarify you are anticipating four different organizations?	We are seeking to fund four different contracts/agreements. That could equate to four different organizations.
12	Is this a process that is going to go through the Equity Office?	No, APH will be hosting this process.
13	How will APH be supporting the grass roots efforts that have not previously contracted with the City but have been working for a long time in the community?	The intent of these smaller grant amounts is to more easily support smaller grass roots organizations. If you qualify to register as a City vendor, please apply. Agencies with trust of the community are encouraged to apply.

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14	Regarding the goals in Part III. - Is it okay to list the salient number in the grant application (individual touch points) as one number but explain in the narrative that the actual reach will be greater?	While we can't give you specific response to your particular program design and performance measurement, if you have any clarifications or explanations for the goals in Part III. you can add that to your narrative answer to Question 7. Detail the systems and capacity your organization has to track and report program reach (unduplicated client count, zip code, demographic data, etc.). There is no narrative option for Part III. Goals section.
15	Could you define touchpoints and provide examples?	Regarding "touchpoints" please submit a number of individuals in the community you are reaching with your outreach efforts, not the number of outreach efforts/emails/social media posts you are making. So instead of 1 email sent to a list serve, you would say # of persons on the email list that would receive the emails. Or you would compile the number of people who are reaching your website. And you need to compile the number of individuals you are reaching with all of your efforts into one numeric goal to answer the Part III. Goal.
16	In the RFA instructions when it says to answer questions and upload one required attachment, is the attachment it is referencing the "Offer Sheet" or is it something else?	There are two required attachments for this RFA. 1) Offer Sheet separate from the application in Partnergrants 2) IRS Form 990 within the application form itself