



STATE OF TENNESSEE
DEPARTMENT OF HEALTH

**REQUEST FOR APPLICATION # 34352-00823
AMENDMENT # 1
FOR COUNTY HEALTH COUNCIL COLLABORATIVE
ACTION FOR RESILIENCE AND EQUITY (CARE)
GRANTS FUNDING OPPORTUNITY**

DATE: MAY 12, 2022

RFA # 34352-00823 IS AMENDED AS FOLLOWS:

1. This RFA Schedule of Events updates and confirms scheduled RFA dates. Any event, time, or date containing revised or new text is highlighted.

EVENT	TIME (Central Time)	DATE (all dates are state business days)
1. RFA issued		CONFIRMED
2. Letter of Intent teleconference	10:00 a.m.	CONFIRMED
3. Written "Questions & Comments" Deadline	2:00 p.m.	CONFIRMED
4. State response to Written "Questions and Comments"		May 12, 2022
5. Deadline for Applications	2:00 p.m.	May 31, 2022
6. Evaluation Notice released		June 10, 2022
7. Effective start date of contract		July 1, 2022

2. State responses to questions and comments in the table below amend and clarify this RFA.

Any restatement of RFA text in the Question/Comment column shall NOT be construed as a change in the actual wording of the RFA document.

QUESTION / COMMENT	STATE RESPONSE
1 Is there a page limit for the application?	No, there is no page limit for the application.
2 Does our Health Council need to submit our CHA and prioritized needs/strategic issues to the program staff to be	The application does require that applicants submit their CHA priorities with the application and not to program staff since this is an open competitive process.

QUESTION / COMMENT	STATE RESPONSE
considered eligible for the funding announcement?	
3 Is it permissible for TDH employees to assist with project planning and/or the applications prepared by the Health Councils who apply for this?	<p>Yes, TDH local and regional staff are allowed to assist with application preparation.</p> <p>It is also expected that this application and the work of funded projects be the work of Health Council members, not TDH staff. The goal of this grant is for Health Council members to take the lead in identifying priorities, crafting a plan, completing the application, and executing the project implementation. While TDH staff may assist – and some may have experience with grant writing – Health Council members should lead the process.</p>
4 Can state employees assist the health councils with their application?	Please see the response to question #3.
5 If we apply for funding for a specific project in May 2022 and need funds for another project (targeting a different priority) after July 1 st , can we apply for more funding?	No. You cannot apply for more funding.
6 Our health council is not a 501(c)3. Would our local health department be eligible to receive the funds? Or do we need to partners with an outside 501(c)3 agency to receive funds?	<p>A local health department could partner with your Health Council to support this project or a 501(c)3 agency. You would need to be mindful of the following:</p> <ul style="list-style-type: none"> - Does the Agency/Department have the staff available to perform tasks related to the grant? - Does the Agency/Department have cash available to pay up front for monthly project expenses and then be reimbursed monthly by the State? - If the Agency/Department is receiving the funds, are the Health Council members actively involved in leading the project. Remember that the expectation is that this should be a Health Council-led project. <p>Remember that if your Health Council is using a fiscal sponsor, the fiscal sponsor will be the applicant for the CARE Grant, but the expectation is that the Health Council and its partners – not the fiscal sponsor – will be the individuals carrying out the project.</p> <p>If you work with a fiscal sponsor agency, sign an agreement with them dictating the terms of your relationship so that you are clear on roles and responsibilities as you enter the project together.</p>
7 Was the teleconference recorded?	<p>The recording can be found at the following link:</p> <p>RFA 34352-00823 Teleconference-20220429 1800-1</p>
8 Can we get a copy of the CHA Priorities Template?	Yes! The template is attached.
9 Our health council has not written our CHIP from this most recent CHA process, but has identified the needs for our community. The health council will begin the CHIP writing process in May 2022. Will the lack of a completed CHIP document by the May 31 application deadline, cause us to submit a non-competitive application?	No, not having completed your CHIP document does not make you ineligible for this funding. The application and project are an opportunity for your Health Council to make progress on the details of your CHIP – designing a project based off of the CHA priorities.

QUESTION / COMMENT	STATE RESPONSE
10 Can we do more than one project or location? For instance, can we do the walking track and the garden? It would be with the same fiscal sponsor and address the same priority.	Yes, if your plan to address a priority identified in your CHA involves more than one project or strategy, you may apply for funding to complete both projects in the same application. It could be decided to fund one or all of the projects you apply for.
11 Are purchases of incentives to promote participation in health programming eligible? (For example, water bottles, gift cards, scales, etc.)?	No. Incentives are not eligible under this funding opportunity.
12 Will this funding be distributed through a reimbursement process or will the fiscal agent receive funds as a lump sum when awarded?	This is a cost reimbursement grant. Please review the Sample Grant Contract posted with this funding opportunity.

3. **RFA Amendment Effective Date.** The revisions set forth herein shall be effective upon release. All other terms and conditions of this RFA not expressly amended herein shall remain in full force and effect.

Worksheet	4.2 Identify Priority Objectives and Tactics
County	
Meeting Date	
Meeting Location	

The purpose of this worksheet is to identify potential objectives and tactics for addressing the priority you have chosen. Use this in conjunction with the [Vital Sign Actions Selection Tool](#) to identify potential Vital Sign Actions or other strategies that the Health Council may incorporate into an action planning document.

The Priority we have chosen is: _____

As a group, please answer the following questions...

1. In three years, we will know that efforts to address *(insert priority here)* have been successful if...
(What is it we are trying to move? Consider assets and the populations most at risk.)

2. What are possible ways for us to achieve our goal? (Think broadly, dream big, brainstorm and list as many as you like.) i.e. Target middle school students with vaping/juuling prevention education.

3. What are specific tactics that might help us achieve our goal? (The Vital Sign Action selection tool is available to assist with this step.)
i.e. Implement the CATCH My Breath E-Cigarette and Juul Prevention Program from Youth Nicotine VSA

4. Select three tactics from above which are most likely to help us achieve our goal.
 - a.

 - b.

 - c.