Bureau of Justice Assistance's
Comprehensive Opioid Abuse Program

Partnerships to Support Data-driven Responses to Emerging Drug Threats Grant

Frequently Asked Questions

Below are the questions and answers submitted related to the solicitation. As noted in the solicitation, if you have further questions, please contact the Institute for Intergovernmental Research at COAP@iir.com.

The solicitation and additional information are accessible at: https://coapresources.org/ItemsOfInterest/FundingOpportunities.

Q: If we have a current 2018 COAP grant for reaching out to overdose survivors and families, does this disqualify us from receiving funding for a different project to address emerging threats?

A: Current COAP grantees are eligible to apply if you otherwise meet the eligibility criteria, which are:

- Applicants are limited to units of local government and federally recognized Indian tribal governments.
- All recipients and subrecipients (including any for-profit organization) must forgo any profit or management fee.
- Current COAP training and technical assistance grantees, their contractors, and consultants are ineligible to apply for this award.

Q: Our established opioid task force would want to allocate the funds for procuring a recovery program across our detention systems. Would this be an allowable grant activity, and, if yes, would we need to have this program exist across multiple counties? As it exists currently, some of our counties are using inmate welfare funds to create recovery programs, and we would like to work with those facilities in expanding these programs.

A: The intent of the Partnerships to Support Data-driven Responses to Emerging Drug Threats solicitation is for public health and public safety stakeholders to adopt a shared goal of building partnerships that guide data analysis activities and response planning. All stakeholders are expected to be accountable for implementation and for identifying short- and long-term goals based on the data analysis. Successful applicants must convene stakeholders to collect and examine data to determine what types of interventions and responses are appropriate. Applicants should not predetermine what interventions will be employed prior to engaging in the planning phase of the project or knowing the results of the data analysis.

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Q: Is it possible to have the project coordinator position filled by an organization that is part of the project team but is not employed as the lead applicant?

A: Yes, it is possible to have the project coordinator position filled by other than the lead applicant.

Q: Can the lead or co-lead agency be a not-for-profit if a local health department is applying/partnering with the agency?

A: Yes, the lead or co-agency may be a not-for-profit if partnering with a local agency.

Q: Can the program manager be from a not-for-profit (if it is not the lead government agency)? Does it carry any weight or preference given?

A: Yes. Your capacity to explain what is best for your community—particularly as it relates to data analytics—will shape how it is viewed.

Q: Can vehicles be purchased with grant funds?

A: No, vehicles cannot be purchased with grant funds.

Q: Are you going to try to select small-, medium-, and large-sized jurisdictions? Beyond the quality of applications, how will you diversify the six sites?

A: The application review process does not include jurisdiction size and/or urbanicity. Applications will be peer-reviewed based on the scoring criteria in the solicitations.

Q: Are current COAP grantees for Category 6 eligible to apply?

A: Current COAP grantees are eligible to apply.

Q: Can the coordinator be part-time, so long as 100 percent of his or her time is devoted to the grant?

A: We envision that the coordinator will be full-time. You may articulate why this is not feasible for your project if that is the case. But we strongly recommend a full-time coordinator.

Q: Can the coordinator's role be split between two people, each giving 50 percent time, or a similar breakdown (i.e., one administrative assistant and one mid-level official who is the go-to for the BJA and leads group meetings)?

A: Ideally, the coordinator will be one full-time person. You may articulate why this is not feasible for your project in your application.

Q: Is it anticipated that, during the implementation phase, the responses that were identified through the data will be implemented? Or, will they begin to be implemented?

A: During the planning phase, you will have time to work through these issues and revise any timelines that need to be revised. It is possible that some of your strategies will take longer than others to implement.

Q: How many additional staff members are allowed above and beyond the full-time position? Can there be support to a supervisor of the full-time position?

A: After your planning phase, you will be able to revise your budget based on your activities. Until you know your full project plan, it is hard to know what will make sense in terms of staffing.

Q: Do the six staff members have to be employed by the applicant agency, OR can the six persons be part of the larger team?

A: The six staff members should be a diverse group of people from separate agencies.

Q: To be clear, the six members are traveling three separate times, and this expense must be included in the $100,000 budget, correct?

A: You should budget only for the first trip in the $100,000 planning budget. The balance of the trips will be in your final budget.

Q: Is USC 1373 sign-off required either in the certifications or upon award?

A: There is no USC 1373 sign-off requirement.

Q: If the state is applying for the ODMAP grant, will that be a consideration for a local government entity applying for this grant?

A: The applications will be reviewed and scored separately; however, you should indicate the connections and coordination across projects in your applications.

Q: Do you anticipate the collection and coordination of real-time data as part of the planning phase or the implementation phase?

A: The applicant should determine which phase or phases this will occur in. Changes to data collection protocols to accommodate needs may be budgeted in the planning phase for some applicants, while others with a robust collection protocol may not need to include this until implementation.

Q: Is there a statement of assurances form to sign, or should we create our own statement on our letterhead?

A: You will need to create your own statement on agency letterhead based on the requirements outlined on page 8 of the grant overview document.

Q: Do the six staff members attending the face-to-face meetings need to attend all three meetings? Do the three staff members attending the national meetings need to attend both meetings?

A: You should plan to have the same people attend unless there is a compelling reason not to.

Q: Do we need to have six staff members attend three face-to-face meetings in Washington, DC, or are we reimbursed up to six staff members?

A: Six staff members must attend three face-to-face meetings in Washington, DC. All expenditures are on a reimbursement basis.

Q: Do we need to have three staff members attend the two national meetings in Washington, DC, or are we reimbursed up to three staff members?

A: Three staff members must attend the two national meetings in Washington, DC. All expenditures are on a reimbursement basis.

Q: Will there be a registration fee for the Washington, DC, meetings? If yes, how much will it be per individual?

A: There will not be a registration fee for any required meetings.

Q: Can we provide ground transportation/ mileage reimbursement for other department representatives to attend executive leadership group, data-focused workgroup, and stakeholder group meetings if they are not written into the personnel or contractual budget line items?

A: You may reimburse travel costs for other than personnel or contractors included in the budget for the purpose of meeting attendance.

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Q: Can we add supplies to the planning phase budget?

A: Yes, supplies are allowable costs in the planning phase.

Q: Can food and nonalcoholic drinks for group meetings be written into the budget?

A: Food and drinks are not allowable costs. For questions pertaining to budget and examples of allowable and unallowable costs, see the DOJ Grants Financial Guide at https://ojp.gov/financialguide/DOJ/index.htm.

Q: We are a local health department that covers four small counties. Can we apply to convene a robust partnership across all four counties, the District Health Department jurisdiction, and be considered one community for this opportunity? Or do we have to choose just one county to apply for?

A: We designed the solicitation to be extremely flexible to meet communities where they are. If a regional approach is the best fit for your communities, then by all means, please apply as a region. The tricky part for you would be navigating the other required partners if they do not span the entire region. For example, if you have a different sheriff in each county or a different treatment partner in each county, it is worth considering that piece of it. I suspect you could talk about your health district as a whole, but we defer to you on how you want to present your information. You are welcome to choose either approach.

Q: What exactly is a nonresearch agency staff member on the chart on pages 17–20?

A: Nonresearch agency staff members are members on staff whose primary roles are not data analyst, research, or epidemiologist. For example, a law enforcement first responder may be responsible for collecting certain information as part of his or her routine tasks that contributes to the data set that will be used for this opportunity.

Q: We are looking to budget for an analyst who could help pull data from many of the agencies listed on the chart. However, we are a bit confused by the chart. We do not know whether it is asking for a budgeted staff member for EACH agency or whether we can indicate that we have budgeted to provide support for this activity through the grant for multiple agencies if we are only looking to fund one position.

A: The chart seeks to clarify which resources are available for data collection and analysis. For each agency, what is the resource level available for this purpose? If one analyst will be performing this function across multiple agencies, you may denote which agencies this analyst will be working with under the following option: "We budgeted to provide support for this activity through the grant."

Q: For the project timeline, do we speak only to the planning phase (09/01/2019–02/29/2020) or to the planning and implementation phase (09/01/2019–08/31/2021)?

A: The timeline should include details for both the planning and the implementation phases, realizing that much of the implementation phase is dependent on outcomes of the planning phase. The implementation phase has fewer specific details than the planning phase.

Q: Do we include Medicaid funding or funding from SAMHSA through the state for treatment in the "Related Project Funding" section?

A: Formula-based funding from the state or federal government, such as Medicaid or SAMHSA treatment funds, does not need to be included. You should include funding that would support the data work, the partnership, or, potentially, some of the implementation strategies that emerge.

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Q: Are the data referred to in question 10 to be collected during the planning phase? We have lots of data, but much of it is not real-time. Is it fair to say that the implementation is partially about building more access to real-time data? Or are you looking for us to have all of that lined up during planning?

A: In the planning phase, we expect you to have identified and worked through how to get real-time data, with the intent that you will begin collecting it in implementation.

Q: Is fee/profit allowed for subcontractors providing routine services under this proposed grant?

A: Partners may be included in a project, but a for-profit company must agree to forego profit if it is a partner receiving grant funds.

Q: Are we able to submit an appendix or attachment of sorts with our application? For example, we have developed a strategic map from an existing workgroup that we discuss in answering question 3 and would like to include. Would that be accepted, or do we need to provide a narrative describing the strategic map instead?

A: Please include the details about existing strategic plans and initiatives in your narrative, along with how your proposed initiative aligns with them. You may provide additional documentation as an attachment.

Q: Is there a name and address for our letters of commitment?

A: Letters of commitment should be addressed to the review committee (no address needed).

Visit the COAP Resource Center at **www.coapresources.org.**

About BJA

BJA helps to make American communities safer by strengthening the nation's criminal justice system. Its grants, training and technical assistance, and policy development services provide state, local, and tribal governments with the cutting-edge tools and best practices they need to reduce violent and drug-related crime, support law enforcement, and combat victimization. To learn more about BJA, visit www.bja.gov, or follow us on Facebook (www.facebook.com/DOJBJA) and Twitter (@DOJBJA). BJA is part of the U.S. Department of Justice's Office of Justice Programs.