

**2015-2017 MHI
Questions & Answers**

January 16, 2015

1. Do I need to submit a work plan?

No, a work plan is not a required component of an application. Per the RFA, work plans for awarded projects will be developed by the grantee project director, OHDHE statewide evaluator, and OHDHE project officer between April 1 and June 30.

2. Do I need to submit a budget justification?

No, a budget justification is not a required component of an application. Per the RFA, detailed budgets and budget justifications for awarded projects will be developed by the grantee project director, OHDHE statewide evaluator, and OHDHE project officer between April 1 and June 30.

3. Do I have to use the forms provided, or can I use another format?

Per page 11-12 of the RFA, the application is to be submitted in the format specified, including the forms provided. The forms are available as a separate Word document at <http://www.dhhs.ne.gov/healthdisparities>.

4. Why must we submit the application in Word? Can we not use Adobe?

The application is used as the basis for a number of other documents once awards are determined, so everything must be submitted in Word. You may also submit a copy of your application in Adobe, if you wish, but one copy must be in Word, per the RFA.

5. I am a current grantee – I have an existing MHI-funded project. Do I only need to answer question 6 on page 13?

No. Applications from organizations that have a 2013-2015 MHI award need to answer question 6 (page 13) in addition to the others.

6. Do I have to choose from the strategies and performance measures in Attachment A? Can I pick something else?

You must choose one or more strategy from Attachment A, but you may also choose other strategies that are not listed in that document. If you choose something not included in Attachment A, you must justify it by completing and submitting a *Request for Approval of Strategy as Evidence-based* form for each strategy not on the list in Attachment A.

7. Will you provide some examples of selections of strategies and performance measures? Can we focus a project on more than one strategic area?

You can choose more than one strategy. We caution you to ensure the selected strategies align with performance measures as a group, and the project priority(ies) chosen. As we work with funded projects to develop work plans, budget justifications, and evaluation plans, this will also be addressed.

Example A: If you are applying for \$71,000, you will need to choose one or more strategy; and 3 short-term, 2 intermediate-, and 1 long-term performance measures; per the table on page 3 of the RFA. From Attachment A, you could choose Strategy 4; Short-term measures S11, S12, and S14; Intermediate measures I13 and I17, and Long-term measure L13.

Example B: If you are applying for \$300,000, you will need to choose one or more strategy; and 6 short-, 2 intermediate, and 2 long-term performance measures. From Attachment A, you could choose strategies 3 and 6; Short-term measures S8, S9, S17, S18, S19, and S21; Intermediate measures I8 and I15, and Long-term measures L7 and L11.

8. Is there a cutoff date for questions?

Questions may be submitted to dhhs.minorityhealth@nebraska.gov through the application due date, and they will be answered within 2 business days of receipt, per the RFA. We will answer questions through 5:00 pm CT on February 13, 2015. We encourage applicants to ask their questions early, to ensure enough time to integrate responses into application materials.