

Responses to RFP Questions

1. Will the statewide evaluation involve tracking the BMI of kids, use surveys to gather data, or will we be on our own if we want to report this kind of data for groups?

The applicants are responsible for providing the indicators and suggested method of collecting evaluation data. MDCH will also provide assistance on the evaluation program for each funded applicant.

2. Can you estimate how many awards will be given out through this funding?

Approximately 10 awards will be provided from this funding.

3. Environmental Enhancement examples include things like "garden equipment", bicycle racks, playground structures, etc. yet under the Budget Justification, equipment is not allowable under the grant. We would like a major focus of our proposal to be a set of bicycles and safety equipment that would rotate to different afterschool programs in our organization for use on site. Would this be allowable?

Bicycles and safety equipment would be an allowable expense when used for physical activity and education; however, computers, cell phones, and Wi-Fi types of equipment and services will not be funded.

4. Would materials to build a portable bike rack (a trailer with space to secure, transport, and protect the bikes mentioned above) be allowable? The actual construction of the trailer would be an in-kind contribution of the local Career and Technical Education Center.

Purchasing materials to build a portable bicycle rack would be an allowable expense. It is recommended that applicants justify the need and the relation of how it will increase physical activity of youth.

5. Our afterschool point of service staff wages are handled through PCMI, a 3rd party contractor that handles HR and payroll. Would we list them in the budget detail as salaries and wages, since they are under our direct supervision, or would they be considered "contractual"?

Staff who are not employees of the applicant's organization should be listed as contractors.

6. Would student transportation to/from the program (for students added to the program as a result of the grant) be included under Travel, Contractual, or Other?

Travel provided by the applicant's organization should be listed as travel expense. If the applicant is going to contract the transportation to another organization, list the expense under contractual.

7. Under letters of support, it states that if you are a community org, you need a letter of support from the school district you will be working with. Do you want a letter from the entire district (superintendent) or letters for the specific schools you are proposing to work with?

Community organizations can obtain a letter listing all schools that will be served from the school district's superintendent or the community organizations can obtain a letter from the principal at each building.

8. Can programming be 2 nutrition based or 2 activity based or does it have to be a minimum of one of each?

The program (s) proposed must include a minimum of one physical activity program and one nutrition education program.

9. If it is a rural school requesting funds with about 400 students, what minimum number of participants would be recommended (expected) to be considered for award?

There is not a minimum number of participants that is required for this application.

10. If the school already does Girls on the Run, can it be counted if the program needs support or does it have to be strictly new programming?

It is allowable for an applicant to propose enhancing and expanding a current program.

11. Because the physical activity programming can include clubs/sports – is there a minimum timeline (number of sessions or weeks required per club/sport)?

It is recommended that programming of one or various types be provided the majority of the school year and/or summer schedule.

12. Please define a “moderate” amount of environmental enhancements; is there a top dollar amount that can be used for enhancements?

The amount proposed for environmental enhancements should be proportionate to the entire proposal and programming. There is not a maximum amount listed in the Request for Proposal.

13. Can support staff include program facilitators, teachers, administrative oversight of the grant? Are there any restrictions related to staffing?

Yes, a variety of staff can be included in the proposal. All staff listed should be essential to the physical activity and nutrition education programs. There are no restrictions for staffing.

14. If a school district is applying, do you recommend support letters from area agencies, health department, hospital, community groups, etc.?

If a local school district is the applicant, letters of support from all partners providing services to the proposed programs should be attached to the application. These

letters should specify what the partnering organizations will be providing for the programming.

15. Is there a required font/type/line spacing for the grant application? Is there a maximum number of pages for any of the areas?

The proposal should be in a readable font. The application should be completed in full and additional pages are not allowed.

16. Is paying someone to help write the grant an allowable expense under the grant?

Awards will not provide funding to organizations for their time in preparing and submitting the application.

17. Is there a maximum allowable for administrative support?

Yes, a variety of staff can be included in the proposal. All staff listed should be essential to the physical activity and nutrition education programs. There are no restrictions for staffing.