



Technical Assistance Session – Building Community Capacity for Equitable COVID-19 Recovery

Date of event: 8/10/23 @ 4:00p.m.

Department of Health website: [Building Community Capacity for Equitable COVID-19 Recovery](#)

Funding Restrictions and Limitations:

1. OT21-2103 CDC Health Disparities Grant Restrictions and Limitations:

- a) Recipients may not use fund for research.
- b) Recipients may not use funds for clinical care except as allowed by law.
- c) Recipients may use funds only for reasonable program purposes, including personnel, travel, supplies, and services.
- d) Generally, recipients may not use funds to purchase furniture or equipment. Any such proposed spending must be clearly identified in the budget and receive approval by DOH and the Centers for Disease Control and Prevention (CDC). CDC defines equipment as tangible non- expendable personal property (including exempt property) charged directly to an award having a useful life of more than one year AND an acquisition cost of \$5,000 or more per unit.
- e) Reimbursement of contract pre-award costs generally is not allowed.
- f) Other than for normal and recognized executive-legislative relationships, no funds may be used for:
 - i. Publicity or propaganda purposes, for the preparation, distribution, or use of any material designed to support or defeat the enactment of legislation before any legislative body
 - ii. The salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before any legislative body
 - iii. See additional guidance on lobbying for CDC recipients and subrecipients

2. COVID-19 Immunization Grant Restrictions and Limitations

Recipients may not use funds for the following:

- a) Advertising costs (e.g., conventions, displays, exhibits, meetings, memorabilia, gifts,

- souvenirs)
- b) Alcoholic beverages
- c) Building purchases, construction, capital improvements
- d) Clinical care (non-immunization services)
- e) Entertainment Cost
- f) Fundraising Cost
- g) Goods and services for personal use
- h) Honoraria
- i) Independent Research
- j) Land acquisition
- k) Legislative/lobbying activities
- l) Interest on loans for the acquisition and/or modernization of an existing building
- m) Payment of bad debt, collection of improper payments
- n) Promotional and/or Incentive Materials (e.g., plaques, clothing, and commemorative items
such as pens, mugs/cups, folders/folios, lanyards, magnets, conference bags)
- o) Purchase of food/meals (unless part of required travel per diem costs)
- p) Vehicle Purchase

Please see the [Sample Contract and Statement of Work](#) where this is included.

Questions and Answers

1. **How do we use this funding to address COVID-19 related topics in communities given that it feels like less of an emergency pandemic?** There continue to be segments of the communities that are vulnerable, who may be struggling with or more vulnerable to long-COVID. These individuals are more likely from communities disproportionately impacted by health disparities. The funding announcement includes addressing the social determinants of health to build community capacity and resilience. We have learned from this pandemic that in order to address future emergencies, we need to address those community conditions that contributed to increased morbidity and mortality among some communities. We do want to broaden this body of work, beyond vaccination.

2. **Can this funding be used to help my community access other more social and emotional skills and resources but in a way that is tied to COVID, but broader?**
Yes, as long as there is a clear and compelling case for how the activities address access to COVID-19 health information and resources, we encourage your organization to submit an interest form.
3. **I am working with a fiscal sponsor. Should I submit the Interest Form under my organization's name, or should I wait until the final approval from the fiscal sponsor to submit the Interest Form?**
Please go ahead and submit your interest form because we want to ensure it can be reviewed within the timeline for submittal.
4. **Can the Interest Form be submitted in any other language other than English? Like Spanish?**
Yes, please submit in Spanish if that is preferred.
5. **Regarding the Interest Form and the space in which answers are written, is there any word or character count or limit for those answers. Will it expand to take a larger answer?**
The template should expand to accept a longer answer. If you find that you are running out of space, submit your template with a separate document attached. The template is not intended to limit anyone.
6. **I noticed this funding includes eligibility for Federally Qualified Health Centers that are already getting a lot of money, they have the infrastructure, grant writers, and paid community health workers. As a non-profit organization, we don't have anything. We cannot compete with the Federally Qualified Health Centers.**
Federally Qualified Health Centers are included because in our funding opportunities, there were geographic areas where community-rooted organizations or networks were not present or available to do some of this work. With this funding, we are trying to cast a wide net to be able to see whether there are organizations that can do some geographic gap-filling. We will be taking that into consideration and prioritizing to the best we can community-rooted, community-based organizations.
7. **Will there be a reporting template provided?**
Yes, if a project is funded, a contract will be executed. At that time, a reporting template will be provided.
8. **Can we have access to the kind of budget that you are expecting from us?**
Yes, there is a budget template within the Interest Form Template.
9. **How much detail is needed in the budget template?**
It is helpful to include as much detail as you can as it relates to your project plan. However, the budget template provides the level of detail required for the Interest Form.

10. **After sending the Interest Form, does the organization send a proposal?**
The Interest Form serves as the proposal. There is no need to submit another document.
11. **What are some other examples of certain things that are not included in the budget regarding supplies for the proposal?**
Make sure that your budget is aligned with and meets the goals and objectives of your project, and that any use of funds for supplies is necessary and reasonable. In other words, supplies must be necessary to execute the project and not just, for example "swag" or "promotional" in nature. Also note, any purchase \$5,000 and above will need to go through DOH and likely Federal approval.
12. **Can this help fund purchasing of the new COVID-19 vaccine coming in the fall?**
The funding does not allow purchasing or providing vaccines. Funding may be used for coordination and administration of vaccine services, including planning, and coordinating COVID-19 vaccine programs and education; media campaigns aimed at increasing vaccine uptake; and wraparound services that support access to vaccines. If funded, we will connect you with the COVID-19 Vaccination Program, the Care-A-Van, as well as Local Health Jurisdictions to ensure that you access and leverage existing vaccine resources.
13. **Clarification on submitting a Project Plan**
Once selected, projects will be announced, and we will begin executing contracts with organizations. An initial deliverable will be submitting a Project Plan. This project plan will include more detailed information about your project that includes timelines, etc.
14. **Will the Department of Health be offering vaccine clinics to underserved communities? And will they be able to offer home tests? If we want to offer these things would we need to budget the costs of tests and vaccines, or, is there another funding source for that?**
Accessing vaccines and test kits can be done through your [Local Health Jurisdiction](#). You can also reach out to COVIDtestingsupport@doh.wa.gov for testing supplies and to Covid.Vaccine@doh.wa.gov for vaccine supplies.
15. **For this project, if I were to do a vaccination clinic, what are some things provided by DOH (fridges, vaccines, gloves, syringes, etc.)?**
Please see Question 14 above.