

**FY 2014 DRUG-FREE COMMUNITIES MENTORING PROGRAM**  
**REQUEST FOR APPLICATION (RFA) NO. SP-14-003**  
**FREQUENTLY ASKED QUESTIONS (FAQS)**

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## **GENERAL**

1. **Q:** Where can I get information about writing applications for the DFC Mentoring grant?

**A:** Go to <http://beta.samhsa.gov/grants/applying>.

2. **Q:** If I submit an application, will my coalition be matched up with a Mentee coalition if the award is made, or do I have to partner with a Mentee prior to submitting the application?

**A:** ONDCP/SAMHSA will not match Mentors with Mentees. Mentee coalitions cannot submit an application on their own. They must partner with an eligible (currently funded) DFC coalition prior to submitting an application under this grant program.

3. **Q:** Does the 12-point font in the Narrative section apply to tables in the Narrative section as well?

**A:** Applicants must follow this rule and use 12-point font in all parts of the application or it may not translate in the uploading process.

4. **Q:** Does every page in the application have to be numbered?

**A:** Yes. Please number pages consecutively from first to last page so that the information can be located easily during review of the application. Applicants should hand number pages if numbering them on their computer is too difficult.

## **ELIGIBILITY**

5. **Q:** Are we only required to provide resumes of individuals paid under the grant?

**A:** Resumes are required for all individuals with key responsibilities (paid or not paid) under the grant. This includes not only individuals that are paid under this grant, but also individuals that provide in-kind, and those who are in key volunteer positions under the grant.

6. **Q:** We are a Year 9 DFC grantee. Are we eligible to apply for a mentoring grant?

**A:** Yes. The mentor coalition must be in receipt of a “regular” DFC grant during the period of the mentoring relationship. In this case, funding would be limited to one year only during Year 10 of DFC funding.

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7. **Q:** If we think our regular DFC application may not be approved for a DFC grant and we apply for both a mentoring grant and a DFC grant, will you consider both applications?

**A:** An award of a mentoring grant is contingent upon the award of a DFC grant for the Mentor coalition. You may apply for both grants, but you will be considered for a mentor award only if you are successful in competing for a regular DFC grant.

8. **Q:** By the time the grant is awarded our coalition will have been in existence for 5 years. Is that sufficient?

**A:** No. DFC mentoring coalition applicants must have been in existence for at least 5 years at the time of application. This does not mean that the mentor coalition has been a DFC grantee for five years.

9. **Q:** Is the mentee coalition required to have all 12 sectors represented in their coalition at the time of application?

**A:** No, at the time of application the mentee is not required to have a representative from each of the 12 sectors.

10. **Q:** If you applied last year and did not receive the grant, is this a blemish?

**A:** No, this will not affect the 2014 Peer Review process.

**BUDGET/MATCH REQUIREMENTS**

11. **Q:** Can we request DFC grant funds to pay for training and implementing programs such as Project Alert?

**A:** No. DFC Mentoring funds must be used to help mentee coalitions develop as a community coalition and to promote environmental strategies that seek to:

1. limit access to substances;
2. change the culture where decisions about substance use are made; and
3. shift the consequences associated with youth substance use

12. **Q:** Which title goes on page 2 of the SF 424?

**A:** Drug-Free Communities Mentoring Program

13. **Q:** What is the Federal Entity Identifier on the SF 424, Item 5a?

**A:** HHS/SAMHSA.

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14. **Q:** What is an acceptable rate when calculating volunteer time as match?

**A:** The dollar amount assigned for volunteer time should be reasonable for the individual and for the locale of the applicant. There are many volunteer calculators available online, but applicants should ensure that the value is reasonable over any other factor.

15. **Q:** Are Federal dollars passed through a State or local agency allowed for DFC Mentoring match?

**A:** No. Any type of Federal funding is not allowed to be used as match within the DFC Mentoring program. It is the responsibility of the applicant to know the source of all dollars listed as match within the submitted application. There is no allowable “distance” for Federal dollars to be used as match. For example, a teacher’s salary that is delivering a substance abuse prevention curriculum cannot be used if her salary is paid for by funds originating at the US Department of Education, filtered down through the State’s government and then to the county or school district.

16. **Q:** Are DFC Mentoring funds allowed to be used for grant writers?

**A:** No.

17. **Q:** Can Title I funds used in schools be used as match for salary or program materials?

**A:** No.

18. **Q:** Can pro-rated savings for office space, utilities, etc., be used towards the match requirement?

**A:** Yes, if any other group renting the same space would be charged at the higher rate. In other words, the savings is unique to your organization.