FAQs for Notice of Funding Opportunity:
Family-Centered Approaches to Improving Type 2 Diabetes Control and Prevention
MP-CPI-21-001

A. ELIGIBILITY

1. **What applicants are eligible and how will they be defined for this funding opportunity?**
    a. Any public or private nonprofit entity located in a State (which includes one of the 50 United States, District of Columbia, Commonwealth of Puerto Rico, U.S. Virgin Islands, Commonwealth of the Northern Mariana Islands, American Samoa, Guam, Republic of Palau, Federated States of Micronesia, and the Republic of the Marshall Islands) is eligible to apply for an award under this announcement. Faith-based organizations and American Indian/Alaska Native/Native American (AI/AN/NA) organizations are eligible to apply. Examples include:
        - State Governments
        - County Governments
        - City or township governments
        - Special district governments
        - Independent school districts
        - Public and State controlled institutions of higher education
        - Native American tribal governments (Federally recognized)
        - Public Housing authorities/Indian housing authorities
        - Native American tribal organizations (other than federally recognized tribal governments)
        - Nonprofits having 501(c)(3) status with the IRS, other than institutions of higher education
        - Nonprofits without 501(c)(3) status with the IRS, other than institutions of higher education
        - Private nonprofit institutions of higher education
        - U.S. territories
2. **Are eligible communities just those with high proportions of racial and ethnic minorities? Is there a threshold that determines whether my community is eligible? Who will decide?**
    a. There is no threshold that determines eligibility of your community. This funding opportunity is intended for communities with the greatest needs. All eligible entities that submit applications will advance through the screening process to objective review. Your statement of need and the data you present to support the need of your community and other required elements (see G. APPLICATION REVIEW INFORMATION on pages 38-42) are vital in determining how well your application does in the objective review process. The Deputy Assistant Secretary for Minority Health will make the final funding recommendation to the OASH Grants Management Officer (GMO).
3. **Will there be an opportunity to reapply in year 2 if we were unsuccessful with our initial application?**
    a. There are no current plans to compete this opportunity next year.

B. PREPARING TO APPLY

1. **What is the deadline for submitting an application in response to this funding opportunity?**
    a. Applications are due July 13, 2021 by 6 p.m. Eastern Time. To receive consideration, you must submit your application electronically via Grants.gov no later than this due date and time as recorded by the Timestamp on Grants.gov.
2. **How can I get more information on this funding opportunity?**
    a. We strongly suggest that you register and attend the Technical Assistance webinar scheduled for Thursday, May 20, 2021 from 3:00pm -4:00pm ***Eastern Time***. To attend the webinar, please register at: https://hhs.webex.com/hhs/onstage/g.php?MTID=e816fffab2b52610d609ee844008c8214.
    b. After you enter your information and click "Register," you will get a confirmation email with details on how to join the webinar. There will be an opportunity to submit questions.
    c. The webinar will be recorded for those unable to attend live. The recording will be posted to the OMH YouTube channel (https://www.youtube.com/user/OfficeMinorityHealth).
2. **How can I stay up to date on any updates or changes to the notice of funding opportunity (NOFO), additional information and resources, and other developments?**
    a. The best way to stay up to date is to subscribe to this NOFO on grants.gov. Please go to www.grants.gov and click the "Search Grants" tab in the upper left of the screen.
    b. On the next screen, look for the "BASIC SEARCH CRITERIA" fields under SEARCH GRANTS header in the upper left corner. Enter MP-CPI-21-001 in the Opportunity Number field and click the SEARCH button.
    c. Click on the link under the Opportunity Number header. You will see a red "Subscribe" icon in the right corner. You then be prompted to either enter your username and password or establish one, after which you'll be able to subscribe and get alerts.
3. **Who should I contact if I still have questions about the NOFO? Questions about developing my application?**
    a. The appropriate contact person will depend on the nature of your question. For programmatic questions, such as developing elements of your application, contact Dr. Alexander Vigo-Valentín (alexander.vigo@hhs.gov). Please include/CC: Duane Barlow (duane.barlow@hhs.gov) on your email.
    b. Contact Duane Barlow (duane.barlow@hhs.gov) for financial and grants-related questions. Please include/CC: Dr. Alexander Vigo-Valentín (alexander.vigo@hhs.gov) on your email.
4. **Who should I contact if I have issues with the grants.gov portal or the electronic application process?**
    a. Please contact Grants.gov Applicant Support:
    Email: support@grants.gov
    Telephone: 800-518-4726
5. **What registrations are needed to apply to this funding announcement?**
    a. Besides your registration at www.grants.gov, you will need a Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) number to apply for a grant through

www.grants.gov. You will also need to register your organization with the System for Award Management (SAM); please see pages 32-33 of NOFO for more information.

b. A step-by-step description of the requirements for registering your organization to be able to apply for this and other funding announcements , along with the expected time for each step, can be found here: https://www.grants.gov/web/grants/applicants/organization-registration.html

6. How do we get a DUNS number?

a. Obtaining a Data Universal Number System (DUNS) number is the first step in registering as an organization applicant in Grants.gov. You can request a number through the Dun and Bradstreet website devoted to providing DUNS numbers to applicants for Federal awards, typically within one business day at https://fedgov.dnb.com/webform/displayHomePage.do. You may also call toll-free 1-866-705-5711 for a new DUNS number or if you have forgotten an existing one.

b. The following website has step-by-step instructions: https://www.grants.gov/applicants/organization-registration/step-1-obtain-duns-number.html

7. How do I register my organization on SAM.gov? What if my registration is expired?

a. Please refer to pages 32-33 of the NOFO. Your organization must register online in SAM (https://www.sam.gov/SAM/). Grants.gov may reject submissions from applicants with nonexistent or expired SAM Registrations. A completed registration in SAM may be required prior to receiving any award based on your application.

b. Further helpful information and helpful tips are also available through the following quick start guide: https://www.sam.gov/SAM/transcript/Quick_Guide_for_Grants_Registrations.pdf (PDF, 111 KB).

c. We recommend beginning your registration process immediately as delays in processing have been reported. Under normal operating conditions we recommend allowing at least up to 10 business days after you submit your registration for it to become active in SAM. This timeframe may be longer if SAM flags the information you provide for manual validation or there are delays in the required submission of a notarized letter by mail. You will receive an email alerting you when your registration is active.

8. **What are family-centered factors?**

a. Family-centered factors are factors (e.g., constructs) that promote the improvement or achievement of specific health outcomes within the context of the family. Family-centered factors assume that engaging family members in healthier practices can enhance the well-being of patients with Type 2 diabetes.

9. Why does this initiative focus on individuals aged 12 and over?

a. This initiative is based on well-documented disparities in diabetes among racial and ethnic minority populations. Type 2 diabetes also disproportionally affects racial and ethnic minority youth and young adults. However, the onset of Type 2 diabetes does not usually occur in children.

10. What is health equity?

a. Health equity refers to the attainment of the highest level of health for all people. Achieving health equity requires valuing everyone equally with focused and ongoing

societal efforts to address avoidable inequalities, historical and contemporary injustices, and the elimination of health and healthcare disparities.

11. What is a disparity impact statement?

a. Disparity impact statement refers to the demographic, cultural, and linguistic data that identify the population(s) in which health disparities exist and the quality improvement plan designed to address the noted disparities.

12. What is the purpose of a logic model?

a. Logic models typically tie together: long-term problem(s) to be addressed; factors that must be addressed that contribute to the problem(s); strategies, practices, and supporting resources that can be mobilized to address the factors and the problems; and measurable impacts and outcomes that can be expected to result from implementing the strategies and practices, as these relate to the long-term problem(s).

13. Can you explain the page limits? What does or does not count for which limits?

a. Your project narrative is limited to 50 pages and does not include your Project Abstract Summary. Since your project narrative plus appendices cannot exceed 75 pages, that leaves 25 pages for your appendices. The appendices should include the items described on pages 30-31 of the NOFO and listed here:
   i. Supplemental Information/Supporting Documentation for Work Plan
   ii. Project Population(s) of Focus
   iii. Organizational Chart
   iv. Memorandum(s) of Agreement and/or Letters of Commitment (LOC)
   v. Curriculum Vitae/Résumé for Key Project Personnel
   vi. Logic Model
   vii. Just in Time Institutional Review Board Agreement

b. NOTE: The following items do not count toward the Project Narrative page limit: all required forms, including SF-424, SF-424A, SF-424B, SF-LLL, Project Abstract Summary, and Budget Narrative (including budget tables).

C. APPLICATION REVIEW

1. How will my application be reviewed?

a. An independent, objective review panel will assess all eligible applications according to criteria outlined in the notice of funding opportunity. In addition to the independent review, Federal staff will review each application for programmatic, budgetary, and grants management compliance. The Deputy Assistant Secretary for Minority Health provides recommendations for funding to the GMO to conduct risk analysis. Upon completion of the risk analysis and concurrence of the GMO, the GMO will issue Notices of Award to awardees.

2. Are budgets scored as part of the review process?

a. Budgets will not be scored by objective review committee under this announcement. Federal staff will review budgets for compliance with regulatory requirements.

3. Who makes the funding decisions? Can we appeal if we are not selected?

a. The Deputy Assistant Secretary for Minority Health makes funding recommendations, based on the results of objective reviews and taking into account the criterion specified

in the NOFO on page 43. Award decision are not final until the GMO issues the notice of award following a risk analysis. The funding decisions are final and cannot be appealed.