

Traumatic Brain Injury State Partnership Program (TBI SPP)
HHS-2023-ACL-AOD-TBSG-0044
Frequently Asked Question 2023

1. **Question:** Does the resource facilitation initiative not include any resource facilitation states may already have?
Answer: What is included is noted in page 6 of the procurement. (Note: NOFO says can establish or increase capacity in a statewide resource facilitation service.)
2. **Question:** Can the match include in-kind?
Answer: Yes. For every \$2 must match \$1. Included on page 12 of the NOFO are examples of match levels. Also stated is that volunteer time and in-kind can be utilized.
3. **Question:** Can grant funds be used to develop a State TBI Advisory Board for the project?
Answer: Yes, grant money can be utilized to develop a State TBI Board for the project. Want to ensure that people with lived experience are involved in the project and planning.
4. **Question:** Can grant money be used to develop data collection infrastructure?
Answer: Yes.
5. **Question:** It states that people with TBI and family member should be part of the TBI Advisory Board, but it does not say how many people should be included.
Answer: The size depends on the state. Some states have larger boards than others. The number will depend on the state and its regulations.
6. **Question:** This grant is a cost reimbursement? Meaning the state must have the funds available upfront and then get reimbursed later?
Answer: No, this is a discretionary grant, you may draw the funds down as needed.
7. **Question:** The grant requires that the state hire a full-time employee. Is the full-time employee only required under the three-year grant or must the full-time employee remain employed?
Answer: It is expected for the grant period and beyond would show sustainability.
8. **Question:** Is the full-time employee's pay included in the grant money?
Answer: Yes, funding from the grant can be used to pay an employee's salary.
9. **Question:** Our state program includes brain and spinal cord injury. We understand that this grant is for TBI. Can we still apply, ensuring the grant goes solely towards TBI?
Answer: Yes, other states have similar programs.
10. **Question:** We currently have a resource facilitator in place via a contractor. Can we use some of the grant money to work with our existing resource facilitator to facilitate the required workgroups?
Answer: Yes. Be sure to explain the contractor's role within the application so the reviewers are clear.