

2022-2027 Moving California Oral Health Forward Grants LOHP Office Hours #2 FAQ January 12, 2022

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Link to RFA documents located on COHTAC site:

<https://oralhealthsupport.ucsf.edu/moving-california-oral-health-forward-rfa-2022-2027>

Personnel & Fringe Benefits

1. Can LOHPs have a project director budgeted at less than 50%?

Yes, it may be allowed if the program can provide a reasonable justification and demonstrate there is adequate staffing to complete work plan activities.

2. How do you calculate fringe benefit percentage?

Fringe benefit is determined and added into the template by the LOHP. Please check with your accounting staff for the appropriate amount to use for your program.

3. Do you include the fringe amount per employee in the budget justification form too? If so, you would need to calculate that per employee, right? (Since the template only allows for a total fringe amount.)

Programs can use an estimated percentage or calculate actual amounts for personnel manually. Most programs use an estimated amount, which is simpler. However, if your program chooses to figure benefits for each position on the budget, it will need to be shown on the justification and the annual amount added to the detailed budget tab.

4. Should LOHP show personnel classification or job title?

Job title would be more descriptive and help us better understand the actual work they will be doing for the program.

5. Is there a minimum FTE for any staff associated with the grant? Ex: admin support.

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The only required FTE percentage is for the Project Director at 50%. Exceptions can be requested, but LOHP must be able to provide justification and demonstrate the activities in the workplan will be completed.

6. Can the 50% FTE be split between a Project Director and a Project Coordinator?

This is subject to review. Please provide justification.

7. Can Project Directors salary be In-Kind?

Yes

Travel & Training

1. Will the Project Director meeting happen in-person this year (2022)? Planned for in-person in future years?

The Project Director's Meeting will be virtual this year. The decision for future years has not been made yet, but you can budget for it.

2. Are there any required trainings that will require travel in this next grant cycle?

The only attendance required annually is the Project Directors meeting, which will be virtual this year. However, once it is determined it is safe to hold meetings in-person this will change. We are anticipating holding an Oral Health Summit in Spring of 2023. It will more than likely be held in Sacramento. Stay tuned for more information.

3. For Project Director meetings, should we budget for two people annually?

You can budget for two people to attend the meeting each year. However, that is subject to change. Instructions will be sent out with the meeting notices to provide additional information.

4. Can you provide more information on how to fill out the training/conference training section in the justification? Is there a list of CDPH OOH trainings or other approved trainings/conference that we can look at?

For assistance filling out this or other sections of the budget, please reach out to your grant manager and program consultant. A list of staff assignments has been

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provided. There is no list of trainings, but notices are sent through our distribution list as trainings come up.

5. Do we know where the National Oral Health Conference (NOHC) will be in 2022 and 2023?

In 2022, the NOHC is in-person *only* and being held in Texas which is a restricted state per [AB 1887](#). We have not received information on future years.

6. Do we know if the NOHC will be offered virtually in 2022?

We confirmed there is no virtual option this year.

7. Is there an orientation for new Project Directors, separate from the regular Project Director's meeting?

Nothing has been scheduled, but we will consider the suggestion.

8. Will the Summit 2023 be held in Sacramento?

Likely yes, but we are still in the early planning stages and will share more information as it is decided.

General Budget Questions/Concerns

1. Will no-cost extensions be allowed for purchase of equipment or referral systems if the process has been delayed within the County?

A no-cost extension may be allowed for these items if justification can show how these items contribute to completion of work plan activities. Please contact your grant manager/program consultant.

2. What are indirect costs?

Indirect Cost Rates (ICR) are overhead and/or below-the-line costs. Each County has a negotiated ICR with CDPH that can be found on the [COHTAC website](#) (Appendix 13). You can check with your budget or accounting office to see what is included in your County's negotiated ICR.

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- 3. Is there any possibility of increased funding if some LHJs decide to not move forward with the program?**

No. All 61 LHJ or their designees have applied for LOHP funding.

- 4. Are we allowed to carry over unspent funds into the next budget year, same as what we had last grant cycle?**

Funds can roll forward during a grant term. Funds from the current grant term cannot be transferred to the next term, but we will consider a no-cost extension to allow additional time to complete activities.

- 5. We have issues with wages growing through the years and the grant amount stays the same. It makes it hard to still do the same level of work because FTEs and/or materials costs must be reduced. While this can be workable within a grant cycle, why is this not addressed with each subsequent grant cycle, especially if deliverables are the same or increased?**

We understand rising personnel costs can be an issue; however, we only have a set amount in our budget for LOHPs. Prop 56 funds are stable and do not increase. When additional funds become available, we hope to provide additional funding opportunities.

Additionally, Prop 56 funds are meant to be seed or starter money. Training has been held and will continue to teach how to leverage these funds. Please keep an eye out for these opportunities.

- 6. We will need the contract prior to sending to the Board of Supervisors (BOS). Do we know when those will be received?**

The grant managers are working on developing the contracts. These require approval from the CDPH Contract Management Unit to send out for signature. We plan to have these approved agreements to LOHPs by the end of March or sooner.

- 7. Do you all foresee any additional funding coming through in 2022-2027 to help LOHPs update the plans we're asked to update (or create if they don't exist): Needs Assessment, Strategic Plans, Evaluation Plans, etc.? Needs Assessments can run ~\$35-45K if they're robust, with a published report, etc.**

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Many LHJs have requested combining efforts for Needs Assessments, Community Health Improvement Plans, etc. We suggest you work with other programs such as Tobacco, Maternal Child Adolescent Health, etc. in your local health jurisdiction to combine efforts. These are similar requirements for many programs funded by the State. Instead of developing your own, you can add a section on oral health to existing reports if feasible. We are happy to meet and discuss more if needed. As far as future funding, the Governor's Budget for 2022-2023 includes \$200 million General Fund annually for LHJs to enhance their public health infrastructure. The intent is to drive collaboration across counties and leverage resources collectively in order to gain economies of scale. We encourage you to determine which activities would benefit by collaborating with other programs (as previously mentioned) to leverage your current funding.

8. In the new grant cycle, will we be able to rollover funds each year like we can currently?

Yes. We don't have any reason to think this will not be allowed going forward.

9. For clarity we can roll over activities, but we cannot roll over money to the new cycle?

The new cycle of grants is considered a continuation grant. LOHPs are expected to maintain and continue efforts begun in the current grant. However, a limited term no cost extension allows a little more time to complete activities that may have been delayed due to late execution of a contract or consultant agreement and to invoice for these costs. It is not considered rolling funding over as funds should not be used for the new workplan. We are happy to meet with your team to strategize. Please contact your grant manager/program consultant to schedule a meeting.