



**Zoom Webinar**  
**1/12/22, 12:00 PM**

# OOH Prop 56 Funding Office Hours Session #2

**Moving California Oral Health Forward**  
**2022-2027 Request for Applications**

# Welcome

- ▶ We are pleased to assist you with completing the Supplemental Submission
- ▶ Submission includes two documents: Checklist and Detailed Budget with Justification
- ▶ Funding formula remains the same as the last Grant cycle

# Zoom Housekeeping Reminders

- ▶ Today's session is being recorded
- ▶ Please type your questions in the chat box
- ▶ There will be designated time for Q and A at the end
- ▶ Please keep yourself muted unless we call on you to ask or clarify a question
- ▶ Please use one form of audio to avoid feedback or echoing

# Agenda

- ▶ Supplemental Submission
- ▶ Budget Guidelines
- ▶ Budget Template
- ▶ Funding Table
- ▶ Timeline
- ▶ Key Considerations, Reminders
- ▶ Next Steps
- ▶ Questions and Answers



# Supplemental Submission

- ▶ Documents located on COHTAC site: [Search | California Oral Health Technical Assistance Center \(ucsf.edu\)](#)
- ▶ Includes two documents: Checklist and Detailed Budget with Justification
- ▶ Documents are due **January 31, 2022**

# Supplemental Application Checklist

- ▶ Document E (as shown) will serve as the cover sheet
- ▶ Application checklist and contents are due January 31, 2022
- ▶ Two documents must be submitted by the due date for the application to be considered complete
- ▶ All required forms and supplemental information can be accessed on the COHTAC website

Document E

**Supplemental Submission Checklist**

<b>DUE: 01/31/22</b>	
DATE OF SUBMISSION:	
ORGANIZATION NAME:	
APPLICATION CONTACT NAME:	PHONE NUMBER:
EMAIL ADDRESS:	

Complete this Supplemental Submission Checklist and email it along with the following documents to: [DentalDirector@cdph.ca.gov](mailto:DentalDirector@cdph.ca.gov) by 01/31/22

<b><u>APPLICATION CONTENTS:</u></b>	<b><u>Please Check</u></b>
Supplemental Submission Checklist (This form, Document E)	<input type="checkbox"/>
Detailed Budget and Justification (Document F)	<input type="checkbox"/>

# Funding Table Appendix 3

Provides funding allocations for all 61 LHJs (or their designees)

Shows how the funding was determined

# Document F - Detailed Budget and Justification (Template)

- ▶ Document F (as shown) will be the second document in your supplemental application package
- ▶ The workbook has tabs with templates for five (5) fiscal year budgets and a tab for the budget justification
- ▶ See Appendix 11 for detailed instructions

DETAILED BUDGET  
Local Oral Health Program

Document F  
Grantee Name  
Grant # XX-XXXX

Year 1						
07/01/2022 through 06/30/2023						
Personnel						
Position Title (add more lines as needed)	Monthly Salary Range	Monthly	Annual	FTE %	Months	Requested Amount
Title	\$0-\$0	\$0.00	\$0.00	0%	0	\$0.00
Title	\$0-\$0	\$0.00	\$0.00	0%	0	\$0.00
<b>Total Personnel</b>						\$0.00
<b>Fringe Benefits @</b>		0.00%	<b>Total Fringe Benefits</b>		\$0.00	
<b>Total Personnel &amp; Fringe</b>						\$0.00
Operating Expenses						
(enter description)						\$0.00
						\$0.00
						\$0.00

Year1 FY 22-23 | Year2 FY 23-24 | Year3 FY 24-25 | Year4 FY 25-26 | Year5 FY 26-27 | Budget Justification | +



# Timeline of Key Dates and Submissions

Activity	Date
LOHP Letter of Intent	November 5, 2021
Application Due (except budget)	December 15, 2021
Applications Reviewed	January – February 2022
<b>Supplemental Submission Due</b>	<b>January 31, 2022</b>
Grants Approved for LOHP Signature	March 30, 2022
Approve Work Plans and Budget	June 15, 2022
Grants Executed	July 1, 2022



# Key Considerations and Reminders

- ▶ Budget cannot exceed allocated annual amount on funding table
- ▶ Line items for each category must be shown
- ▶ Itemize Equipment
  - ▶ Major  $\geq$  \$5,000 per item (list under Equipment Category)
  - ▶ Minor  $\leq$  \$5,000 per item (list under Operations Category)
- ▶ Justification must include calculations
- ▶ Media campaigns must be approved in advance

# Key Considerations and Reminders Cont.

- ▶ **Travel requests are subject to:**
  - ▶ CalHR reimbursement rates
  - ▶ AB 1887 – Prohibition on State-funded and State-sponsored Out-of-State travel

# Key Considerations and Reminders Cont.

## Indirect Cost Rates $\neq$ Administrative Costs

- ▶ Indirect costs are calculated on personnel costs or direct costs less a portion of subcontracts
- ▶ RTC § 30130.57(f) is based on total budget amount.
  - ▶ For CDPH: Administrative Costs are costs incurred by CDPH for administrative functions performed by Human Resources Division, Financial Management Branch, Program Services Branch, Information Technology Division, Office of Legal Services, Director's Office and the department's indirect costs rate. These costs do not include OOH program costs related to administering OOH, including issuing Requests for Proposals (RFP)/Applications (RFA), Inter-Agency Agreements, contracts, grants and monitoring those contracts and agreements.

# Next Steps

- ▶ Develop budget in-line with workplan activities
- ▶ Complete and send Supplemental Submission (budget and checklist) to OOH by January 31, 2022
- ▶ Prepare for receiving grant documents for signature
- ▶ Grants to commence July 1, 2022

# Questions and Answers

If you have a question we are not able to respond to, please email  
[DentalDirector@cdph.ca.gov](mailto:DentalDirector@cdph.ca.gov)