

**FY 2009 DRUG FREE COMMUNITIES MENTORING PROGRAM
REQUEST FOR APPLICATION (RFA) NO. SP-09-003
FREQUENTLY ASKED QUESTIONS (FAQS)**

TABLE 1: ELIGIBILITY

QUESTION	ANSWER
1. Q: What are the eligibility requirements for a DFC mentor grant?	A: Mentor coalition must have been in existence for at least five years; the mentor coalition must be in receipt and in good standing with a “regular” DFC grant for at least one year prior to and for the full duration of the mentoring relationship; the mentor coalition must have achieved measurable results in the prevention of substance abuse among youth; the mentor coalition must have at least one staff person and one volunteer willing to serve as a mentor; mentor must work with mentee coalitions that are not in receipt of a regular DFC grant and have never before received a regular DFC grant; must be able to meet a 1:1 match in non-federal funds not previously identified as match to their regular DFC grant.
2. Q: Are we only required to provide resumes of individuals paid under the grant?	A: Resumes are required for all individuals with key responsibilities under the grant. This includes individuals that are paid under the grant, individuals that provide in-kind hours on the grant and individuals who volunteer under the grant.
3. Q: Our coalition is interested in applying for a DFC mentor grant. Is there a limit on the number of mentee coalitions we can work with? Is five above average?	A: Mentor coalitions may request and receive funds to mentor one or more coalitions for a maximum of two years. However, mentor coalitions must possess the capacity to adequately serve mentee(s) identified in the proposal. Serving five mentees is above average and would be considered the limit for a mentor applicant.
4. Q: We are a year 9 DFC grantee. Would we be able 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. DFC mentoring grants will be available to eligible coalitions in amounts of up to \$75,000 per year for up to two years. In this case, funding would be limited to one year only during Year 10 of DFC funding.

QUESTION	ANSWER
5. Q. If you have been a DFC mentee coalition but never received DFC funding are you still considered a new applicant?	A. Yes
6. Q. Can we hedge our bets by applying for both a mentoring grant as well as a DFC grant? If we think our application may not be approved for full DFC grant will you consider both applications?	A. Award of mentoring grant is contingent upon the award of a DFC grant. 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.
7. 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 Applicants must have been in existence for at least 5 years at the time of application.
8. Q. By the time the grant is awarded we expect to have all 12 sectors in place. Is that acceptable?	A: No. The coalition must have demonstrable support from the coalition to be mentored and from key sectors of the community(ies) where the coalition will carry out the specific mentoring activities supported by the grant at the time of application.
9. Q. Does the mentor coalition have to work to be a substance abuse coalition or for example, can it be a homeless coalition?	A. As stated in the RFA, the mentor coalition must have achieved, through its own efforts, measurable results in the prevention of substance abuse among youth.

TABLE 2: GENERAL

QUESTION	ANSWER
10. Q: Where can I get information about writing applications for SAMHSA grants?	A: Go to http://www.samhsa.gov/grants/apply.aspx .
11. Q: How many MOUs and letters of support are required between the mentor and mentee coalitions?	A: Applicant must provide one MOU between the mentor and representative(s) of the mentee coalition.

QUESTION	ANSWER
12. Q: Please provide me information on using Grants.gov.	A: Go to http://www.grants.gov/ for instructions on using Grants.gov
13. Q: Is it required to submit a statement about protection of human subjects as part of a DFC mentor proposal?	A: A statement about protection of human subjects is not required.
14. Q: If I submit a proposal will my agency be matched up with a mentor after the award is made or do I have to partner with a mentor prior to submitting the proposal?	A: Mentee coalitions cannot submit proposals. Mentee coalitions must partner upfront with an eligible DFC mentor coalition who can submit a proposal under this grant program.
15. Q: Does the 12 point font in the Narrative section apply to tables in the Narrative section as well?	A: Yes.
16. Q: If we have all 12 sectors but need to work on getting better collaboration from our sectors, can we apply for this RFA?	A: Yes
17. Q: Does every page in the application need to be numbered?	A: Yes. Please number pages consecutively from beginning to end so that the information can be located easily during review of the application.
18. Q: Is there a preferred format for the Memoranda of Understanding between the mentor coalition and mentee coalition and/or community.	A: No. As stated in the RFA this agreement must outline the scope of the work and expectations for both the mentor and mentee. This document should also contain a statement that the mentee has read and agrees with the application being submitted.

TABLE 3: BUDGET/MATCH REQUIREMENTS

QUESTION	ANSWER
19. Q: Can we request DFC grant funds to pay for purchasing training and implementing programs such as Project Alert and Communities Mobilizing for Change?	A: No. DFC mentor funds must be used to help mentee coalitions develop as a community coalition and promote environmental strategies that seek to limit access to substances and alcohol among youth and change the culture within which decisions about substances and alcohol are made.