

Take Action: Engaging Young Leaders to Address the Health Impacts of Climate Change Request for Proposals Applicant Questions

Q1. Are fiscally sponsored organizations eligible for the Take Action: Engaging Young Leaders to Address the Health Impacts of Climate Change Request for Proposals (RFP)?

A1. Fiscal agents can apply if they meet the eligibility requirement of being a non-profit, tax-exempt 501(c)(3) or under an IRS code other than 501(c)(3) and are applying on behalf of an organization that also meets the eligibility requirements.

Q2. Are Federally Recognized Tribes eligible to apply?

A2. Applicants must be a nonprofit tax-exempt under section 501(c)(3) or qualify for exemption under an IRS code other than 501(c)(3). If a tribe has created a charitable nonprofit organization, then they are eligible to apply.

Q3. Are for-profit youth-focused organizations eligible to apply?

A3. No, for-profit organizations are not eligible to apply.

Q4. What are the required attachments that need to be submitted with the online proposal form?

A4. There are three (3) required attachments that need to be submitted with the online proposal form; the project plan template (Word Doc), the budget narrative template (Word Doc), and the budget template (Excel Doc). All three template can be found on the [CDC Foundation RFP webpage](#).

Q5. Are state and/or local health departments eligible to apply?

A5. Health departments are ineligible to apply. Organizations that are interested in supporting these efforts should partner with an eligible nonprofit youth-focused organization in their community.

Q6. Who can I contact if I have additional questions regarding this RFP?

A6. Prospective applicants can continue to submit questions to YouthClimateRFP@cdcfoundation.org through Friday, December 2, 2022, and responses will be added weekly to the Q&A document located on the [CDC Foundation RFP webpage](#).

Q7. How many progress reports will there be during the process?

A7. A simple, quarterly reporting template is currently under development by CDC Foundation. It will allow funded partners to efficiently share activity progress and challenges. Additionally, there will be one final narrative report due at the end of the project.

Q8. What is the definition of a youth-led organization?

A8. Youth-led is defined as an organization that is primarily led and/or managed by young people 24 years old or younger.

Q9. Can you submit proposals that will work in multiple states?

A9. Yes, an application can propose reaching communities in multiple states.

Q10. Could you please explain what LOE stands for in the budget template?

A10. Level of effort (LOE) is a support-type project activity that must be done to support other work activities or the entire project effort. An applicant's request for the cost of laptops, computers, tablets, printers, etc. for staff persons supporting the project must match the percentage of LOE stated in the salary line item.

Q11. How does the CDC Foundation differentiate between a consultant and contractor costs?

A11. Consultant costs should be used when hiring an individual to give professional advice or services (e.g., training, expert consultant, SME etc.) for a fee, but not as an employee of the subrecipient organization. Contractor costs should be used when hiring an individual to provide products or services needed to carry out the project, but not as an employee of the subrecipient organization.

Q12. If an organization is not entirely youth-focused but does have youth programs, are they eligible to apply?

A12. Yes, however, youth-led organizations will receive priority consideration for this funding opportunity.

Q13. Are universities eligible to apply?

A13. Yes, colleges and universities are eligible to apply.

Q14. Do organizations need to have partnerships committed before we submit our proposal or is it okay to have proposed partners and/or characteristics of partners we are seeking to partner with if we are selected for this opportunity?

A14. Applicants do not need to have committed partnerships prior to submitting a proposal, however, a description of how the organization will collaborate, build partnerships, and engage the community to achieve project objectives will need to be included in the proposal.

Q15. If we have a federal NICRA, may we include that full amount in our proposal?

A15. No, the IDC for this non-federal project is up to 10%.

Q16. Is there a page limit for the project summary?

A16. No, there is not a page limit.

Q17. How many proposals will be awarded?

A17. CDC Foundation intends to award 11-15 proposals.

Q18. May projects include items like tree planting?

A18. Yes, projects can include tree planting an activity.

Q19. Where can I find the application link?

A19. The application link can be found on the [CDC Foundation RFP webpage](#) and also in the [Request for Proposal](#).

Q20. When is the deadline to apply?

A20. Completed applications must submitted by the 5:00 PM ET deadline on Monday, December 19, 2022. We will not be accepting or reviewing late submissions.

Q21. If we are a registered 501(c)(3) with headquarters in the U.S., but our programs are run in a different country, are we eligible to apply?

A21. This funding opportunity is for non-profits focusing on youth and climate change within the United States only.

Q22. Is the project plan attachment the same as the narrative or a separate document?

A22. Yes, applicants do not need to submit an additional project narrative.

Q23. Do you need a DUNS number to apply?

A23. Yes, a DUNS number is required to apply. Applicants can go to <https://www.dnb.com/duns-number/get-a-duns.html> to request a free DUNS number.

Q24. Does an organization need to have a high operating budget to apply?

A24. No, if the organization is in good financial standing and has sustainable operations, then they are eligible to apply.