

National, State, and Local Engagement Partner Funding Opportunity (OT2) Additional Questions and Answers

1. Is there young adult retention data to be used for our argument for reviewers?
No. The program is also committed to enrolling children under 18 years old. Refer to the FO for details.
2. Could our PI apply for these funds? Or are HPO PIs not allowed to apply for these funds?
Yes. Any applicant that meets the eligibility requirements outlined in the Funding Opportunity is eligible for this opportunity.
3. Could another PI from our institution apply for these funds, and use some of the funds to directly assist the HPO with engagement?
No. If an existing HPO is awarded this award, a clear delineation between the two awards will be required. The scope of this FOA does not include “assisting” a specific HPO. The purpose of this FOA is to assist the Program as a whole.
4. Are there NIH financial forms associated with this application that have to be completed? Or can we use our own forms for the 2-page cost proposal for the five-year budget? You can use your own forms for the 2-page cost proposal for the five-year budget.
5. Given the 25-pages limit shall we assume that an appendix of letters of support or collaboration are not expected, and partnerships should be referenced instead in the technical approach and key personnel? Appendix of letters are not allowed. Referencing of partnerships should be part of your technical approach and key personnel section of the proposal.
6. Is there a guideline on font size and spacing to be used for the application? There are no guidelines on the font size and spacing for the application.
7. Could our PI apply for these funds? Or are HPO PIs not allowed to apply for these funds?
Yes. Any applicant that meets the eligibility requirements outlined in the Funding Opportunity is eligible for this opportunity.
8. Could another PI from our institution apply for these funds, and use some of the funds to directly assist the HPO with engagement?
No. If an existing HPO is awarded this award, a clear delineation between the two awards will be required. The scope of this FOA does not include “assisting” a specific HPO. The purpose of this FOA is to assist the Program as a whole.
9. We would like to know if our proposal should include actual ascertainment, and if so, what type of ascertainment targets.

It is up to the applicants to decide how to best meet the requirements. Each applicant should be an expert and from experienced organizations with a proven track record in some or all tasks and subtasks in this FO. Please refer to the FO for details.

10. The FOA states that ... “Applicants should build a milestone-driven, cost-allocated plan for proposal.” Does this mean that each milestone proposed needs to have a specific dollar amount allocated to it encompassing all personnel, travel, supplies, equipment, and indirect costs? Or is it acceptable to submit a detailed budget proposal that lists the personnel, travel, supplies, equipment, and indirect costs separate from the milestones themselves as long as the NIH can understand how the proposed budget is appropriate for the proposed activities? Alternatively states, are the proposed budgets that we submitted during our current award (OT2OD025276) in a format that is acceptable for this funding announcement?

The budget is to be submitted in a detailed budget format that is included in your proposal that lists the personnel, travel, supplies, equipment, and indirect costs separate from the milestones themselves as long as the NIH can understand how the proposed budget is appropriate for the proposed activities.

11. How should Consortium F&A be handled in our proposed budget with regards to our direct costs? For most NIH awards with a direct cost limit (like this funding announcement), consortium F&A are excluded when determining if the applicant is in compliance with the direct cost limitation (see [NIH Grants Policy Statement 2.3.7.1](#)). We understand that OTA awards have different policies from usual NIH grants, contracts, cooperative agreements, etc., but we could not find information about this budgeting detail in the Funding Announcement or in the “Other Transaction Award Policy Guide for the NIH Precision Medicine Initiative® Research Programs” ([available here](#)).

F&A costs for the first \$25,000 of each consortium may be included in the modified total direct cost base, when calculating the overall F&A rate, as long as your institution's negotiated F&A rate agreement does not express prohibit it.

12. Charging food to federal awards is generally considered an exception activity. Are food expenses allowed in our proposed budget if the food is served at our proposed engagement events (that is, it would be part of the event)? Serving food, in our experience, tends to improve attendance at in-person engagement events.

Food/Beverages is an unallowable cost.

13. Does the Other Transaction Authority have a specific definition of “Key Personnel”? If not, do you recommend we use the standard NIH definition ([available here](#))?

You should follow the standard definition of key personnel included in this link available here. Key Personnel (Applicants should provide brief biosketches of key personnel): Not to exceed 3 pages. Each application must identify one or multiple Program Directors/Principal Investigators (with a level of effort of at least 10% each). A list of other key investigators must be included. An overall leadership structure and management plan must be included in this section. If there are multiple PDs/Pis, a leadership plan that incorporates a conflict resolution plan must be included.