

## **Frequently Asked Questions for the Adolescent and Transitional Age Youth Funding Opportunity Announcement January 1, 2018 – June 30, 2019**

Question: Page 49 item 11 states, “Original plus one (1) copy of RFQ mailed via US Postal Service *Two Hard Cover Copies Total*”. Per previous instructions in the funding opportunity there was no requirement to send in a hard copy. Do we need to follow previous instruction or send in a hard copy proposal for this funding opportunity?

Answer: No, it is not necessary to submit a hard copy proposal to SAPTA. Everything may be accepted electronically in Word, Excel, and/or PDF. The proposal should be sent via secure email to protect any private information.

Question: Can the BBHWP generate a secure email for submission if one is needed?

Answer: Yes, contact Kendra Furlong at [kendrafurlong@health.nv.gov](mailto:kendrafurlong@health.nv.gov) or 775-684-3208 to generate a secure email for submission if needed.

Question: If employees have not yet been hired for this project will a job description for those staff will be fine.

Answer: Yes, job descriptions can be submitted for positions which have not yet been filled.

Question: Page 37 on the scope of work asks for a State priority number. Where can the state priorities be found.

Answer: This is an error. The state priority number is not needed.

Question: Is there any required training or travel on this grant?

Answer: No, there is no required travel or training for the adolescent funding opportunity announcement.

Question: The Application Checklist on page 49 does not show where to insert the Scope of Work. Is it not to be included? If it is, where does it go?

Answer: The Scope of work is required for submission with the proposal for funding. It should be included after the project narrative (item 5) on the application checklist.

Question: The Program Requirements document requires a signature however I cannot find where to place it in the application.

Answer: The Program Requirements document should be placed with the other required supplements in the application.