

Questions & Answers regarding the COCAP and CRC Program Mini-Grants

Updated 9/14/09

Q: For the project budget section of the RFA, one of the headings listed is Consultant/Subcontractor expenses. For our project, we don't really have any expenses of this kind. I was wondering if this is where we should place Staff Time (to coordinate/conduct outreach events, navigate clients, etc.) under. If not, where would be the appropriate place for it?

A: Thank you for your interest in the COCAP mini-grant program. Funds cannot be used to supplement salaries of existing full-time staff of the contracted organization. If full-time staff of the organization will work on the project, it should be in-kind staff time only. However, consultants or sub-contractors may be hired to work on the project.

Q: Is it ok that we apply for both the CRC and Ovarian CDOC mini-grants?

A: Absolutely, however agencies must submit separate applications for each grant.

Q: The guidelines state no out of state travel- is this referring to paying for awardees to go out of state? We may want to invite out of state experts to come speak before our group such as an expert on cancer disparities in A/PI population. Would we be able to include his travel costs from another state?

A: Yes. Paying for an expert to travel to California from another state is allowable under the grant guidelines.

Q: Can a CBO submit for the mini grant using a fiscal agency?

A: Yes.

Q: Can several agencies apply together for a larger award? Or must each agency apply separately and then collaborate on a large education outreach pooling the funds? How is the reporting handled?

A: Agencies can apply together but the award limit of \$5000 per proposal is in place. Agencies may apply separately for related projects with the plan of collaborating later but each project must stand on its own as there is no guarantee that all proposals for a collaborative project will be approved. Each agency that is awarded must turn in a report based on the proposed goals and evaluation measures in their application.