

**Frequently Asked Questions and Answers
Related to the
Interim Assessment and Evaluation of the
Comprehensive Opioid Abuse Program Solicitation**

Below are the questions and answers submitted related to the solicitation. As noted in the solicitation, if you have further questions, please contact the Institute for Intergovernmental Research at COAP@iir.com.

*The solicitation and additional information is accessible at:
<https://www.coapresources.org/ItemsOfInterest/FundingOpportunities>.*

- Q:** The cover page of the RFA provides a disclaimer that “The contents of this document were developed by IIR and do not represent the official position or policies of the U.S. Department of Justice,” but then on page 2, under Overview, it states that the solicitation was done in collaboration between IIR and BJA. The disclaimer seems to imply that the RFA, award, and administration of award would be done solely through IIR, but what is provided on page 2 under Overview and page 4 under Project Management Requirements implies that BJA was and will be closely involved with the work, with direct oversight power. Can you provide clarity whether this cooperative agreement will be administered by IIR or directly by BJA?
- A:** The agreement will be administered by IIR, but IIR’s contract with BJA is a cooperative agreement, and there will be substantial BJA involvement in this project. The awardee should anticipate direct interaction with BJA throughout the project.
- Q:** On page 6 of 18, it is stated: “The recipient of funds will complete a process evaluation of approximately 30 selected COAP site-based grantees . . . BJA, working in collaboration with IIR, the other COAP TTA providers, and the recipient of funds, will select several cohorts of grantees from FY2017 and FY2018 based on similar project activities and project goals.” So, can IIR confirm that BJA and IIR will identify the 30 grantees participating in the intensive process evaluation activities?
- A:** BJA, working in collaboration with IIR, the other COAP TTA providers, and the recipient of funds, will select several cohorts of grantees from FY2017 and FY2018 based on similar project activities and project goals. The recipient of funds will be included in this selection process.
- Q:** On page 11, under C. Program Narrative, the first sentence says that the proposal narrative should be 30 double-spaced pages, but the following sentences seem to imply that the proposal narrative should only be 20 pages long. Can you confirm that the proposal narrative should be 30 double-spaced pages?

- A: The program narrative should not exceed 30 pages in length, double-spaced.
- Q: On page 11, under B. Budget Detail Worksheet and Budget Narrative, a link is provided to OJP’s Budget Detail Worksheet. This Excel file has sections for Budget Narratives to be included with specific budget components in the same file. Can you confirm that if we use the OJP Budget Detail Worksheet, it will satisfy the Budget Narrative requirement, since it appears to combine the Budget Details with the Narrative?
- A: The budget worksheet and narrative may be one combined document to satisfy both requirements if all required information is included in the single document.
- Q: On page 13 of 18, applicants are asked to address specific capacities and capabilities. In cases where the RFA does not reference the capacities of project staff specifically, should applicants assume that IIR is referring to the applying organization as well as project staff?
- A: Under the “Proposed Project Staff” section on page 13, information should be provided regarding specific project staff. On page 12 under the “Capabilities and Competencies” section, applicants may include the capabilities and competencies of the organization unless project staff are referenced specifically.
- Q: On page 15, under Post-Award Reporting Requirements, the hyperlink to a referenced document is not there, with the following instead: “Error! Reference source not found.” Can you provide an updated RFA with the correct hyperlink, or provide separately the site address, document, or context?
- A: The link has been corrected in the solicitation and reposted at <https://www.coapresources.org/ItemsOfInterest/FundingOpportunities>. This was referencing the “Required Tasks and Expected Deliverables” section on page 5 and not an external link.
- Q: I noticed that on page 2 of the RFP it says that the interim report will “... focus on the 2014 through 2017 time period” whereas on page 5 it says that “The focus of the interim report is on the changing nature of the opioid epidemic from 2013 through 2017...” Can you please provide guidance on the correct date range?
- A: The correct date range is 2013 to 2017.

