

End Hep C SF RFP for Hepatitis C-Related Service Enhancements and Frontline Staff Development and Training

E-Questions and Answers

Question 1: Is there a max allowed for indirect costs?

Indirect costs are permitted, and there is no formal maximum percentage set. However, proposals should justify any indirect costs and ensure they are reasonable and proportional to the overall request. Applications will be evaluated based on their strength, alignments with End Hep C SF's mission and values, and the quality of their programmatic plans. Please refer to the Proposal Narrative Requirements and Evaluation Criteria sections for more guidance on how proposals will be reviewed.

Question 2: Would a proposal providing direct self care to frontline staff be as competitive as a workforce development proposal?

Yes. Applications submitted under either funding pathway—programmatic enhancements or frontline staff development, training, or self-care—will be weighted equally during the review process. Applicants are encouraged to refer to the *Proposal Narrative Requirements* and *Evaluation Criteria* sections of the RFP for details on how proposals will be assessed.

Question 3: Are there any restrictions on use of funds such as stipends for interns, staff salaries, etc?

Applicants may propose activities that address either funding pathway: programmatic enhancements or frontline staff development, training, or self-care. Applicants are responsible for ensuring that all proposed uses of funds, including stipends, staff salaries, and other expenditures, comply with applicable laws, funding restrictions, and the organization's nonprofit status. End Hep C SF cannot interpret regulatory or legal requirements.

Question 4: Are the program initiatives strictly for our internal staff development? For example when looking at "workforce development," does this just mean WD for us as internal staff, or can it also include us as the facilitators of WD for others, such as interns? Also, this same question but for "self-care;" could it be self care for our program participants?

Applicants may propose activities that primarily benefit the organization's frontline staff, in alignment with the funding pathway and proposed scope of work. For example, workforce development efforts should focus on enhancing the skills, capacity, and well-being of internal staff. While applicants may describe their role in supporting others, such as interns, the intent of this funding is to strengthen the workforce directly engaged in delivering services. Interns may be included insofar as they perform similar functions to staff or work as staff, and are members of a cohort that includes staff. Similarly, self-care initiatives are intended to support the

well-being of frontline staff or participants served by the program. Applicants should clearly describe the intended beneficiaries and rationale in the proposal narrative.

Question 5: Is there a list of unallowable vs allowable expenses?

Applicants are responsible for ensuring that all proposed activities and use of funds comply with applicable federal, state, and local laws, as well as their own organizational policies. Grant funding may not be used for political lobbying. End Hep C SF does not maintain a list of allowable or unallowable expenses and cannot provide legal or policy interpretation. Proposed activities should align with the permissible purposes under the applicant organization's nonprofit status.