

**INDIANA STATE DEPARTMENT OF HEALTH
MATERNAL AND CHILD HEALTH DIVISION**

**Request for Proposals for
Safety Pin (Infant Mortality Grant)**

Email Forum #2 Questions & Answers

Q1. In Question 8 of the first Safety Pin RFP e-mail forums, you noted that “grantees will be reimbursed based on invoices submitted throughout the grant period.” That leads me to this question:

Will grantees be reimbursed for 100% of the invoiced expenses submitted during the grant period? Or will they be reimbursed for 60% of invoiced expenses with the remaining 40% withheld pending attainment of the targeted reduction in Infant Mortality Rate for the grantees’ designated region?

To clarify (if clarification is needed): Some organizations may need 100% of certain expenses to be covered while being willing to forgo reimbursement of other qualified, budgeted expenses for the project (which they would not invoice) if the targeted IMR is not achieved.

A1. The budget for the first two years of the grant should reflect a combined total of 60% of the total requested amount. Invoices submitted during those two years will be paid in full up to that 60% total budget. For example: If \$1 million is requested for four years, the first two year combined budget should reflect a planned spend of \$600k and invoices during those two years will be paid in full until the \$600k is spent down.

Q2. I’m working on the Safety Pin grant application for our team, and I’ve been trying to incorporate the Grant Application Completion Checklist into the master Microsoft Word document I’ve created. For some reason, I cannot copy and paste the checklist into another file.

Do you expect the checklist to be in the same electronic file as the Application Narrative? Or are you willing to accept the checklist as a separate file when our application is submitted by e-mail?

A2. The application check list can be sent as a separate document when the application is submitted.

Q3. Clearly, organizations will project a reduction in their region's infant mortality rate based on strategies, population and evidence-based research. And ISDH will evaluate each proposal based on its merits. But is there a minimum level of reduction in a region's infant mortality rate that is required for acceptance of a project or funding?

For example, can an organization project a reduction of 0.1 in a region's Infant Mortality Rate, such as from 7.3 to 7.2? What about a 0.01 reduction?

A3. There is not a minimum level of infant mortality reduction required to be awarded this grant funding or the related award in the second two years. If any reduction in infant mortality occurs with their targeted regions(s), applicants will be awarded 40% of their requested budget to support continued work in budget years three and four.

Q4. We are seeking greater clarity regarding how the ongoing funding/performance award will work.

The RFP is for a four-year project in which 60% of funds will be reimbursed and, no sooner than Q1 2020, recipients could be eligible for a performance award based on the remaining 40% of project costs.

• Does the 60% funding level continue for all four years of the project? (Or can it be exhausted before the end of the proposed four-year program period?)

• If an organization receiving the grant does not achieve the performance target after the first two years, is it obligated by the grant to continue for the entire four years?

A4. The budget for the first two years of the grant should reflect a combined total of 60% of the total requested amount. Invoices submitted during those two years will be paid in full up to that 60% total budget. For example: If \$1 million is requested for four years, the first two year combined budget should reflect a planned spend of \$600k and invoices during those two years will be paid in full until the \$600k is spent down. The budgets for years three and four should reflect a combined total of 40% of the requested amount (or \$400k in the preceding example) and will be awarded if a reduction in infant mortality occurs within their targeted region(s). Organizations are not required to continue their proposed work in years three and four if they do not achieve and receive the grant award.

Q5. We have a program that we put in place last year. We were wondering if we could use that or if it has to be a program that is not yet implemented.

A5. An existing program would be an appropriate application submission if it were expanding services or scope beyond what is already funded.