

Green Dot Request for Applications (RFA15-001)

Questions and Answers

In this document you will find the questions and answers submitted to the Sexual Violence Prevention Program (SVPP) related to the Green Dot RFA.

- 1. Question: Does the Florida Department of Health (DOH) plan to orchestrate additional Green Dot group trainings for high school or university level implementation like you did for the community level?**

Answer: SVPP would like to support Green Dot training in Florida, however that may not be possible. Applicants should budget to attend a Green Dot training if they do not have staff who are Green Dot certified for the population chosen in their application.
- 2. Question: Is a media campaign to promote implementation and reinforce a social norms campaign an allowable expense in this RFA?**

Answer: Yes.
- 3. Question: Would student peer-educators working exclusively to support Green Dot initiatives be an allowable expense?**

Answer: Yes.
- 4. Question: What are the requirements of the program we decide to go with in order to comply with Bystander approach in our curriculum?**

Answer: Green Dot is the bystander intervention that has been selected by DOH for implementation through this RFA.
- 5. Question: Is there any other trainings that DOH is aware of for implementing this approach?**

Answer: Green Dot is the bystander intervention that has been selected by DOH for implementation through this RFA.
- 6. Question: Is the grant \$100,000.00 over the next three years?**

Answer: Applicants are allowed to request up to \$100,000 per year.
- 7. Question: Local County Governments are not specifically listed as eligible applicants. Can we go ahead and apply under the OTHER (i.e. NOT LIMITED TO) category?**

Answer: Local County Governments are eligible to apply for this funding.
- 8. Question: Has the Green dot program been used before? If so in what capacity? Do you have any statistics as to it's success rate?**

Answer: For more information related to the Green Dot Strategy, please visit the following website: www.livethegreendot.com.
- 9. Question: Are there any particular geographical regions that you are seeking to implement these programs in Florida?**

Answer: No.
- 10. Question: Can you provide more information related to the Letters of Support and what they should entail?**

Answer: Please refer to section 5.6.2 (page 13) of the RFA.

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11. **Question:** Regarding there being two rounds of awards, are we able to apply for both? If so, do we apply once for both rounds of awards, or send separate applications for each round of funding? Or, does the department decide on which round agencies are funded through?
- Answer:** Agencies are not able to apply for both rounds of funding. SVPP staff will determine which applications are funded for round 1 (October start) and which applications are funded for round 2 (February start).
12. **Question:** Where can I find more about Community Change Plans, section 5.8 in the RFA?
- Answer:** Community Change is a part of the Social-Ecological Model and Public Health Approach which is a framework for prevention. Please describe Community Change envisioned through the implementation of Green Dot.
13. **Question:** Should the three Letters of Support all be from our collaborating agency, as responsibilities are to be outlined within; or can letters of support come from organizations with whom we currently have relationships and who would support our efforts in this proposal?
- Answer:** The Letters of Support referenced in 7.2 is correspondence addressed to DOH, from a potential applicant stakeholder/collaborator, pledging support and acknowledgement of certain responsibilities pertaining to the applicant's successful implementation of a Green Dot strategy.
14. **Question:** Green Dot is a program that has the potential to target all power based personal violence. Do these funds limit that scope to just sexual violence?
- Answer:** The scope of the work in this RFA is to reduce and ultimately eliminate sexual violence.
15. **Question:** If our site has already laid the ground-work for implementation, can year 1 funding be available for beginning stages of implementation?
- Answer:** Yes.
16. **Question:** Is the grantee limited to the sample booster lessons plans provided by the Florida Department of Health Sexual Violence Prevention Program, or can boosters sessions be created by the site that are tailored to the needs of the priority population?
- Answer:** The grantee is not limited to the Booster Session ideas presented in the Green Dot Training manual, as long as the booster session provides an opportunity to reinforce key content and build skills.
17. **Question:** Does Green Dot have the capacity to train all proposed staff within the 3 month timeframe required by the funder?
- Answer:** Please see <http://livethegreendot.com/training.html> for training information.
18. **Question:** Is there a cap on the indirect rate for subcontracts?
- Answer:** In accordance with Rape Prevention and Education funding guidelines, indirect costs are limited to 5%.

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19. **Question:** **Is it necessary to have the personnel specified (Coordinator and Facilitator)? If yes, can you clarify the roles of each of these positions?**
Answer: You do not have to have to name specific staff within your application. However, if current staff are identified for this RFA, please submit resumes as stated in section 7.3 of the RFA. For roles and please refer to section 5.6 of the RFA. Staff may be hired if awarded a contract.
20. **Question:** **Will the grantee have to use the Early Adopters Survey and Social Norms Survey provided by the Florida Department of Health Sexual Violence Prevention Program?**
Answer: Yes. However, the grantee may collect other survey data in addition to the Early Adopters Survey and Social Norms Survey provided by the Florida Department of Health Sexual Violence Prevention Program.
21. **Question:** **Can you clarify what you mean by Social Norms Survey? Will this capture the elements needed to demonstrate evaluation outcomes, or would another evaluative method be necessary?**
Answer: A Social Norms Survey determines the standards of acceptable behaviors or attitudes within a community or peer group (actual or perceived). The Department will provide funded sites with an Evaluation Toolkit. The survey will provide a baseline for each community from which to measure effectiveness.
22. **Question:** **Regarding item 5.5.5: Can you clarify the language of this item? If we only have one site, would this require two separate Social Norms Campaigns over the first year, or would one site be able to implement one norms campaign? How would we measure the number of people who were reached by our campaign if we are using poster marketing, etc.?**
Answer: There is no item 5.5.5. Social Norms Campaigns are not required to be implemented. A Social Marketing Campaign is required to reinforce key content, and build mainstream social acceptance of the core language and principles of Green Dot.
23. **Question:** **Regarding item 5.7.10: Due to difficulties in retention, is it possible to set a lower standard for the number of bystander trained individuals who complete booster sessions, as well as increase the length of time between training and booster?**
Answer: Green Dot requires each participant attend two (2) face-to-face booster trainings per year. In addition to face-to-face trainings, electronic booster sessions assure connection with participants through “tips of the week,” surveys, or updated information.
24. **Question:** **Does item 5.7.11 refer to secondary schools, or are colleges/universities included in that requirement?**
Answer: Colleges/universities are included. Two teacher workshops must include a minimum of fifteen (15) attendees; combined for both workshops.

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- 25. Question: Will the Evaluation Toolkit be the same as the Social Norms Survey?**
Answer: No; the Social Norms Survey will be a component of the Evaluation Toolkit. The social norms survey will provide a baseline for each community from which to measure the effectiveness of Green Dot activities, using the Evaluation Toolkit.
- 26. Question: What determines which round a program is funded under? If we are a current RPE funded site, would our funding period start Feb 1?**
Answer: An applicant may indicate a preferred start date but the final decision will be made by SVPP staff.
- 27. Question: Can you clarify the difference between the Memorandums of Agreements (5.7.4) and Letters of Support (7.2)?**
Answer: The Letter of Support referenced in Section 5.7.4 is correspondence addressed to DOH from a potential applicant stakeholder pledging support and acknowledgement of certain responsibilities pertaining to the applicant's successful implementation of a Green Dot strategy. The Memorandum of Agreement detailed in Section 5.7.4 is a more formal agreement between the applicant and stakeholder outlining responsibilities of both parties and signed in good faith.
- 28. Question: Regarding item 7.11., which of the following interpretations are correct?**
 - **The grant will fund the Green Dot Coordinator gross salary at \$50,000 as long as 50% of the FTE is spent on Green Dot**
 - **The grant will fund \$25,000 of the \$50,000 Green Dot Coordinator gross salary to reflect the 50% FTE spent on Green Dot****Answer:** The correction answer is "The grant will fund \$25,000 of the \$50,000 Green Dot Coordinator gross salary to reflect the 50% FTE spent on Green Dot."
- 29. Question: For the application, are the page limits single or double spaced?**
Answer: Double spaced is preferred.
- 30. Question: The RFA states that the provider must 'Train all proposed staff and one key partner within 3 months of contract date.' Can we move the Green Dot training date to the June/July timeframe to accommodate teachers who are targeted as key partners?**
Answer: No. Please refer to the RFA amendment for clarification.
- 31. Question: Can the duties/responsibilities of the Green Dot Manager/Coordinator be shared between two Green Dot trained staff?**
Answer: No. There must be at least one full time staff member that bears the responsibility of Manager/Coordinator. Beyond that, other positions may be shared.

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- 32. Question:** Will there be any 'joint' Green Dot training venues in Florida coordinated by DOH to help meet common programmatic training requirements, e.g. high school, college, community level training (similar to the community level training coordinated by DOH in Orlando, FL in January 2015)?
- Answer:** SVPP would like to support Green Dot training in Florida, however that may not be possible. Applicants should budget to attend a Green Dot training if they do not have staff who are Green Dot certified for the population chosen in their application.
- 33. Question:** Can we allocate funding to compensate schools for hiring substitute teachers to fill in for those key partners/school staff who are teachers and required to attend mandatory off-site Green Dot training and/or bystander trainings conducted during school hours?
- Answer:** No.
- 34. Question:** The 'Implementation Plan for Year One' would appear to reference Green Dot implementation at more than one entity, e.g. high school, middle school, etc. Are the number of referenced activities in paragraph 5.7, e.g. focus groups, social marketing campaigns, overview speeches, etc., geared for implementation for more than one entity? For instance, if we're considering implementation in two high schools, would we be required to conduct the number of referenced activities in each school, or half in one and half in the other?
- Answer:** Implementation would be per entity; not divided by two in the example above. All elements are required at all sites.
- 35. Question:** Do we have the authority to design our own creative materials used in the social norms campaign, e.g. posters, promotional items approved by DOH, or must we purchase items from the Green Dot website?
- Answer:** Branding materials may be slightly customized, but must be pre-approved by SVPP.
- 36. Question:** Does Green Dot plan to come to Florida to provide trainings?
- Answer:** SVPP would like to support Green Dot training in Florida, however that may not be possible. Applicants should budget to attend a Green Dot training if they do not have staff who are Green Dot certified for the population chosen in their application.
- 37. Question:** To implement Green Dot in a high school, personnel from the high school must be trained in Green Dot. Can the center train the personnel or is the school required to have personnel trained by Green Dot? If so, is there a requirement to have trained Green Dot personnel in each high school where the program will be presented?
- Answer:** School personnel would receive a bystander training conducted by the certified Green Dot Manager/Coordinator/Facilitator.
- 38. Question:** In the letter of support, is there a required commitment to send personnel to training or support the concept of Green Dot?
- Answer:** Yes.

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39. **Question:** **Question 2.4 Applicants Project Results is the requirement to implement all four or only one?**
Answer: All four must be implemented.
40. **Question:** **Project Abstract 5.4 Can you please clarify the portion of the sentence,” types of services offered”. Are these services other than Green Dot.**
Answer: No. All SVPP-funded services will be Green Dot services.
41. **Question:** **Is Green Dot the only curriculum to be presented in the schools or can Green Dot be used in conjunction with an approved curriculum?**
Answer: The contracts resulting from this RFA will be awarded solely for implementation of the Green Dot strategy, including trainings and education.
42. **Question:** **There are two staff members at our center who are certified in Green Dot Community. If another priority population is decided upon for the RFA and added to the overall strategy, can both priority populations be included in the funding?**
Answer: Applicants may submit more than one application for separate priority populations. Each application must be completed in its entirety to be considered as each will be scored independently.
43. **Question:** **The application asks one priority population be selected, can multiple applications be submitted; to cover more than one population?**
Answer: Applicants may submit more than one application for separate priority populations. Each application must be completed in its entirety to be considered as each will be scored independently.
44. **Question:** **4 bystander trainings are required; what is the duration of a training. Are Bystander trainings duplicates, or are trainees required to attend all 4 sessions?**
Answer: Bystander trainings are to be conducted by a certified Green Dot Manager/Coordinator/Facilitator, and are a minimum of 6-7 hours in length. A participant is only required to attend one complete bystander training, and subsequent booster sessions. A single bystander training may be divided into smaller increments based on the need to accommodate participant schedules.
45. **Question:** **4 booster trainings are required. Are all the bystander attendees required to attend all booster sessions?**
Answer: Green Dot requires each participant attend a minimum of two (2) face-to-face booster trainings per year.
46. **Question:** **Overview speeches. Is the target audience from the populations selected? or is it separate and general audience in community?**
Answer: Overview speeches are to be conducted in four phases: with early adopters across all subgroups, with early adopters in targeted populations; with the general population within targeted populations, and finally, with the general population.

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47. **Question:** **Teacher Workshops: 2 are required. Are 15 attendees required at each workshop, or a combined 15?**
Answer: Two teacher workshops must include a minimum of fifteen (15) attendees; combined for both workshops.
48. **Question:** **Budget: Training in Green Dot. Training is required within 90 days of contract, will DOH be organizing a central training for all awardees somewhere in Florida which all will attend? Or will we need to budget independent training with Green dot directly? Will pricing of training be available to us? The Green Dot website does not state training costs.**
Answer: SVPP would like to support Green Dot training in Florida, however that may not be possible. Applicants should budget to attend a Green Dot training if they do not have staff who are Green Dot certified for the population chosen in their application. The estimated cost of the training is \$1,750 plus travel and accommodations.
49. **Question:** **The Implementation Plan is a significant requirement in the scored application. However, in sect. 5.7.3 is stated that the plan has to be developed and submitted within 30 days of contract. Please clarify expectations.**
Answer: Section 5.7 of the RFA in its entirety is a summary description of components required to be included in the implementation plan. Section 5.7.3 outlines when the implementation plan must be submitted, if a contract is awarded.
50. **Question:** **Please identify the difference between the letters of support requested and the Memorandums of Agreement detailed in section 5.7.4 which are not due for 30 days.**
Answer: The Letter of Support referenced in Section 5.7.4 is correspondence addressed to DOH from a potential applicant stakeholder pledging support and acknowledgement of certain responsibilities pertaining to the applicant's successful implementation of a Green Dot strategy. The Memorandum of Agreement detailed in Section 5.7.4 is a more formal agreement between the applicant and stakeholder outlining responsibilities of both parties and signed in good faith.
51. **Question:** **Since round one's start date is October and round two's is February do we need to specify which round we are applying for? If we apply for round one and don't get it will we be considered for round two? I'm unclear about the "rounds".**
Answer: An applicant may indicate a preferred start date but the final decision will be made by SVPP staff.
52. **Question:** **Where, when will green dot trainings will be available? There is only one currently available and it is in June in Virginia. This will be important information for budgeting.**
Answer: SVPP would like to support Green Dot training in Florida, however that may not be possible. Applicants should budget to attend a Green Dot training if they do not have staff who are Green Dot certified for the population chosen in their application.

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- 53. Question:** Since two staff have been trained in community green dot, do we have to choose community as our one choice or if we want to do other age groups will trainers have to go back and get the specific training for the group being presented to? Can we choose more than one group for our proposal?
- Answer:** Applicants may only choose one strategy per proposal and must have staff that are trained or will be trained in that strategy.
- 54. Question:** At the training they trainers had us sign an agreement that we would only present green dot community to community groups. We currently have three groups of mixed middle/high school youths in different residential programs, since the groups take place in the community and not in the high school could we present community green dot training to them? What if we don't use those groups as a part of the contract requirements but share the green dot strategies with them-will that be allowed?
- Answer:** The Green Dot Community strategy is appropriate only in a community setting and is not designed for used in the setting described in this example.
- 55. Question:** The projected budgets for both rounds appear to be the same 50,000-100,000. Is that the budget per year or all three years combined?
- Answer:** Applicants are allowed to request up to \$100,000 per year.
- 56. Question:** What does the "purchasing" part of the contract include? Every supply for the program must be purchased from PRIDE? We currently purchase our business cards from them. Is it "something" or "everything" if it is a product of theirs?
- Answer:** Please see RFA Attachment VI , Section M, Purchasing.
- 57. Question:** There is a reference in the application for two different funding cycles. Will this one application be considered for both funding cycles? Or will we need to resubmit a second application for the second cycle if we are not selected for the first?
- Answer:** Applications will be considered for both funding cycles.
- 58. Question:** The language in the application makes it seem as though there is an expectation that you will implement the program in more than one site. For example, we are planning to implement the college/university Green Dot. Do we need to implement this with more than one college campus? Or does one college campus meet the criteria?
- Answer:** One college campus meets the criteria for implementation.
- 59. Question:** There are sections that address both the implementation plan and the community change plan in the application. It is unclear whether we are required to actually submit each of these plans or simply explain how we will go about creating them once awarded funds. Can you please clarify?
- Answer:** Applicants are asked to give a broad overview of the implementation and community change plans that are required once awarded funds.

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60. **Question:** If we are going to initiate a Green Dot Program in more than one place, we must submit separate applications for each location. Is that correct?
Answer: A separate application is required for each strategy, but each strategy can be implemented in more than one location.
61. **Question:** Will there be training offered in Florida within the 3 months for all priority populations?
Answer: SVPP would like to support Green Dot training in Florida, however that may not be possible. Applicants should budget to attend a Green Dot training if they do not have staff who are Green Dot certified for the population chosen in their application.
62. **Question:** Can we apply for both rounds of funding?
Answer: Applications will be considered for both funding cycles.
63. **Question:** What major work distinctions are there between 1st and 2nd rounds of funding?
Answer: There is no distinction other than the start and end dates.
64. **Question:** Will the CAT still be in place?
Answer: No.
65. **Question:** Is the required Community Action Plan something that we will create or is it based specifically Green Dot implementation?
Answer: No Community Action Plan is required.
66. **Question:** Because all providers under this RFA will be implementing the Green Dot Strategy, which only hosts facilitator trainings 2-3 times a year, will the Dept. of Health organize and host the training in one location for all providers and bear the cost for our staff facilitators? Or should each agency budget the \$1750 per staff person for the training (plus the travel and per diem costs).
Answer: SVPP would like to support Green Dot training in Florida, however that may not be possible. Applicants should budget to attend a Green Dot training if they do not have staff who are Green Dot certified for the population chosen in their application.
67. **Question:** Since the release of the RFA, our agency has been reviewing the website for the Green Dot Strategy and talking with their staff, as we noted that the implementation of Green Dot Strategy for middle school youth population is not mentioned on their website. However, on Page 7 of the RFA, Choice 1 is for serving the Priority population of Middle School. From what we understand of the Green Dot Strategy, we need to understand if this means education middle school students themselves (Bystander Trainings and Booster Sessions) or adults who WORK with middle school students only?
Answer: Green Dot has a middle school strategy.

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- 68. Question:** On page 13, the RFA states that the Early Adopters and Social Norms surveys will be provided to the contractor by the Department. Are these assessment tools already developed or in process, as we have found it is sometimes difficult to develop outcomes for a program or strategy without awareness of what the tools will be measuring. Could these tools be attached to the next addendum to this RFA?
- Answer:** We are in the process of developing of the Early Adopters and Social Norms surveys and will make these available to funded sites as soon as possible.