



**Texas Opioid Abatement Fund Council
K-12 Opioid Prevention Education Program Grant**

RFA NO.	O AFC-24-0002	ADDENDUM NO.	1
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The purpose of this Addendum is to answer written questions regarding the Notice of Funding Availability (NOFA). The written questions and answers are incorporated herein as Exhibit A of this Addendum.

THIS ADDENDUM SHALL BE ATTACHED TO AND FORM A PART OF THE NOFA AND THE GRANT AGREEMENT. APPLICANT MUST ACKNOWLEDGE RECEIPT OF THIS ADDENDUM BY SIGNING AND RETURNING THE ADDENDUM WITH ITS APPLICATION.

APPLICANT ENTITY NAME

AUTHORIZED REPRESENTATIVE SIGNATURE

AUTHORIZED REPRESENTATIVE PRINTED
NAME

EXHIBIT A

WRITTEN QUESTIONS AND ANSWERS

1. Our team is eager to apply for the K-12 Opioid Prevention Education NOFA. However, we want to confirm that we are eligible. We understand there have been some changes to the conflict / exclusion process since the naloxone NOFA.

Answer: This grant is available to political subdivisions of this state (including, but not limited to, state agencies, counties, municipalities, school districts and state institutions of higher education) and nonprofit 501(c)(3) entities.

A conflict of interest exists when an O AFC member is employed by or has the same employer as the grant applicant or has a financial interest in the grant. Conflicts of interest may also exist within the grant applicant's network of subgrantees and subcontractors, if any, that will perform any work described in the grant agreement. O AFC members that have conflicts will be able to recuse themselves from the process to allow the applicant to be considered for award. However, if too many O AFC members are unable to vote on an application due to conflicts, the application cannot be acted upon. After applying, there will not be an opportunity to amend the application in response to a conflict of interest.

2. In reference to the K-12 Opioid Prevention Education Program RFP, will it come out again next year?

Answer: No. The K-12 Opioid Prevention Program was approved as part of the council's 2024 Grant Issuance Plan.

3. Is there a specific pace for budget utilization given that this is settlement money? You are explicit in the spent for the Regions and the in-school portion of the scope of work but the other budget allocations are not clear.

Answer: No. The grantee will be expected to expend all funds within the grant period. See Section III.C. of the NOFA for the grant period.

4. Can you elaborate on the expectations for the depth of the website? Based on what is required to be live on the website, is the expectation to keep it to the main sections each with 2-3 pages of information?

Answer: Section III.D.6 of the NOFA contains the mandatory requirements related to maintaining a website. Specifications beyond what is included in this section are at the discretion of the applicant and subject to evaluation.

5. Community Engagement & Public Awareness:

- a. Do you have a current platform to compile customer/public engagement evaluations and surveys or should we submit a recommendation?

Answer: No, O AFC does not have a platform and applicants are responsible for proposing community engagement and public awareness activities in accordance with the requirements of Section III.D.5. A detailed plan should be included in the application.

6. Social Media Marketing

- a. What social media channels are expected to be included and are we open to propose?
- b. Is there someone currently managing the community for this potential campaign, or would we have access to your channels to plan, edit, etc?
- c. Will the winning partner also provide content? Are there any existing content guidelines or messaging frameworks we should adhere to? How flexible are we in developing new content?

Answer:

a. There are no specific expectations for social media channels beyond what is described in Section III of the NOFA. Applicants should include detailed plans for social media engagement, if any, in the application.

b. No, managing the community for this potential campaign is the grantee's responsibility. Applicants should include detailed plans, if any, with the application.

c. Yes, applicants may propose social media content, including the development of new content, in their applications. The quality of the proposed content and plans to develop new content will be considered in the application evaluation. All content will be subject to O AFC approval.

7. Potential Stakeholders

- a. Are there specific community leaders, organizations, or stakeholders you recommend or require to be involved in these initiatives?

Answer: No.

8. Other Public Awareness Channels (beyond social media stated in the RFA)

- a. Are there any other channels or platforms preferred (ie local media, community newsletters, etc)? Or are we free to propose?

Answer: No. Applicants are free to propose the use of public awareness channels in their applications.

9. Can you clarify any specific technical, operational, or regulatory requirements that we should be aware of?

Answer: Aside from the requirements described in the NOFA, the grantee is responsible for compliance with applicable regulatory requirements, and the grantee must obtain all necessary approvals, including applicable permits and licenses, if any (see Section VI.A of the grant agreement).

10. Are there any preferred or mandatory tools, platforms, or systems that need to be integrated into the project?

Answer: No. There are no preferred or mandatory tools, platforms, or systems that need to be integrated into the project beyond what is described in the NOFA and grant agreement.

11. Can you provide additional details on any deliverables that weren't explicitly outlined in the RFP?

Answer: No. Applicants are responsible for developing their proposals and any deliverables that are not explicitly outlined in the NOFA.

12. Could you please confirm if there is an incumbent vendor for this opportunity? If so, who is the incumbent? Is the incumbent vendor qualified to apply for this RFP? Are there any additional capabilities that you're looking for to supplement the existing services provided by the incumbent vendor?

Answer: There is no incumbent.

13. I noticed that the RFP guidance states that administrative costs may not exceed ten percent of the grant award. Could you please confirm if there is any more specific guidance/ preference regarding the distribution of activities, budget percentage, or dollar amount on media versus production, or the amount that a prime contractor versus subcontractor must be responsible for?

Answer: No. Other than the grant funding allocation requirements contained in Section III.E of the NOFA, applicants are responsible for making determinations regarding the distribution of activities and budget questions. Applications will be evaluated on the proposed use of funds in achieving the grant objectives.

14. Are indirect costs included in the total maximum funding amount?

Answer: Yes, indirect costs are included in the maximum available funding amount (i.e., there is no additional funding for indirect costs beyond the maximum available funding amount). The total of all administrative costs incurred by the grantee, including any indirect costs, may not exceed ten percent of the grant award. See Section III.E.3.b. of the NOFA.

15. What are the primary evaluation criteria, and how will they be weighted in the decision-making process?

Answer: *The evaluation criteria and points for each category are included in Section VI.B of the NOFA.*

16. Is there a specific scoring rubric that will be used to assess proposals?

Answer: *Yes. Applications will be evaluated using a scoring rubric based on the criteria and scoring set out in Section VI.B of the NOFA.*

17. Will there be opportunities for follow-up presentations or Q&A sessions after the proposal submission?

Answer: *No. The O AFC does not anticipate scheduling follow-up presentations or Q&A sessions after proposal submission.*

18. Does a reference still qualify if the primary contact at the organization has left the organization since the completion of the work in question? (if references are required)

Answer: *References may be submitted but are not required and there are no required qualifications for references. See Sections IV.B.1.c.1., IV.B.6. and VI.B.2. of the NOFA for more information.*

19. Could you please confirm the funding amount for the prior awards?

Answer: *The funding for the Naloxone Grant (RFA No. O AFC-24-0001) was \$25,000,000.*

20. Are there any flexibility or contingencies in the timeline, particularly with regard to key milestones or the project start date?

Answer: *Timelines, including the project start date, will be strictly enforced in accordance with Section XXI.A (Time Limits) of the grant agreement. Applicants may request modified timelines in their applications, but the applicant's speed of rolling out grant activities will be considered in the evaluation of applications (see Section VI.B.2 (and the Proposed Work Plan Evaluation Criteria) of the NOFA). Pursuant to Section V. (Term) of the grant agreement, CPA may further grant requests for no-cost time extensions provided the requirements of that section are met. Also see Section VI. (Project Commencement and Completion) of the grant agreement.*

21. I see the tentative schedule for the evaluation process, including when decisions will be made and when the winning bidder will be notified, but is it safe to assume those dates could change?

Answer: The O AFC does not anticipate a change in the evaluation and award schedule at this time.

22. Will there be any penalties or consequences for missing deadlines once the project begins?

Answer: Yes, O AFC may exercise remedies set out in the grant agreement for failure to meet prescribed timelines or nonperformance generally. O AFC encourages applicants to review the sample grant agreement included in the NOFA for contractual remedies and consult legal counsel on those.

23. Can you provide any further details on the budget allocated for this project? Is the budget flexible or fixed?

Answer: The budget is fixed. See Sections III. A. and E. of the NOFA for funding and allocation information.

24. Are there any limits or restrictions on how funds can be allocated within the project budget?

Answer: Other than the requirement to geographically allocate the funds as outlined in Section III.E and the requirement that administrative costs may not exceed ten percent of the funding award, there are no specific restrictions on how funds may be allocated.

25. Is funding contingent on any external factors, such as state budget approval or grants?

Answer: All grant funding is contingent upon the availability of funds. See Section III.E of the NOFA and XXI.B of the grant agreement.

26. Are there any state-specific regulations or legal requirements that the contractor must comply with not spelled out in the existing RFP? Or do you see these requirements changing after the award?

Answer: Aside from requirements stated in the NOFA, the grantee is responsible for informing itself of and ensuring its compliance with any additional legal and regulatory requirements that may exist, and the grantee must obtain all necessary approvals, including applicable permits and licenses, if any (see Section VI.A of the grant agreement).

27. Can you clarify any licensing or certification requirements for vendors bidding on this project?

Answer: The NOFA does not include any specific licensing or certification requirements for applicants. Aside from requirements stated in the NOFA, the grantee is responsible for compliance with applicable legal and regulatory requirements, and the grantee must obtain all necessary approvals, including applicable permits and licenses, if any (see Section VI.A of the grant agreement). Also see Section III.B. of the NOFA for eligibility requirements.

28. Are there any existing contractual obligations with other vendors that we need to be aware of when proposing our solution?

Answer: No.

29. Why are the award decisions not appealable or subject to protest or challenge?

Answer: As provided by 34 TAC §16.208(d)(6) all grant funding decisions are final and are not subject to appeal.

30. How frequently do you expect progress updates or reporting throughout the project?

Answer: See Section VI.E of the grant agreement for reporting requirements, including frequency.

31. Will be the primary point of contact from the comptroller's office for communication and project management remain the key contact on this funding notification or will a different lead be assigned once awarded?

Answer: O AFC will assign a point of contact upon award and will apprise of any changes.

32. Will there be regular meetings or check-ins with the comptroller's office or the Texas Education Agency or any other agencies during the project?

Answer: Yes, O AFC may conduct meetings on an as-needed or regular basis (see Section XI of the grant agreement).

33. Can you provide insights into past projects similar to this one? Were there any specific challenges or lessons learned?

Answer: Unfortunately, we are unable to provide insight on past projects as this is the first project of this kind administered by the O AFC.

34. What is your primary goal or measure of success for this project?

Answer: See Section III of the NOFA for more information and requirements related to grant objectives.

35. Are there any performance metrics or Key Performance Indicators (KPIs) we should be aware of not spelled out in the NOFA?

Answer: No. However, applicants may, as part of their proposal, submit additional performance metrics or KPIs not contained in the NOFA.

36. Will any state resources, such as staff or facilities, be made available to support the project?

Answer: No. The grantee will be responsible for all aspects of performance, including staffing and facilities. See Section III of the NOFA for additional information.

37. Is Texas open to providing additional resources if needed to meet project goals?

Answer: The funding for this program is provided through the O AFC. No funding will be awarded for this grant beyond the stated maximum of \$25 million.

38. Are there preferred or restricted subcontractors/vendors that we need to consider?

Answer: No. See Section III.D.1 of the NOFA for more information on utilization of subcontractors and subgrantees.

39. Does the application package allow for supplemental documentation/ sample visual content to be submitted, beyond the references and creative examples required?

Answer: Yes, applicants may include supplemental documentation and sample visual content. See Section IV of the NOFA for content and submission requirements.

40. What are your expectations regarding ongoing support or maintenance after project completion?

Answer: No ongoing obligations survive the termination or expiration of the grant agreement unless expressly stated in the NOFA or grant agreement.

41. Is there a specified post-project warranty period, and if so, what are the terms?

Answer: No.

42. Will there be opportunities for continued work or contract extensions based on the project's success?

Answer: No. There is no additional work or funding associated with this grant opportunity beyond the grant activities and funding described in the NOFA.

43. I see the specific formats and requirements for the proposal submission are there any specifics beyond what is stated in the RFP?

Answer: No.

44. Will there be an opportunity to ask additional questions or submit clarifications after the initial proposal submission?

Answer: No. Aside from requests for clarification initiated by O AFC, there will not be an opportunity to submit clarifications following the deadline for applications.

45. Can you provide any insights into common pitfalls or mistakes in previous RFP responses?

Answer: No. Applicants should review the NOFA thoroughly before submission to ensure all requirements are met.

46. Will there be an opportunity to provide an "old-school" bound copy of the RFP to the comptrollers as well as a digital?

Answer: No. Applications may only be submitted by email. See Section IV in the NOFA for application submission requirements.
