

## FAQs: Disease Intervention Certification Project RFPs

### Frequently Asked Questions (FAQs) & Answers

- 1. Do you happen to know if the survey for the Job Task analysis, or even the list of the Job Tasks, is available to be shared?**

We anticipate the list of Job Tasks and/or JTA survey tool will be made available to the selected subawardee. Currently, the DIS JTA survey tool is in the clearance process with the federal funder and will be made available for review in the [Federal Register](#) for 60 days. We will update the FAQs once the DIS JTA survey tool is available for review.

- 2. If we are planning to submit two applications, would you prefer us to submit 1 application or 2 separate applications?**

Please apply to each RFP individually and not submit a single application for multiple RFPs.

- 3. Do you know where on the webpage questions will be posted and answered?**

Questions submitted to [grants@aspph.org](mailto:grants@aspph.org) regarding the RFPs are posted [at Funding Opportunities - Association of Schools and Programs of Public Health \(ASPPH\)](#). Scroll down the page to "Questions". Click DIS RFPs Frequently Asked Questions.

- 4. Do you know how much support ASPPH will provide to grantees? For example, how much will ASPPH assist with key informant interview recruitment or identifying potential partner institutions within the Partnering with Undergraduate Institution Educators to Build Pathways to Disease Intervention Certification work plan.**

It is the responsibility of the subawardee to fully execute their work plan. However, ASPPH will provide technical assistance to subawardees in support of project goals. This may include meetings between the subawardee and ASPPH to identify resources, address barriers, and provide linkages to subject matter experts.

- 5. What is the indirect cost rate limit?**

If indirect costs are requested, there is no rate limit, however supporting documentation for the IDC rate must be submitted such as a federally negotiated indirect cost rate agreement.

**6. Does ASPPH have a salary cap? If so, what is capped amount per year?**

Effective January 1, 2024, the salary limitation for Executive Level II is \$221,900 per the [Guidance on Salary Limitation for Grants and Cooperative Agreements FY2024](#).

**7. Do the budget limit totals include indirect costs, or only modified total direct costs?**

The anticipated award amount includes the total direct and indirect costs.

**8. Do contracted or appointed individuals of member institutions meet the eligibility criteria for "CEPH-accredited schools/programs that are ASPPH members?"**

ASPPH encourages member institution contracted or appointed individuals to collaborate with a colleague from the ASPPH member institution. As an ASPPH member institution, an application with a faculty member serving as PI is eligible for funding opportunities. It would be appropriate for an individual to serve as co-PI in a contracted or affiliated role.

**9. Is there a maximum number of applications that a CEPH-accredited ASPPH member program/school can submit to the Disease Intervention Certification-related funding opportunities? For example, may the same ASPPH-member program/school apply to multiple opportunities (e.g., one application for Developing Core Competencies for Disease Intervention Professionals and one application for Partnering Undergraduate Institution Educators to Build Pathways to Disease Intervention Certification)?**

No maximum, applicants may apply to multiple funding opportunities where they meet the eligibility criteria.

**10. May the same ASPPH-member program/school submit multiple applications for the same opportunity?**

Yes, an eligible institution may submit more than one application for the same RFP.

**11. Do you need a separate LOI for each or can we submit the formal LOI with all grants listed?**

Yes, you may send a single email listing the applicable RFPs.

**12. The RFA says that a sample activity will be to identify potential partner institutions. Are you anticipating these being only CEPH-accredited institutions, any institution currently offering public health education, or any institution in general?**

Any institution. There are no restrictions on the type of institution that can be chosen.

**13. Is this contract cost-reimbursable or fixed price?**

The subaward will be cost reimbursable based on the approved budget.

- 14. Do you want one PDF with all five components (Cover Sheet, Project Plan, Budget, NICRA, CVs) OR five separate PDFs for each component?**

One PDF application packet with all five components is preferred but not required.

- 15. For the budget we will submit, is an R&R budget the preferred form?**

Because this is a CDC non-research funding opportunity, we do not have a required form for the budget. However, we do require the budget justification be consistent with the CDC Budget Preparation Guidelines linked in the RFP: [CDC Budget Preparation Guidelines](#)

- 16. Are there formatting guidelines for the resume/CVs?**

No, there are not formatting guidelines specific to the resumes/CVs.