

## Sept 3, 2014 - Smoking Cessation RFP with the UCSF Smoking Cessation Leadership Center (SCLC)

### Frequently Asked Questions

**Q1.** *Please confirm if this RFP is valid / open for developing countries?*

**Answer:** The current RFP for grants in smoking cessation is only for U.S. based organizations for programs within the U.S.

**Q2.** *Is it correct to assume that only non-profit organizations are eligible to apply?*

**Answer:** That is not necessarily true. A for-profit hospital could potentially apply. The general rule is the organization has to primarily exist to directly serve patients or healthcare professional members. Medical education and communications companies are not eligible regardless of for-profit or non-profit status. Health plans and insurance companies are generally not eligible to apply.

**Q3.** *Could our county behavioral health department apply for this grant?*

**Answer:** Your organization is eligible provided that you have a tax ID for the entity under which you would be applying....and as long as that entity can accept funding directly from Pfizer. Usually we find that government agencies are not allowed to accept grants directly from our industry. Often, government departments will partner with another organization that is eligible to apply and receive funds. This could be one of the non-profit partners that you work with in your community or region. Another example that I have seen in the past is when government groups will work with a Foundation specifically for the purpose of fundraising. The NIH has the NIH Foundation for example.

**Q4.** *Regarding the RFP in the subject line above, is salary support an acceptable budget line item and is there a percentage that salary support should not exceed?*

**Answer:** It is fine to include salary support in the budget. We do not have a pre-determined maximum percentage for salaries related to a proposed project.

**Q5.** *I'm writing about the Smoking Cessation RFP from September 3rd. On the last page, "It should be noted that grants awarded through IGLC cannot be used to purchase therapeutic agents (prescription or non-prescription)." I wanted to confirm that this means no smoking cessation aids, such as gums or patches, may be purchased with the funds.*

**Answer:** Yes, you are correct. No medications including patches or other nicotine replacement therapy should be included in the grant budget.

**Q6.** *After reading the RFP for the Pfizer Smoking Cessation Grant, I find no mention of a requirement for matching funds. Please confirm that no matching funds are required.*

**Answer:** You are correct that no matching funds are required for this RFP.

**Q7.** *I'm trying to determine the type of work, from a grant perspective, we would need to be prepared for, in order to properly fulfill the grant requirements.*

**Answer:** If a new grant were to be approved to your organization, we would ask for a Letter of Agreement (LOA) to be signed electronically in the grants system. Then we would ask for an interim status report every 6 months and we would ask for a final report at the project completion. These requirements may vary slightly depending on requirements of our partner in the Smoking Cessation RFP – the Smoking Cessation Leadership Center at UCSF.

**Q.8.** (from a hospital outside the U.S. who found out they are not eligible to apply to this RFP) *Since we are still developing our smoke cessation program/treatment I would like to know if you could inform us about the methods (strategies) of treatment that succeeded the most among all the ones related to smoking cessation. I am sure the institution has already contributed with different projects, with different methods.*

**Answer:** Some resources that I can point you to are:

[www.globalbridges.org](http://www.globalbridges.org)

This is an international group with lots of resources for tobacco control and training. The contacts at Global Bridges and in this network can help you find international curriculum materials and other resources. It is free to sign up.

<http://smokingcessationleadership.ucsf.edu/>

This is the website of our RFP-partner organization – the Smoking Cessation Leadership Center at the University of California San Francisco.

[www.ceasesmoking2day.com](http://www.ceasesmoking2day.com)

This site is also free. There are training materials, videos, handouts, tools, full educational curriculum all available to download and use for free.

**Q9.** *Is there a minimum number of healthcare professionals that must receive training in order for a grant request to be considered?*

**Answer:** There is no restriction within this RFP that projects must be of a certain size or scope. A small local program is eligible and a large regional or national program is also eligible.

**Q10.** *My colleague and I are reviewing the RFP and have a question - is the total grant amount range \$25K - \$150K, or is this the maximum allowable per year?*

**Answer:** The grant amount range in the RFP is the total grant award for projects that can last up to 2 years. It is not a yearly amount.