



## Cal-SEARCH Trainers RFA 10-1307 Frequently Asked Questions

Questions related to Cal-SEARCH are taken from phone calls, emails and from the Technical Assistance call held on November 2, 2010 and December 3, 2010.

**Q1: Will the November 2<sup>nd</sup> Technical Conference call be recorded?**

A: No. Cal-SEARCH will provide a list of Frequently Asked Questions (FAQs) from the TA call. The FAQs will be located on the Cal-SEARCH website:  
<http://www.oshpd.ca.gov/HWDD/Cal-SEARCH>.

**Q2: Do you have to have a license to apply as a Cal-SEARCH Trainer?**

A: No. Proposals will be accepted from public, private non-profit, and private for profit organizations located within the State of California, specifically regionally located Area Health Education Centers, Clinic Consortia, and community clinics and health centers with multiple-sites. Applicants must clearly describe their abilities to support education/training, marketing/outreach, and data reporting components of the Cal-SEARCH. Refer to page 5 of the RFA 10-1307.

**Q3: What is the award amount for being a Cal-SEARCH Trainer?**

A: The Cal-SEARCH has \$40,000 available to award approximately five 2-year contracts. Funds will support time for one or more individuals within awarded organizations to serve as Cal-SEARCH Trainers at approximately \$4,000 per year for two years totaling \$8,000.

**Q4: Where can I get a copy of the application? Can I download it?**

A: The RFA 10-1307 application .pdf can be found on the Cal-SEARCH website along with the Word Document Template for pages 10-13:  
<http://www.oshpd.ca.gov/HWDD/Cal-SEARCH>

**Q5: Can Cal-SEARCH Trainers focus only on working within their specific health professional disciplines such as Marriage Family Therapists (MFTs) and Behavioral Science professionals or does the individual selected need to focus on all disciplines?**

A: When submitting the application, articulate that the organization wants to focus on working with MFTs and Behavioral Science professionals and how your organization will meet the intent of the RFA. Cal-SEARCH's primary focus is on students/residents enrolled in Allopathic and Osteopathic Medicine, Dentistry, Family Medicine, Physician Assistants, and Nurse Practitioners however, other disciplines are encouraged to apply. We encourage you to submit your proposal for review and consideration. You may also visit the Cal-SEARCH website to review the mission, learning objectives, expectations and guidelines, etc. at:  
<http://www.oshpd.ca.gov/HWDD/Cal-SEARCH/index.html>.

**Q6: How is the geographic area determined?**

A: The evaluation and selection team will determine the geographic areas once the applications have been reviewed and scored.



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**Q7: How many students will the Trainers assist at the sites?**

A: During years two and three, Cal-SEARCH will be matching 62 students/residents, per year throughout the State at designated Cal-SEARCH sites.

**Q8: Is it required to serve an additional county besides the organizations county?**

A: Possibly. Refer to page 10 of the RFA 10-1307. You will need to list additional county/ties your organization may be willing to serve outside those normally served. Final selections will be made by the Evaluation Selection Committee (ESC) on the basis of which applications best meet the Cal-SEARCH mission and objectives. Geographic distribution of awards will also be considered when making final selections.

**Q9: Do we submit the Evaluation Criteria on page 8 in narrative form?**

A: Yes. Some of the documentation will be in narrative form and will need to be submitted in 12 point font. Additionally, send in the resume(s) of the individual(s) who have been selected to serve as the Cal-SEARCH Trainer(s) and include the cover letter, letters of support, and reasons for interest in serving as a Cal-SEARCH Trainer(s).

**Q10: Can the three references also be submitted as the letters of support?**

A: Refer to the Evaluation/Selection Criteria on page 8 of the RFA 10-1307 in items E, F, and G. Submit support letters/references from partnering entities confirming interest and experience. These items can be interpreted and submitted at the organization's discretion. The Evaluation Selection Committee (ESC) will verify the presence of required information as specified in the RFA. Final selections will be made by the ESC on the basis of which applications best meet the Cal-SEARCH mission and objectives.

**Q11: Can you clarify what the award amount is for participating as a Cal-SEARCH Trainer?**

A: The Cal-SEARCH has \$40,000 available to award approximately five 2-year contracts. Funds will support time for one or more individuals within awarded organizations to serve as Cal-SEARCH Trainers at approximately \$4,000 per year for two years totaling \$8,000.

**Q12: How are funds to be spent? Is there some flexibility to use the awarded funds for student housing and transportation to offset their expenses?**

A: Funds will be used to pay for time to support one or more individuals within awarded organizations to serve as Cal-SEARCH Trainers. If the organization would prefer to use those funds to support students, indicate that in your application. Refer to page 4 of the RFA 10-1307.



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**Q13: Can students participate if they are from a different state?**

A: Yes. Students are matched to a site by the Cal-SEARCH Selection Team based on their application, discipline, language, and geographic location. We encourage you to inform the students to apply on line and to look at the Cal-SEARCH website located at <http://www.oshpd.ca.gov/HWDD/Cal-SEARCH/index.html>.

**Q14: How many organizations were invited to apply?**

A: An announcement was sent to over 6,700 OSHPD stakeholders and constituents throughout California releasing the Cal-SEARCH Trainers RFA 10-1307 which included AHEC, CPCA consortia, educational institutions, community clinics and health centers, health professionals, etc. The OSHPD stakeholders forwarded this announcement to their stakeholders and can be found on the Cal-SEARCH website at: <http://www.oshpd.ca.gov/HWDD/Cal-SEARCH/index.html>.

**Q15: Would we be able to develop and/or enhance relationships with academic institutions outside of California?**

A: Yes. Cal-SEARCH Trainers will focus on improving the educational aspect of the program to support the Cal-SEARCH mission and objectives and to develop regional strategies. Students who live/attend school outside of California and are enrolled or have completed (or are in the process of) at least one quarter/semester at the time of the application in Allopathic and Osteopathic Medicine, Dentistry, Family Medicine, Physician Assistants, and Nurse Practitioners programs have been and will likely continue to be accepted into the Cal-SEARCH program.

**Q16: Is the number of students/residents a factor in the selection of awardees?**

A: No. During the review process, the Evaluation Selection Committee (ESC) will verify the presence of required information as specified in the RFA's Evaluation and Scoring Criteria which includes: cover letters, reasons for interest in serving as a Cal-SEARCH Trainer, resumes, experience of organization and individual working with community clinics and health centers in medically underserved areas, letters of support, references, and geographic factors.

**Q17: How many students and/or sites is each Cal-SEARCH Trainer responsible for?**

A: None. Cal-SEARCH Trainers are not directly responsible for students or sites. Cal-SEARCH Trainers will support educational aspects, marketing/outreach and data collection/reporting on behalf of the Cal-SEARCH. Refer to pages 4 and 5 of the RFA for related information.

**Q18: How is the quarterly report information collected?**

A: Minor data may be collected and reported by using a provided template, as related to the educational aspects of the Cal-SEARCH program, and will be reported quarterly or as needed to Statewide AHEC faculty for the Cal-SEARCH Steering Committee, HRSA reporting, and ongoing program evaluation.



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**Q19: Can regional AHEC Centers or clinic consortia collaborate to expand the reach of the Cal-SEARCH program?**

A: Yes. The AHEC Centers or clinic consortia will be able to collaborate through the Cal-SEARCH Trainers who will be identified in their regions within California.

**Q20: Is a budget required as part of the application?**

A: No. Awarded contracts are limited to the availability of funds. Following the evaluation and selection process, a contract will be prepared between the contractor and OSHPD. A budget page will be reflected in the contract to identify the dates as to when the quarterly invoices need to be submitted along with the contract deliverables which includes: reporting, supporting documentation and data collection during the funding period.

**Q21: I am a MFT and work for a private non-profit counseling organization in Kern County. I am interested in applying for the Second Release Cal-SEARCH Trainers RFA 10-1307. Am I eligible to apply?**

A: No. The Second Release Cal-SEARCH Trainers RFA 10-1307 is restricted to the Bay Area (including, but not limited to, Alameda County) and Southern California (including, but not limited, to San Diego and Imperial Counties). The awardees can be found on the Cal-SEARCH website at: [www.oshpd.ca.gov/HWDD/Cal-SEARCH](http://www.oshpd.ca.gov/HWDD/Cal-SEARCH).

Only organizations that are an Area Health Education Center, Clinic Consortia, or community clinics and health centers with multiple-sites, can apply.

**Q22: I am associated with a mobile dental school that services a private corporation and teaches dental hygienist students through WIC. Am I eligible to apply?**

A: No. Only organizations that are an Area Health Education Center, Clinic Consortia, or community clinics and health centers with multiple-sites, can apply. If you are partnered with one or more CCHCs, you may want to encourage them to apply to be a Cal-SEARCH site. To review the site application and other related information visit the Cal-SEARCH website located at: [www.oshpd.ca.gov/HWDD/Cal-SEARCH](http://www.oshpd.ca.gov/HWDD/Cal-SEARCH).

*This program is funded by U.S. Department of Health and Human Services, Health Resources and Services Administration.*