

OSHPD Office of Statewide Health Planning and Development**Healthcare Workforce Development Division**

400 R Street, Suite 330
Sacramento, California 95811-6213
(916) 326-3700
Fax (916) 322-2588
www.oshpd.ca.gov



Frequently Asked Questions (FAQs) CalSEARCH 2015-16 (Updated February 10, 2016)

Q1: Is it possible for funds appropriated for the clinicians (mentors or preceptors) to be appropriated to the clinic instead of the providers since our providers are full time employees of the clinic and they would be the mentors or preceptors?

A1: No. On pages 10-11 of the CalSEARCH Grant Guide it states, "Each preceptor/mentor will be paid a stipend of \$1,000 upon completion of student/resident experience, training, mentoring, and submission of Community Project."

Q2: Am I eligible for CalSEARCH?

A2: Refer to pages 5-8 of the CalSEARCH Grant Guide for award category eligibility.

Q3: Are dental residents eligible under Award Category C?

A3: Yes. On page 8 of the CalSEARCH Grant Guide under "Award Category C: TCE CalSEARCH for Primary Care," it states "Proposals will be accepted from health care sites, general practices, or clinics that offer primary care services, such as family medicine, internal medicine, pediatrics, and obstetrics and gynecology and located within the listed counties." This is not an exhaustive list of primary care services.

Q4: Can you explain what is meant by 80-105 hours of training?

A4: On pages 6-8 of the CalSEARCH Grant Guide, under the corresponding award category, review the "Main Objective." In addition, review the Learning Objectives located on the CalSEARCH webpage to get a better sense of program expectations: <http://www.oshpd.ca.gov/HWDD/CalSEARCH/>. The Learning Objects are specific to each award category, but general enough overall to be customized to a variety of different programs. Review the CalSEARCH Grant Guide "Evaluation and Scoring Criteria" on page 13 to determine if the proposed approach meets the intent of the grant and would be competitive.

Q5: Can you provide details for the budget allocations?



A5: See Appendices on pages 28-33 for budgets for award categories and number of participants to be served by the proposed approach.

Q6: If the proposed program only serves five CHW/Ps for Category B, will funding be less than \$40,000?

A6: Yes. The CalSEARCH budget is set and itemized depending on the number of participants to be served (detailed in the appendices, pages 28-33). If the program is serving five CHW/Ps, the award budget will be \$20,000. See Appendices on pages 28-33 for budgets for award categories and number of participants to be served by the proposed approach.

Q7: Can we train parents to become CHW/Ps?

A7: The CalSEARCH Grant Guide states on page 5 under “Target Participants” that “program-funded activities are open to all students, residents, and CHW/Ps age 18 or older regardless of gender, race, or ethnicity.” Review the Award Category B Learning Objectives located on the CalSEARCH webpage:

<http://www.oshpd.ca.gov/HWDD/CalSEARCH/>.

Review the CalSEARCH Grant Guide “Evaluation and Scoring Criteria” on page 13 to determine if the proposed approach meets the intent of the grant and would be competitive.

Q8: Who must oversee the hours of experience, training, and mentoring?

A8: The CalSEARCH Grant Guides does not specify who must provide the experience, training, or mentoring. However, review the Learning Objectives located on the CalSEARCH webpage: <http://www.oshpd.ca.gov/HWDD/CalSEARCH/>

Review the CalSEARCH Grant Guide “Evaluation and Scoring Criteria” on page 13 to determine if the proposed approach meets the intent of the grant and would be competitive.

Q9: Can the grant money be used to pay for food served at training workshops?

A9: Yes, under “Grantee” Costs. On page 9-11 of the CalSEARCH Grant Guide, review the “Budget Restrictions.” See the Appendices for a breakdown of the budget for award amounts depending on award category and number of participants.

Q10: What do indirect costs include?

A10: Indirect costs are typically associated with facility costs, maintenance, utilities, etc. Contact your organization’s accounting and/or grants management office for additional information.

Q11: Can you provide examples of a Community Project?

A11: No examples are available. Review the Learning Objectives located on the CalSEARCH webpage for details on the Community Project:
<http://www.oshpd.ca.gov/HWDD/CalSEARCH/>

Q12: What is meant by staff release time?

A12: If a staff member must be released from current job duties to participate in grant funded activities, the organization may wish to pay for a substitute to take his or her place (such as a substitute teacher, increasing time of other part-time staff, etc. to cover the vacancy).

Q13: Can a current staff member be the project coordinator?

A13: The CalSEARCH Grant Guide does not define who may be the project coordinator.

Review the CalSEARCH Grant Guide “Evaluation and Scoring Criteria” on page 13 to determine if the proposed approach meets the intent of the grant and would be competitive.

Q14: Do we have to itemize all budget items in detail?

A14: The CalSEARCH budget is set and itemized depending on the number of participants to be served (detailed in the appendices, pages 28-33).

Q15: Where are the CalSEARCH Learning Objectives located?

A15: The Learning Objectives for Award Categories A, B, and C are all located on the CalSEARCH webpage: <http://www.oshpd.ca.gov/HWDD/CalSEARCH/>

Q16: Will stipends only be released after the project is completed?

A16: Yes. On pages 9-11 of the CalSEARCH Grant Guide, under “Budget Restrictions” it states students, residents, and/or CHW/Ps will be paid a stipend “upon completion” of the 80-105 hours of experience, training, mentoring, and submission of Community Project.

Q17: Can we hire an outside consultant to do the evaluation piece of the project?

A17: The CalSEARCH Grant Guide does not require hiring an outside consultant to complete evaluation. Review the “Grant Deliverables” on page 14-15 in the CalSEARCH Grant Guide. If awarded, specifics about the Evaluation and Data collection process will be discussed in the Post-Award Technical Assistance Webinar.

Q18: How extensive does the evaluation have to be?

A18: Review the “Grant Deliverables” on page 14-15 in the CalSEARCH Grant Guide. If awarded, specifics about the Evaluation and Data collection process will be discussed in the Post-Award Technical Assistance Webinar.

Q19: What is meant by in-kind costs?

A19: In-kind costs are typically goods, commodities, or services provided by the program (such as labor, facilities, equipment, or other costs not funded by the grant). In-kind costs provide a true total cost of running the program.

Q20: What is the minimum age for residency participants?

A20: On page 5, the “Target Participants” section of the CalSEARCH Grant Guide states, “CalSEARCH program-funded activities are open to all students, residents, and CHW/Ps age 18 or older regardless of gender, race, or ethnicity.”

Q21: Are only medical students eligible or do younger and pre-med students qualify?

A21: Yes both medical students and pre-med students are eligible. For example, on page 8 of the CalSEARCH Grant Guide under “Award Category C: TCE CalSEARCH for Primary Care,” it states “Proposals will be accepted from health care sites, general practices, or clinics that offer primary care services, such as family medicine, internal medicine, pediatrics, and obstetrics and gynecology and located within the listed counties.” This is not an exhaustive list of primary care services.

Review the Award Categories and Learning Objectives for more details.

Q22: Are nursing students or physician’s assistants eligible?

A22: Yes. For example, on page 8 of the CalSEARCH Grant Guide under “Award Category C: TCE CalSEARCH for Primary Care,” it states “Proposals will be accepted from health care sites, general practices, or clinics that offer primary care services, such as family medicine, internal medicine, pediatrics, and obstetrics and gynecology and located within the listed counties.” This is not an exhaustive list of primary care services.

Review the Award Categories and Learning Objectives for more details.

Q23: What is the definition of a mentor?

A23: Review the Learning Objectives located on the CalSEARCH webpage for details on preceptor and mentor responsibilities: <http://www.oshpd.ca.gov/HWDD/CalSEARCH/>

Q24: For Award Category B, CHW/Ps, it appears that the preceptors/mentors are supporting the CHW/Ps. So that means the preceptors/mentors have a different role yet are paid?

A24: Yes. Each participant will be assigned to a preceptor and/or mentor. The preceptor and/or mentor will be paid a stipend. The preceptor and/or mentor can serve in both capacities. On pages 9-11 of the CalSEARCH Grant Guide, under “Budget Restrictions” it states students, residents, CHW/Ps, preceptors, and mentors will be paid a stipend “upon completion” of the 80-105 hours of experience, training, mentoring, and submission of Community Project.

Q25: Is there a required breakdown of the 80-105 hours of training for experience, training, mentoring, post survey, and the community project (as mentioned in the program Learning Objectives document)?

A25: No. Review the Learning Objectives located on the CalSEARCH webpage: <http://www.oshpd.ca.gov/HWDD/CalSEARCH/>

Review the CalSEARCH Grant Guide “Evaluation and Scoring Criteria” on page 13 to determine if the proposed approach meets the intent of the grant and would be competitive.

Q26: For mentors supporting CHW/P, what is the minimum qualification for them?

A26: The CalSEARCH Grant Guide does not define minimum qualifications for preceptors/mentors. Review the Learning Objectives located on the CalSEARCH webpage for additional information about mentoring: <http://www.oshpd.ca.gov/HWDD/CalSEARCH/>

Review the CalSEARCH Grant Guide “Evaluation and Scoring Criteria” on page 13 to determine if the proposed approach meets the intent of the grant and would be competitive.

Q27: Can a mentor can be a trusted community leader?

A27: The CalSEARCH Grant Guide does not define who can be a preceptor/mentor. Review the Learning Objectives located on the CalSEARCH webpage for additional information about preceptor and mentor: <http://www.oshpd.ca.gov/HWDD/CalSEARCH/>

Review the CalSEARCH Grant Guide “Evaluation and Scoring Criteria” on page 13 to determine if the proposed approach meets the intent of the grant and would be competitive.

Q28: For Category A, are proposals accepted only from Public Mental Health System (PMHS) sites, including county departments of mental health?

A28: Yes. See page 6 of the CalSEARCH Grant guide for Award Category A eligibility. Note that if the applicant is not within the PMHS, the applicant could still potentially be eligible for other award categories.

Q29: For Category C, would an eligible applicant include a higher education institution if that institution is operating a healthcare site or clinic?

A29: Yes. On page 8 of the CalSEARCH Grant Guide, under "Award Category C: TCE CalSEARCH for Primary Care," it states "Proposals will be accepted from health care sites, general practices, or clinics that offer primary care services such as family medicine, internal medicine, pediatrics, and obstetrics and gynecology and located within the listed counties."

Q30: Can an organization have both students and residents in the program?

A30: Yes. The CalSEARCH Grant Guide does not prevent an organization from having both students and residents in the program.

Q31: Are stipends for participants disbursed by the grantee or by OSHPD?

A31: Funds for stipends will be disbursed by the grantee.

Q32: If applying, can a person also serve on the Evaluation and Selection Committee? Isn't that a conflict of interest?

A32: There are multiple grant opportunities available and every effort will be made to ensure there is no conflict of interest in the evaluation and scoring process. If interested in serving on the Evaluation and Selection Committee, fill out an application by February 12, 2016. Visit the Mini Grants webpage for more details:
http://www.oshpd.ca.gov/hwdd/HCTP_mini_grants.html