

**Questions & Answers**  
**Legacy Project RFP Information Session**  
**November 25, 2008**

**Is there any specific percentage of the budget that CEED expects to be used for a specific budget line, for example, say, 60% for personnel, 20% for program expenses?**

No, we do not have these expectations.

**Does the population to be served have to be Hispanic or African-American?**

Yes, it has to be one of the two or both.

**Does the project have to address cardiovascular disease (CVD) or diabetes, or both?**

Yes, it has to address CVD, diabetes, or both.

**Can we transfer a promising practice that is not included in the RFP or are we limited to the practices listed?**

You can use another promising practice, but you have to explain why you want to use it. Background information on the practice has to be included. It can be part of the appendices.

**If we were interested in pursuing a Track 1 project, what kind of information resources could CEED provide as we write the proposal?**

We will put you in contact with the people who were involved in the project. They can explain overall project and the activities. For those interested in implementing the DEEP training, we have a curriculum and trainers. Assessment tools may also be available depending on the activity.

**Do we have to require proof of citizenship for consultants hired as part of the project?**

No, you do not.

**What data are available to help demonstrate need?**

There is prevalence data for the city of Chicago as a whole. There is also 2000 Census data. The CDC website has some data. In addition, the Behavioral Risk Factor Survey system is available and you can look at the data for the city of Chicago. If you have community meetings or gather information from community residents, you can use this as data to establish need. If you have a dearth of data, that may be the first point that you want to address in your proposal. Legacy Project funds can be used to conduct community needs assessments.

CEED@Chicago will post a list of possible data sources on-line for your review.

**Can funds be used to start a coalition?**

There has to be an existing coalition in order to apply for a grant. You can use a Legacy Project activity as a means to expand an existing coalition.

**What are the criteria for determining that a coalition exist?**

The organizations partnering in the grant must have a history of collaboration. Organizations that provide referrals from one to the other are considered collaborators.

**Can you pursue multiple activities, such as transferring best practices and start-up activities for an expanded coalition?**

Your activities have to be related. We have to see how all of the activities fit into an overarching goal.

**What are the expectations that the Legacy Projects will make systems change or change policy? For example, if we work with local grocery stores to increase food and vegetables in a community, is that policy change?**

We are defining policy very broadly. There is public policy (laws and administrative rules), private policy (business rules and practices) and community policy (what a community does and expects). Getting a business to increase food and vegetables is a change in the owner's policy. Getting block clubs to change what they eat is a change of community policy.

**Would applicants be able to see a copy of the proposals of the programs we might want to replicate? This way we can determine if we can transfer the activities.**

CEED staff is looking into this possibility.

**You are going to have organizations of different sizes applying for the funding. How is CEED going to handle this?**

We expect almost all of the proposals to come from grassroots organizations. However, if a proposal is submitted by a larger organization, we will review it the same way we are reviewing proposals from smaller organizations.