

Questions & Answers from Local Partnerships

[Will the CAD templates allow for local flexibility?](#)

Each CAD template includes blank spaces for LP staff to share their local priorities within model fidelity. In reviewing the drafts, if you find a need for additional areas to share your local priorities, please let us know and we can discuss adjustments. Remember, your contract activity description (CAD) is not intended to capture all the details of your strategic direction. Instead, it is intended to capture the essence of model fidelity, for the purposes of ensuring compliance with cost principles and monitoring implementation of evidence-based, evidence-informed interventions.

[How will the CAD templates impact monitoring?](#)

The CAD templates were developed in partnership with the NCPC monitoring and contracting teams. Susan Clark and the monitors support the use of common CADs to reduce confusion and increase alignment between the contracting and monitoring. It is also possible that over time NCPC could add recommended documentation, for each CAD, in order to enhance the ease of preparing for the monitoring process.

[How do logic models work with the CAD templates?](#)

We are in a discussion/problem-solving phase and whether NCPC keeps the logic model as part of the contracting process in fabrik. Until we make network-wide discussions, we encourage LPs to continue using logic models to define the links between strategy, operations, and impact. Program Officers are available to work with you to consider how local models will be used at your local partnership over the next contract year. We plan to have a unified approach across the network by FY22-23 contract year.

[How should cost allocation of staff be handled with the Lending Library 'purpose service code-CAD' pair?](#)

We have discussed this issue with the contracts and monitoring team, and we all agree that as long as staff is spending ~5% of their time (5.4% or less) they do not need to be cost allocated to the Lending Library. And this 5% can be across a month.

[Should CAD templates include FTEs?](#)

After consulting with the contracts and monitoring team, FTEs do not need to be included in contract language. Therefore, this information was removed from all CAD templates.

[What measurement tool\(s\) should be used with each purpose service code-CAD pair?](#)

Please see the column headers in the CAD template document. Most purpose service codes (outcomes) are paired with CAD template (contract language), Program IDs (outputs), and required or recommended measurement tools that has been proven to measure the impact of funded activities.

For purpose service code 5517 (Systems Building and Program and/or Outreach), the network will work together to identify relevant measurement tools to capture the impact of the work being done across the network. Until then, we encourage LPs to collect and review local data of their choice.

[How were local partnerships involved in the development of contract language?](#)

In 2019, a group of local partnerships staff—Executive Directors and Staff—helped test and expand the use of templates for local partnership contract descriptions. After a positive experience, drafting 3 templates as a workgroup and adopting them across the network in FY19-20, Program Officers worked together with the contracting, monitoring, and data teams to draft 20 additional CAD templates. The idea and drafts were presented to the network 11/19/20. Subsequently, specific language in CAD templates were discussed with executive directors at regional meetings and many local partnership staff emailed or called with feedback, questions, and ideas. Responses to feedback has been included in the current version of contract language.