



Substance Abuse and Mental Health
Services Administration

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**Minority AIDS Initiative: Integrated Behavioral Health and HIV Care for Unsheltered Populations Pilot Project (Portable Clinical Care Pilot Project)
NOFO TI-24-013
Frequently Asked Questions**

<https://www.samhsa.gov/grants/grant-announcements/ti-24-013>

Eligibility

1. Who is eligible to apply?

Eligible applicants are listed on page 26 of the Notice of Funding Opportunity (NOFO). Eligible applicants include the following:

- States and territories (Including the District of Columbia and Political subdivisions of states)
- Indian tribes or tribal organizations (as such terms are defined in [section 5304 of title 25](#))
- Health Facilities
- Public or Private non-profit entities
- Faith Based organizations

2. Can individuals apply for and receive funding through the Portable Clinical Care Pilot Project Grant program?

No, an individual cannot apply for this NOFO. An individual can find resources for treatment or assistance at SAMHSA's Behavioral Health Treatment Services Locator (<http://www.findtreatment.gov>) or contact SAMHSA's National Helpline at 1-800-662-HELP.

3. Can an organization that is currently in the process of securing nonprofit status apply to this program?

An organization must have documentation of their nonprofit status when submitting the application. The documentation must be included in Attachment 8 of the application.

- 4. My organization has served our community for many years. We are opening a new location that serves a different community in a different state. This new location will not have been open for the required two years prior to submitting our application. Are we eligible to apply for the new location?**

No. Organizations must provide services for a community for at least two years prior to being eligible for this grant program.

- 5. My organization received funding from the FY 2023 Portable Clinical Care Pilot Project (TI-23-024). Is my organization eligible to apply for the FY 2024 Portable Clinical Care Pilot Project (TI-24-013)?**

No, grant recipients who received funding in fiscal year (FY) 2023 under the Portable Clinical Care Pilot Project NOFO (TI-23-024) are not eligible to apply. Of note, the Portable Clinical Care Pilot Project NOFO (TI-23-024) provides up to 3 years of funding.

- 6. My organization serves people experiencing unsheltered homelessness in one of the following cities: San Francisco, CA, Los Angeles, CA, and/or Phoenix, AZ. Is my organization eligible to apply?**

No. Applicants providing services in the following cities: San Francisco, California, Los Angeles, California, and Phoenix, Arizona, which were funded under the FY 2023 Portable Clinical Care Pilot Project NOFO TI-23-024, are not eligible to apply.

- 7. Would the eligibility criteria be affected by existing Ryan White funding if a partnership with an external recipient of Ryan White is not established?**

Your eligibility would not be affected by Ryan White funding.

Consideration for rural award

- 8. My organization serves clients in a rural area, how do I know if I qualify for this consideration?**

Only one award will be made to applicants that will provide services to individuals experiencing unsheltered homelessness in a rural area. For the purposes of this NOFO, the definition of a rural area can be found on page 32-33. To be considered for the rural award, applicants must submit in Attachment 9:

- a. Information certifying that their project will be implemented in a rural area (as defined on pages 32-33);
- b. The counties they will serve; and
- c. The estimated number of people experiencing unsheltered homelessness in their catchment area.

If you have questions about the documentation to submit, or how to determine if your organization may qualify, please email TCE-HIV@samhsa.hhs.gov for further guidance.

Note: Applicants who do not submit information certifying that their project will be implemented in a rural area will NOT be considered for this set-aside, even if your project will be implemented in areas that otherwise would qualify.

Evidence of Experience and Credentials

9. What experience is required for an applicant organization serving people experiencing unsheltered homelessness to be eligible for this award?

Applicant organizations must have two years of experience serving people experiencing unsheltered homelessness.

Please note the requirement is not specifically for two years of experience providing a portable clinical care/outreach approach for people experiencing unsheltered homelessness. Instead, it is intended to ensure that organizations applying for the grant have two years of experience serving people experiencing unsheltered homelessness and are aware of the unique needs of this population.

10. What types of documentation are relevant to demonstrate two years of eligibility?

The type of documentation is not specified in the NOFO; a wide variety of documentation would meet this criteria.

Types of documentation may include: demographic data for two years of clients experiencing unsheltered homelessness, maps with geolocations for outreach to this population, flyers and palm cards advertising their services to this population dating back two years, etc. However, any relevant documentation must be submitted in Attachment 1.

Required/Allowable Activities

11. Do projects need to conduct all the required activities or select from those listed in the NOFO?

Yes, recipients and/or their sub-recipients must implement all required activities listed in Section 3: Required Activities of the NOFO (pgs. 9-14).

12. If we cannot provide an activity ourselves, can we subcontract with another provider to implement the activity?

Yes, grant activities can be completed in partnership with a subcontractor. The grant recipient will be legally responsible for all required activities and oversight of the grant and will serve as SAMHSA's point of contact for the grant.

13. Can Contingency Management be used for anything other than the treatment of stimulant use disorder and concurrent substance misuse?

No, at this time Contingency Management may only be used for the treatment of stimulant use disorder and concurrent substance misuse. Refer to **Appendix A** for more information about incorporating Contingency Management into your award; all required information must be submitted in Attachment 11.

Geographic Catchment Area

14. My organization is located in the United States but provides Substance Use Disorder treatment services outside of the United States. Is my organization eligible to apply?

No. Grant activities must be provided within the United States and territories.

Application Formatting

15. What aspects of the application are subject to a page limit?

- The Project Narrative (Sections A through E) has a 10-page limit (pg.30 & 37)
- The Disparity Impact Statement (DIS) has a 2-page limit
- The Project Timeline has a 2-page limit (pg.31)
- The Biographical Sketches has a 2-page limit (pg.31)
- Each Position Description has a 1-page limit (pg.31)
- NOTE: Memoranda of Agreement (MOAs) and Letters of Commitment (LOCs) are **not** subject to a page limit.

Additional page limits can be found in Section V: Application Review Information.

Key Personnel

16. What are the minimum educational qualifications for key personnel?

This NOFO does not have any mandatory educational qualifications. However, award recipients are encouraged to consider hiring people with lived experience with SUD, co-occurring SUDs and mental health conditions, recovery, homelessness and/or experience with unsheltered homelessness, and/or living with HIV in lieu of education as appropriate.

17. What is the Key Personnel Requirement for this grant program?

The Key personnel requirement can be found on pages 8 & 9 of the NOFO. There are 3 key personnel for this program:

- a. Project Director, minimum of 25% level of effort (LOE)
- b. Program Coordinator, 100% LOE
- c. Program Evaluator, minimum of 25% LOE

Data Collection/Reporting

18. How often will the recipient report Government Performance and Results Act (GPRA) data to SAMHSA?

Grantees will be required to collect and report data for SAMHSA to meet its obligations under the Government Performance and Results (GPRA) Modernization Act of 2010. See pages 19-20 of the NOFO for more details about the data reporting requirements. Recipients will also be required to submit a programmatic progress report semi-annually (at six months and twelve months of the reporting period). The semi-annual report will be due within 30 days of the end of the second quarter and the annual report will be due within 30 days of the end of the budget period. More information about the programmatic progress reports can be found on page 42 of the NOFO.

Other Questions

19. Would it be permissible to expand on current mobile services for unhoused patients rather than piloting these services?

Yes, this is permissible.

20. Are Memoranda of Agreement / Letters of Commitment required components of the application?

MOAs / LOCs are not required as part of your application. However, per page 12 of the NOFO, the development of MOAs / LOCs with the following are required, as appropriate:

- a. Primary HIV treatment and care providers, including Ryan White providers, to strengthen integration of care through case management.
- b. Treatment providers for referrals and linkages to follow-up care and treatment for individuals with viral hepatitis (B or C).
- c. Care providers for referrals and linkages to PrEP.
- d. Care providers for referrals and linkage to PEP.

If your organization already has referral pathways in place, or has already established MOUs with these organizations, new MOUs may not be required for your organization. However, if you need to establish these MOUs to effectively deliver the services required or allowable by the NOFO, grant funds can be utilized to formalize the MOU.

21. My organization does not employ psychologists, but we do employ other mental healthcare professionals, including Psychiatric Nurse Practitioners, Licensed Clinical Social Workers, and Counselors. Is this staff acceptable to meet the requirements for the mental healthcare component of this NOFO?

Yes, these roles meet the criteria.

22. Is it permissible to utilize grant funds to purchase or operate a mobile medical unit with ensuite healthcare facilities?

No, per pages 34-35 of the NOFO, it is not permissible to use grant funds to purchase or operate a mobile medical vehicle with ensuite medical facilities. However, a vehicle such as a car, van, or pickup truck may be an allowable purchase. See pages 34-35 for more information about the purchase or lease of a vehicle as an allowable expense for this NOFO.

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