

## GENERAL AND TRIBAL FAQs

### **GENERAL FAQs**

**Is this competition different from the FY 2014 AWARE-SEA Funding Opportunity Announcement (FOA)?**

The FY 2018 AWARE-SEA FOA is different from the FY 2014 AWARE-SEA FOA. Be sure to review the FY 2018 FOA requirements as you develop your application response.

**Should we not use Mental Health First Aid (MHFA) or Youth Mental Health First Aid (YMHFA) as the main focus of our implementation plan, but instead use them as a part of our plan?**

The FY 2018 AWARE-SEA FOA does not require applicants to implement MHFA or YMHFA. Please carefully review the FOA requirements as any applications submitted for the FY 2014 AWARE-SEA grant program will not adequately address the new requirements of the FY 2018 FOA.

**The FOA includes template language about veterans and tobacco use. We already have tobacco-free policies and do not serve veterans in schools. How do we address these?**

All SAMHSA FOAs have template language related to veterans and tobacco use. If neither of these are applicable, they do not have to be addressed in your application.

**Am I required to use MHFA or YMHFA or are there other options?**

You are not required to implement either MHFA or YMHFA. You may select alternative curricula if you propose to address mental health awareness.

**Can current AWARE-SEA grantees apply?**

No. FY 2014 AWARE-SEA recipients are not eligible to apply.

**Can we include an educational cooperative as an LEA?**

Yes. A consortium of LEAs are acceptable as one of the three LEA partners.

**When selecting an LEA, do all schools within the LEA have to be served or can the SEA select only the school sites with the highest need to be served within an LEA?**

All schools within a LEA do not have to be served by the grant. Applicants should propose an implementation model that is sustainable when federal funding ends. If it is not sustainable to serve all schools within a LEA, applicants should describe the schools to be served, how the grant will address the needs to the students in these schools and surrounding community, and how the schools were selected.

**Page 9 of the FOA states that the grant should have the ability to immediately respond on-site, through the employment of at least one mental health professional in each grant-funded school, if a school-aged youth exhibits behavioral signs warranting the need for clinical attention. Can the 60 percent allocation for the three LEAs be used to fund these mental health professionals? In addition,**

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**do the participating LEAs have to have a full-time mental health professional on staff for each school site or just one for the LEA?**

LEAs must assess their capacity to address the mental health needs of students at highest risk who may need clinical attention. To address this requirement, applicants should propose an appropriate FTE to increase the capacity of each LEA to provide immediate on-site mental health services to schools served by AWARE-SEA. Funds to provide these services must be within the 60 percent allocation for LEA costs.

**Can we employ the school-based mental health professional positions for infrastructure in addition to or instead of direct services for sustainability reasons?**

Costs for employed or contracted staff are not an infrastructure cost. It is expected that AWARE-SEA funds will increase the ability of LEAs and schools to respond to students in crisis and those who may require clinical attention. Applicants must decide how to adequately staff and deploy the appropriate FTE of professionals in order to increase the capacity to provide on-site mental health services in AWARE-SEA schools.

**Can an applicant request funding to pay a stipend to the required Community Project Manager in each of the three LEAs?**

Yes. All locally employed staff salaries are paid out of the 60 percent allocation for LEA costs.

**On the percentages of the budget provided on page 20 of the FOA - are those percentages figured into the budget after the SEA's indirect costs are calculated or before those costs are calculated?**

The required budget allocations are calculated prior to completing the indirect cost calculations.

**What is the definition of school-age youth? The state funds birth to Pre-K children served in childcare centers across the state, can we use state funds for this population?**

School-aged youth refers to children and youth in pre-K through grade 12.

**Can the State Mental Health Agency Coordinator be full time?**

Yes. The minimum level of effort is .5FTE. Applicants should determine the appropriate FTE amount for this position based upon the need to provide oversight and management to the grant.

**Do key personnel need to be state employees or can they be contracted positions?**

Either or both key staff positions can be contracted positions as long as the state's hiring and contracting policies and procedures are followed.

**Are any other staff allowed other than the 1.5 FTE SEA and SMHA coordinators and the three LEA managers?**

Yes. It is expected applicants will develop staffing plans based on the needs and implementation approach and plan.

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**When will SAMHSA give approval to the proposed key personnel? Do we seek that approval before the proposal is submitted if we know who those position personnel will be?**

If key personnel have been identified at the time of application, the resumes and job descriptions should be included with the application. SAMHSA staff will review both and notify the recipient if the persons proposed for these positions have been approved. You do not need to have SAMHSA approval prior to submitting the application.

**Who would the SEA purchase Technical Assistance (TA) from? SAMHSA?**

SAMHSA will have more information about the purchasing of TA after award. Recipients will be able to purchase TA from qualified local or national TA providers to support the work described within the application.

**Can both the SEA and the co-partner (required SMHA Coordinator) claim their state agency's federally approved indirect cost rate for those positions separately in the grant budget? Or can only the SEA's indirect cost rate be used?**

The SEA should apply their indirect cost rate against all allowable costs. If the SMHA Coordinator is hired through a contract with the SEA, the contract negotiation between the SEA and the contractor would follow their local contractual process/procedure.

**Is there a FTE requirement for the LEA Community Project Manager?**

There is no FTE requirement for the three LEA Community Project Managers.

**Is it allowable to select more than 3 LEAs?**

Only three LEAs should be selected unless the SEA is designating one of the LEAs as an LEA consortia. Typically this would occur if the SEA is working with a County Office of Education, an Educational Service District, or a Board of Cooperative Services.

**Can a university be a lead applicant for the SEA?**

No. Only SEAs are eligible to be applicants.

**Can U.S. Territories apply?**

Yes.

**Can a LEA apply directly for funding?**

No. LEAs can only work in partnership with the SEA to apply for this funding. Tribes should follow the Tribal FAQs for assistance with this question.

**Can territories with only one LEA apply? How?**

Yes. If the Territory has only one LEA and one SEA, the SEA will choose three schools to implement AWARE-SEA within three communities in their geographic catchment area.

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**Can an organization assisting a territory with writing the grant also be eligible to receive contract funds under the grant? Page 61 of the FOA states “Outside individuals or companies that prepare or participate in the preparation of grant applications may not be contractors on those grants per 45 CFR 75.328.”**

This does not apply to agencies assisting territories with grant applications.

### **TRIBAL FAQs**

**What are the definitions for an Indian Tribe and Tribal Organization?**

An **Indian Tribe**, as defined at 25 U.S.C. § 1603(14), is any Indian tribe, band, nation, or other organized group or community, including any Alaska Native village or group or regional or village corporation as defined in or established pursuant to the Alaska Native Claims Settlement Act (85 Stat. 688) [43 U.S.C.A. § 1601 et seq.], which is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians.

A **Tribal Organization**, as defined at 25 U.S.C. § 1603(26), is the recognized governing body of any Indian tribe; any legally established organization of Indians which is controlled, sanctioned, or chartered by such governing body or which is democratically elected by the adult members of the Indian community to be served by such organization and which includes the maximum participation of Indians in all phases of its activities. Provided that in any case where a contract is let or grant made to an organization to perform services benefiting more than one Indian tribe, the approval of each such Indian tribe shall be a prerequisite to the letting or making of such contract or grant.

**Do you need your own three local education agencies (LEAs) if you are a tribe? If so, how should we organize the application?**

Tribes can propose a variety of collaborative efforts in the application. The LEAs can include tribally-controlled schools, BIE-operated schools in the tribal community, and local LEAs that serve your youth in neighboring communities. You can work with schools across tribes/tribal organizations through a consortium.

**If the tribe has their own school, can they apply with only one LEA or Tribal education authority (TEA)?**

Tribes and/or tribal organizations can apply as a consortium of tribes/tribal organizations with one LEA/TEA each. However, there must be three LEAs/TEAs within each application.

**If a consortium of tribes apply, do they need to reside in the same state? Can each LEA/TEA be in a different tribe? For example, three tribes, three LEAS, and one lead applicant.**

The lead tribal applicant, along with their respective schools, are not required to be in the same state or geographic location as the other LEAs or tribal/tribal organization schools that are part of the application. The lead tribal applicant must describe why the geographic selections are appropriate for their project.

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#### **Do tribes need to work with the state?**

No. The tribe/tribal organization is not required to work with the State Education Authority.

#### **How does a tribe represent the required partnership with the State Mental Health Authority (SMHA)?**

Tribes are encouraged to collaborate with the SMHA to ensure the success of the grant. Tribes can also identify their own behavioral health provider or an Indian Health Service (HIS) service provider as the partnering mental health agency if the SMHA cannot be reached within the application period. Tribes are encouraged to reach out to the SMHA after award to build a collaborative relationship if it was not established as part of the grant.

#### **How does a tribe represent the correct management and infrastructure with the two state coordinators and the three LEA managers?**

The tribe should identify 1 FTE Project Manager, at minimum a .5 FTE representing the partnering mental health agency, and 3 LEA coordinators.

#### **How are communities defined for tribes?**

Tribal communities are defined by the tribe and include the population to be served with grant funds.

#### **Can federal Bureau of Indian Education boarding schools apply?**

Yes.

#### **Can a consortium of tribes apply?**

Yes.

#### **If a state has a Project AWARE grant, can a tribe within the state apply for Project AWARE?**

Yes – a tribe within a state that received prior AWARE-SEA funds can submit an application.

#### **If the Tribe is acting as the state does this mean that we need to run grant administration for this project through our Tribal Administration Department or could this be administered/run through our Tribal Education Department (even though our Education Department will be one of the three LEAS)?**

The grant is to be administered by the applicant tribe or tribal organization which may delegate specific functions to a tribal education department or authority (grant lead). The tribal education department or authority serving as the grant lead may also serve as one of the required LEAs. The intent is to ensure that collaboration with other tribal departments required to effectively execute the grant receive the oversight necessary to support completion of grant activities.

#### **If we want to partner with our Tribal Behavioral Health Program, would we also need to partner with another mental health agency (likely Community Mental Health) in our area in order to be able to serve Native and Non-native students, or would employing counselors directly through each**

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**school/district suffice. If we do need to include an additional mental health agency, would we need to have co-coordinators at both of these mental health agencies?**

The applicant tribe or tribal organization should ensure that the tribal behavioral health program is part of the activities proposed in the grant application. Partnering with other mental health agencies, such as community mental health to ensure all students requiring services receive them, is highly encouraged but not required. Employing counselors in each school or school district is preferred and should be assessed based on student need.

**Who from a tribe or tribal organization is eligible to apply?**

The applicant should be the tribal government or tribal organization representing tribal governments. The applicant tribal government or tribal organization should work with their respective education department(s) or authority(ies) and other applicable tribal agencies such as behavioral health to ensure proposed activities are successfully implemented.

**On page 9, it mentions that we need a Community Coordinator at each LEA. Does that need to be 1FTE or can we have a LEA Manager who also serves as a School Based Mental Health Professional or do each of these need to be full-time on their own?**

The LEA Manager does not have to be full-time and may also serve as a school-based mental health professional. Determination of the staffing required should be based on the mental health needs of students.