

**SM-19-007 Project LAUNCH (Linking Actions for Unmet Needs in Children's Health)**  
**March 11, 2019 Informational Webinar: Questions and Answers**

Q: Is the Council a requirement or expectation for local applicants?

A: It is a requirement for all applicants to establish a Young Child Wellness Council. Please ignore the bolded wording in the FOA (page 7) referring to state and tribal applicants.

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Q: Do we need to write goals and objectives for ALL the years of the grant? It seems that some objectives will repeat themselves as well as some will be adjusted as we assess the project.

A: Please refer to Section V.1.Section B Evaluation Criteria. You are required to "describe the goals and measurable objectives of the proposed project and align them with the Statement of Need." Applicants should respond to the evaluation criteria with your best proposal. Also, please refer to Section I.2.3, Performance Assessment.

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Q: Are previous grantees eligible to apply if they were funded 5 years ago?

A: Yes. Previously funded LAUNCH grantees *except those* funded under the FY 2017 Indigenous LAUNCH Funding Opportunity Announcement (SM-17-004) may apply.

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Q: For the two required key staff positions (Project Director and Project Evaluator): What level of experience is SAMSHA anticipating? For example, is Project Director a high experience level with graduate training, or a Bachelors level in charge of coordinating activities?

A: The applicant should put forward their best candidates for these required positions. While there are no specific educational or experience requirements, the Project Director is expected to oversee all grant activities, partnerships, and day to day activities. Similarly, the evaluator is expected to be able to lead all performance measurement and process and outcome evaluation activities.

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Q: If we do not currently have an eRA account, what are the chances that we will be able to obtain one in time to submit for this grant?

A: All eRA Commons questions should be addressed to the NIH eRA Service Desk. You can reach them by email (<http://grants.nih.gov/support/index.html>) or by phone: 301-402-7469 or (toll-free) 1-866-504-9552. The Service desk is available Monday – Friday, 7 a.m. to 8 p.m. Eastern Time, excluding federal holidays.

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Q: Can the evaluator and the project director be employees of the same organization? Conversely can one be at the lead organization and one at a partner organization?

A: SAMHSA does not specify this. It is generally advantageous for the Project Director to be part of the applicant organization and grantees often seek an independent evaluator.

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Q: Are all seven Required Activities in Section I.2 Expectations mandatory, i.e. could the project not include the consultation component?

A: The activities listed as Required Activities are activities that every grant project must implement and must be reflected in the Project Narrative of the application.

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Q: Can you clarify if the four months until start-up of services is from the date of award or the date the funding begins?

A: The date of award and the date of when funding starts are the same.

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Q: We have a partnership that wants to apply for this FOA that focuses primarily on ages 0-5. Is that acceptable, or should we ensure that our activities serve children up through age 8?

A: The intent of the FOA is for services to be provided to all young children, birth through age 8. There need to be some activities and attention to the needs of children across the entire age range; however, the allocation of effort and resources does not have to be distributed evenly across all ages from birth to 8.

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Q: My university does not provide direct mental health services. Can we apply for the grant if we partner with someone who is credentialed to do so?

A: Yes, as long as you as the applicant meets all eligibility criteria.

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Q: Is this an annual funding opportunity? Will it be available next year?

A: It is unknown at this time if funding will be available for new grants in future fiscal years. Funding for future Project LAUNCH grants is contingent upon Congress allocating funds in the federal budget.

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Q: Does an applicant agency need to source the project evaluator internally or is it possible to bring on an evaluator externally?

A: This is at the applicant's discretion.

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Q: Is the 15 percent cap for data collection only or for data collection and evaluation?

A: The cap is for all data collection, performance measurement, and performance assessment activities (e.g. process and outcome evaluation activities) described in sections I-2.2 and I-2.3 of the FOA.

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Q: Regarding the first full paragraph on page 8, could you further explain what this paragraph means and clarify what can or cannot be paid for using grant funds?

A: The paragraph on page 8 relatea to using third party and other revenue means that grantees should use other sources of funding to pay for services provided through the grant whenever possible, so as to reserve grant funds for services for which other (especially more sustainable) sources of funding are not available.

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Q: If we make an adjustment to an evidence-based instrument, where would you suggest we explain the adjustment?

A: This should be included in Section C of your narrative where you describe your choice of evidence-based practices and any modifications that may be needed.

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Q: For other SAMHSA grants, applicants have to submit a copy of the PHSIS with their application, but that does not seem to be a requirement for this grant?

A: See Appendix J (pages 55-56) of the FOA. If you are a community-based, non-governmental service provider and your state *does not* have an identified Single Point of Contact (SPOC), you must submit a PHSIS to the heads of appropriate state and local health agencies in the areas to be affected no later than the application deadline. If you are a community-based non-governmental service provider and your state *has* an SPOC, you should contact them to alert them to your prospective application, and find out what your state's review process entails. There is also a link on page 56 to find your SPOC – which for SAMHSA grants is your state's Single State Agency (SSA) contact for substance abuse and mental health. If you are a state or local government, or an AI/AN tribe or tribal organization, this requirement does not apply to you.

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Q: Is the lead evaluator also 1.0 FTE, like the Project Director?

A: There is no minimum or maximum FTE requirement for the lead evaluator.

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Q: Is it possible to have two co-project directors at 0.5 FTE each?

A: Yes. They should both have the skills necessary to successfully fulfill the role, and the responsibilities should be clearly delineated for each.

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Q: Confidentiality response – where should this be included? Listed under Other Attachments Form and as Attachment 4.

A: Yes, Attachment 4.

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Q: Does the mental health facility have to have already existing child mental health services? Or can it be established with this grant?

A: The mental health organization must have at least 2 years of experience providing relevant services. In this case, mental health services for children birth to age 8. Refer to page 12 of the FOA.

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Q: Regarding the requirement of a 1.0 FTE for the Project Director: is the expectation that there be an identified person, already employed with the applying entity, with 100% effort to serve

this grant? Or, is it simply that you are expecting someone in a FTE position to serve as the project lead, understanding that at the time the grant is submitted, their effort may still be on other projects? Can the 1.0 FTE position be a planned position that would be filled upon receipt of the grant?

A: The understanding is that you will find someone to fill this position at the time the grant is awarded if you do not already have someone in mind. If you know who you would like to put in the position, you should submit their resume and indicate so. But if you plan to hire someone new or conduct a search later, you should include a position description and indicate that that is your plan. Either is acceptable.