

Frequently Asked Questions (FAQ)

NOFO# SM-23-006 Treatment for Individuals with Serious Mental Illness, Serious Emotional Disturbance, or Co-Occurring Disorders Experiencing Homelessness

(Short Title: Treatment for Individuals Experiencing Homelessness)

Staffing Questions

Q. For level of effort, does 50% of effort mean that half of the staff's work hours must be dedicated to this project?

A. Please refer to page 78 of the NOFO and the Budget Review Checklist as well as Sample Budget. The level of effort is the percentage of time that the position contributes to the project.

Q. If submitting with two people serving as co-Project Directors does there need to be two separate position descriptions in addition to the two resumes?

A. If the co-project directors are sharing a single role, one position description and two resumes are required. If each project director is fulfilling a distinct role than both position descriptions and resumes will need to be submitted.

Q. Can the Project Director and Evaluators be "new hires" and if so, how do we provide their qualifications?

A. It is acceptable to apply with key personnel identified as To Be Determined. If funded applicants will need to submit a post-award amendment for Key staff approval.

Q. Can the project director/PI and evaluator be the same person?

A. The role of the project director and the evaluator are two distinct roles that should be fulfilled by two different individuals with unique skills sets for their role.

Services Questions

Q. Does the 15% for data collection cap include the person collecting the data - 25% of the salary?

A. Please refer to page 25 of the NOFO. The Required key personnel for this grant are a project director and an evaluator. The Evaluator Key Staff must be at a minimum of 25% level of effort. The funding restriction is that no more than 15 percent of the total award for the budget period may be used for data collection, performance measurement, and performance assessment, including incentives for participating in the required data collection follow-up

Q. For the co-occurring disorders, does it matter which is primary?

A. *The NOFO does not specify.*

Q Please further define "level of effort"

A. *Per the SAMHSA Detailed Budget and Narrative Template User Guide, Level of Effort (LOE) is defined as "Percentage of time worked based on a full-time work schedule of 2,080 hours per year". Please refer to the link to this guide on page 78 of the NOFO*

Q. As far as required activities - does the application have to address every single required activity, or can it address some of the required activities?

A. *Required activities are the activities that every award recipient must implement. They must be reflected in the Project Narrative of your application. See Section V on page 26 of the NOFO*

Q. Is NOMS required on all patients, or a representative sample?

A. *NOMS completion for TIEH is expected for all enrolled clients and will not be based on a representative sample*

Q. If we are partnering with an agency that houses people experiencing homelessness - and the target population are guests in their transitional housing unit, can this grant help pay for that transitional housing as we are working on the MH and permanent housing?

A. *Per page 68 of the NOFO SAMHSA grant funds may not be used to pay housing costs including application fees and security deposits*

Q. If we don't meet the required benchmarks in year 1 of the project, are we still eligible to receive funding in future years? We anticipate that it may take time to reach benchmarks if developing a new program

A. *Program implementation is expected to begin by the 4th month after the award start date. Benchmarks for year 1 are to be reasonable and achievable.*

Q. Our population of focus is families experiencing homelessness defined as at least one adult with a minor experiencing homelessness together. To be eligible, can the child be the one in the family who has SMI, SED, or COD or only the adult to be the family member with who have SMI, SED, or COD?

A. *The NOFO does not specify*

Q. May we refer for services?

A. *Please refer to page 19 of the NOFO. "All Required Activities must be provided by applicants directly, by subrecipients, or through referrals to applicant partner agencies."*

Application question

Q. Is there a minimum or maximum number of letters of commitment?

A. Per page 23 of the NOFO there should be a list of all direct service provider organizations that have agreed to partner in the proposed project, including the applicant agency, if it is a service provider organization. Including Letters of Commitment from each listed direct service provider organizations. The NOFO does not specify a maximum number.

Q. Are some partners more important for this funding than others? e.g., is Housing more important than Education or employment partners?

A. The NOFO does not specify.

Q. Are we required to complete the Budget-Non-Construct and Budget Narrative Attachment tabs?

A. Please refer to Page 20 of the NOFO, required application components. Applicants are required to complete SF-424, SF-424 Budget Non-Construction and Budget Narrative. Please refer to Appendix L of the NOFO on page 77 for Sample Budget and Justification.

Q. Under the equipment section of the budget, what is considered equipment? I see Computer/laptop/printer listed as "Supplies".

A. Please refer to page 77 of the NOFO for the Sample Budget and Justification.

Q. How should we determine travel if we do not know location of conferences at this time? Can it be a guestimate?

A. Please refer to page 77 of the NOFO for the Sample Budget and Justification.

Q. Is this opportunity recurring annually? Or on another schedule?

A. SM-23-006 Treatment for Individuals with Serious Mental Illness, Serious Emotional Disturbance, or Co-Occurring Disorders Experiencing Homelessness has an anticipated state date of September 30, 2023 for a length of project period up to five (5) years. Please refer to page 4 and 5 of the NOFO. Any future Notice of Funding Opportunities will be posted to grants.gov and on the SAMHSA website.

Other Category

Q. What happens if a current TIEH grantee (11/30/2018-11/29/2023) is awarded this TIEH round with a start date of 9/30/2023? Will direction be given how SAMHSA would like that handled - for example, whether to wait to start the new grant until 11/30/2023?

A. This is a situation specific question, guidance will be provided to impacted grantees at the time of their grant award.