MINORITY FELLOWSHIP PROGRAM FUNDING OPPORTUNITY ANNOUNCEMENT – SM-18-002

PRE-APPLICATION WEBINAR

TUESDAY, JANUARY 16, 2018

MINORITY FELLOWSHIP PROGRAM

❖ **Welcome**

   Eric Weakly – DSCSD Western Branch Chief

❖ **Purpose of Pre-application Webinar**

MINORITY FELLOWSHIP PROGRAM TEAM

❖ **Lt. Commander Alexia Blyther – MFP Doctoral Program**
   Public Health Advisor - Center for Mental Health Services

❖ **Deborah Y. Rose – MFP –Youth Program – Masters**
   Public Health Advisor - Center for Mental Health Services

❖ **Shannon Taitt – MFP-Youth Program Masters**
   Substance Use and Addiction Counseling
   Public Health Analyst – Center of Substance Abuse Treatment

MINORITY FELLOWSHIP PROGRAM
GRANTS MANAGEMENT AND BUDGET CONTACT

Gwendolyn Simpson

Office of Financial Resources, Division of Grants Management

Substance Abuse and Mental Health Services Administration

(240) 276-1408

MFP FUNDING OPPORTUNITY ANNOUNCEMENT – SM18-002

Funding Opportunity Title: Minority Fellowship Program [Short Title: MFP]

Funding Opportunity Number: SM-18-002

Due Date for Applications: February 12, 2018

Anticipated Total Available Funding: $9,959,184

Estimated Number of Awards: 7

Estimated Award Amount: Up to $1,422,741 per year

Cost Sharing/Match Required No

Anticipated Project Start Date: September 30, 2018

Length of Project Period: Up to 5 years

Eligible Applicants: Public or private non-profit organizations

21ST CENTURY CURES ACT

Minority Fellowship Program

The Cures Act authorizes funding for each FY 2018-2022 to HHS for the awarding of fellowships for professionals training in mental health and substance use disorder treatment, with the goal of improving the quality of services provided to racial and ethnic minority populations and increasing the number of culturally competent professionals who teach, conduct research and provide direct mental or substance use disorder services to such populations. Eligible applicants are individuals in post-baccalaureate (including master's and doctoral degrees) programs for training in professional fields, including psychiatry, nursing, social work, psychology, marriage and family therapy, mental health counseling and substance use disorder and addiction counseling. (42 U.S.C. 290ll)

MINORITY FELLOWSHIP PROGRAM -MFP

Minority Fellowship Program

The purpose of this program is to: (1) increase the knowledge of mental and/or substance use disorder behavioral health professionals on issues related to prevention, treatment, and recovery support for individuals who are from racial and ethnic minority populations and have a mental or substance use disorder; (2) improve the quality of mental and substance use disorder prevention and treatment services delivered to racial and ethnic minority populations; and (3) increase the number of culturally competent mental and substance use disorders professionals who teach, administer services, conduct research, and provide direct mental and/or substance use disorder services to racial and ethnic minority populations. It is expected that MFP will reduce behavioral health disparities and improve health care outcomes for racial and ethnic minority populations
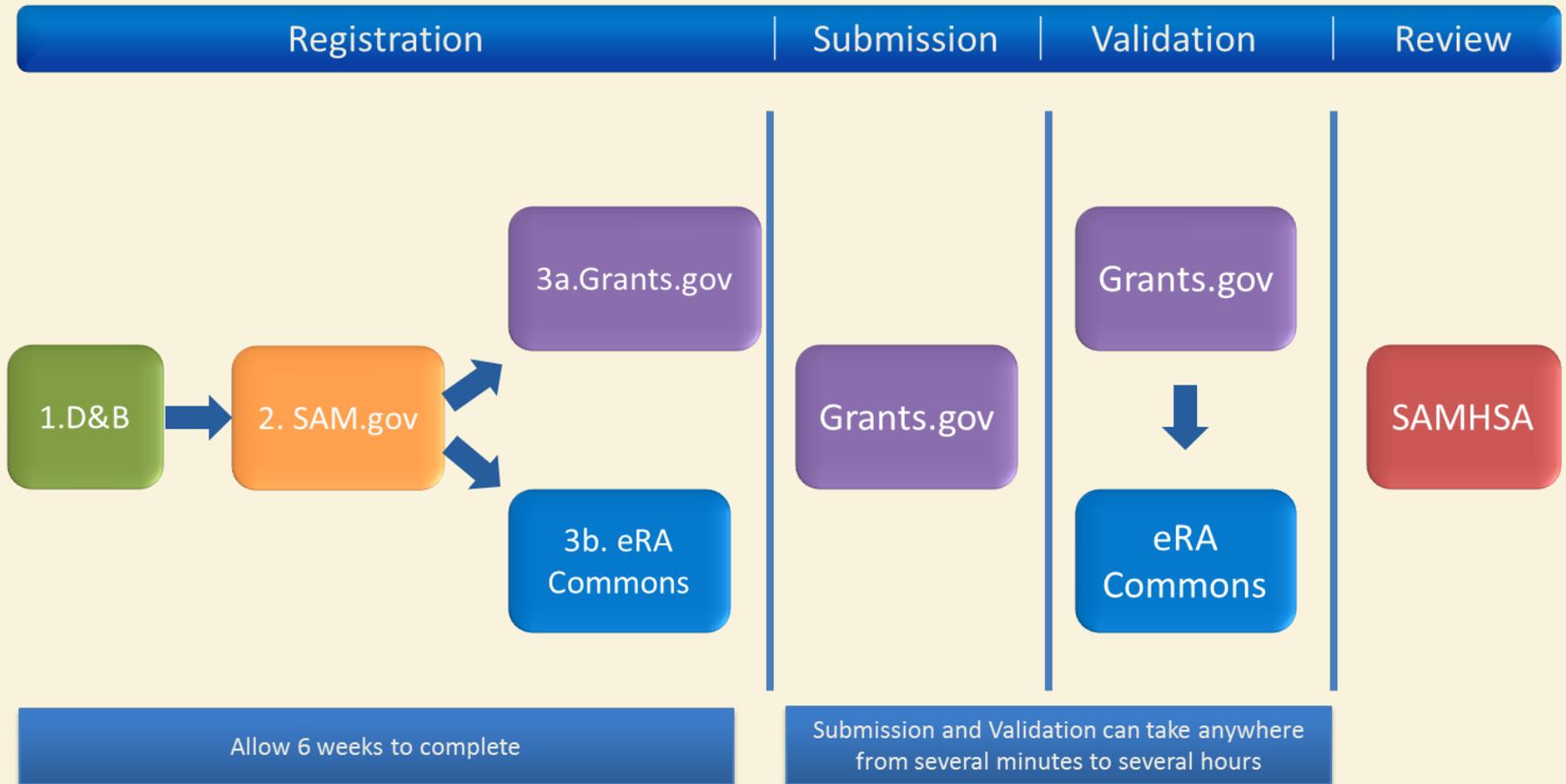
Eligibility Requirement:

Public or private non-profit professional organizations representing mental and substance use disorder treatment professionals in the fields of psychiatry, nursing, social work, psychology, marriage and family therapy, mental health counseling, and substance use disorder and addictions counseling. These organizations will support post-baccalaureate training, including for master's and doctoral degrees. These organizations have the necessary mechanisms and databases for identifying candidate Fellows and the infrastructure and expertise to carry out grant activities. As such, these entities are uniquely qualified to administer the MFP program. (page 12 and page 84- Certificate of Eligibility).

MFP FUNDING OPPORTUNITY ANNOUNCEMENT – SM18-002

MFP Expectations:

MFP funds must be primarily used to support infrastructure development and behavioral health care specialty training. Grant funds must be used to provide stipends to post-baccalaureate level (including master's and doctoral level) professionals pursuing a degree in one of seven disciplines at institutions of higher education across the U.S. SAMHSA expects that each recipient will support a minimum of 40 Fellows each year (page 7 of FOA)

SAMHSA
Substance Abuse and Mental Health Services Administration
www.samhsa.gov • 1-877-SAMHSA-7 (1-877-726-4727)

REGISTRATION, SUBMISSION AND VALIDATION TIMELINE

REGISTRATION PROCESSES – START EARLY!

| Register | Download Application | Requirements/ Validations | Post-Submission |

- The following registrations must be completed and accounts active before the time of submission:

  1. Dun & Bradstreet (D&B) Data Universal Numbering System (DUNS Number) Registration

  2. System for Award Management (SAM) Registration

  3a. Grants.gov Registration (Username and Password)

  3b. eRA Commons (Organization and Individual) Registration

- Allow a minimum of 6 weeks to complete all registrations

SUBMISSION AND VALIDATION

1. The application package and required forms can be found on Grants.gov and the SAMHSA website. You must complete your application using eRA ASSIST or Grants.gov Workspace (FOA page 24).

    ❖ Grants.gov Workspace is a shared, online environment where the grant team can collaboratively work on different forms within the application package.

    ❖ eRA ASSIST is an NIH sponsored online interface used to prepare the application package which is then submitted through Grants.gov.

2. Grants.gov and eRA Commons will conduct a series of data validations on the application package to ensure all the required data is included and in a format that can be processed electronically through Grants.gov and eRA Commons.

    ❖ Applicants who use Grants.gov Workspace have several options to check and validate data entered into application forms which can eliminate application submission errors. https://blog.grants.gov/2017/04/11/check-for-errors-before-submitting-with-the-preview-grantor-validation-feature/

POST-SUBMISSION PROCESS CONT'D

Register → Download Application → Requirements/ Validations → **Post-Submission**

eRA Commons will notify the Business Official and PD/PI listed on the HHS checklist, and the AOR (Authorized Organization Representative) listed on the SF-424 application.

Types of submission notifications from eRA Commons:

Notification	Description
Acknowledgement	Your application was received by eRA Commons
Validation Notice	A. No errors or warnings – application moves forward B. Warnings only – application moves forward but you may want to take a second look at some items C. Errors and warnings – application will not move forward until you make updates to correct errors and submit a Changed/Corrected Application before the deadline
System Error Alert	Something went wrong with our system

ERA SERVICE DESK INFORMATION

Service Desk can help with eRA Commons registration, viewing application status, documenting system problems that threaten submission by the due date, post submission issues:

Submit a web ticket:	Contact Service Desk via phone:	Find additional Service Desk Information on the eRA Commons Page:
http://grants.nih.gov/support/index.html	1-866-504-9552 (toll-free) or 301-402-7469 Business hours are M-F 7am-8pm Eastern Time	public.era.nih.gov/commons

- For programmatic questions, please contact the SAMHSA contact listed in the FOA. The Service Desk can help you find this information if you need assistance.

- When contacting the Service Desk, please **specify** that it is a **"SAMHSA grant application"** related issue.

ADDITIONAL RESOURCES

- SAM Registration Quick Start Guide:

– https://www.sam.gov/sam/transcript/Quick_Guide_for_Updating_or_Renewing_SAM_Registrations.pdf

- Grants.gov Links:

– https://www.grants.gov/web/grants/applicants.html

– https://blog.grants.gov/2017/04/11/check-for-errors-before-submitting-with-the-preview-grantor-validation-feature/

– https://blog.grants.gov/

– https://www.grants.gov/web/grants/applicants/adobe-software-compatibility.html

- NIH Links:

  – https://era.nih.gov/reg_accounts/register_commons.cfm

  – https://grants.nih.gov/grants/ElectronicReceipt/pdf_guidelines.htm

  – https://era.nih.gov/files/eRA_Commons_Roles.pdf

Q & A