

MSPI & DVPI FY2015 Funding Frequently Asked Questions – **UPDATED 8/20/15**

- 1. Can you verify that the due date for IHS facilities is 2 weeks earlier (August 24, 2015) than the due date for Tribes/Tribal organizations/UIHPs(September 8, 2015)?**
 - Yes, there are two separate deadlines:
 - IHS Facilities federal program application deadline: August 24, 2015
 - Tribes/Tribal organizations/UIHPs grant application deadline: September 8, 2015

- 2. Are there separate applications for IHS facilities and Tribes?**
 - Yes, there are two (2) separate applications. Please submit your application according to your eligibility (i.e., Tribe, Tribal organization, UIHP or IHS Federal Facility)

- 3. Are IHS Area Offices able to apply for funding?**
 - **ANSWER UPDATED:** Yes. The IHS Area Offices were informed that they are now allowed to apply for these funding opportunities.

- 4. Now that the IHS Area Offices are able to apply for funding, will there be an application deadline extension?**
 - No. There will not be a deadline extension.

- 5. Where can we find the funding opportunities?**
 - Visit the IHS Division of Behavioral Health MSPI and DVPI webpages at:
 - MSPI: <http://www.ihs.gov/mspi/fundingannouncement/>
 - DVPI: <http://www.ihs.gov/dvpi/fundingannouncement/>

- 6. Do you have to submit 2 applications or can you submit 1 for both funding announcements?**
 - You are required to submit two (2) separate applications if you plan to apply for both the MSPI and DVPI funding.

- 7. Is the submission deadline time of 11:59 AM or PM?**
 - The submission deadline is 11:59 PM Eastern Time.

- 8. Are you expected to address all of the broad objectives listed for a specific Purpose Area? Or can you focus on just 2 or 3?**
 - Yes, you must focus on all of the broad objectives listed under the specific Purpose Area that you choose.

9. We want to address Purpose Area 4. Can we do both direct services and prevention activities within this area?

- No. You are only to address the broad objectives listed for the Purpose Area that you choose.

10. For MSPI Purpose Area #2, the broad objectives look incorrect in the federal register funding notice (they are the same as Purpose Area #3 broad objectives) – are they correct?

- No, they are not correct. The MSPI Purpose Area #2 broad objectives have been corrected in the federal register funding announcement and you can access the correct broad objectives at: <https://federalregister.gov/a/2015-17960>
- Here are the **correct broad objectives for MSPI Purpose Area #2**:
 - Expand available behavioral health care treatment services;
 - Foster coalitions and networks to improve care coordination;
 - Educate and train providers in the care of suicide screening and evidence-based suicide care;
 - Promote community education to recognize the signs of suicide, and prevent and intervene in suicides and suicide ideations;
 - Improve health system organizational practices to provide evidence-based suicide care;
 - Establish local health system policies for suicide prevention, intervention, and postvention;
 - Integrate culturally appropriate treatment services; and
 - Implement trauma informed care services and programs.

11. Are the PowerPoint slides from the technical assistance (TA) webinars available? If so, where are they located?

- Yes, the slides are available on the MSPI & DVPI webpages:
 - MSPI: <http://www.ihs.gov/mspi/fundingannouncement/>
 - DVPI: <http://www.ihs.gov/dvpi/fundingannouncement/>

12. If two or more Tribes are collaborating on a project, can they apply separately for funding for the same collaborative project?

- Yes, more than one application may be submitted as long as both Tribes, for example, plan to comply with the reporting requirements and they are serving two different populations.

13. Can you submit applications for both DVPI purpose areas or do you have to choose one?

ANSWER UPDATED

- You are allowed to apply for more than one Purpose Area for both MSPI and DVPI funding opportunities, but you are required to submit separate applications for each Purpose Area. Please remember that you are not guaranteed to receive funding for more than one Purpose Area.
- If you are selected to implement both projects, you will receive one (1) grant award to include both budget amounts.

- 14. If a tribe is applying for both MSPI and DVPI and multiple purpose areas, can one umbrella Tribal resolution be completed?**
- No. You are required to submit two (2) separate Tribal resolutions for each funding opportunity.
- 15. Can two different programs within the same Tribe or agency apply for the same funding opportunity?**
- The Tribe may apply for more than one Purpose Area which may be managed by different programs within the Tribe. However, the same Tribe cannot apply for the same Purpose Area under two of its programs.
- 16. One Tribe has a Tribal program and a chartered program. Is it possible for both to be funded? For example, if the tribal program submitted an application for DVPI Purpose Area #1 and the chartered entity of the tribe submitted an application for DVPI Purpose Area #2, is it possible for both to get funded even though they are both on behalf of the tribe?**
- Yes, this is possible.
- 17. Will the new funding cycle distribution of funds be distributed via our Tribal 638 contract as in the previous funding cycle?**
- No. The new funding cycles for MSPI and DVPI are grant opportunities. Applicants will apply for the funding via Grants.gov. Funds will **not** be distributed via 638 contract.
- 18. If we are a Tribal organization, do we still need to be non-profit?**
- No. A Tribal organization is not required to be a non-profit. If the Tribal organization is not a non-profit entity, they would **not** be required to submit proof of non-profit status.
 - All Tribal organizations claiming non-profit status must submit proof. A copy of the 501(c)(3) Certificate must be received with the application submission by the application deadline date listed under the Key Dates section on page one of this announcement. An applicant submitting any of the above additional documentation after the initial application submission due date is required to ensure the information was received by IHS by obtaining documentation confirming delivery (i.e. FedEx tracking, postal return receipt, etc.).
- 19. Do Federal IHS facilities need to obtain Tribal resolutions to submit with their applications?**
- No. Federal IHS facilities are not required to submit Tribal resolutions with their application.
- 20. Why do the IHS Federal facility applications have an earlier deadline date? Does this mean that the IHS programs will be funded first and the funds that are left over will be left for the tribes to be funded from?**
- Due to our short turnaround timeline with the application process and being so close to the end of the fiscal year, the IHS Federal facility applications are due sooner so the Objective Review Committee can begin reviewing the applications. The reviews will begin, but awards

and funding determinations will not be made until the Tribal, Tribal organization, and UIHP applications have been submitted.

21. In the funding announcement it states that a signed Tribal resolution must accompany the electronic submission, but in the 'Key Dates' section it states that Tribal resolutions are due by September 11, 2015, which is after the submission date. Can you clarify?

- If you are able to submit a signed Tribal resolution with your grant application you are encouraged to do so. The deadline date of September 11th is provided in the event that you need additional time (3 additional days) to get a signed Tribal resolution and submit it after the September 8th deadline.

22. MSPI Urban funding is listed for a total of \$1 million. Is there a min and/or max award request?

- For the MSPI funding applications, the UIHPs do not have a minimum amount to meet, but the maximum amount that can be applied for is \$100,000.

23. Is the funding for 1 year or 5 years for both the MSPI and DVPI funding?

- The applications you will submit will be for 1-year of funding. If funded, you will be required to submit Continuation Applications for additional funding years.

24. Are the templates (biosketch, timeline, and budget/budget narrative) provided on the MSPI and DVPI websites applicable for UIHPs?

- Yes. The templates are for all applicants to use.

25. I noticed that a Logic Model can be included in the Appendix. Is a Logic Model required? If we submit one, will it help our overall score?

- No, a logic model is not required for the application. If you decide that including a Logic Model in your application as a supplemental document will help the Objective Review Committee understand the need of your community or help to explain your overall application, you may include it. Including supplemental documents will not guarantee an increase in score or a higher score.

26. The Biographical Sketch says that no identifying information should be included, yet the example given starts with the name. That seems to be identifying information. Can you clarify?

- When we ask not to include any personally identifiable information or PII, we are referring to social security numbers, mailing or home addresses, etc. that may sometimes be found in resumes or curriculum vitae. Please include the all the information requested in the Biographical Sketch template.

27. Where can I find the funding allocation formula?

- The funding formula is listed as an attachment to a Dear Tribal Leader Letter that was disseminated on February 6, 2015. The attachment is labeled as "Enclosure II MSPI/DVPI

Funding Formula". The letter and the funding allocation formula attachment can be found on Director's Corner section of www.ihs.gov.

28. What is definition of tribal organization?

- From the Indian Self Determination and Education Assistance Act, P.L. 93-638, U.S.C. 25 450 (b)(1): "*Tribal Organization*": means 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.

29. Is there Cost-Sharing or Matching with these grants?

- No. Cost-sharing or Matching is not required.

30. Do hard copy Tribal resolutions need to be submitted to the Division of Grants Management (DGM) or can we submit resolutions electronically with the application?

- You are not required to submit a hard copy of the Tribal resolution *if* you are submitting a **signed** Tribal resolution with your electronic grant application via Grants.gov.
- If you are submitting a **draft** Tribal resolution with your electronic grant application via Grants.gov on the deadline date (September 8, 2015), you are required to submit a **signed hard copy** Tribal resolution to the Division of Grants Management (DGM) by September 11, 2015 via mail since you will no longer have access to your application packet via Grants.gov.

31. If we have to submit a signed hard copy of our Tribal resolution, how to we send it? When is the deadline date?

- You are highly encouraged to send the documentation by a delivery method that includes delivery confirmation and tracking.
- The deadline date for signed Tribal resolutions is September 11, 2015.

32. Can we include statistics and tables to accompany the brief 2 page statement of need in our application?

- Yes. You are able to include additional documents in the Appendix section of the application. Please remember to follow the instructions provided on how to properly label the appendix documents.

33. There is some confusion as the announcement says there will be regional evaluation. Does that mean we do our own local evaluation or contract with evaluators to do the regional evaluation component?

- For both MSPI & DVPI, the funded projects are required to work with a regional evaluator. The regional evaluators have not been identified yet and they will be identified by IHS soon.

34. Are we going to contract with local evaluators or external evaluators on this new grant?

- Funded projects are not required to set-aside 20% of their budget for local evaluation in these new funding cycles. Regional evaluators will be available for funded projects to work with and will conduct the regional evaluation. You are able to still include a local evaluator in your budget but you are not required to do so.

35. If we have an approved Indirect Cost rate (IDC), is the total award amount limit still the same? Or can we request the max amount (for example: \$100,000) and add indirect costs on top of the limit?

- The total award amount would remain the same (for example: \$100,000) and you would include the indirect costs in your overall budget to not exceed the maximum award amount. You are not able to add indirect costs on top of the maximum award amount.

36. Are we required to add IDC in our budget for the proposal?

- **For Tribes, Tribal organizations, and UIHPs:** No. The Tribe, Tribal organization, or UIHP can decide **not** to include IDC in their proposal budget.

If a Tribe, Tribal organization, or UIHP decides to include IDC in the proposal budget, you must submit a current IDC rate agreement prior to award. This section applies to all grant recipients that request reimbursement of IDC in their grant application. In accordance with HHS Grants Policy Statement, Part II-27, IHS requires applicants to obtain a current IDC rate agreement prior to award. The rate agreement must be prepared in accordance with the applicable cost principles and guidance as provided by the cognizant agency or office. A current rate covers the applicable grant activities under the current award's budget period. If the current rate is not on file with DGM at the time of award, the IDC portion of the budget will be restricted. The restrictions remain in place until the current rate is provided to DGM. Generally, IDC rates for IHS grantees are negotiated with the Division of Cost Allocation (DCA) <https://rates.psc.gov/> and the Department of Interior (Interior Business Center) http://www.doi.gov/ibc/services/Indirect_Cost_Services/index.cfm. For questions regarding the indirect cost policy, please call the Grants Management Specialist listed under "Agency Contacts" or the main DGM office at (301) 443-5204. For additional questions please contact the individual listed for fiscal matters listed in the funding announcement.

- **For Federal IHS facilities:** You are **not allowed** to include indirect costs in your budget.

37. If we applied for two Purpose Areas, can we receive the total maximum award amount for each of the Purpose Areas?

- You are allowed to apply for more than one Purpose Area and you are required to submit separate applications for each Purpose Area. You can apply for the maximum amount for each Purpose Area, but you are **not** guaranteed to be funded for more than one Purpose Area.

38. The MSPI funding allocation document provides the minimum and maximum limits, however the DVPI does not. Can you clarify?

- MSPI provides minimum and maximum amounts for each IHS service area and UIHPs have a maximum amount of \$100,000 and no minimum amount.
- The DVPI funding announcement provides a minimum and maximum amount for all the IHS service areas of \$50,000 to \$200,000. For UIHPs, the maximum amount is \$100,000 and no minimum amount.

39. May we submit staff resumes instead of the Biographical Sketch to avoid 'reinventing the wheel' and having to retype documents we already have that serve the same purpose?

- No. Unfortunately you must use the Biographical Sketch template to submit staffing information. We cannot accept resumes or curriculum vitae.

40. For Tribal resolutions, is a draft resolution due September 8th and a signed resolution due September 11th?

- If you have a signed Tribal resolution at the time of your grant application submission (on or before the September 8, 2015 deadline), you can submit it electronically. You are not required to submit a hard copy if you have submitted a signed Tribal resolution with your electronic application.
- If you cannot submit a **signed** Tribal resolution with your electronic grant application, you can submit a **draft** Tribal resolution in lieu of a signed Tribal resolution at the time of your electronic grant application submission (on or before the September 8, 2015 deadline).

41. For our proposal, are we submitting activities and budget for 1 project year only?

- Yes, please submit your proposal based on one (1) project year only.

42. Can we use a local evaluator as well as the regional evaluator?

- Yes, but remember you are not required to have a local evaluator for the new funding cycles, but you are welcome to include a local evaluator if that is deemed necessary.

43. Can year one be designated as a planning year for the next four years?

- For the MSPI funding opportunity: For planning grants/funding, please apply for Purpose Area #1. For Purpose Areas #2, #3, and #4, you must be ready for implementation in year one.

44. If we apply for funding for Purpose Area #1 and in subsequent years after we complete the planning (i.e., community needs assessment, and strategic planning), could we change to a different purpose area? That is, in the first year, can we apply under Purpose Area #1 and then in years 2-5 apply under purpose 2, 3, or 4 (depending on the findings of the needs assessment)?

- If the Tribe, Tribal organization, UIHP or IHS Federal facility wants to address planning, conduct a community and organizational needs assessment, and strategic planning, they should apply for Purpose Area #1, as it has all these components listed and required. This

type of project is time intensive and will require the full 5-year project funding cycle commitment (i.e., the activities for Purpose Area #1 would not be able to be completed in 1-2 project years). The “planning” cannot be limited to one (1) year and then move forward with either Purpose Area #2, #3, or #4.

45. I noticed that there is a required “Awardee Meeting” listed in the funding announcement and that it may be an in-person meeting. Can you tell me where the in-person meeting will be held?

- The in-person meeting location(s) will be determined at a later date but for purposes of project budget development, awardees should estimate costs for Denver, CO as a potential site that is accessible to most of “Indian Country.” Attendance at these meetings is mandatory for the Project Director/Project Coordinator.

46. Have the MSPI/DVPI regional evaluators been chosen?

- Regional evaluators will be made available to all MSPI and DVPI projects. Once the evaluators have been chosen, an announcement will be made to the FY 2015 MSPI and DVPI awardees.

47. Will Project Officers be assigned?

- Yes, Project Officers will be assigned for the new project period.

48. Is each area's funding amount competitive between all Tribal and Urban programs in each area?

- Funding is available for Tribes and separate funding is available for urban programs. Urban program funding is a national amount and is not included in the IHS Service Area allocations.

49. Even if we have had an MSPI grant last year, to re-apply does not guarantee we will be funded?

- All previously funded MSPI and DVPI programs must reapply for FY 2015. Since this is a new award cycle, it is not a guarantee that you will be funded.

50. Can we carryover any funds into the new grant?

- No, previous funding for MSPI and DVPI may not be used for the new grant program. All projects will be starting with the new funding when awarded. Current projects should expend funds by the end of the current project period.

51. Can an organization apply for both the MSPI and DVPI grants?

- Yes, it is acceptable to apply for both MSPI and DVPI.

52. Can the new MSPI grant be used to fund a full time position, specifically a Psychiatrist?

- Staffing may be included in your grant application’s budget.

- 53. After the first project year will funds be non-competitive? If yes, for how many years?**
- The new grant period will be for 5 years. Awarded applicants will be required to submit a continuation application each year. The continuation applications will be open only to those projects that received funding in Year 1.
- 54. The funding allocations are clear, but we don't know how many grants are anticipated to be funded for each area, is that correct?**
- The number of grants will be dependent on the number of applications received and ultimately, awarded.
- 55. Can you apply for more funds in the next year or is it set from year one?**
- Your project will be set based on your year one application.
- 56. Could a grant be partially funded, or will the grants either be denied or accepted in total?**
- It is possible for a grant application to be partially funded.
- 57. If our program needed more than the set amount is there a way to receive above the limit?**
- No, IHS understands that there is great need among all applicants and set the maximum amounts based on the current projects. Projects serving more populous areas typically received the larger, maximum amounts.
- 58. This is the second go around for this MSPI, if we had a Tribal resolution for the first funding cycle can we utilize that one?**
- No, you must have a new Tribal resolution for this funding cycle.
- 59. Is it okay to select an age related target population for any of the purpose areas?**
- Yes, it is acceptable to gear your application toward a target population for any of the purpose areas. Purpose Area 4 has an age range of 8 to 24.
- 60. Will Tribal Resolutions be needed for all consortium Tribes or one Resolution will be accepted from the Board of Directors?**
- A consortium of Tribes is eligible to apply as long as each Tribe in the consortium is eligible under the definition of "Tribe". The Tribal consortium would have to get a Tribal resolution from each Tribe it represents.
- 61. If we are applying as a Tribal Organization, do we need a resolution from our Board?**
- You can submit a resolution from your Tribal organization Board of Directors and/or submit a Letter of Support from the Tribal organization Board of Directors.
- 62. Do urban Indian health programs (UIHPs) need to submit Tribal resolutions?**
- No. UIHPs do not submit Tribal resolutions.

63. Can we include incentives in our project budget?

- Yes, incentives are an allowable cost for the project budget and should be no more than \$30.
- See the next question for examples.

64. Are gift cards and/or gas cards allowable incentives to provide?

- Yes, and should not exceed \$30.
- **Gift Cards:** Allowable as an incentive. Gift cards **cannot** be provided to participants to purchase food. Example: You **cannot** provide meeting participants a \$10 gift card to purchase lunch for the day of the meeting).
- **Walmart Gift Cards:** Allowable, but only if a monitoring system is in place. The Walmart gift cards should be labeled as good for specific project-related items only and it is appropriate to check receipts. Example: When a Walmart gift card is given as an incentive, it should be accompanied by a letter stating that the card should “spend” for project related items – approved items should be listed in the letter.
- **Phone Cards:** *Answer will be posted soon!*

65. Can Federal IHS facilities provide incentives to project participants?

- *Answer will be posted soon!*

66. We want to expand our available behavioral health care treatments services to include direct care services to patients at-risk. We will hire a qualified clinician to provide therapy, psychoeducational groups, and intervention and post-vention care to patients. Are we able to bill for services (third party billing)?

- Yes. We encourage you to have a sustainable program through billable services.

67. The funding opportunity announcement states that a 5-year project timeline chart is required, but then states later that we are only to include a 1-year project timeline chart. Can you clarify?

- You are only to include a 1-year project timeline chart with your proposal application.

68. The biosketch requirement implies that we have employees hired for our project already. If we don't have any staff identified for the project yet, how do we complete that form?

- If you do not have a current staff/employee identified as the Project Coordinator, for example, then you do not need to complete the biosketch form for submission. However, in this example, you would still need to submit a Position Description (PD) for the Project Coordinator position since you will be seeking to hire a new staff member.

69. Can we use the “broad objectives” listed in the Purpose Area we have chosen as our project objectives?

- Yes.

70. Is there a limit to the number of appendices we can attach to our application? Is there a page limitation for the appendices section?

- There is no limit to the number of appendices you can attach to your application.
- There is no page limit for the appendices section.
- **For Tribes, Tribal Organizations, UIHPs:** Grants.gov may have a “file limit” when you upload your documents. Please contact the Grants.gov Agency Contacts listed in the funding opportunity announcement for more guidance.
- **For Federal IHS Facilities:** Since you will be submitting your applications to the IHS DBH office via email, please keep in mind that your email attachments may be very large and you may have to send/submit documents in more than one email.

71. Will memoranda of agreements (MOAs) with our current project partners be acceptable instead of letters of support?

- If you have current MOAs in place with local or community partners, you may submit the MOAs in lieu of the letters of support.
- Keep in mind that, if awarded funding, you may be required to update the existing MOA, if required by IHS.

72. If a Tribe receives 638 funding allocation for substance abuse treatment, is the Tribe considered a “Federal Facility”?

- No. Just because a Tribe receives 638 funds or any other IHS funds for services, this **does not** designate the Tribe or Tribal program a “Federal Facility”.
- For more guidance, please visit the IHS website to see a list of Tribal organizations and IHS healthcare facilities by Area: www.ihs.gov/locations/

73. Can we allocate funds in the grant proposal for more than one person to attend the “Awardee Meeting” and/or other grant meetings/trainings?

- The Project Director and Project Coordinator should be the main individuals to attend the Awardee Meeting, as they are considered key project staff.
- Other project staff may be budgeted to attend trainings as appropriate to their role on the grant.

74. If our Project Director is not a paid employee, but will provide “in-kind” services as the Project Director for the grant, are we still required to complete a biosketch for that person?

- Yes. You are required to submit biosketches for all key project staff, even if the services are provided “in-kind”.