

LACDMH/CalMHSA MINI GRANTS FOR COMMUNITY FREQUENTLY ASKED QUESTIONS

Grant Amount and Budget

Question:

How much is the department's budget for the total initiative.

CalMHSA Response:

This has yet to be determined.

Question:

Can funding be used to pay staff time during the project?

CalMHSA Response:

This funding is not intended to pay for staff time.

Question:

How many grants will be awarded in this cycle?

CalMHSA Response:

Awards will depend on number of approved applicants and amounts requested.

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Question:

What is the possibility that the grant amount awarded will be less than the amount requested in the application?

CalMHSA Response:

In most cases the grant award will equal the amount requested. However, if it is determined items in the budget do not meet requirements, are unallowable, or unacceptable, it will be discussed with the applicant.

Question:

Can I pay for presenters for my event?

CalMHSA Response:

The grant allows up to \$100 per presenter, and up to \$50 for the transportation costs, per individual. Of course, we hope that presenters dedicated to the mental health mission will consider donating their time.

Question:

Can you provide a budget format?

CalMHSA Response:

A sample budget form and narrative are included in the application materials.

Question:

Is there a limit to the amount of funds that can be allocated to administration/support? If we allocate too much for something, but you feel a project is worthwhile, will you just specify that you couldn't cover that or will you just reject the whole proposal?

CalMHSA Response:

There is no set allocation per line item. Proposals will be assessed based on proposed event/activity, size, length, outreach efforts, etc. The intent is for the mini-grant funding is to support community engagement on wellbeing so a proposed budget should reflect how funds will be used to maximize the engagement of the identified community.

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Question:

If we have school district employees working at the event, can their salary cost for that time exceed \$100 per individual employee?

CalMHSA Response:

No. The maximum allowed is \$100 per individual.

Question:

Can we cover CE costs if we can offer CEUs?

CalMHSA Response:

Yes. The average college credit amount is approx. \$595, therefore keep that in mind when preparing your budget and determining the number of CEUs you want to cover.

Question:

Can we include participant transportation costs in our budget?

CalMHSA Response:

Yes, with a maximum rate of \$50 per person for the entire event or program. If applicant is considering renting a van for transporting a large group of people to an event, it will be considered, however detailed narrative must be provided, including cost per person.

Question:

Do contracted vendors for our event need to be within LA County?

CalMHSA Response:

Contracted event vendors do not need to be located in Los Angeles County, however all events must take place in Los Angeles County, serving its local communities.

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Question:

Can funds be allocated toward marketing the event.

CalMHSA Response:

Yes.

Eligibility

Question:

Who is eligible to apply?

CalMHSA Response: Nonprofits, for-profits, faith-based groups, schools and individuals serving Los Angeles County are welcome to apply. All programs must take place in Los Angeles County.

Question:

Can I submit more than one application?

CalMHSA Response:

No, only (1) one application per organization or individual permitted. First submission received only.

Question:

Can two organizations or individuals submit two separate applications for the same project?

CalMHSA Response:

No. Only one application can be submitted per project or event.

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Question:

If an individual or organization was awarded in previous cycles, are they eligible to apply for the current cycle?

CalMHSA Response:

Yes, individuals and organizations are eligible to apply again.

However, if a previous awardee failed to complete their project and did not receive a final payment as a result, they do not qualify for future grant opportunities.

Question:

As an LA County Employee can I participate in this Mini Grant opportunity as an Individual?

Are LADMH employees eligible to apply for this Mini Grant?

Are LACDMH clinics eligible to apply for this Mini Grant?

CalMHSA Response:

County Departments and County Clinics are NOT eligible to apply. Employees may apply as an individual, however funds cannot be used for a county related event.

Question:

We have multiple locations operating under one agency. Will each location be permitted to apply separately, or will only 1 location be permitted to apply?

CalMHSA Response:

Organizations may submit one (1) application. If there are multiple locations, EIN numbers must be distinguishable to be considered.

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Question:

Can the population we are going to work with include inmates at a California State prison?

CalMHSA Response:

Yes, as long as the population being served is in Los Angeles County.

Question:

Is this grant only open to organizations/individuals within the Los Angeles County area?

CalMHSA Response:

Yes.

Question:

Is a Health Summit focused on improving referral and care management for low-income, underserved patients an “eligible” community engagement activity?

CalMHSA Response:

A health summit would be considered; however, the event must have a **mental health** and **wellbeing** component built into it.

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Types of Projects or Events

Question:

Does the event or activity have to be open to the community or general public (or can it be for kids, as part of a Boys & Girls Club, or school class)

CalMHSA Response:

The event or activity can be for the general population OR a targeted audience (whether by age, geography, school, or class).

Question:

Is a needs assessment an appropriate activity that could lead to future program development and implementation?

CalMHSA Response:

No. This grant program is intended for community engagement events or programs.

Question:

Is this RFP focused on messaging and increasing awareness rather than direct services?

CalMHSA Response:

Correct. The RFP is intended to promote awareness and provide and resources. Not for direct services.

Question:

Can you provide examples of "media type" resources?

CalMHSA Response:

Media resources can include social media (such as Facebook, Twitter, or Instagram), as well as traditional print and broadcast media (newspapers, local magazines or newsletters, radio and television).

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Question:

If our organization runs a weekly program, is it possible for the grant to cover the cost of this program for the duration of the grant period? Or is the grant only looking for events or activities that will not continue past the grant time period?

CalMHSA Response:

Yes, costs may be covered, but for the duration of the grant program only. In addition, the proposal must demonstrate how the program is in alignment with our goals of **improving mental health and wellbeing**.

Question:

If a grant is awarded, can we use funds toward a future event?

CalMHSA Response:

No, all funded activities must take place during the specified time frame. NO EXCEPTIONS.

Question:

Should the grant proposal focus on a set number of community participants?

CalMHSA Response:

There is no set number of participants required. Your proposal should estimate how many participants you expect to reach and report on actual number reached in your final outcomes report.

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Application Submission and Timing

Question:

Will there be another round? If so, when will it be?

CalMHSA Response:

These grant opportunities are subject to fund availability and have yet to determine future releases. Please continue to check <https://dmh.lacounty.gov/> and <https://calmhsa.org/> for future announcements.

Question:

Are applications to be postmarked or received by application due date?

CalMHSA Response:

Application must be **RECEIVED** by 5:00pm PST on the application due date.

Question:

How can I submit my application?

CalMHSA Response:

Applications should be emailed to: info@CalMHSA.org

OR mailed to:

CalMHSA

3043 Gold Canal Drive, Suite 200

Rancho Cordova, CA 95670

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Question:

Are there any benefits to applying early?

CalMHSA Response:

Given funding limitations, awards will be based on **qualified** first come, first serve submissions.

Miscellaneous

Question:

Would I have to pay taxes on any monies that is awarded to me, even if I am able to execute acknowledgement of each dollar spent?

CalMHSA Response:

Individuals awarded a grant must consider funds as taxable income. For specific tax questions consult an accountant or tax advisor.

Question:

Where would I find materials provided by the LACDMH to utilize and promote materials

CalMHSA Response:

Visit LACDMH website for materials: <https://dmh.lacounty.gov/>

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Question:

Do you have a template for the final report?

CalMHSA Response:

The final reporting requirements are found on the application. Final reports must address all questions and include content as identified in the application, under Reporting Requirements.

Question:

Does the 5-page application limit include the budget and narrative?

CalMHSA Response:

Yes.

Question:

How does “sense of purpose” connect to this project?

CalMHSA Response:

Research shows that a personal sense of purpose and community connectedness can enhance mental health recovery.

Question:

If applying as an individual, what can one provide in lieu of a w-9 form?

CalMHSA Response:

There is no alternate form. Individuals must submit a current w-9.

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Question:

Can activities be facilitated in languages other than English?

CalMHSA Response:

Yes. Supporting documents, fliers, final reporting requirements must be translated and submitted in English.

Question:

How are initial and final checks disbursed?

CalMHSA Response:

All checks will be mailed to the address listed on the W-9 that was provided with the application.

****If your organization is awarded, you must return a signed *Acknowledgment Letter* accepting the award. Once the acknowledgement letter is received, the check disbursement will start. **Failure to execute an acknowledgement letter within five (5) days of award notification will result in immediate forfeiture of grant award.****