

Sacramento County Community-Driven Time-Limited Grant Program: Frequently Asked Questions (FAQs)

GETTING PREPARED QUESTIONS:

Are there formatting requirements?

The formatting for the application should not be longer than 5 pages with the following guidelines: Calibri font, 12-point size and double spaced.

Are all applications received by March 13th given equal consideration? Or is it first come, first serve?

Applications will be reviewed and considered in the order of submission, based on available funding and qualified application.

Is there a current list of past grantees?

This is the first iteration of these grants, so there is not a list of past grantees.

Can we view a copy of the PowerPoint that was presented?

The informational webinar is posted on the website here: <https://calmhsa.org/grants/>

What does a complete application consist of?

A complete application consists of: a grant application form with required signature, a 5 page narrative, a budget, a 1 page budget narrative, a W-9 and organizational insurance documentation for Tiers 2, 3 and 4.

USE OF \$100 STIPEND RELATED QUESTIONS:

Can grant funding be used to support agency staff cost for planning, developing, organizing and delivering the proposed activity(ies)?

Yes, grant funding may be used to support agency staff costs for planning, developing, organizing and delivering the proposed activity(ies). Also, please note that the application does require a sustainability plan for how to continue the proposed activities.

Are applicants limited to only \$100 per agency staff to plan, develop, organization and deliver proposed activities and materials?

Project staff may be supported through this grant. The reference to the \$100 personnel cost is for key community stakeholders and not organizational staff.

Is the stipend max per individual for each year, or for each activity?

The stipend max is per event, and must be commensurate with the stated activities and event.

Is there an indirect cost rate cap?

Yes, there is a 15% indirect cap.

Can we include interns as personnel?

Interns may be considered as personnel, but their role and expertise should be clearly described. In addition, the costs for this personnel should be commiserate with their experience level.

CONTEXT QUESTIONS:

How can we use art/engagement and sport activities in relation to providing PEI awareness/outreach?

Within the PEI regulations (learn more from our [webinar](#)) there is education, awareness, and outreach included as an integral part of PEI programming. Exercise and outdoor activities (i.e. walks, runs, sporting activities) have shown to have a positive impact on the mental wellbeing of many individuals. However, any proposed event shall include a message of mental wellbeing and/or outreach or awareness to engage the population as a whole, with a message of help-seeking.

When explaining each activity as requested, we are to explain if the activity is evidenced based, community defined or a promising practicing. Is this for each activity, or a general statement of our activities?

The application should describe the basis for each event/activity. However, if you feel a general statement would clearly describe your events in totality then that would be accepted.

LOGISTICS QUESTIONS:

Are attachments allowed or recommended to provide supporting information?

Attachments are allowed, as long as it fits within the 5-page total narrative limit.



Would it be helpful to include resumes of key project staff?

Resumes are not necessary – but it is up to you for what would be the most valuable use of the 5 pages, if you'd like to include them.

For projects serving all of Sacramento County, is it allowable to attach a list of all zip codes rather than listing them in the application narrative?

You can write “all zip codes in Sacramento County”, but please include a description of how you will serve the entire county.

Is there a specific software that is preferred for us to utilize for submitted the report and Budget spreadsheet?

The reporting mechanism will be provided to each selected applicant. However, for evaluation purposes there may be a preferred method of collection and reporting.

What does “good standing” with Sacramento County and CalMHSA mean?

Good standing means that there are no pending contract concerns with Sacramento County or CalMHSA. Sacramento County will receive a list of all selected applicants and they will then review that list to confirm good standing with the County.

Our possible fiscal sponsorship is not based in Sacramento, will that be a barrier?

Fiscal sponsors do not need to be physically located in Sacramento County. However, the activities/events MUST be benefiting Sacramento County. Please state clearly in your application how this will occur.

The Tier 4 says 50% granted upon approval and the remainder upon deliverables. Is this deliverables per activity or after all sustainable plans are met?

The deliverables will be agreed upon following the awarding process and will be based on the needs of the selected applicant and Sacramento County reporting needs.

Will you have someone on the panel or review/scoring phase be familiar or knowledgeable of deafness?

We cannot specify who will be represented on the review panel, however our intent is to have a diverse representation who will have knowledge of, and experience with, the cultural and linguistic needs of our community.

