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## **Frequently Asked Questions (FAQs) The Mini Grants Program 2015-16 (Updated February 10, 2016)**

**Q1:** Are we allowed to offer a small stipend to teacher/counselors who participate in a conference which is entirely designed to educate them in some of the topics listed in the grant?

**A1:** No. On page 10, the Mini Grants Grant Guide under “Budget Restrictions” states, “Funds cannot be used to supplement the salaries of existing full-time staff of the organization.” Review the Mini Grants Grant Guide “Evaluation and Scoring Criteria” on pages 11-12 to determine if the proposed approach meets the intent of the grant and would be competitive.

**Q2:** For Award Category B, can the “simulated health care settings” consist of video recordings of presentations provided by behavioral health care professionals that are presented and discussed or do the “participants” need to interact with the content directly or does the content need to be “in the field” vs presentations?

**A2:** The Mini Grants Grant Guide does not define “simulated health care settings.” Review the Mini Grants Grant Guide “Evaluation and Scoring Criteria” on pages 11-12 to determine if the proposed approach meets the intent of the grant and would be competitive.

**Q3:** We have a faculty member who would like to focus on the Russian/Ukrainian speaking population in Sacramento due to significant mental health stigma in that community. However, this group is not mentioned in the target population. Would she need to also include one of the populations listed?

**A3:** No. On page 6 under “Target Participants,” the Mini Grants Grant Guide states, “The Mini Grants program funded activities are open to all participants regardless of age, gender, race or ethnicity.” In addition, it states, “Applicants are also encouraged to conduct outreach and recruitment in rural and other medically underserved areas/populations to educationally/economically disadvantaged students and, whenever possible...” The Russian/Ukrainian speaking population would be considered part of medically underserved areas/populations.



Q4: We missed the Mini Grants Technical Assistance Webinar. Where can I find the recording?

A4: The Mini Grants Technical Assistance Webinar recording can be found here: [http://www.oshpd.ca.gov/hwdd/HCTP\\_mini\\_grants.html](http://www.oshpd.ca.gov/hwdd/HCTP_mini_grants.html)

Q5: We would like to use a large portion of Mini Grant funds to train those supervisors to work cross-culturally with their students. It means though that Mini Grant funded activities will mostly be directed at white supervisors. Are we eligible/competitive?

A5: No. Training supervisors does not meet the intent of the grant. See the "Grant Deliverables," "Award Categories A and B," and "Additional Components" sections of the Mini Grants Grant Guide. Review the Mini Grants Grant Guide "Evaluation and Scoring Criteria" on pages 11-12 to determine if the proposed approach meets the intent of the grant and would be competitive.

Q6: Can you define "direct engagement" for Award Category B?

A6: The Mini Grants Grant Guide does not define direct engagement. Review the Mini Grants Grant Guide "Evaluation and Scoring Criteria" on pages 11-12 to determine if the proposed approach meets the intent of the grant and would be competitive.

Q7: What is the required length of hands-on experience for Award Category B?

A7: On page 6, the Mini Grants Grant Guide states "...offer hands-on experiences over a period of time (days or weeks)" but does not define required length of time. Review the Mini Grants Grant Guide "Evaluation and Scoring Criteria" on pages 11-12 to determine if the proposed approach meets the intent of the grant and would be competitive.

Q8: Are schools eligible to apply as the lead applicant?

A8: Yes. On page 4, the Mini Grants Grant Guide states, "Proposals will be accepted from public, private non-profit, and private for-profit organizations located within California."

Q9: How many applications can we submit for Award Category A and/or Award Category B?

A9: There are no limits to the amount of applications an organization can submit.

Q10: Can funds supplement part-time staff?

A10: Yes. See pages 9-10 of the Mini Grants Grant Guide for "Budget Restrictions."

Q11: If the grantee is a school district, does it need to have a Board resolution? Or can it have a letter from the Superintendent?

A11: You will need to work with your organization's board administrators to make that determination.

Q12: Is the board resolution required at the time of application submission?

A12: No. It is required at the time of grant execution.

Q13: Can an organization submit a grant for both Award Category A and Award Category B?

A13: There are no limits to the amount of applications an organization can submit.

Q14: Who would be an appropriate source for a letter of recommendation?

A14: The Mini Grants Grant Guide does not define who would be an appropriate source for a letter of recommendation. Review the Mini Grants Grant Guide "Evaluation and Scoring Criteria" on pages 11-12 to determine if the proposed approach meets the intent of the grant and would be competitive.

Q15: If applying, can a person also serve on the Evaluation and Selection Committee? Isn't that a conflict of interest?

A15: There are multiple grant opportunities available and every effort will be made to ensure there is no conflict of interest in the evaluation and scoring process. If interested in serving on the Evaluation and Selection Committee, fill out an application by February 12, 2016. Visit the Mini Grants webpage for more details:  
[http://www.oshpd.ca.gov/hwdd/HCTP\\_mini\\_grants.html](http://www.oshpd.ca.gov/hwdd/HCTP_mini_grants.html)

Q16: Is it possible to have four individuals listed on the budget?

A16: Yes. Combine two people in the third field for personnel and explain the budget details in the text box.