

Mental Health Block Grant – Second Round of Questions

June 16, 2020

1. **Can we re-submit or modify our application after it has been submitted based on the addendums?**

Yes. All agencies that submitted were contacted and provided the option to resubmit, for those that submitted early.

2. **So, my question is in regards to billing. The coalition is applying for the MHBG and we are looking at collaborating with Community Counseling Center for this project. Since Community Counseling Center bills insurance for all of their clients, my question is would Community Counseling Center directly bill the state or would they send billing to us/CARE and then we would then send their bills to the state? Let me know.**

You can only bill for those clients that are uninsured or underinsured. The TPL would be for those that did not have insurance. All other billings, etc. happens before any dollars are requested from the grant.

3. **In our grant, I explained FTE's etc. and under the line item their title and name, but under personnel I did not see an area for a budget narrative or a justification, especially with personnel. Is this not a requirement?**

If you explained in detail under the FTE line in name and title and what the function was, that is appropriate for the application.

4. **Usually, there is a Scope of Work form sent out with the NOFO. Is this the case, or are we to use our template?**

This is a new application and not a request for an extension. You must follow the NOFO with the subheading and complete the information with the level of detail requested for all services. If you use any other template, your application will not be considered.

5. **I have a quick question to ask you in regard to the application form for the Mental Health Block Grant. Under letter B for the Project application form, it says that applicants must provide a brief description of the geographic area of service (up to 100 words). However, there is no space to provide that brief description. Would you be able to answer/help me with this since it is a technical question on the application form?**

If you are having issues with the form, please add a page to the application. This will now be amended to allow five pages.

6. **How do I know how many clients I will have?**

You would need to determine that by historical information and census data. DBPH cannot tell you how many clients you would see.

- 7. I am seeing a discrepancy between the application form in the original RFP and in the fillable application form on the website. The word format form in this attachment is from the original RFP announcement I received (below), however it is not in a fillable format and therefore I cannot complete it. The PDF version is the one I downloaded from the link on the website.**

The reason this is an issues, is that the application form from the original announcement asks about payers and grants for mental health services (see Page #26 Section K) and asks about capacity related to MHBG funding (page 28 section L). However, the one downloaded from the website asks you to indicate current SAPTA funding and ask about SAPTA capacity.

All questions should be referencing mental health. If the downloaded version says SAPTA, it should be referencing Mental Health.

- 8. With all the information I am adding to the application form, it is exceeding four pages, what should I do?**

If the application page goes to five pages based on required information, you will be fine. We will modify the application allowance to five pages for that section.

- 9. Should we submit what data we will collect?**

No. Applicants will be required to collect the data as defined by their program and the DPBH.