

# School-Based Health Centers RFA



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## Weekly FAQ

Please send your questions about the Request for Funding Applications (RFA) or application to [AdolescentHealthUnit@doh.wa.gov](mailto:AdolescentHealthUnit@doh.wa.gov) by Friday at 5:00 PM. We will post answers to frequently asked questions to the [SBHC WA Portal webpage](#) by the following Tuesday. Check back regularly for updates.

**Last updated:** June 14, 2024.

### June 14 Update:

#### **Will DOH relax some of the SBHC grant requirements to allow funding for other school-based health projects?**

No, this RFA is still only for projects that will meet the SBHC grant requirements.

#### **Why does the deadline keep getting extended?**

We extended the due date twice: once to provide an additional week (June 7 to June 14), then to add the weekend (June 14 to June 16). We know that many organizations are busy this time of year, especially with the end of the school year, and wanted to offer additional time for people to wrap up their applications. The review will begin on Monday.

#### **The school letter of support with some of their staff being hard to track down for signatures at the end of school is proving to be hard. What can we do?**

At minimum, we need to see a school support letter signed by some level of the school leadership. If other supporting staff are available (such as a student support lead instead of the school nurse, etc.), then that could work.

#### **Will there be bonus points for an application submitted by the original due date?**

No, there won't be any bonus points for earlier submissions.

### June 4 Update:

#### **Will the planning grant be an option in the future?**

Yes, we hope to offer an RFA for more SBHC planning grants again in the future, depending on availability of state funds.

## **My community is grieving about a recent loss. If they cannot submit a letter of support by the grant deadline, can we explain this and say a letter of support is forthcoming?**

Yes, you're welcome to send a LOS later and include an explanation with your application, especially given the circumstances.

### **June 3 Update:**

## **Can an applicant upload more than 2 letters of support from community organizations?**

Yes. You can either combine multiple letters into one file to upload to the application, or you can email the additional attachments to us at [AdolescentHealthUnit@doh.wa.gov](mailto:AdolescentHealthUnit@doh.wa.gov). If you email additional attachments, please include your organization's name and school name so we can match it to your application.

## **What is the best way to show that there is a high financial need?**

You can demonstrate financial need throughout your application. For example, you could address this in the project proposal or community need sections of your application. You could also illustrate the need through your budget documents.

## **Can funding support a small contract for someone to oversee the coordination and facilitation of planning meetings, activities, and budget monitoring?**

Yes, grant funds can be used for contracts related to the project, including project management. It's important to note though that the applying organization is the fiscal agent for the grant and is ultimately responsible for the project's finances and operations.

### **May 28 Update:**

## **What is the expectation for how far along applicants to the planning grant are? If they are in the very early stages of planning an SBHC program, is it still appropriate for them to apply? Or is it expected that they have a certain level of readiness/foundation?**

Planning grant applicants do not need to have already started planning for an SBHC. However, we recommend that applicants [learn about SBHCs](#) and have initial conversations with the school and community to see if this model might work for them before applying.

## **Will mobile sites be considered for the operations grant if they otherwise meet the eligibility requirements?**

Yes, mobile SBHCs may apply for operations grant funding. They will still need to meet the minimum SBHC grant requirements for staffing and services (Table 2 of the RFA, or Table 1 of the [SBHC Grant Requirements](#)).

### **Do you know if this same grant will be available next year?**

We don't know if we will have new grants available again next year. We currently do not expect to have any available, but it ultimately depends on how much funding we receive in the next state biennium.

### **We already have an MOU between our SBHC and school district. Do I attach the MOU instead of a support letter or in addition to?**

Please still attach a letter of support from the school to confirm their support for your proposed operations project or plan. You're welcome to also include a copy of the Memorandum of Understanding (MOU).

### **May 20 Update:**

### **Do you have information about grants submitted that were awarded a grant and/or information about the programs for the past awardees?**

Yes, you can find information about current grantees on the [School-Based Health Center Story Map](#).

### **We have a Wellness Center that supports students' mental health. We're interested in applying for the RFA to expand the Wellness Center to an SBHC. Would this make us eligible to apply for the operations grant?**

Operations grant applicants must be able to provide medical and behavioral health services within the grant period (Sept. 2024 to June 2025). A planning grant may be more appropriate if you need time and support to identify an SBHC sponsor, gather student and community buy-in, and develop an implementation plan.

### **The school letter of support must include signatures from the principal, superintendent, and supporting staff (and, not or)?**

For full points, the school letter of support should include signatures from the principal (or a school administrator), superintendent (or a school district administrator), and a supporting staff person (ideally, the school nurse if the school has one). We want to ensure that each level of the school is aware and supportive of the proposed SBHC or project.

### **Can SBHCs that receive other grant or levy funding apply for an operations grant if there is additional financial need?**

Yes, SBHCs that are supported with funding other than a DOH SBHC operations grant are eligible to apply.

## **Can DOH SBHC behavioral health improvement grantees apply for an operations grant?**

Yes, current DOH behavioral health improvement grantees are eligible to apply for additional funding from an operations grant because these are different project focuses.

## **What are the character limits for the fields in the application?**

There are no character limits. Please contact us ([AdolescentHealthUnit@doh.wa.gov](mailto:AdolescentHealthUnit@doh.wa.gov)) if you get an error in the REDCap application saying you reached a word or character limit.

## **RFP says, "proposed projects must be delivered in schools or school districts serving a high percentage of students (51% or more) from populations and communities that have been and continue to be underserved." Should we look at all categories and total % for all listed? Or should we pick one that is above 51%?**

This is up to the applicant to decide. Please use the community need section to explain to DOH and the grant review committee how your project meets the requirement for serving a historically underserved community.

## **Does the site need to be open and operational by 9-1-2024 to be eligible for operations grants this cycle?**

Yes. SBHCs that are awarded an operations grant must be operational (providing regular services) during the grant period.

## **Is the planning grant a prerequisite to obtaining start-up grant funds?**

Currently, we are not requiring that grantees complete a planning grant to be eligible for a start-up grant, but for this grant cycle, we only expect to have funding for one planning grant and no start-up grants.

## **If funding became available for start-up grants, would there be a separate RFA for that?**

It depends. If funding is available next year (2025-2026) to support the planning grantee to move to a start-up grant, they will not need to apply for a start-up grant. Instead, they will need to complete the planning grant deliverables and meet the requirements for a start-up grant. For any other future start-up grants, we expect we would post another RFA.

## **May 13 Update:**

## **Is it acceptable to provide letters of support from school district programs, like an English language development program or homeless resource program, for the community letters of support?**

Yes, these are an appropriate fit for the community letters of support.

## **Will there be a separate opportunity for behavioral health improvement behavioral health funds?**

Not currently. We don't expect to have additional funds to open an application for SBHC behavioral health improvement projects this year.

## **We currently have a DOH operations grant that is funding multiple SBHCs. Are we eligible?**

If you are currently supporting multiple SBHCs with your existing award, you can apply for another operations grant. Please be clear in your application how you propose to use both grant awards and explain the community and financial need you are trying to address.

## **May 7 Update:**

### **Will the planning grant roll into an operations grant in year 2?**

Additional funding depends on the availability of state funds and grantee readiness. Planning grantees must complete all planning grant deliverables and demonstrate readiness for the next grant phase. See the SBHC grant renewal criteria section of the [SBHC Grant Requirements](#) for more detailed information.

Typically, the grant phases are:

1. Planning grant (gathering information and creating a plan for an SBHC)
2. Start-up grant (implementing the SBHC plan and starting SBHC services)
3. Operations grant (continuing, improving, or expanding SBHC services)

### **Are current DOH grantees eligible for additional funding?**

Current SBHC start-up and operations grantee sites are not eligible for additional funds, but your organization could apply for an SBHC site that is not currently funded by the DOH SBHC grant program (i.e., different SBHC/school but same SBHC sponsor/project lead).

Current DOH [behavioral health improvement grantees](#) are eligible for additional funding from an operations grant because these are different project focuses.

### **If our SBHC is starting up, can we apply for operations grant funding?**

We only have funding available for planning and operations grants for this RFA. SBHCs that are awarded an operations grant must be operational (providing regular services) during the grant period.

### **Can the grant funds be used to pay for staffing?**

Yes, staffing is an allowable cost for both planning and operations grants. Please see Table 1 of the RFA for a list of allowable costs.

**If there is a school that is prepared to start-up an SBHC, can an application for a start-up grant be submitted without having to go through the planning phase?**

We do not have funding available for start-up grants for this grant cycle (September 2024 through June 2025). This RFA is only for planning and operations grants.

**Do mobile clinics qualify as an SBHC for the purpose of these grants?**

Mobile clinics could qualify as an SBHC, as long as they meet the grant requirements (Table 2 of the RFA, or Table 1 of the [SBHC Grant Requirements](#)).

**Does the SBHC have to provide both medical and dental treatment, or is dental only sufficient?**

The SBHC must provide comprehensive medical and behavioral health services. We do not require dental services, but SBHCs can choose to provide it. See the Table 2 of the RFA (or Table 1 of the [SBHC Grant Requirements](#)) for more information on the required services.

To request this document in another format, call 1-800-525-0127. Deaf or hard of hearing customers, please call 711 (Washington Relay) or email [doh.information@doh.wa.gov](mailto:doh.information@doh.wa.gov).