

## Q&As from Teleconference for Policy Fellow Grants 2/25/16

---

### Questions received prior to the call:

**1. Must the fellow applicant have a PhD or is master's level sufficient?**

The fellow is required to have a master's degree or higher in a related field, including but not limited to: law, social work, public policy, psychology, public health, etc. The fellow must have graduated within the previous 18 months from starting the fellowship.

### Questions received during the call:

**1. Would the fellow be the employee of the organization that receives the grant or would the fellow be employed by the Hogg Foundation?**

The fellow is expected to be an employee of the organization that receives the grant. The fellow must receive the same benefits as other employees.

**2. Does the Hogg Foundation hire the fellows and place them in various organizations that are awarded this grant?**

No, grantee organizations are responsible for recruiting, hiring, and training the fellows.

**3. If we currently have a Hogg-funded fellow, can we renew that person as a Hogg fellow? What would be the process for that?**

Current fellows are not eligible to be funded for an additional fellowship cycle. Organizations who have had a fellow in the past are welcome to reapply for a new policy fellow grant. There are organizations that have had Hogg-funded fellows more than once. The organization cannot, however, use the grant to continue funding a current fellow. Additionally, the eligibility requirement of the fellow having graduated within the previous 18 months would exclude them from participation in a new policy fellow grant.

**4. Should the fellow focus on one area of mental health or be focused more generally on the mental health system?**

Having a policy fellow focus on a particular area of mental health (e.g., criminal justice, child welfare, education, etc.) is at the discretion of the applicant. The foundation is interested in ensuring that fellows have meaningful learning experiences. This may be accomplished by becoming an "expert" in a particular area or by participating in a variety of policy issues.

**5. Does the foundation restrict lobbying activities of the fellows? Are grantees required to track the fellow's lobbying time/activities?**

Grantee organizations are expected to follow their own lobbying restrictions. The foundation supports 95 percent of the fellow's salary to allow time for, at the grantees' discretion, lobbying activities. The foundation does not require any tracking or accounting of the fellow's time.

**6. What part of the fellow's salary will the foundation fund?**

- a. The foundation will fund 95 percent of the fellow's total salary. The total salary must be between \$38,000 and \$45,000. In addition, the grant also funds \$2,000 in professional development for the fellow and a mentor stipend of \$5,000.

**7. Does it matter where the remaining 5 percent of the fellow's salary comes from? Does the 5% have to be unrestricted funds?**

- a. It is up to the grantee organization where fellow's remaining salary comes from.

**8. Are letters of support a requirement or just recommended?**

- a. Letters of support are only required if an organization is using a mentor external to their organization. The letter is needed as evidence that the external partner has agreed to the mentoring tasks required by the grant.

**9. Does the \$45,000 salary include or exclude the 5 percent?**

- a. The salary range is between \$38,000 - \$45,000. The maximum the foundation will pay for the fellow's salary is 95 percent of \$45,000.

**10. What is the total amount of the grant awarded?**

- a. The total amount of the award depends on the salary paid to the fellow and the fringe benefit percentage of the organization. Additionally, the grant includes a \$5,000 mentor stipend, \$2000 for professional development, and 10 percent overhead.

**11. Does the Hogg Foundation calculate the 95 percent of the total salary or the applicant?**

The budget template in the Fluxx system will calculate the 95 percent. Budget instructions are included in the application and the budget template will automatically populate the fields after the basic information is entered (total salary, percent used for fringe benefits, and overhead).

**12. Is it correct to assume that if we want to pay the fellow more than \$45,000 we would be cost sharing?**

Yes, the maximum that the foundation will pay is 95% of \$45,000. If the grantee wants to hire the fellow at a higher salary, they are responsible for any additional salary and fringe.

**13. Do the duties outlined in this grant preclude a fellow from performing services in our clinic for mental health?**

Yes, this grant is not intended to provide clinical experience. The purpose of this grant is to fund policy fellows engaging in mental health policy work in Texas.

**14. Is it possible to plan for a different fellow during each year of the grant period (each serving for one year)?**

No. This fellowship is expected to be a two-year training experience for an individual fellow. If a fellow departs prior to the end of the two-year grant period, the grantee

must get approval from the foundation before hiring a replacement. The foundation will decide on a case-by-case basis if hiring a new fellow to complete the fellowship is appropriate.

**15. Can you provide clarification of the 10 percent overhead?**

The ten percent overhead will be calculated automatically in the budget template after the salary and fringe percentage are entered. The overhead is 10 percent of the salary, fringe, mentor stipend, and professional development stipend.

**16. How many applications do you typically get? And how many awards do you make?**

In the past we have received approximately 20 to 30 applications. We expect to award up to five grants.

**17. Do some fellows become registered lobbyists?**

We are not aware of any current or past fellows that became registered lobbyists during the fellowship. This is not something that grantees are required to report to us (see question 5 above).

**18. What kind of certification can we give to the fellow at the end of the training? What can they add to their CVs?**

We have never provided the policy fellows with any certificates at the end of the fellowship. The fellows will leave their fellowship with two years of invaluable experience and extensive knowledge of the mental health system in Texas.