

**Hogg Peer Mental Health Policy Fellows
Request for Proposals
2016
Frequently Asked Questions**

When are proposals due to the foundation?

Friday, April 15, 2016, at 1:00 P.M. CDT is the deadline for proposal submission.

When will the grants be awarded?

The foundation plans to notify applicants in June, 2016. Grant funding is expected to begin July 1, 2016. The period between the announcement of the grant awards and the July 1 start is to be used to recruit peer fellows.

What is the maximum length for the project narrative in the request for proposals?

The project narrative should be no more than 2,500 words and must follow all of the guidelines laid out in the request for proposals. The word limit does not include the mentor resumes, fellow job description, timeline or budget.

Does the mentor have to have both public policy and mental health expertise?

The peer fellow is expected to be supported by strong policy and mental health mentoring and supervision. This may be the responsibility of one person with expertise in both areas or it may be provided by two mentors, one with expertise in mental health and one with expertise in policy. Only one mentor stipend will be included in the grant. The mentor(s) may be internal to the organization or may be external to the organization although experience has shown us that having an internal mentor typically works better. Mentors will be expected to participate in a post-award teleconference to discuss various aspects of supporting peer employees.

How much flexibility is there in the project budget?

The policy fellow salary is expected to be between \$38,000 to \$45,000 per year plus fringe benefits. The foundation funds 95 percent of the fellow's annual salary and 100 percent of the fringe benefits. We include a salary range to allow for the variations in the salary structure of different organizations. Fringe benefits should be specified and included on the budget template.

The grant also provides a mentor stipend equal to 15% of the mentor's salary, \$4,000 for professional development (up to \$1,500 can be used by the mentor but all remaining professional development funds are to be used by the fellow), and 10 percent overhead.

What qualifications do the peers need to have?

First, peer fellows should be certified as peer specialists. This is to ensure that that the individual is someone with a lived experience of mental illness/substance use and is willing to share their story with others. We also ask that the peer fellows have two years of recent employment of some type. This employment may be paid or volunteer. The idea is to have some indication that the individual is in recovery and ready to do the work of the fellowship.

How long will the fellowship last?

The fellowship is expected to last two years. If the fellow leaves prior to the end of the grant period, the grantee must discuss with the foundation options for replacing the fellow. The initial fellow cannot be replaced without the permission of the foundation.

Is a university department or center eligible to apply for this grant?

Yes. Respondents with a higher education institution must submit either written approval from the institution's grant office (such as the Office of Sponsored Projects or Grants and Contracts), or a letter stating that such approval is not required for this type of grant application. The grant office review and approval process may take several business days, so please check with your institution and plan accordingly. Applicants are strongly encouraged to submit their proposals to their grant office with sufficient time for review and approval before the proposal deadline

What does "Texas-based" mean? Can an agency apply for this grant if it is technically under the provision of an international or national agency but has offices, programs, and services throughout Texas?

The Hogg Foundation for Mental Health only makes grants within the state of Texas. If your Texas office is an independent entity that can apply for and use grants for its own programs, then the organization is eligible.

Who should I contact if I have additional questions?

Please send questions by email to Hogg-grants@austin.utexas.edu. The foundation's communications with potential respondents is limited to email correspondence and the website. The foundation will not accept phone calls regarding proposals.

If awarded a grant, is the selected peer fellow candidate classified as an employee or contract labor?

The fellow is expected to be a full-time employee of the grantee receiving the same benefits as other employees. Recruitment and hiring of the fellow is the sole responsibility of the grantee.

What percentage of the fellow's time should be devoted to behavioral health policy?

The fellow is expected to devote 100 percent of his/her time to policy and/or advocacy activities related to behavioral health.

Is it possible to award a fellowship to someone who works for the government or does the person have to be a non-profit affiliated individual?

Nonprofit 501(c)(3) organizations, governmental agencies and colleges and universities in Texas are eligible to submit proposals.