



**New Jersey Office of the Secretary of Higher Education
Notice of Grant Opportunity
Mental Health in Higher Education:
Community Provider Partnerships and Professional Development Grant
Technical Questions and Answers**

1. ***Will there be a technical workshop or convening regarding this grant prior to the January 31, 2023 application deadline?***
 - a. Answer: There are no plans for such convening or workshop at this time.
2. ***Should institutions submit separate applications and budgets for each grant category?***
 - a. Answer: Only one application should be submitted per institution. The budget template provided to institutions includes a separate tab for each grant category; institutions applying for both categories should complete both budget justification sections.
3. ***When will grantees gain access to funds, should they be awarded?***
 - a. Answer: Grantees can expect to receive grant funds by June 2023.
4. ***What is the anticipated grant award period (start and end dates)?***
 - a. Answer: The grant award period is expected to begin by June 2023 and conclude in accordance with the American Rescue Plan expenditure deadline of December 31, 2026.
5. ***Is this one-time funding or an annual allocation?***
 - a. Answer: This will be one-time funding to allow grantees to determine both how and when to best spend the allocated funds.
6. ***Which institutions are eligible to receive funding under this grant?***
 - a. Answer: As established in the Notice of Grant Opportunity, New Jersey public and public-mission independent institutions of higher education that receive State operating aid are eligible for funding under this grant.
7. ***Do the maximum grant award amounts listed on pages 3 and 4 in the Notice of Grant Opportunity apply to both grant categories?***
 - a. Answer: The maximum grant award amounts outlined on pages 3 and 4 of the NGO are specific to Grant Category #1: Leveraging Community Provider Partnerships. For Grant Category #2: Professional Development, each eligible institution can apply for up to a maximum award of \$22,222.
8. ***Is the \$10,000 transfer amount limit for administrative budget line items for each year of the grant or for all three years combined?***
 - a. Answer: The \$10,000 transfer limit applies anew to each year of the grant.

Allowable Expenses

9. ***Can grant funding be used to cover personnel costs and hire additional employees (e.g., psychotherapists, case managers, wellness counselors)?***
 - a. Answer: Yes. However, grant funding cannot be used by institutions to simply supplant the funding source of existing mental health efforts. Institutions must propose new or expanded mental health services which would not otherwise be available to the student population. Additionally, grantees should be mindful that this is one-time funding and staffing expenses incurred as a part of this grant will require other sources of funding at the conclusion of this grant.

- 10. Can funding be used to cover personnel costs for staff supported by other grant funding that will be exhausted by the time the mental health grant funding is available?**
- a. Answer: Yes. However, grant funding cannot be used by institutions to simply supplant the funding source of existing mental health efforts. If the services provided to students by these staff would otherwise cease, grant funding may be used to continue the services. Additionally, grantees should be mindful that this is one-time funding and staffing expenses incurred as a part of this grant will require other sources of funding at the conclusion of this grant.
- 11. What percentage of the grant can be used to cover grant administration?**
- a. Answer: The intent behind this funding is to provide mental health services directly to students. However, a maximum of 15% of grant funding may be dedicated to administrative costs. Applications must clearly itemize the proposed use of administrative funds.
- 12. Would incremental improvements to expand capacity for software currently utilized by institutions be accepted as new expenses, not supplanting?**
- a. Answer: Yes, provided the grantee is not currently able to offer the expanded services with existing funding. Grant funding cannot be used by institutions to simply supplant the funding source of existing mental health efforts. Institutions must propose new or expanded mental health services which would not otherwise be available to the student population.
- 13. Can institutions change community partners during the grant period if campus needs change or the provider is not serving our needs?**
- a. Answer: Yes, but any such change will require prior OSHE approval.
- 14. Do internal units meet the criteria of community partnerships, especially for institutions that have an abundance of institutes and resources affiliated with the school?**
- a. Answer: Grant funding cannot be used by institutions to simply supplant the funding source of existing mental health efforts. Institutions must propose new or expanded mental health services which would not otherwise be available to the student population. However, we will consider such circumstances involving internal units on a case-by-case basis during the application review process.
- 15. Can funding be used to support emergency evaluations of student mental health status, which are necessary before students could return to campus from a mental health crisis?**
- a. Answer: Yes. However, grant funding cannot be used by institutions to simply supplant the funding source of existing mental health efforts. Institutions must propose new or expanded mental health services which would not otherwise be available to the student population.
- 16. Is it permissible to curtail support in future years based upon need if we were to utilize grant funds to support enhanced services?**
- a. Answer: Institutions are empowered to make the service determinations best suited for their campus communities. Institutions will be encouraged to utilize the biannual reporting process to evaluate the continued or decreased need for future services.
- 17. If an institution already maintains a number of partnerships with domestic mental health providers, can these entities/individuals be considered partners for purposes of the grant? If so, can reimbursement be on an existing 'fee for service' basis?**

- a. Answer: No, grant funding cannot be used by grantees to simply supplant the funding source of existing mental health efforts. Institutions must propose new or expanded mental health services which would not otherwise be available to the student population. The grantee would only be able to use grant funding in this context for those services provided by current partners that are above and beyond what is currently offered.
- 18. ***Does the grant allow for funding of supports that may be tertiary or wrap-around services (e.g. housing) if determined to be clinically beneficial or necessary?***
 - a. Answer: Yes, provided the services can be directly linked to addressing student mental health needs.
- 19. ***What are the allowable costs / expenses?***
 - a. Answer: Use of grant funding must be directly linked to addressing student mental health needs and cannot be used by grantees to simply supplant the funding source of existing mental health efforts.
- 20. ***Can Grant Category #1 funding be used for additional professional development?***
 - a. Answer: Yes, provided the professional development directly relates to servicing student mental health.
- 21. ***In Grant Category #1, are signed letters of commitment from partnering institutions required or recommended?***
 - a. Answer: Institutions must provide a letter of support or other documentation that demonstrates an intended partnership or scope of work.
- 22. ***Are food and beverage costs associated with hosting a mental health symposium considered eligible costs?***
 - a. Answer: No.

American Rescue Plan Act (ARPA) Deadlines

- 1. ***Could you provide more information related to the requirement that grant funds be encumbered by December 31, 2024?***
 - a. Answer: Funds are considered encumbered when they are reserved and obligated to a specific vendor.
- 2. ***Will grantees be allowed to expend funds after December 31, 2024, if they were not previously encumbered?***
 - a. Answer: No. Funds that are not encumbered by December 31, 2024 must be returned to OSHE.
- 3. ***Are no new expenses allowable during the timeframe between December 31, 2024 and December 31, 2026?***
 - a. Answer: This is correct. Funds that are not encumbered by December 31, 2024 must be returned to OSHE.
- 4. ***Can salary costs be projected for 4 years, meaning although no new goods can be purchased after December 31, 2024, but salary costs can persist thru 2026?***
 - a. Answer: All funds must be encumbered by December 31, 2024 and expended by December 31, 2026.

Telehealth Services



The FY23 Appropriations Act allocated \$10 million to OSHE for telehealth services to support students' mental health needs throughout the State. Please note that OSHE is in the process of contracting with a single vendor to provide virtual scheduled counseling sessions and 24/7/365 crisis support to students enrolled in institutions of higher education across the State. OSHE anticipates offering these services at no cost to institutions or students. While institutions can choose to independently contract for telehealth services using Community Provider Partnerships and Professional Development Grant funding, institutions should anticipate that services will be offered by way of a State contract in the coming months.