



Promoting mental health | Preventing suicide | Reducing stigma

OPCSMH Campus-Community Collaborative Grant Frequently Asked Questions

All questions regarding CCG grants can be directed to: opcsmh@neomed.edu

Eligibility

Question 1: We are a previous Campus-Community Collaborative grantee, are we eligible to apply again?

Response: Yes, previously funded grantees are eligible to apply, however, campuses receiving Garrett Lee Smith (GLS) Campus grants are not eligible to apply. This includes regional branches if the main campus is a GLS grantee. Campuses that have also applied for the GLS grant, or other funding sources that are awarded before the CCG cycle begins may be asked to withdraw their proposal.

Question 2: My organization is partnering/collaborating with another organization on a grant proposal, are we also able to apply as an individual organization?

Response: Yes, however, the OPCSMH Campus-Community Collaborative Grant (CCG) is a competitive program, and final funding amounts are subject to the availability of funds.

Eligible Expenses

Question 3: Are food/meal expenses covered by CCG funding?

Response: No, food/meal expenses are not a covered expense unless as a part of a per diem for someone on travel status.

Question 4: Can travel be covered by CCG funding?

Response: Yes, travel expenses can generally cover consultant trainer travel, and travel expenses related to continuing education.

Question 5: Can grant funds be used to purchase gift cards?

Response: No, gift cards are considered a cash award and grant funds may not be utilized for cash awards.

Question 6: If there are remaining funds at the end of the grant period, is a no-cost extension available?

Response: Due to the nature of the funding all funds must be expended by the last day of the grant period, no-cost extensions are not permitted due to the nature of the funding. All funds must be expended by the last day of the grant period.



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Document Submission

Question 7: How does my organization upload the required documents?

Response: The OPCSMH will be collecting all documents via Qualtrics. Files uploaded can be up to 100MB. For security reasons, executable files (such as those ending in .exe) are not permitted.

Question 8: How can we submit Letter(s) of Coordination?

Response: Letters of Coordination can be uploaded electronically with the proposal submission via Qualtrics.

Question 9: My organization would like to submit additional information beyond the limit of 1000 characters, is that possible?

Response: Yes, if additional space is necessary, additional documentation can be uploaded electronically or shared via email at opcsmh@neomed.edu.

SAM.gov

Question 10: My organization is not registered in [SAM.gov](https://sam.gov), can we still apply?

Response: Applicants are strongly encouraged to have an active registration with the System for Award Management (SAM.gov) in place at the time of application. However, organizations without an active [SAM.gov](https://sam.gov) registration may still apply, although they may experience delays in agreement execution if selected. Grantees must show evidence of SAM.gov registration for the entirety of the grant period.

Question 11: Is there a cost to register for SAM.gov?

Response: No! SAM.gov is a 100% free official U.S. government website.

Question 12: How long is SAM.gov registration active?

Response: Once your entity registration is successfully processed, it enters active status. It will remain active for 365 days from the date you submitted it for processing, unless it is deactivated by your Entity Administrator. You must renew and validate your registration at least every 12 months from the date you last certified or submitted the registration in SAM.gov, and sooner, if your entity's information changes. If you do not renew your registration, it will expire. You may check your Entity Status [here](#). Grantees must show evidence of SAM.gov registration for the entirety of the grant period.



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Question 13: I have more questions regarding SAM.gov!

Response: For step by step instructions on how to register as a new entity, click [here](#). For additional information and inquiries, please visit the SAM.gov help page [here](#).

Reporting Requirements

Question 14: If selected as a grantee, how often is reporting required?

Response: Grantees are required to submit a Project Summary, including financial reports, at the end of the grant period. In addition, updates on expenditures and programming progress will be required of each grantee at the mid-year meeting. Timeliness and responsiveness with OPCSMH communication is expected for the duration of the grant period.

Question 15: Is there a Project Summary template?

Response: The OPCSMH provides guidelines to inform the development of the grantees' Project Summary. Both qualitative, quantitative, and financial data on grant activities will be collected, with an emphasis on individuals reached with proposed activities, barriers, and facilitators to progress, and overall impact through a three-to-five-page narrative. Additional details on the Project Summary will be provided to those selected as grantees.

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