

## **Campus Suicide Prevention Grants Program**

### ***Frequently Asked Questions***

**1. Question: Will you hold technical assistance conference calls for applicants?**

**Answer:** On April 11 and 18, SAMHSA held technical assistance conference calls to answer questions related to the RFA. Applicants were NOT required to participate. Questions #11, 12, and 13 (below) were posted as a result of questions that were raised during conference calls. Applicants are free to call or e-mail the contact people listed in the RFA with questions.

**2. Question: Do we need to use the grant funds to pay for all of the "allowable activities" listed on pages 5 and 6 of the RFA?**

**Answer:** No, but you do need to describe how you are currently addressing each of those needs.

**3. Question: Does a college need to develop its own educational or training materials to meet the intent of this grant?**

**Answer:** A college or university does not need to develop its own training or educational materials. Grant funds can be used to develop such materials, but can also be used to purchase materials or programs, or to partner with organizations that provide these materials or resources. SAMHSA expects the Suicide Prevention Resource Center to provide technical assistance to colleges and universities regarding appropriate suicide prevention materials or resources.

**4. Question: Can you clarify what constitutes a "non-Federal match?"**

**Answer:** Cash and in-kind contributions that meet all of the following criteria are acceptable as your non-Federal cost-share/match:

- (1) Verifiable from the recipient's records.
- (2) Not included as contributions for any other federally-assisted project or program.
- (3) Necessary and reasonable for proper and efficient accomplishment of project or program objectives.
- (4) Allowable under the applicable cost principles.
- (5) Not paid by the Federal Government under another award, except where authorized by Federal statute to be used for cost sharing or matching.
- (6) Provided for in the approved budget when required by the Federal awarding agency.
- (7) Conform to other provisions of OMB Circular No. A-110-Revised (<http://www.whitehouse.gov/omb/circulars/a110/a110.html#23>), as applicable.

Your match must be used for activities that are clearly related to one of the six "allowable activities" described in the Campus Suicide Prevention RFA. For example, you could designate a portion of a Counseling Center clinician's salary based on the percentage of time that she plans and conducts suicide prevention training programs for campus personnel. An example of an in-kind contribution would be the university's cost for printing a suicide prevention brochure.

5. **Question:** Can matching funds support direct clinical services?

**Answer:** Yes, if the applicant can demonstrate that the services are *clearly related* to one of the six "allowable activities" described in the Campus Suicide Prevention RFA. Providing general counseling services to students would be considered "business as usual," and not clearly related to one of the allowable activities.

6. **Question:** Could you explain what you mean by "direct" (vs. "indirect") costs?

**Answer:** "Direct" costs are those incurred in implementing the grant project. Because direct costs can include both service delivery and program management components, they will include some administrative costs, such as salaries and benefits of program staff and managers, equipment, and training.

"Indirect" costs are often called "overhead" and refer to administrative costs that cannot be assigned to specific projects, such as electricity and central administrative services.

7. **Question:** The RFA states that "SAMHSA will not accept a 'research' indirect cost rate." How do we determine a non-research indirect cost rate?

**Answer:** "Non-research" indirect costs refer to other sponsored activities funded by Federal agencies which involve performance of work other than research. If your college or university has ever received a Federal grant, in most cases it will have negotiated indirect cost rates or Facilities and Administrative (F&A) costs with a Federal agency. Ask your sponsored program, business, or grants office for your institution's "non-research" indirect cost rate and include a copy with your application.

If your institution does not have a non-research indirect cost rate or an F&A rate, it can contact the U.S. Department of Health and Human Services (DHHS) Division of Cost Allocation (<http://rates.psc.gov/dcamgrs.htm>) to begin negotiating a rate. In that case, your application must indicate that you are in the negotiations process.

Alternatively, your application can state that you plan to negotiate and establish an indirect cost rate with DHHS. For either of the above scenarios, you may use a 10% provisional indirect rate on salaries (only) in your budget. When you receive your rate, you may modify your budget to reflect the actual negotiated rate, post-award. Your institution is not required to negotiate an indirect cost rate; it has the option of waiving indirect costs. In that case, your application must indicate that the institution is waiving indirect costs.

8. **Question:** Could you provide more details on what the cross-site evaluation will entail?

**Answer:** The cross-site evaluation has been designed to address core questions about the products and services being developed; the trainings being conducted; the knowledge, awareness, and utilization of suicide prevention activities; and the at-risk youth being referred for campus service. The cross-site evaluation contractor will be responsible for collecting and obtaining data—primarily through a Web-enabled

interface, however, funded sites will be required to support and facilitate this process (e.g., complete reports, serve as respondents, identify appropriate respondents, enter/submit data, distribute materials, etc.). At this time funded sites are not responsible for any direct data collection. To support implementation of the cross-site evaluation, grantees will receive training and technical assistance from the Contractor.

For the purpose of your application, it is sufficient to state your commitment to cooperate with the Suicide Prevention Evaluation Contractor.

- 9. Question:** How many grantee meetings will be scheduled during the course of the funding period?

**Answer:** Two. Applicants should budget for one grantee meeting in each of the first 2 years of the grant.

- 10. Question:** Are Canadian and international universities eligible applicants?

**Answer:** No.

- 11. Question:** Are applicants required to complete the Survey of Ensuring Equal Opportunity?

**Answer:** No, universities and colleges are not required to complete this form.

- 12. Question:** Are applicants required to complete the Survey on Ensuring Equal Opportunity for Assurance of Compliance (HHS Form 690)?

**Answer:** Yes, all applicants must complete this one-page form.

- 13. Question:** Can a college or university waive its "other sponsored" indirect cost rate and use that dollar amount as part of the required match?

**Answer:** Yes. The applicant should acknowledge this as an "in-kind" match in its detailed budget breakdown as well as on the 424A budget form.

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