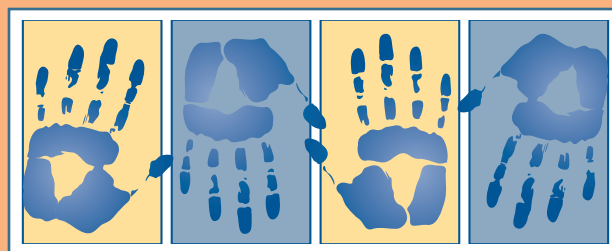




HELPING HANDS GRANT PROGRAM



Improving the Mental Health
of Communities through
Service and Outreach



MENTAL ILLNESS

can profoundly disrupt a person's thinking, moods, ability to relate to others and capacity for coping with the demands of life. While mental illnesses can affect persons of any age, race, religion or income level, a profound need exists for improved mental health education and assistance particularly in underserved communities throughout the United States. The staggering individual and societal consequences of untreated mental illness include: unnecessary disability, unemployment, substance abuse and homelessness. Every year in the United States, the economic cost of untreated mental illness exceeds hundreds of billions of dollars.

PROGRAM DESCRIPTION

The Helping Hands Grant Program was established by the American Psychiatric Foundation to encourage medical students to participate in community mental health service activities, particularly those focused on underserved populations. The program seeks to raise awareness of mental illness and the importance of early recognition and builds an interest among medical students in psychiatry and working in underserved communities.

Grants of up to \$5,000 will be provided to medical schools for community mental health service projects that are initiated and managed by medical students. These projects can be new initiatives conducted in partnership with community agencies or in conjunction with ongoing medical school outreach activities.

POSTER PRESENTATION

Recipients of the 2007 Helping Hands grants will be invited to create and present a poster about their project at the American Psychiatric Association's Institute on Psychiatric Services (IPS) in October 2008 in Chicago. A small travel stipend will be offered to each recipient program to offset the cost of travel for one representative.

ELIGIBILITY

Medical schools are eligible to apply for the grants. All projects must be conducted under the supervision of medical faculty. Medical students who participate in the program must be in their second, third or fourth year of medical school at the time they are engaged in community service. Grants will not fund services beyond basic mental health screenings and referrals. Projects addressing the needs of underserved populations will receive special consideration. Innovative, new or replicable ideas are encouraged.

EVALUATION CRITERIA

Evaluation of submitted applications will include:

- The value to the community of the proposed project, particularly underserved populations
- The structure and uniqueness of the proposed program, its ability to be replicated and the likelihood that it will meet its stated goals
- The extent to which it fosters medical student interest in psychiatry or working in underserved populations
- The extent to which medical students take a significant role in its planning and operation
- The amount and appropriateness of physician oversight

Some examples of activities that can be funded:

- Screenings in community health centers or homeless shelters
- Outreach and community education about mental health
- Health literacy programs



APPLICATION PROCESS AND TIMELINE

Each application packet must have an application form, a short narrative and a detailed budget with justification. One original and five copies of the application packet are to be submitted.

Applications for 2007 grants must be received by May 1, 2007. If your institution requires review and approval by the Grants and Contract Office, please allow sufficient time for this to occur prior to submission of the application. Award decisions will be announced in July, with grant funding available on September 1 (pending receipt of a signed grant contract). Funds must be expended within one year. Unused funds must be returned to the foundation.

APPLICATION INSTRUCTIONS

The application packet must include:

- A completed application form.
- A project narrative (see below) not to exceed four double-spaced, typed pages printed on one side of the paper only.
- Detailed budget and justification.

The following information must be included in the narrative:

- Executive summary, not to exceed one double-spaced paragraph, typed.
- The opportunity or problem to be addressed, the need for the program and how that need was determined.
- Information on any community organizations that will be collaborating on this project. This is to include their mission, a description of the population served and a history of the organization.
- How your program will further the mission of the Helping Hands Grant Program — to improve the mental health of communities through service and outreach.
- Size and description of the target audience to receive services.
- Specific goals and objectives for the program and specific, measurable activities to accomplish these objectives. Indicate how the objectives will be integrated into existing community organizations or efforts.

- If applicable, describe how the project will be sustained after the funding period has expired.
- Description of how the results will be measured, used, disseminated and/or publicized.
- A list of the medical students who will be participating in the project, including their medical school year at the time of the proposed project.
- A list of physicians and administrators (including titles) who will provide oversight and management of the project, including the type and extent of supervision.
- A timeline for the activities of the program.

The budget should be detailed and justifications should be provided. **PLEASE NOTE:** *The APF has a cap of 8% on allowable indirect or overhead costs for all programs/projects for which it provides funding. Grants cannot be used for physician personnel costs, food functions, the purchase of computers and audiovisual devices, or payments to students for activities related to the grant.*

REPORTING GUIDELINES

A written report must be submitted within 60 days of the completion of the program. Guidelines for the report will be provided when the application is funded.

Please staple or clip the application packet together. Do not use portfolios, file folders or other presentation devices. Additional applications can be obtained from the foundation's Web site, www.psychfoundation.org, or by contacting the foundation at (703) 907-8517.

Please submit **one original and five copies of your proposal to:**

Barbara Matos
American Psychiatric Foundation
1000 Wilson Blvd., Suite 1825
Arlington, VA 22209-3901

Applications may not be submitted by e-mail. Any application that is sent via e-mail or without a signature will not be reviewed.



Otsuka America Pharmaceutical, Inc.

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About APF

The American Psychiatric Foundation is the philanthropic and educational arm of the American Psychiatric Association. The mission of the foundation is to advance public understanding that mental illnesses are real and can be effectively treated.

About OAPI

Otsuka America Pharmaceutical, Inc. (OAPI) is a successful, innovative, fast-growing healthcare company that commercializes Otsuka-discovered and other product opportunities in North America. OAPI is dedicated to improving patients' health and the quality of human life. The company is part of the Otsuka Group, which is comprised of 87 companies and approximately 27,000 people around the world.