**North Carolina**

 **Department of Health and Human Services**

**Division of Mental Health, Developmental Disabilities and Substance Abuse Services**

**REQUEST FOR APPLICATION** [**Addiction Education Minority Fellowship Program**](https://www.ncdhhs.gov/minority-fellowship-rfa-posting-0/download?attachment)

**Questions and Responses**

**Q.** On page 2 of the RFA under 2.0 Eligibility, our university is a North Carolina public educational institution and our MSW Program offers a Substance Abuse Studies Certificate, and an MSW degree which offers a concentration in Mental Health and Substance Abuse. So, does the certificate that we offer meet the educational pathway for studies in addition and would our MSW degree with the concentration in Mental Health and Substance be considered as a specialized degree? Students who earn our MSW degree can apply to be credentialed as a NC Licensed Clinical Addiction Specialist.

**A. Education pathways that meet the educational requirements for an individual to apply for at least one of the following credentials is eligible:**

**- Certified Alcohol and Drug Counselor (formerly known as CSAC)**

**- Licensed Clinical Addiction Specialist (Advanced Alcohol and Drug Counselor)**

**- Certified Clinical Supervisor (Clinical Supervisor)**

**- Certified Prevention Specialist (formerly known as CSAPC)**

**- Certified Criminal Justice Addictions Professional (Criminal Justice Addictions professional)**

**For additional information on the credentials listed above, including the educational requirements, please see the** [**North Carolina Addictions Specialist Professional Practice Board**](https://www.ncsappb.org/credentialing/)**.**

**Q.** On page 2 of the RFA under 3.0 Award Information, it states "Institutions may apply for a maximum of $400,000 per year for each of the two years this opportunity is available (for a total of $800,000)". However, on page 11 of the RFA under J. Line-Item Budget and Budget Narrative, it states " The budget should be divided separately for the periods August 1, 2022 through June 30, 2023 (11 months) and July 1, 2023 - June 30, 2024 (12 months). Up to $200,000 is available for each funding period".  So, does this mean $200,000 is available per year for a total of $400,000 for two years?

**A. $400,000 per year for 2 years is available.**

 **$200,000 per year per student.**

1. What is the correct amount of funds that can be requested?
	1. Page 1 says $400,000 per year and page 12 says $200,000 per year.   How much can we request per budget year ($200,000 or $400,000)?
2. **$400,000 per budget year.**
3. Proposal length maximum
	1. Page 8 states Applications must be 10 pages or less not including attachments or appendices and page 11 references a 20 page limit.   What is the correct page limit?
4. **The page limit for this RFA is: 10 pages.**
5. Reporting requirement (section 5.4)
	1. Includes tracking recruitment data of applicants.   Is this # of applicants for the Fellowships or # of applicants for another subset (ie. College? Addictions Degree?)
	2. Includes reporting retention data.  Again, is this data specific for the Fellowship recipients or for another subset (i.e. College? Degree path?)
6. **The required data collection is related to the individuals that apply for the fellowship funds and who receive the fellowship funds.**
7. Clarification of the Scholarship/stipend award packages
8. Can students receive $20,000 packages that are a compilation of a mix of funds ((i.e. Pell grant of $5000 and Addiction Fellowship of $15000) to equal $20,000?
9. Can students receive a package that exceeds $20,000 (ie.  Pell grant of $5000 plus an Addictions stipend $20,000)?
10. If a student is in a program that exceeds a year can they receive a continuation (ie. Receive 2 years of the $20000 package)?
11. Could a student be awarded a partial fellowship for a partial year?
12. **A) Yes – If this forms part of your proposal.**
13. **Yes - If this forms part of your proposal.**
14. **Yes - If this forms part of your proposal.**
15. **Yes - If this forms part of your proposal.**

**Section 5.1 of the RFA states that Individuals may receive $20,000 in tuition scholarships or stipend opportunities per year. There is nothing in the RFA prohibiting an individual from receiving a scholarship or stipend using these funds if also they receive support from another source. Applicants should use Section 12.F of their application submission to clearly outline their proposal and the rationale for specific programmatic requirements or allowances i.e., multi-year scholarships/stipends, partial awards etc., and the process/procedures for managing the funds.**

 **Q.** Is the 10% Administration costs above and beyond the total direct budget?

**A. No! The total budget must reflect the total cost to DMH/DD/SAS.**

**Q.** For the tuition scholarship/stipends, do they have to equal $20,000 each OR is that a max?

**A. $20,000 is the max. Applicants should use Section 12.F to provide detail on how awards will be made (including the amount of those awards).**

1. For monies offered towards tuition, can the normal university fees be covered as well?
2. **Yes!**