MHA’s Peer-to-Peer Grant Frequently Asked Questions (FAQ)

[Grant application found here – Due December 1, 2023](https://www.surveymonkey.com/r/GKKBGMX)

**What can we use the funds for?**

The Peer-to-Peer Suicide Prevention Grant is a competitive grant program that has been established for Wisconsin elementary, middle, and high schools. Recipients of a grant may use the funding to support an existing evidence-based peer-to-peer suicide prevention program ([Hope Squad](https://hopesquad.com/), [Sources of Strength](https://sourcesofstrength.org/), [NAMI Raise Your Voice](https://namiwisconsin.org/education-programs/for-youth-young-adults/raise-your-voice/), [REDGEN](https://www.redgen.org/), or [Youth Aware of Mental Health (YAM)](https://www.y-a-m.org/)) or to implement a new program. For schools wanting to implement different programs, please provide evidence linked to the program's effectiveness.

Allowable costs include:

* training staff and/or students and associated travel costs
* QPR training costs
* materials and supplies (no more than 20% of the total request)
* speaker or presenter fees (no more than 25% of the total request)

Costs *cannot* be used towards food, assemblies, and please refer to [this document](https://www.samhsa.gov/sites/default/files/grants/budget-guidance.pdf) for other unallowable costs for this grant.

**Can I submit the same application used for the Dept. Of Public Instruction (DPIs) peer-to-peer grant?**

No. Each grant requires its own narrative submission and budget information. Applying for the DPI opportunity does not affect eligibility for this grant.

**Can I apply for a grant to cover multiple schools or a district?**

One application is allowed per school. To apply for multiple schools within a district, please submit separate applications for each school.

**When do schools receive the funds?**

Schools will be reimbursed at the end of the school year, within 60 days of submission of invoices and final report survey.

**How do we invoice for reimbursement?**

* An End-of-Year Report Survey will be sent by MHA in May (it is not yet available). The survey must be completed on Survey Monkey and submitted to us by **June 30, 2024** and should be completed by the Project Contact.
* Invoices must be submitted to MHA by **June 30, 2024** by the Business Services Manager. Invoices can be submitted earlier. To invoice MHA, email Cara Hansen (cara@mhawisconsin.org) an invoice listing all expenses for which you are seeking reimbursement along with a current W9, and corresponding receipts/reports . Reimbursement checks will be sent within 60 days of MHA receiving invoices unless communicated otherwise.
* If your school does not require the full amount requested, please communicate the adjusted amount by emailing Cara Hansen (cara@mhawisconsin.org) by **March 31, 2024**.

**Who can I contact with questions?**

1. Cara Hansen, Information & Assistance Coordinator: cara@mhawisconsin.org – Cara will be able to receive and confirm invoices and outgoing payments. She will be able to answer most questions related to allowable costs and will forward to Brian if there are more complicated financial process questions.
2. Brian Michel, Chief Operating Officer: brian@mhawisconsin.org – Brian is the Project Director for the Garrett Lee Smith Grant (through SAMHSA), the funding source for these MHA P2P grants.
3. Erica Steib, State Suicide Prevention Program Manager: erica@mhawisconsin.org - Erica is familiar with some of the peer-to-peer program content and supports other youth suicide prevention efforts in her role. She can answer questions about best practices for youth suicide prevention.

**What are the next steps after submitting this application?**

Grant applications will be reviewed on a rolling basis. The application window closes on December 1st or when the funding amount has been exhausted, whichever comes first. If more information or clarification is needed, MHA will contact the Project Contact listed on the application. If accepted, schools will receive a Notice of Award letter and will be asked to enter in a Memorandum of Understanding (MOU) with MHA to confirm their acceptance. Schools will also be asked to provide a Letter of Commitment from school leadership.