

U.S. Department of Health and Human Services

HRSA

Health Resources & Services Administration

NOTICE OF FUNDING OPPORTUNITY

Fiscal Year 2023

Bureau of Health Workforce

Division of Nursing and Public Health

**Behavioral Health Workforce Education and Training-Children,
Adolescents, and Young Adults (BHWET-CAY) Program for
Professionals**

Funding Opportunity Number: HRSA-23-131

Funding Opportunity Type(s): New

Assistance Listings Number: 93.732

Application Due Date: July 14, 2023

Ensure your [SAM.gov](https://sam.gov) and [Grants.gov](https://grants.gov) registrations and passwords are current immediately! HRSA will not approve deadline extensions for lack of registration. Registration in all systems may take up to 1 month to complete.

Issuance Date: June 12, 2023

India Johns, DrPH, LCSW-C, BCD, PMH-C
Project Officer, Division of Nursing and Public Health
Email: BHWET-CAY@hrsa.gov

See [Section VII](#) for a complete list of agency contacts.

Authority: 42 U.S.C. § 294e-1(a)(1)-(3) (Section 756(a)(1)-(3) of the Public Health Service Act)

508 COMPLIANCE DISCLAIMER

Note: Persons using assistive technology may not be able to fully access information in this file. For assistance, email or call one of the HRSA staff listed in [Section VII. Agency Contacts](#).

EXECUTIVE SUMMARY

The Health Resources and Services Administration (HRSA) is accepting applications for the fiscal year (FY) 2023 Behavioral Health Workforce Education and Training-Children, Adolescents, and Young Adults (BHWET-CAY) Program for Professionals. The purpose of the BHWET-CAY Program for Professionals is to increase the supply and distribution of behavioral health professionals providing behavioral health services to children, adolescents, and young adults (CAY), and thereby increase access to behavioral health providers and services in rural¹ and underserved communities. It also invests in the supply and training for clinical supervisors.

Funding Opportunity Title:	Behavioral Health Workforce Education and Training-Children, Adolescents, and Young Adults (BHWET-CAY) Program for Professionals
Funding Opportunity Number:	HRSA-23-131
Due Date for Applications:	July 14, 2023
Anticipated FY 2023 Total Available Funding:	\$9,700,000
Estimated Number and Type of Award(s):	Up to 18 grants
Estimated Annual Award Amount:	Up to \$530,000 per award
Cost Sharing/Match Required:	Not Required.
Period of Performance:	September 30, 2023, through September 29, 2025 (2 years)

¹ Rural, as defined by HRSA's [Federal Office of Rural Health Policy](#).

<p>Eligible Applicants:</p>	<p>Accredited institutions of higher education or accredited professional training programs that are establishing or expanding internships or other field placement programs in mental health including in psychiatry, psychology, school psychology, behavioral pediatrics, psychiatric nursing (which may include master's and doctoral level programs), social work, school social work, substance use disorder prevention and treatment, marriage and family therapy, occupational therapy (which may include master's and doctoral level programs), school counseling, or professional counseling, including such programs with a focus on child and adolescent mental health, trauma, and transitional-age youth;</p> <p>Accredited doctoral, internship, and post-doctoral residency programs of health service psychology (including clinical psychology, counseling, and school psychology) for the development and implementation of interdisciplinary training of psychology graduate students for providing behavioral health services, including trauma-informed care and substance use disorder prevention and treatment services, as well as the development of faculty in health service psychology; and</p> <p>Accredited master's and doctoral degree programs of social work for the development and implementation of interdisciplinary training of social work graduate students for providing behavioral health services, including trauma-informed care and substance use disorder prevention and treatment services, and the development of faculty in social work.</p> <p>Individuals are not eligible to apply under this NOFO.</p> <p>Domestic community-based organizations, tribes and tribal organizations may also apply for these funds, if otherwise eligible.</p> <p>See Section III.1 of this notice of funding opportunity (NOFO) for complete eligibility information.</p>
-----------------------------	---

Application Guide

You (the applicant organization/agency) are responsible for reading and complying with the instructions included in [HRSA's SF-424 R&R Application Guide](#), except where instructed in this NOFO to do otherwise. Visit [HRSA's How to Prepare Your Application](#) page for more information.

Technical Assistance

HRSA will hold a pre-application technical assistance (TA) webinar for applicants seeking funding through this opportunity. The webinar will provide an overview of pertinent information in the NOFO and an opportunity for applicants to ask questions. Visit the HRSA Bureau of Health Workforce's [open opportunities](#) website to learn more about the resources available for this funding opportunity.

Table of Contents

I.	PROGRAM FUNDING OPPORTUNITY DESCRIPTION.....	1
1.	PURPOSE	1
2.	BACKGROUND	1
II.	AWARD INFORMATION	3
1.	TYPE OF APPLICATION AND AWARD	3
2.	SUMMARY OF FUNDING	3
III.	ELIGIBILITY INFORMATION.....	4
1.	ELIGIBLE APPLICANTS	4
2.	COST SHARING/MATCHING	5
3.	OTHER	5
IV.	APPLICATION AND SUBMISSION INFORMATION	7
1.	ADDRESS TO REQUEST APPLICATION PACKAGE.....	7
2.	CONTENT AND FORM OF APPLICATION SUBMISSION	7
i.	Project Abstract.....	10
ii.	Project Narrative.....	11
iii.	Budget.....	16
iv.	Budget Justification Narrative	17
v.	Standardized Work Plan (SWP) Form,.....	19
vi.	Program-Specific Forms.....	19
vii.	Attachments.....	19
3.	UNIQUE ENTITY IDENTIFIER (UEI) AND SYSTEM FOR AWARD MANAGEMENT (SAM).....	22
4.	SUBMISSION DATES AND TIMES	24
5.	INTERGOVERNMENTAL REVIEW	24
6.	FUNDING RESTRICTIONS	24
V.	APPLICATION REVIEW INFORMATION.....	25
1.	REVIEW CRITERIA.....	25
2.	REVIEW AND SELECTION PROCESS	29
3.	ASSESSMENT OF RISK.....	32
VI.	AWARD ADMINISTRATION INFORMATION.....	33
1.	AWARD NOTICES	33
2.	ADMINISTRATIVE AND NATIONAL POLICY REQUIREMENTS	33
3.	REPORTING	35
VII.	AGENCY CONTACTS.....	37
VIII.	OTHER INFORMATION	38
	APPENDIX A: PAGE LIMIT WORKSHEET	40
	APPENDIX B – INSTRUCTIONS TO COMPLETE BHW PROGRAM SPECIFIC DATA FORM43	

I. Program Funding Opportunity Description

1. Purpose

This notice announces the opportunity to apply for funding under the Behavioral Health Workforce Education and Training - Children, Adolescents, and Young Adult (BHWET-CAY) Program for Professionals. The purpose of the BHWET-CAY Program is to increase the supply and distribution of behavioral health providers in rural and underserved communities to address the behavioral health needs of children, adolescents, and young adults (ages 16-25). The BHWET-CAY Program aims to address specific bottlenecks in recruiting and training behavioral health professionals including by providing stipends to support trainees during their clinical/experiential training and by increasing the supply of and training for clinical supervisors overseeing trainees.

Program Goals:

1. Establishing training opportunities (i.e., field placements, internships, etc.) for trainees in community-based settings serving children, adolescents, and young adults, prioritizing settings in underserved and rural communities.
2. Increasing the number of clinical supervisors for behavioral health professional trainees working with children, adolescents, and young adults and enhancing training opportunities for new and existing faculty and clinical supervisors focused on the behavioral health needs of children, adolescents, and young adults.
3. Providing assistance and supports to connect graduates with employment opportunities.

2. Background

The BHWET-CAY program seeks to increase the behavioral health workforce across disciplines, in rural and underserved areas, through collaboration with traditional and non-traditional community partners to provide experiential training sites and assist in connecting graduates with potential employment opportunities. Studies have shown that providing didactic and experiential training opportunities in underserved communities can influence providers to practice in those communities, as well as educating and engaging students who are from rural and

underserved can increase the chances that they will practice in those settings.²

The prevalence of anxiety, depression, and other behavioral health challenges has increased for children, adolescents and young adults over the past decade. Additionally, pre-existing mental health challenges and substance use disorders for children and youth were exacerbated during the COVID-19 pandemic. From February to March 2021, emergency department visits in the United States for suspected suicide attempts were 51% higher for adolescent girls and 4% higher for adolescent boys compared to the same period in 2019.³ Suicide rates among Black children younger than age 13 have rapidly increased, with Black children being twice as likely to die by suicide than White children.⁴ In 2022, 45% of lesbian, gay, bisexual, transgender, queer or questioning (LGBTQ+) youth seriously considered suicide over the past year. Socioeconomically disadvantaged children and adolescents are two to three times more likely to develop mental health conditions than peers with higher socioeconomic status.⁵ Given the increasing rates of behavioral health conditions and their disproportionate impacts among diverse populations of young people, the workforce would benefit from additional providers trained in providing developmentally appropriate behavioral health care for CAY.

The BHWET-CAY Program will support training that focuses on providing identification, assessment and treatment of behavioral health conditions for these vulnerable populations. It will support psychoeducation training to trainees, clinical supervisors, and staff to reduce barriers to behavioral health care for CAY, including stigma and inequity.

Program Definitions A glossary containing general definitions for terms used

² Baum, N., King, J. (2020). The Behavioral Health Workforce in Rural America: Developing a National Recruitment Strategy, (February 2022). <https://www.behavioralhealthworkforce.org/wp-content/uploads/2020/02/Recruitment-and-Retention-of-BH-Providers-Full-Report-2.2020.pdf>

³ Yard, E., Radhakrishnan, L., Ballesteros, M. F., Sheppard, M., Gates, A., Stein, Z., Hartnett, K., Kite-Powell, A., Rodgers, L., Adjemian, J., Ehlman, D. C., Holland, K., Idaikkadar, N., Ivey-Stephenson, A., Martinez, P., Law, R., & Stone, D. M. (2021). Emergency Department Visits for Suspected Suicide Attempts Among Persons Aged 12-25 Years Before and During the COVID-19 Pandemic - United States, January 2019-May 2021. *MMWR. Morbidity and Mortality Weekly Report*, 70(24), 888–894. <https://doi.org/10.15585/mmwr.mm7024e1>.

⁴ Bridge JA, Horowitz LM, Fontanella CA, et al. (2018). Age-Related Racial Disparity in Suicide Rates Among US Youths From 2001 Through 2015. *JAMA Pediatrics*, 172(7):697–699. doi:10.1001/jamapediatrics.2018.0399.

⁵ National Center for Health Statistics. Health, United States, 2020–2021: Annual Perspective. Hyattsville, MD. 2023. DOI: <https://dx.doi.org/10.15620/cdc.122044>.

throughout the Bureau of Health Workforce NOFOs can be found at the [Health Workforce Glossary](#). Additional definitions specific to the FY 2023 BHWET-CAY Program for Professionals can be found in [Section VIII](#).

II. Award Information

1. Type of Application and Award

Type(s) of applications sought: New.

HRSA will provide funding in the form of a grant.

2. Summary of Funding

HRSA estimates approximately \$9,700,000 to be available annually to fund up to 18 recipients. You may apply for a ceiling amount of up to \$530,000 annually (reflecting direct and indirect costs) per year. At least 50 percent of the total requested budget per year must be dedicated to stipends only for BHWET-CAY trainees who are in their final year of experiential training (internship or field placement). All other costs, including indirect costs, must be budgeted out of the remaining 50 percent. **Your request for each subsequent year of the period of performance cannot exceed your year 1 request.**

The period of performance is September 30, 2023, through September 29, 2025 (2 years). Funding beyond the first year is subject to the availability of appropriated funds in subsequent fiscal years, satisfactory progress, and a decision that continued funding is in the best interest of the Federal Government.

All HRSA awards are subject to the Uniform Administrative Requirements, Cost Principles, and Audit Requirements at [45 CFR part 75](#).

Limitations on Indirect Cost Rates

Indirect costs under training awards to organizations other than state or local governments or federally recognized Indian tribes, will be budgeted and reimbursed at **8 percent** of modified total direct costs rather than on the basis of a negotiated rate agreement, and are not subject to upward or downward adjustment. Direct cost amounts for equipment, tuition and fees, as otherwise allowable, and subawards and subcontracts in excess of \$25,000 are excluded from the direct cost base for purposes of this calculation.

III. Eligibility Information

1. Eligible Applicants

For the purposes of this program, eligible applicants include:

- Accredited institutions of higher education or accredited professional training programs that are establishing or expanding internships or other field placement programs in mental health in psychiatry, psychology, school psychology, behavioral pediatrics, psychiatric nursing (which may include master's and doctoral level programs), social work, school social work, substance use disorder prevention and treatment, marriage and family therapy, occupational therapy (which may include master's and doctoral level programs), school counseling, or professional counseling, including such programs with a focus on child and adolescent mental health, trauma, and transitional-age youth;
- Accredited doctoral, internship, and post-doctoral residency programs of health service psychology (including clinical psychology, counseling, and school psychology) for the development and implementation of interdisciplinary training of psychology graduate students for providing behavioral health services, including trauma-informed care and substance use disorder prevention and treatment services, as well as the development of faculty in health service psychology; and
- Accredited master's and doctoral degree programs of social work for the development and implementation of interdisciplinary training of social work graduate students for providing behavioral health services, including trauma-informed care and substance use disorder prevention and treatment services, and the development of faculty in social work.

In addition to entities in the 50 states, eligible entities may be located in the District of Columbia, Guam, the Commonwealth of Puerto Rico, the Northern Mariana Islands, American Samoa, the U.S. Virgin Islands, the Federated States of Micronesia, the Republic of the Marshall Islands, and the Republic of Palau.

Domestic community-based organizations, tribes, and tribal organizations may also apply for these funds, if otherwise eligible.

Note: Individuals are not eligible to apply under this NOFO.

Accreditation/Approval Documentation

Entities must be accredited by a nationally recognized accrediting body, as specified by the U.S. Department of Education. Applicants must provide a copy of their accreditation documentation, specifying the dates covered by the active accreditation, including expiration date, as **Attachment 5**. Doctoral-level schools and programs of health service psychology, professional psychology internships, and post-doctoral psychology residencies must provide documentation of their institution's American Psychological Association (APA) or Psychological Clinical Science Accreditation System (PCSAS) accreditation.

All applicants must provide proof of accreditation. HRSA will consider any application that fails to submit **Attachment 5** nonresponsive and will not consider it for funding under this notice. Applicants are required to maintain their accreditation throughout the period of performance and notify HRSA of change in status.

2. Cost Sharing/Matching

Not required

3. Other

HRSA stipends are capped and anything above the cap has to be paid for by the grantee only for doctoral-level participants and only for students, interns, and doctoral residents/fellows where stipends exceed the BHWET allowable threshold.

This is required only for doctoral-level students where applicable, to cover any BHWET-CAY trainee stipend costs beyond \$25,000, as well as doctoral-level interns, where applicable to cover any BHWET-CAY trainee stipend costs beyond \$28,352, and doctoral-level residents/fellows, where applicable to cover any BHWET-CAY trainee stipend costs beyond \$48,804 per geographic reimbursement requirements set by association requirements in order to ensure all interns/residents in a program are treated the same (e.g. equal stipends) whether supported by HRSA or not.

Clearly outline the difference between the doctoral-level student, doctoral-level intern, and post-doctoral resident/fellow stipend maximum amounts. Any regional standard above the stipend maximum amount must be covered by the grant recipient using non-federal funding. Each applicant must include a written statement in the budget narrative justification that addresses the regional requirements for interns' stipends set by the American Psychology Association.

HRSA will not consider an application for funding if it contains any of the non-responsive criteria below:

- Exceeds the ceiling amount of \$530,000 per year
- Fails to satisfy the deadline requirements referenced in [Section VII.4](#)

Maintenance of Effort

The recipient must agree to maintain non-federal funding for award activities at a level that is not less than expenditures for such activities maintained by the entity for the fiscal year preceding the fiscal year for which the entity receives the award, as required by 42 U.S.C. § 295n-2(b), §797(b) of the Public Health Service Act. Such federal funds are intended to supplement, not supplant, existing non-federal expenditures for such activities. Complete the Maintenance of Effort (MOE) information and submit as **Attachment 4**.

HRSA will enforce statutory MOE requirements through all available mechanisms.

Beneficiary Eligibility Requirement

A trainee receiving support from grant funds under this program must be a citizen, non-citizen national of the United States, an individual lawfully admitted for permanent residence to the United States, or any other “qualified alien” under section 431(b) of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, Pub. L. 104-193, as amended. Individuals on temporary or student visas are not eligible to participate.

Multiple Applications

Multiple applications from an organization with the same [Unique Entity Identifier](#) (UEI) are not allowable.

HRSA will only accept your last validated electronic submission before the Grants.gov application due date as the final and only acceptable application.

Failure to include all required documents as part of the application may result in an application being considered incomplete or non-responsive.

IV. APPLICATION AND SUBMISSION INFORMATION

1. Address to Request Application Package

HRSA requires you to apply electronically. HRSA encourages you to apply through [Grants.gov](https://www.grants.gov) using the SF-424 Research and Related (R&R) workspace application package associated with this notice of funding opportunity (NOFO) following the directions provided at [Grants.gov: HOW TO APPLY FOR GRANTS](https://www.grants.gov). If you use an alternative electronic submission, see [Grants.gov: APPLICANT SYSTEM-TO-SYSTEM](https://www.grants.gov).

Form Alert: For the [Project Abstract Summary](#), applicants using the SF-424 R&R Application Package are encountering a “Cross-Form Error” associated with the Project Summary/Abstract field in the “Research and Related Other Project Information” form, Box 7. To avoid the “Cross-Form Error,” you must attach a blank document in Box 7 of the “Research and Related Other Project Information” form and use the Project Abstract Summary Form in workspace to complete the Project Abstract Summary. See Section IV.2.i [Project Abstract](#) for content information.

The NOFO is also known as “Instructions” on Grants.gov. You must select “Subscribe” and provide your email address for HRSA-23-131 to receive notifications including modifications, clarifications, and/or republications of the NOFO on Grants.gov. You will also receive notifications of documents placed in the RELATED DOCUMENTS tab on Grants.gov that may affect the NOFO and your application. *You are ultimately responsible for reviewing the [For Applicants](#) page for all information relevant to this NOFO.*

2. Content and Form of Application Submission

Application Format Requirements

Section 4 of HRSA’s [SF-424 R&R Application Guide](#) provides general instructions for the budget, budget narrative, staffing plan and personnel requirements, assurances, certifications, etc. You must submit the information outlined in HRSA’s SF-424 R&R Application Guide in addition to the program-specific information below. You are responsible for reading and complying with the instructions included in HRSA’s [SF-424 R&R Application Guide](#) except where instructed in the NOFO to do otherwise. You must submit the application in the English language and budget figures expressed in U.S. dollars (45 CFR § 75.111(a)).

See Section 8.5 of the HRSA [SF-424 R&R Application Guide](#) for the Application Completeness Checklist to assist you in completing your application.

Application Page Limit

The total number of pages that count toward the page limit shall be no more than 50 pages when we print them. HRSA will not review any pages that exceed the page limit. Using the pages within the page limit, HRSA will determine eligibility using Section III. Eligibility Information of the NOFO.

These items don't count toward the page limit:

- Standard OMB-approved forms you find in the NOFO's workspace application package
- Abstract (standard form (SF) "Project_Abstract Summary")
- Indirect Cost Rate Agreement
- Proof of non-profit status (if it applies)

If there are other items that don't count toward the page limit, we'll make this clear in Section IV.2.vii Attachments.

If you use an OMB-approved form that isn't in the HRSA-23-131 workspace application package, it may count toward the page limit. We recommend you only use Grants.gov workspace forms related with this NOFO to avoid going over the page limit.

Applications must be complete and validated by Grants.gov under HRSA-23-131 before the [deadline](#).

Debarment, Suspension, Ineligibility, and Voluntary Exclusion Certification

- 1) You certify on behalf of the applicant organization, by submission of your proposal, that neither you nor your principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
- 2) Failure to make required disclosures can result in any of the remedies described in [45 CFR § 75.371](#), including suspension or debarment. (See also 2 CFR parts 180 and 376, and 31 U.S.C. § 3354).
- 3) If you are unable to attest to the statements in this certification, you must include an explanation in **Attachment 13: Other Relevant Documents**.

See Section 4.1 viii of HRSA's [SF-424 Application Guide](#) for additional information on all certifications.

Program Requirements

Successful recipients must address the following:

1. Provide stipend support to BHWET-CAY trainees who are in their final year of experiential training (internship or field placement) prior to graduation for no less than 6 consecutive months and no more than 12 consecutive months for full-time trainees. Part-time BHWET-CAY trainees are allowed to receive a stipend prorated at one-half of the fixed amount for no more than 24 consecutive months.
2. Develop or expand the number of experiential trainings sites (traditional, non-traditional, and community-based settings which could include tribal locations) in rural⁶ and underserved communities that prioritize cultural and linguistic competencies.
3. Recruit current students and clinical supervisors from different racial, ethnic, cultural, geographic, religious, linguistic, and class backgrounds, and different genders and sexual orientations into the BHWET-CAY Program.
4. Provide training to faculty, clinical supervisors, and BHWET-CAY trainees to increase the knowledge and understanding of the concerns of children and adolescents, and young adults exhibiting risk factors for or diagnosed with mental health or substance use disorders.
5. Recruit, develop, retain, and, when not otherwise funded, compensate clinical supervisors supporting field placements, internships, practicums, etc. for BHWET-CAY trainees.
6. Provide resources and support to BHWET-CAY trainees in securing employment post-graduation in rural and underserved communities that provide behavioral health services to CAY.

Program-Specific Instructions

In addition to application requirements and instructions in Section 4 of HRSA's [SF-424 R&R Application Guide](#) (including the budget, budget narrative, staffing plan and personnel requirements, assurances, certifications, and abstract), include the following:

⁶ Rural, as defined by HRSA's [Federal Office of Rural Health Policy](#).

Applicants are required to develop and upload (in Attachment 11) a disparities impact statement.

Award recipients must adhere to HHS Evaluation Policy and evaluation standards and best practices described in OMB Memorandum M-20-12 when evaluating their program. Award recipients are required to participate in federally designed evaluations to assess program effectiveness and efficiency upon request.

i. Project Abstract

Use the Standard OMB-approved Project Abstract Summary Form that is included in the workspace application package. Do not upload the abstract as an attachment or it may count toward the page limit. See *Form Alert* in Section IV.1 Application Package. For information required in the Project Abstract Summary Form, see Section 4.1.ix of HRSA's [SF-424 R&R Application Guide](#). When applicable, identify if a funding priority and/or preference is being requested.

The Abstract must include:

1. The discipline(s) for which you are applying
2. The requested funding amount
3. A brief overview of the project as a whole (i.e., proposed services, needs addressed, target population(s), etc.)
4. A summary of the proposed project goals for which funding is requested
5. How the proposed project will be accomplished (i.e., the “who, what, when, where, why, and how” of the project)
6. Specific, measurable objectives that the project will accomplish (e.g., total number of new behavioral health professionals in training; total number graduated; total number employed in underserved or rural communities)
7. If applicable, a statement indicating eligibility for funding preference and/or funding priority

NARRATIVE GUIDANCE

To ensure that you fully address the review criteria, the table below provides a crosswalk between the narrative language and where each section falls within the review criteria. Any forms or attachments referenced in a narrative section may be considered during the objective review.

<u>Narrative Section</u>	<u>Review Criteria</u>
Purpose and Need	(1) Purpose and Need
Response to Program Purpose: (a) Work Plan (b) Methodology/Approach (c) Resolution of Challenges	(2) Response to Program Purpose (a) Work Plan (b) Methodology/Approach (c) Resolution of Challenges
Impact: (a) Evaluation and Technical Support Capacity (b) Project Sustainability	(3) Impact: (a) Evaluation and Technical Support Capacity (b) Project Sustainability
Organizational Information, Resources, and Capabilities	(4) Organizational Information, Resources, and Capabilities
Budget and Budget Justification Narrative	(5) Support Requested

ii. **Project Narrative**

Successful applications will contain the information below. Please use the following section headers for the narrative:

- **PURPOSE AND NEED** -- Corresponds to Section V's [Review Criterion\(a\) 1](#)
 - Describe the need for behavioral health services for children, adolescents and young adults in the community-based settings your proposal seeks to address.
 - Include a Disparities Impact Statement (DIS) in Attachment 11. The DIS is an instrument used to measure and describe how training will support trainees' capacity to meet the needs of underserved populations.

- Include the BHW Program Specific Data Form. Applicants must complete the BHW Program Specific Data Form located in [Appendix B](#) and include it in [Attachment 10](#).
- *RESPONSE TO PROGRAM PURPOSE -- This section includes three sub-sections — (a) Work Plan; (b) Methodology/Approach; and (c) Resolution of Challenges—all of which correspond to Section V's Review Criteria 2 (a), (b), and (c).*
- (a) *WORK PLAN -- Corresponds to Section V's [Review Criterion\(a\) 2 \(a\)](#)*

Provide a detailed work plan that demonstrates your ability to implement the project. Your work plan must be submitted through the Standardized Work Plan (SWP) Form located in the Grants.gov workspace. The SWP Form is organized by budget period and must include all activities and deliverables for each program goal. The Project Director must register in the HRSA electronic handbook (EHB) once an award is made, in order to review and finalize the completed SWP

In addition to completing the SWP, applicants should include a brief narrative of the elements outlined below:

- Explain how the work plan is appropriate for the BHWET-CAY Program for professionals.
- Describe the activities or steps you will use to achieve each of the proposed SWP objectives as described in the methodology section.
- Describe tools and strategies for ongoing training, outreach, collaborations, communication, and information sharing/dissemination with efforts to target communities.
- Describe the timeframes, deliverables, and key partners required to address each of the needs described in the Purpose and Need section.
- Identify the number, by discipline, of full-time and part-time BHWET-CAY trainees you expect to train in each year of the performance period.
- Identify, by discipline, where you intend to conduct community-based clinical training.
- Identify how you intend to deliver the proposed training. Describe strategies, tools and/or activities to address the health equity needs of CAY in rural and underserved communities.
- Describe how you intend to support graduates in securing employment in underserved and rural communities.

▪ (b) *METHODOLOGY/APPROACH* -- Corresponds to Section V's [Review Criterion 2 \(b\)](#)

In your application, and consistent with the Program Requirements and Expectations in this NOFO:

- Concisely describe your Standardized Work Plan objectives and proposed activities and how they link to the project purpose and stated needs.
- Describe methods that you will use to train students to address the stated needs of CAY in rural and underserved communities.
- Describe methods to develop tools and strategies for ongoing staff training, outreach, collaborations, clear communication, and information sharing/dissemination.
- Identify strategies, tools and/or activities to ensure that graduates are trained to meet the needs of the target population to be served.
- Identify meaningful support and collaboration with strategic partners and key stakeholders in planning, designing, and implementing all activities, including development of the application.

▪ (c) *RESOLUTION OF CHALLENGES* -- Corresponds to Section V's [Review Criterion 2 \(c\)](#)

- Describe plans to address challenges related to recruitment, retention, education, training, job placement, and career development of BHWET-CAY trainees in rural and underserved communities.
- Describe plans to resolve challenges related to partnering with experiential training sites and recruiting, supporting, and training supervisors to ensure BHWET-CAY trainees receive appropriate clinical supervision.

▪ *IMPACT* -- This section includes two sub-sections— (a) *Evaluation and Technical Support Capacity*; and (b) *Project Sustainability*—both of which correspond to Section V's Review Criteria 3 (a) and (b).

(a) *EVALUATION AND TECHNICAL SUPPORT CAPACITY* -- Corresponds to Section V's [Review Criterion 3 \(a\)](#)

- Describe the plan for the program performance evaluation that will contribute to continuous quality improvement. The program performance evaluation should monitor ongoing processes and the progress towards meeting the goals and objectives of the project. Include descriptions of the inputs (e.g., organizational profile, collaborative partners, key personnel, budget, and other

resources), key processes, variables to be measured, and expected outcomes of the funded activities. Evaluations must adhere to [HHS Evaluation Policy](#) and evaluation standards and best practices described in [OMB Memorandum M-20-12](#).

- Describe the systems and processes that will enable you to meet HRSA's performance measurement requirements for the BHWET-CAY Program. This should include your strategy for collecting, managing, and reporting required performance data in an accurate and timely manner. At the following link you will find examples of reporting forms required for other BHW nursing workforce development grants that include data elements that you may be required to collect: <http://bhw.hrsa.gov/grants/reporting/index.html>. Note: Performance measures and data forms are subject to change each academic year.
- Describe how the trainings provided are routinely assessed and improved to meet the behavioral health needs of CAY.
- Describe your process to track BHWET-CAY trainees after graduation for up to 1 year. Note: BHWET-CAY trainees who receive HRSA funds as a result of this award are **encouraged** to apply for an NPI for the purpose of collecting post-graduation employment demographics.
- *(b) PROJECT SUSTAINABILITY -- Corresponds to Section V's [Review Criterion 3 \(b\)](#)*
 - Propose a plan for project sustainability after the period of federal funding ends. Recipients are expected to sustain key elements of their projects that have been effective in improving practices and that have led to improved outcomes for the target population.
 - Include a description of specific actions you will take to (a) highlight key elements of your grant projects, e.g., training methods or strategies (b) obtain future sources of potential funding; and (c) provide a timetable for becoming self-sufficient.
 - Discuss challenges that are likely to be encountered in sustaining the program and approaches that will be used to resolve them.
- *ORGANIZATIONAL INFORMATION, RESOURCES, AND CAPABILITIES -- Corresponds to Section V's [Review Criterion\(a\) 4](#)*
 - Describe your organization's current mission, structure, and scope of current activities and how these elements all contribute to the organization's ability to achieve program goals.
 - Discuss how the organization will properly account for the federal funds and document all costs to avoid audit findings.

- Include the staffing plan and job descriptions for key faculty/staff in **Attachment 1**. Describe the minimum qualifications for each faculty position in the job description. Functional and program responsibilities should be specified in the narrative and position descriptions. A position description should not exceed one page in length but can be as short as one paragraph in length due to page limits.
- Include an organizational chart for the proposed project. (**Attachment 3**)
- Include biographical sketches for key personnel in the SF-424 RESEARCH & RELATED Senior Key Person Profile (Expanded) form that can be accessed in the Application Package under “Mandatory.” Even though the document has an OMB clearance number, it is not a standard form but a format, and so biographical sketches do count against the page limit. (See details below)
- Describe organizations who will partner with yours to fulfill the goals of the program and meet the training objectives.
- Include, noting overall page limits, select copies of agreements, letters of support or similar documents from key organizations/individuals of their willingness to perform in accordance with the plan presented in the application. (**Attachments 3 and/or 8**)

Biographical Sketches

Provide a biographical sketch for key faculty/staff contributing to the project. The information must be current, indicating the individual’s position and sufficient detail to assess the individual’s qualifications for the position being sought and consistent with the position description. ***Each biographical sketch should be limited to one page as they count toward the overall page limit.*** Include all degrees and certificates.

Biographical sketches should include the following information:

- **Senior/key personnel name**
- **Position Title**
- **Education/Training** - beginning with baccalaureate or other initial professional education, such as nursing, including postdoctoral training and residency training if applicable:
 - Institution and location
 - Degree (if applicable)
 - Date of degree (MM/YY)
 - Field of study

- **Section A (required) Personal Statement.** Briefly describe why the individual's experience and qualifications make them particularly well-suited for their role (e.g., PD/PI) in the project that is the subject of the award.
- **Section B (required) Positions and Honors.** List in chronological order previous positions, concluding with the present position. List any honors. Include present membership on any Federal Government public advisory committee.
- **Section C (optional) Other Support.** List both selected ongoing and completed (during the last 3 years) projects (federal or non-federal support). Begin with any projects relevant to the project proposed in this application. Briefly indicate the overall goals of the projects and responsibilities of the Senior/Key Person identified on the Biographical Sketch.
- When applicable, biographical sketches must include training, language fluency, and experience working with populations that are culturally and linguistically different from their own.

iii. **Budget**

The directions offered in the [SF-424 R&R Application Guide](#) may differ from those offered by Grants.gov. Follow the instructions in Section 4.1.iv of HRSA's [SF-424 R&R Application Guide](#) and any additional budget instructions provided below. A budget that follows the *Application Guide* will ensure that, if HRSA selects your application for funding, you will have a well-organized plan and, by carefully following the approved plan, may avoid audit issues during the implementation phase.

Refer to Section 4.1.iv of HRSA's [SF-424 R&R Application Guide](#) for more details.

At least 50 percent of the total requested budget per year must be dedicated to stipends. Only BHWET-CAY trainees who are in their final year of experiential training (internship or field placement) are eligible for stipends. All other costs, including indirect costs, must be budgeted out of the remaining 50 percent.

Additional Budget Instructions:

Subawards/subcontracts

A detailed line-item budget form is required for each subaward and should be uploaded to the Subaward Budget Attachment(s) Form.

The R&R Subaward Budget Attachment Form limits the number of attachments for subawards to 10. If you need to include additional line-item budget forms, upload the attachment in R&R Other Project Information Form, block 12 "Other

Attachments.” These additional line-item budget forms for subawards will not count against the page limit. Note that any additional budget justifications (i.e., back-up information) are included in the page limit.

Reminder: The Total Project or Program Costs are the total allowable costs (inclusive of direct **and** indirect costs) you incur to carry out a HRSA-supported project or activity. Total project or program costs include costs charged to the award and costs borne by you to satisfy a matching or cost-sharing requirement, as applicable.

As required by the [Consolidated Appropriations Act, 2023 \(P.L. 117-328\)](#), Division H, § 202, “None of the funds appropriated in this title shall be used to pay the salary of an individual, through a grant or other extramural mechanism, at a rate in excess of Executive Level II.” Effective January 2023, the salary rate limitation is **\$212,100**. Note that these or other salary rate limitations may apply in the following fiscal years, as required by law.

Indirect costs under training awards to organizations other than state or local governments, or federally recognized Indian tribes, will be budgeted and reimbursed at **8 percent** of modified total direct costs rather than on the basis of a negotiated rate agreement, and are not subject to upward or downward adjustment. Direct cost amounts for equipment, tuition and fees, and subawards and subcontracts in excess of \$25,000 are excluded from the direct cost base for purposes of this calculation.

Your request for each subsequent year of the period of performance cannot exceed your year 1 request.

iv. Budget Justification Narrative

See Section 4.1.v. of HRSA’s [SF-424 R&R Application Guide](#).

All budgets must provide sufficient details to fully explain and justify the resources needed to accomplish all program objectives.

In your application:

- Describe all line-item federal funds (including subawards) and matching non-federal funds proposed for this project. Please note: all budget justification narratives count against the page limit.
- Include an itemized budget and budget justification for each subaward and contract.

In addition, the BHWET-CAY Program for Professionals requires the following:

Participant/Trainee Support Costs: List stipends, and other trainee support costs, as applicable such as tuition/fees/health insurance, travel, subsistence, other, and the number of participants/trainees. Ensure that

your budget breakdown separates these trainee costs, and includes a separate sub-total entitled “total Participant/Trainee Support Costs” which includes the summation of all trainee costs.

HRSA stipends are capped and anything above the cap has to be paid for by the grantee only for doctoral-level participants and only for students, interns, and doctoral residents/fellows where stipends exceed the BHWET allowable threshold. This is required for

- Doctoral- level Psychology, Occupational Therapy, and Psychiatric Nursing Internships, where applicable, to cover any student stipend costs beyond \$28,352, as well as post-doctoral level Psychology residencies in practice psychology;
- Psychiatry residencies, and Developmental-Behavioral Pediatrics residencies, where applicable to cover any student stipend costs beyond \$48,804 per geographic reimbursement requirements set by the applicable association (42 U.S.C. §295o; Section 798 of the Public Health Service Act).
- Any regional standard above the fixed stipend amount must be covered by the grant recipient using non-federal funding and must include a written statement in the budget narrative justification. Other federal funds cannot be used to fund the remainder of the stipend amount.

Please Note: 50 percent of the total funding requested per year is for stipends ONLY. All other requested participant support costs must be budgeted out of administration and program management.

Consultant Services: If you are using consultant services, list the total costs for all consultant services. In the budget justification, identify each consultant, the services they will perform, the cost per day/hour, total number of days and hours devoted to this project travel costs, and the total estimated costs.

Clinical Supervisor Support Costs: List support costs for clinical supervisors providing supervision to BHWET–CAY trainees. Ensure that your budget breakdown separates the number of support costs for each clinical supervisor, and includes a separate sub-total entitled “total Experiential Setting Supervision Support Costs” which includes the summation of all clinical supervisor costs.

v. **Standardized Work Plan (SWP) Form,**

As part of the application package submitted through Grants.gov, you must complete and electronically submit the SWP Form by the application due date. Ensure it includes all the information detailed in Section IV.2.ii. Project Narrative.

vi. **Program-Specific Forms**

The BHW Program Specific Form is found in Appendix B of this NOFO for your reference. The form must be completed electronically and submitted as part of the official electronic application package.

vii. **Attachments**

Provide the following items in the order specified below to complete the content of the application. **Unless otherwise noted, attachments count toward the application page limit.** Your indirect cost rate agreement and proof of non-profit status (if applicable) will not count toward the page limit. **Clearly label each attachment.** You must upload attachments into the application. HRSA and the objective review committee will not open/review any *hyperlinked* attachments.

Attachment 1: Staffing Plan and Job Descriptions for Key Personnel (Required)

See Section 4.1.vi. of HRSA's [SF-424 R&R Application Guide](#). Keep each job description to one page in length as much as is possible. Include the role, responsibilities, and qualifications of proposed project staff. Also, please include a description of your organization's time keeping process to ensure that you will comply with the federal standards related to documenting personnel costs.

Attachment 2: Letters of Agreement, Memoranda of Understanding, and/or contracts (Required)

Provide any documents that describe working relationships between your organization and other entities and programs cited in the proposal. Documents that confirm actual or pending contractual or other agreements should clearly describe the roles of the contractors and any deliverable. Make sure any letters of agreement are signed and dated. It is not necessary to include the entire contents of lengthy agreements, as the included document provides the information that relates to the requirements of the NOFO.

Attachment 3: Project Organizational Chart (Required)

Provide a one-page figure that depicts the organizational structure of the *project* (not the *applicant organization*).

Attachment 4: Maintenance of Effort (MoE) Documentation (Required)

Provide a baseline aggregate expenditure for the prior fiscal year and an estimate for the next fiscal year using a chart similar to the one below. HRSA will enforce statutory MOE requirements through all available mechanisms.

The goal of the MOE documentation is to verify that federal funds are not used to supplant resources already in use because additional federal funds are provided in order to expand activities in target areas.

NON-FEDERAL EXPENDITURES	
<p>FY 2022 (Actual)</p> <p>Actual FY 2022 non-federal funds, including in-kind, expended for activities proposed in this application.</p> <p>Amount: \$ _____</p>	<p>FY 2023 (Estimated)</p> <p>Estimated FY 2023 non-federal funds, including in-kind, designated for activities proposed in this application.</p> <p>Amount: \$ _____</p>

Attachment 5: Documentation of Accreditation (Required)

Provide documentation of accreditation. The applicant institution must provide: (1) a statement that they hold continuing accreditation from the relevant accrediting body (as defined in “**Accreditation/Approval Documentation**”) and are not on probation, (2) name of the accrediting body, (3) a web link to the accreditation document (if available), and (4) the accreditation start and expiration dates.

Attachment 6: Documentation of Experiential Training prerequisite for graduation from school or program (Required)

Eligible schools and programs of psychiatry, psychology, school psychology, behavioral pediatrics, psychiatric nursing (which may include master’s and doctoral level programs), social work, school social work, Substance Use Disorder (SUD) treatment, marriage and family therapy, occupational therapy, school counseling, or professional counseling must require a pre-degree clinical field placement or internship as part of the training and as a requirement for graduation. Provide documentation of the pre-degree clinical field placement or internship requirement.

Attachment 7: Student Commitment Letter (Required)

Provide a copy of a student commitment letter template. At a minimum the student commitment letter shall include:

- Stipend Disbursement Plan outlining amount of stipend support, frequency of disbursement, and length of time receiving support;
- Experiential training requirements/expectations (i.e., Number of hours, length of time, etc.);
- Repayment clause and/or other consequences for default of experiential training requirements; and
- Required data reporting including but not limited to demographics and one year post completion employment status.

Attachment 8: Letters of Support (As Applicable)

Provide a letter of support for each organization or department involved in your proposed project. Letters of support must be from someone who holds the authority to speak for the organization or department (CEO, Chair, etc.), must be signed and dated, and must specifically indicate understanding of the project and a commitment to the project, including any resource commitments (in-kind services, dollars, staff, space, equipment, etc.)

Attachment 9: Request for Funding Priority and/or Preference (As Applicable)

To receive a funding priority and/or funding preference, include a statement that the applicant is eligible for the funding priority and/or the funding preference, identify the funding priority and/or preference, and include documentation of this qualification, as outlined in [Section V.2](#).

Attachment 10: BHW Program Specific Data Form (Required)

The BHW Program Specific Data Form is found in Appendix B. The BHW Program Specific Data Form can be found in the Related Documents tab on Grants.gov. Download and complete the form, and upload as Attachment 10.

Attachment 11: Disparities Impact Statement (Required)

A Disparities Impact Statement (DIS) is an instrument used to measure and describe how training will support trainees' capacity to meet the needs of underserved populations.

Please note that elements of the DIS are often integrated in the Project Narrative in the purpose/need and methodology/approach sections. Please include any relevant information from those sections into this attachment.

- 1) The efforts your organization will make to prepare trainees to address the social determinants of health, including but not limited to access barriers to health services, and health literacy.

- For example: after considering data about the percentage of non-English-speaking residents of the local geographical area, design training related to overcoming language barriers to service utilization.
- 2) The strategies your organization will engage to improve trainee cultural competence to meet the needs of underserved communities by providing training based on the National Standards for Culturally and Linguistically Appropriate Services (CLAS) in Health and Health Care Standards.
- For example: In order to improve cultural and linguistic competence, our trainings will utilize the National Standards for Culturally and Linguistically Appropriate Services (CLAS Standards) in Health and Health Care. This will include a focus on:
 - a. Diverse cultural health practices
 - b. Preferred languages/language translation services
 - c. Training and integration of CLAS Standards, health literacy and other communication needs of the disparity sub-populations identified
- 3) Measure and report where graduates (completers of training programs) are 1 year following completion and how many of them align demographically with the community and/or disparity sub-populations they are serving, such as graduates/program completers from rural areas now practicing in a rural area.

Project activities must comply with the non-discrimination requirements described in [Section VI](#).

Attachment 12-15: Other Relevant Documents (As applicable)

3. Unique Entity Identifier (UEI) and System for Award Management (SAM)

Effective April 4, 2022:

- The UEI assigned by [SAM](#) has replaced the Data Universal Numbering System (DUNS) number.
- Register at [SAM.gov](#) and you will be assigned a UEI.

You must register with SAM and continue to maintain active SAM registration with current information at all times when you have an active federal award, an active application, or an active plan under consideration by an agency (unless you are an individual or federal agency that is exempted from those requirements under 2 CFR § 25.110(b) or (c), or you have an exception approved by the agency under 2 CFR § 25.110(d)). For your SAM registration, you must submit a notarized letter appointing the authorized Entity Administrator.

If you are chosen as a recipient, HRSA will not make an award until you have complied with all applicable SAM requirements. If you have not fully complied

with the requirements by the time HRSA is ready to make an award, you may be deemed not qualified to receive an award, and HRSA may use that determination as the basis for making an award to another a different applicant.

If you have already completed Grants.gov registration for HRSA or another federal agency, confirm that the registration is still active and that the Authorized Organization Representative (AOR) has been approved.

The Grants.gov registration process requires information in two separate systems:

- System for Award Management (SAM) (<https://sam.gov/content/home> | [SAM.gov Knowledge Base](#))
- Grants.gov (<https://www.grants.gov/>)

Effective March 3, 2023, individuals assigned a SAM.gov [Entity Administrator](#) role must be an employee, officer, or board member, and cannot be a non-employee. This change is to ensure entities are in control of who has permission to control roles within their entity.

Here's what this means:

- Entity Administrators assigning roles to non-employees will only be able to assign a Data Entry role or lower.
- Any entities assigning Entity Administrator roles using an Entity Administrator Role Request Letter (formerly called "notarized letter") will no longer be able to assign the Entity Administrator role to a non-employee.
- Entity Administrator roles assigned to non-employees will be converted to Data Entry roles. With a Data Entry role, non-employees can still create and manage entity registration data entry but cannot manage roles.

If you are an entity using a non-employee or if you are a non-employee working with an entity to manage registrations, please read (and share) [more about this change on our blog](#) to know what to expect.

For more details, see Section 3.1 of HRSA's [SF-424 R&R Application Guide](#).

If you fail to allow ample time to complete registration with SAM or Grants.gov, you will not be eligible for a deadline extension or waiver of the electronic submission requirement.

4. Submission Dates and Times

Application Due Date

The due for applications under this NOFO is **July 14, 2023, at 11:59 p.m. ET**. HRSA suggests you submit your application to Grants.gov at least **3 calendar days before the deadline** to allow for any unforeseen circumstances. See Summary of emails from Grants.gov in HRSA's [SF-424 R&R Application Guide](#) Section 8.2.5 for additional information.

5. Intergovernmental Review

The BHWET-CAY Program for Professionals is not subject to the provisions of [Executive Order 12372](#), as implemented by 45 CFR part 100.

See Section 4.1 ii of HRSA's [SF-424 R&R Application Guide](#) for additional information.

6. Funding Restrictions

You may request funding for a period of performance of up to two years, at no more than \$530,000 per year (inclusive of direct **and** indirect costs).

Awards to support projects beyond the first budget year will be contingent upon Congressional appropriation, satisfactory progress in meeting the project's objectives, and a determination that continued funding would be in the best interest of the Federal Government.

The General Provisions in Division H of the Consolidated Appropriations Act, 2023 (P.L. 117-328) apply to this program. See Section 4.1 of HRSA's [SF-424 Application Guide](#) for additional information. Note that these or other restrictions will apply in following fiscal years, as required by law.

You cannot use funds under this notice to acquire real property, for construction, or to pay for equipment costs not directly related to the purposes of this award.

Student (Participant/Trainee) Stipends

At least 50 percent of an applicant's total requested budget (direct and indirect costs) per year, must be used for stipends for BHWET-CAY trainees in their final year of experiential training (internship or field placement). Applicants must dedicate this portion of funds to stipends only.

Stipends are subsistence allowances for students in experiential training to help defray living expenses and are not provided as a condition of employment, or for tuition, fees, or other costs associated with the training program. The stipend amounts that can be charged to the award are fixed. Providing stipends to trainees below the amounts specified below is unallowable. However, award recipients may choose to provide higher stipend amounts by including funds from other non-federal sources.

Note: No more than 12 consecutive months of stipend support is allowed per full-time BHWET-CAY trainee. Part-time BHWET-CAY trainees are allowed to receive a stipend prorated at one-half of the fixed amount-for no more than 24 consecutive months.

Fixed stipend amounts:

- \$15,000 per master's-level students (including Advanced Standing)
- \$25,000 per doctoral-level students
- \$28,352 per doctoral-level interns, and
- \$48,804 per post-doctoral residents/fellows

Students receiving stipend support are required to sign a student commitment letter in which the BHWET-CAY trainee is committed to completing experiential training (**Attachment 7**)

Other information regarding funding restrictions

You are required to have the necessary policies, procedures, and financial controls in place to ensure that your organization complies with all legal requirements and restrictions applicable to the receipt of federal funding including statutory restrictions on specific uses of funding. It is imperative that you review and adhere to the list of statutory restrictions on the use of funds detailed in Section 4.1 of HRSA's [SF-424 Application Guide](#). Like all other applicable grants requirements, the effectiveness of these policies, procedures, and controls is subject to audit.

Be aware of the requirements for HRSA recipients and subrecipients at 2 CFR § 200.216 regarding prohibition on certain telecommunications and video surveillance services or equipment. For details, see the [HRSA Grants Policy Bulletin Number: 2021-01E](#).

All program income generated as a result of awarded funds must be used for approved project-related activities. Any program income earned by the recipient must be used under the addition/additive alternative. You can find post-award requirements for program income at [45 CFR § 75.307](#).

V. Application Review Information

1. Review Criteria

HRSA has procedures for assessing the technical merit of applications to provide for an objective review and to assist you in understanding the standards against which your application will be reviewed. HRSA has indicators for each review

criterion to assist you in presenting pertinent information related to that criterion and to provide the reviewer with a standard for evaluation.

Reviewers will evaluate and score the merit of your application based upon these criteria. The entire proposal will be considered during objective review.

Five review criteria are used to review and rank BHWET-CAY Program for Professionals applications. Below are descriptions of the review criteria and their scoring points.

Criterion 1: PURPOSE AND NEED (10 points) – Corresponds to Section IV's [Purpose and Need](#)

- The extent to which the application demonstrates the problem and associated contributing factors.
- The extent to which the applicant clearly identifies the unmet children, adolescent or young adults' behavioral health needs of the community based training sites identified in the application using data from reliable and recent data sources.
- The extent to which the applicant clearly describes (**Attachments 10 and 11**) how training will prepare BHWET-CAY trainees to provide culturally competent care in rural and underserved community-based settings after graduation.

Criterion 2: RESPONSE TO PROGRAM PURPOSE (40 points) – Corresponds to Section IV's Response to Program Purpose Sub-section (a) Work Plan, Sub-section (b) Methodology/Approach and Sub-section (c) Resolution of Challenges

Criterion 2 (a): WORK PLAN (10 points) – Corresponds to Section IV's [Response to Program Purpose Sub-section \(a\) Work Plan](#)

- The degree to which the work plan is clear, comprehensive, and provides specific goals and objectives that are measurable, attainable, and realistic.
- The extent to which the concrete steps that will be used to achieve those goals and objectives are outlined for the proposed BHWET-CAY Program for Professionals application. The description should include a timeline, and plan for how the proposal will increase the number of behavioral health professionals trained to meet the needs of children, adolescents and/or young adults; implement field placements, internships and other experiential training in community based settings, and provide support to help graduates secure employment in underserved and rural areas.

Criterion 2 (b): METHODOLOGY/APPROACH (25 points) – Corresponds to Section IV’s [Response to Program Purpose Sub-section \(b\) Methodology/Approach](#)

- The level to which the application responds to the requirements and expectations of the program goals outlined in Section I of the funding opportunity.
- The strength of the proposed goals and objectives and their relationship to the identified project.
- The extent to which the activities described in the application are capable of addressing the problem and attaining the project objectives. This includes describing, as appropriate, tools and strategies for meeting stated needs.
- The extent to which the application provides a logical description of proposed activities and describes how the project will produce new behavioral health professionals.
- The extent to which the feasibility and effectiveness of plans for dissemination of project results is described.
- The extent to which the project includes a plan and strategies to address health disparities, increase health literacy, increase health equity, and provide culturally and linguistically appropriate care and services of the populations served.

Criterion 2 (c): RESOLUTION OF CHALLENGES (5 points) – Corresponds to Section IV’s [Response to Program Purpose Sub-section \(c\) Resolution of Challenges](#)

- The extent to which the application demonstrates an understanding of potential obstacles and challenges during the design and implementation of the project, as well as a plan for dealing with identified contingencies that may arise.

Criterion 3: IMPACT (20 points) – Corresponds to Section IV’s Impact Sub-section (a) Evaluation and Technical Support Capacity, and Sub-section (b) Project Sustainability)

Criterion 3(a): EVALUATION AND TECHNICAL SUPPORT CAPACITY (10 points) – Corresponds to Section IV’s [Impact Sub-section \(a\) Evaluation and Technical Support Capacity](#)

- The extent to which the application incorporates a plan to monitor and evaluate the progress and outcomes of your proposed project. The proposed evaluation should ensure the applicant can frequently monitor

ongoing processes and progress toward achieving the project's goals and objectives, utilizing rapid quality cycle improvement concepts or framework, and identifying appropriate timelines.

- The extent to which the evaluation process includes necessary components (descriptions of the inputs, key processes, variables to be measured, expected outcomes of the funded activities, and how key measures will be reported), as well as a description of how data will be collected and managed that allows for accurate and timely reporting of performance outcomes.

Criterion 3 (b): PROJECT SUSTAINABILITY (10 points) – Corresponds to Section IV's [Impact Sub-section \(b\) Project Sustainability](#)

- The extent to which the application describes a solid plan for project sustainability after the period of federal funding ends.
- The extent to which it clearly articulates likely challenges to be encountered in sustaining the program and describes logical approaches to resolving such challenges.

Criterion 4: ORGANIZATIONAL INFORMATION/RESOURCES/CAPABILITIES (20 points) – Corresponds to Section IV's [Organizational Information, Resources, and Capabilities](#)

- The extent to which project personnel are qualified by training and/or experience to implement and carry out the project; this will be evaluated both through the project narrative, as well as through the attachments.
- The capabilities of the applicant organization and the quality and availability of training facilities and personnel to fulfill the needs and requirements of the proposed project.

Criterion 5: SUPPORT REQUESTED (10 points) – Corresponds to Section IV's [Budget](#) and [Budget Narrative](#)

- The reasonableness of the proposed budget for each year of the period of performance in relation to the objectives, the complexity of the activities, and the anticipated results.
- The extent to which costs outlined in the budget and required resources sections reasonably map to the scope of work.
- The extent to which key personnel have adequate time devoted to the project to achieve project objectives.

2. Review and Selection Process

The objective review process provides an objective evaluation of applications to the individuals responsible for making award decisions. The highest ranked applications receive consideration for award within available funding ranges. HRSA may also consider assessment of risk and the other pre-award activities described in Section 3 below. In addition to the ranking based on merit criteria, HRSA approving officials will apply other factors described below in selecting applications for awards.

See Section 5.3 of HRSA's [SF-424 R&R Application Guide](#) for more details.

Funding Priorities (5 Points)

This program includes a funding priority, as authorized by 42 U.S.C. § 294e-1(d) (Section 756(d) of the Public Health Service Act). A funding priority is the favorable adjustment of combined review scores of individually approved applications when applications meet specified criteria. HRSA staff adjusts the score by a set, pre-determined number of points. The BHWET-CAY Program for Professionals has one (1) funding priority:

Funding Priority: *Training in Integrated Settings*

To qualify for this priority, applicants must request the priority in the Project Abstract and submit as **Attachment 9** any information and/or data as evidence that they have trained psychology, psychiatry, and social work professionals to work in integrated care settings.

Funding Preferences

This program provides a funding preference for some applicants as authorized by 42 U.S.C. § 295j (Section 791 of the Public Health Service Act). Applicants must clearly indicate the basis for which they are requesting the funding preference in the Project Abstract and provide supporting documentation in **Attachment 9**. Applicants receiving the preference will be placed in a more competitive position among applications that can be funded. Applications that do not receive a funding preference will receive full and equitable consideration during the review process.

Section 791 of the Public Health Service Act requires a funding preference for any qualified application ranked at or above the 20th percentile of proposals that have been recommended for approval by the peer review group. This program provides three funding preferences as authorized by 42 U.S.C. § 295j (Section 791 of the Public Health Service Act). Applicants can provide evidence for one or more preference(s); however only one funding preference will be given. HRSA staff will determine the funding factor and will grant it to any qualified applicant that demonstrates they meet the criteria for the preference(s) as follows:

- Has a high rate for placing graduates in practice settings having the principal focus of serving residents of medically underserved communities (**Qualification 1** as described below); or

- During the 2-year period preceding the fiscal year for which such an award is sought, has achieved a significant increase in the rate of placing graduates in such settings (**Qualification 2** as described below); or
- Is a new program (defined in § 295j(c)(2) as those having graduated fewer than three classes) that meets at least four of the criteria listed (**Qualification 3** as described below).

Qualification 1 (High Rate) – Applicants who wish to request funding preference under this qualification must demonstrate that the percentage of graduates placed in practice settings serving medically underserved communities for Academic Year (AY) 2020-2021 and AY 2021-2022 is greater than or equal to fifty (50) percent of the total graduating class for both years.

You must submit the following documentation in **Attachment 9**.

Graduate(s)	Practice Setting Address	Use the following link to document the federal designation(s) used to determine graduate’s practice in medically underserved communities: https://data.hrsa.gov/ (Indicate Federal Designations for Graduate Practice Medically Underserved Communities (MUCs)) <ul style="list-style-type: none"> • Health Professional Shortage Area • Medically Underserved Area • Medically Underserved Population or • Governor’s Certified Shortage Area for Rural Health Clinic purposes HPSA
1.		
2.		
3.		
$\text{High Rate} = \frac{\begin{array}{c} \# \text{ of Graduates in AY 20-21 Employed in MUCs} \\ \text{Plus} \\ \# \text{ of Graduates in AY 21-22 Employed in MUCs} \end{array}}{\begin{array}{c} \text{Total \# of Graduates in AY 20-21} \\ \text{Plus} \\ \text{Total \# of Graduates in AY 21-22} \end{array}} \times 100$		

Qualification 2 (Significant Increase) – During the 2-year period preceding the fiscal year for which such an award is sought, has achieved a significant increase in the rate of placing graduates in such settings. Applicants who wish to request funding preference under this qualification must demonstrate a twenty-five (25) percent increase of placing graduates in medically underserved communities from AY 2020-2021 and AY 2021-2022.

Applicants who wish to request funding preference under **Qualification 2** must submit as **Attachment 9** the following documentation:

Graduate(s)	Practice Setting Address	Use the following link to document the federal designation(s) used to determine graduate's practice in medically underserved communities: https://data.hrsa.gov/ (Indicate Federal Designations for Graduate Practice) Medically Underserved Communities (MUCs) <ul style="list-style-type: none"> • Health Professional Shortage Area • Medically Underserved Area • Medically Underserved Population or • Governor's Certified Shortage Area for Rural Health Clinic purposes HPSA
1.		
2.		
3.		
<div style="text-align: center;"> <p># of Graduates in AY 21-22 Employed in MUCs</p> <p>-----</p> <p>Total # of Graduates in AY 21-22</p> </div> <div style="display: flex; justify-content: space-between; align-items: center; margin-top: 10px;"> <div style="text-align: left;">Significant Increase</div> <div style="text-align: center;">=</div> <div style="text-align: center;">Minus</div> <div style="text-align: right;">X 100</div> </div> <div style="display: flex; justify-content: center; align-items: center; margin-top: 10px;"> <div style="text-align: center; margin-right: 20px;"> <p># of Graduates in AY 20-21</p> <p>-----</p> <p>Total # of Graduates in AY 20-21</p> </div> </div>		

Qualification 3 (New Program) – To permit new programs to compete equitably for funding under this section, those new programs that meet at least four (4) of the criteria shall qualify for a funding preference. New Program means any program that has graduated less than three classes.

Applicants who wish to request funding preference under **Qualification 3** must submit as **Attachment 9** documentation that they have graduated less than three classes and meet at least four of the following criteria:

- a) The training organization's mission statement identifies a specific purpose of the program is preparing health professionals to serve underserved populations.
- b) The curriculum of the program includes content that will help to prepare practitioners to serve underserved populations.
- c) Substantial clinical training in MUCs is required under the program.
- d) A minimum of 20 percent of the clinical faculty of the program spend at least 50 percent of their time providing or supervising care in MUCs.
- e) The entire program or a substantial portion of the program is physically located in a MUC.
- f) BHWET-CAY trainee assistance, which is linked to service in MUCs following graduation, is available to trainees through the program.

- g) The program provides a placement mechanism for helping graduates find positions in MUCs.

Funding Special Considerations and Other Factors

As authorized by 42 U.S.C § 294e-1(c) (Section 756(c) of the Public Health Service Act), at least four grant recipients shall be Historically Black Colleges or Universities or other Minority-Serving Institutions. HRSA staff will make this determination. No additional information is required of applicants.

3. Assessment of Risk

HRSA may elect not to fund applicants with management or financial instability that directly relates to the organization's ability to implement statutory, regulatory, or other requirements ([45 CFR § 75.205](#)).

HRSA reviews applications receiving a favorable objective review for other considerations that include past performance, as applicable; cost analysis of the project/program budget; assessment of your management systems, ensuring continued applicant eligibility; and compliance with any public policy requirements, including those requiring just-in-time submissions. HRSA may ask you to submit additional programmatic or administrative information (such as an updated budget or "other support" information) or to undertake certain activities (such as negotiation of an indirect cost rate) in anticipation of an award. However, even at this point in the process, such requests do not guarantee that HRSA will make an award. Following review of all applicable information, HRSA's approving and business management officials will determine whether HRSA can make an award, if special conditions are required, and what level of funding is appropriate.

Award decisions are discretionary and are not subject to appeal to any HRSA or HHS official or board.

HRSA is required to review and consider any information about your organization that is in the [Federal Awardee Performance and Integrity Information System \(FAPIIS\)](#). You may review and comment on any information about your organization that a federal awarding agency previously entered. HRSA will consider your comments, in addition to other information in [FAPIIS](#) in making a judgment about your organization's integrity, business ethics, and record of performance under federal awards when completing the review of risk as described in 45 CFR § 75.205 HHS Awarding Agency Review of Risk Posed by Applicants.

HRSA will report to FAPIIS a determination that an applicant is not qualified ([45 CFR § 75.212](#)).

VI. Award Administration Information

1. Award Notices

HRSA will release the Notice of Award (NOA) on or around the start date of September 30, 2023. See Section 5.4 of HRSA's [SF-424 R&R Application Guide](#) for additional information.

2. Administrative and National Policy Requirements

See Section 2.1 of HRSA's [SF-424 R&R Application Guide](#).

If you are successful and receive an NOA, in accepting the award, you agree that the award and any activities thereunder are subject to:

- all provisions of [45 CFR part 75](#), currently in effect or implemented during the period of the award
- other federal regulations and HHS policies in effect at the time of the award or implemented during the period of award
- applicable statutory provisions

Accessibility Provisions and Non-Discrimination Requirements

Should you successfully compete for an award, recipients of federal financial assistance (FFA) from HHS will be required to complete an [HHS Assurance of Compliance form \(HHS 690\)](#) in which you agree, as a condition of receiving the grant, to administer your programs in compliance with federal civil rights laws that prohibit discrimination on the basis of race, color, national origin, age, sex and disability, and agreeing to comply with federal conscience laws, where applicable. This includes ensuring that entities take meaningful steps to provide meaningful access to persons with limited English proficiency; and ensuring effective communication with persons with disabilities. Where applicable, Title XI and Section 1557 prohibit discrimination on the basis of sexual orientation, and gender identity. The HHS Office for Civil Rights provides guidance on complying with civil rights laws enforced by HHS. See <https://www.hhs.gov/civil-rights/for-providers/provider-obligations/index.html> and <https://www.hhs.gov/civil-rights/for-individuals/nondiscrimination/index.html>.

- For guidance on meeting your legal obligation to take reasonable steps to ensure meaningful access to your programs or activities by limited English proficient individuals, see <https://www.hhs.gov/civil-rights/for-individuals/special-topics/limited-english-proficiency/fact-sheet-guidance/index.html> and <https://www.lep.gov>.
- For information on your specific legal obligations for serving

qualified individuals with disabilities, including providing program access, reasonable modifications, and to provide effective communication, see

<http://www.hhs.gov/ocr/civilrights/understanding/disability/index.html>.

- HHS funded health and education programs must be administered in an environment free of sexual harassment, see <https://www.hhs.gov/civil-rights/for-individuals/sex-discrimination/index.html>.
- For guidance on administering your project in compliance with applicable federal religious nondiscrimination laws and applicable federal conscience protection and associated anti-discrimination laws, see <https://www.hhs.gov/conscience/conscience-protections/index.html> and <https://www.hhs.gov/conscience/religious-freedom/index.html>.

Please contact the [HHS Office for Civil Rights](#) for more information about obligations and prohibitions under federal civil rights laws or call 1-800-368-1019 or TDD 1-800-537-7697.

The HRSA Office of Civil Rights, Diversity, and Inclusion (OCRDI) offers technical assistance, individual consultations, trainings, and plain language materials to supplement OCR guidance and assist HRSA recipients in meeting their civil rights obligations. Visit [OCRDI's website](#) to learn more about how federal civil rights laws and accessibility requirements apply to your programs, or contact OCRDI directly at HRSACivilRights@hrsa.gov.

Executive Order on Worker Organizing and Empowerment

Pursuant to the Executive Order on Worker Organizing and Empowerment, HRSA strongly encourages applicants to support worker organizing and collective bargaining and to promote equality of bargaining power between employers and employees. This may include the development of policies and practices that could be used to promote worker power. Applicants can describe their plans and specific activities to promote this activity in the application narrative.

Requirements of Subawards

The terms and conditions in the NOA apply directly to the recipient of HRSA funds. The recipient is accountable for the performance of the project, program, or activity; the appropriate expenditure of funds under the award by all parties; and all other obligations of the recipient, as cited in the NOA. In general, the requirements that apply to the recipient, including public policy requirements, also apply to subrecipients under awards, and it is the recipient's responsibility to monitor the compliance of all funded subrecipients. See [45 CFR § 75.101 Applicability](#) for more details.

Data Rights

All publications developed or purchased with funds awarded under this notice must be consistent with the requirements of the program. Pursuant to [45 CFR § 75.322\(b\)](#), the recipient owns the copyright for materials that it develops under an award issued pursuant to this notice, and HHS reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use those materials for federal purposes, and to authorize others to do so. In addition, pursuant to [45 CFR § 75.322\(d\)](#), the Federal Government has the right to obtain, reproduce, publish, or otherwise use data produced under this award and has the right to authorize others to receive, reproduce, publish, or otherwise use such data for federal purposes, e.g., to make it available in government-sponsored databases for use by others. If applicable, the specific scope of HRSA rights with respect to a particular grant-supported effort will be addressed in the NOA. Data and copyright-protected works developed by a subrecipient also are subject to the Federal Government's copyright license and data rights.

3. Reporting

Award recipients must comply with Section 6 of HRSA's [SF-424 R&R Application Guide](#) and the following reporting and review activities:

- 1) Progress Report(s).** The recipient must submit a progress report to HRSA-23-131 on an annual basis. HRSA will verify that that approved and funded applicants' proposed objectives are accomplished during each year of the project.

The Progress Report has two parts. The first part demonstrates recipient progress on program-specific goals. Recipients will provide performance information on project objectives and accomplishments, project barriers and resolutions, and will identify any technical assistance needs.

The second part collects information providing a comprehensive overview of recipient overall progress in meeting the approved and funded objectives of the project, as well as plans for continuation of the project in the coming budget period. The recipient should also plan to report on dissemination activities in the annual progress report.

In addition, you must submit a Quarterly Progress Update (QPU) to HRSA via the Electronic Handbooks (EHBs) at the completion of each quarter. The QPU will be automatically generated and allows recipients to document progress on their activities based on the information submitted in the SWP.

More information will be available in the NOA.

- 2) Performance Reports.** The recipient must submit a Performance Report to HRSA via the Electronic Handbooks on an annual basis. All HRSA recipients are required to collect and report performance data so that HRSA can meet its obligations under the Government Performance and Results Modernization Act of 2010 (GPRA). The required performance measures for this program are outlined in the Project Narrative Section IV's Impact Sub-section (a). Further information will be provided in the NOA.

The annual performance report will address all academic year activities from July 1 to June 30 and will be due to HRSA on July 31 each year. If award activity extends beyond June 30 in the final year of the period of performance, a Final Performance Report (FPR) may be required to collect the remaining performance data. The FPR is due within 90 calendar days after the period of performance ends.

- 3) Final Program Report.** A final report is due within 90 calendar days after the period of performance ends. The Final Report must be submitted online by recipients in the EHBs at <https://bhw.hrsa.gov/funding/report-on-your-grant>

The Final Report is designed to provide HRSA with information required to close out a grant after completion of project activities. Recipients are required to submit a final report at the end of their project. The Final Report includes the following sections:

- Project Objectives and Accomplishments - Description of major accomplishments on project objectives.
- Project Barriers and Resolutions - Description of barriers/problems that impeded project's ability to implement the approved plan.
- Summary Information:
 - Project overview.
 - Project impact.
 - Prospects for continuing the project and/or replicating this project elsewhere.
 - Publications produced through this grant activity.
 - Changes to the objectives from the initially approved grant.

Further information will be provided in the NOA.

- 4) **Federal Financial Report.** A Federal Financial Report (SF-425) is required according to the schedule in the SF-424 R&R Application Guide. The report is an accounting of expenditures under the project that year. More specific information will be included in the NOA.
- 5) **Integrity and Performance Reporting.** The NOA will contain a provision for integrity and performance reporting in [FAPIS](#), as required in [45 CFR part 75 Appendix XII](#).

Note that the OMB revisions to Guidance for Grants and Agreements termination provisions located at [2 CFR § 200.340 - Termination](#) apply to all federal awards effective August 13, 2020. No additional termination provisions apply unless otherwise noted.

VII. Agency Contacts

You may request additional information and/or technical assistance regarding business, administrative, or fiscal issues related to this NOFO by contacting:

Nandini Assar
Grants Management Specialist
Division of Grants Management Operations, OFAM
Health Resources and Services Administration
Email: nassar@hrsa.gov

You may request additional information regarding the overall program issues and/or technical assistance related to this NOFO by contacting:

India Johns
Project Officer, Division of Nursing and Public Health
Attn: BHWET-CAY Program for Professionals
Bureau of Health Workforce
Health Resources and Services Administration
Email: BHWET-CAY@hrsa.gov

You may need assistance when working online to submit your application forms electronically. Always obtain a case number when calling for support. For assistance with submitting the application in Grants.gov, contact Grants.gov 24 hours a day, 7 days a week, excluding federal holidays at:

Grants.gov Contact Center
Telephone: 1-800-518-4726 (International callers dial 606-545-5035)
Email: support@grants.gov
[Self-Service Knowledge Base](#)

Successful applicants/recipients may need assistance when working online to submit information and reports electronically through [HRSA's Electronic Handbooks \(EHBs\)](#). Always obtain a case number when calling for support. For assistance with submitting in the EHBs, contact the HRSA Contact Center, Monday–Friday, 7 a.m. to 8 p.m. ET, excluding federal holidays at:

HRSA Contact Center

Telephone: (877) 464-4772 / (877) Go4-HRSA

TTY: (877) 897-9910

Web: <http://www.hrsa.gov/about/contact/ehbhelp.aspx>

The EHBs login process changed on May 26, 2023 for applicants, recipients, service providers, consultants, and technical analysts. To enhance EHBs' security, the EHBs now uses Login.gov and two-factor authentication. Applicants, recipients, service providers, consultants, and technical analysts must have a Login.gov account for the new login process. For step-by-step instructions on creating a Login.gov account refer to the EHBs Wiki Help page

VIII. Other Information

Technical Assistance

HRSA will hold a pre-application technical assistance (TA) webinar(s) for applicants seeking funding through this opportunity. The webinar(s) will provide an overview of pertinent information in the NOFO and an opportunity for applicants to ask questions. Visit the HRSA Bureau of Health Workforce's open opportunities website at <https://bhw.hrsa.gov/fundingopportunities/> to learn more about the resources available for this funding opportunity.

Tips for Writing a Strong Application

See Section 4.7 of HRSA's [SF-424 R&R Application Guide](#).

Frequently Asked Questions (FAQs) can be found on the program website and are often updated during the application process.

In addition, a number of helpful tips have been developed with information that may assist you in preparing a competitive application. These webcasts can be accessed at <http://www.hrsa.gov/grants/apply/write-strong/index.html>.

Program Specific Definitions

Adolescent – a young person who is developing into an adult. The World Health Organization (WHO) defines an adolescent as any person between ages 10 and 19.

Children – persons under 18 years of age.

Clinical Supervisor- For the purpose of this NOFO, clinical supervisor includes field supervisors, field instructors, site supervisors, faculty and preceptors that provide supervision to trainees in the BHWET-CAY Program for Professionals during their experiential training.

Health disparities – differences in health outcomes that are closely linked with social, economic, and environmental disadvantage.

Psychoeducation- a therapeutic approach under which the psychological practitioner's functioning is viewed not in terms of abnormality (or illness) leading to diagnoses, prescription, therapy, and cure; but rather in terms of client dissatisfaction (or ambition) leading to goal setting, skill-teaching, satisfaction, or goal achievement.⁷

⁷ Authier, J. (1977). The psychoeducation model: Definition, contemporary roots and content. *Canadian Counsellor*, 12(1), 15–22.

Appendix A: Page Limit Worksheet

The purpose of this worksheet is to give you a tool to ensure the number of pages uploaded into your application is within the specified [page limit](#). (Do not submit this worksheet as part of your application.)

The Standard Forms listed in column 1 do not count against the page limit; however, attachments to the Standard Forms listed in column 2 do count toward the page limit. For example, the Budget Narrative Attachment Form does not count, however the attachment uploaded in that form does count against the page limit.

Standard Form Name (Forms themselves do not count against the page limit)	Attachment File Name (Unless otherwise noted, attachments count against the page limit)	# of Pages Applicant Instruction – enter the number of pages of the attachment to the Standard Form
Application for Federal Assistance (SF-424 R&R - Box 18)	SFLLL (Disclosure of Lobbying Activities)	My attachment = ____ pages
Application for Federal Assistance (SF-424 R&R - Box 21)	Cover Letter Attachment	My attachment = ____ pages
RESEARCH & RELATED Senior/Key Person Profile)	Biographical Sketch	My attachment = ____ pages
Project/Performance Site Location(s)	Additional Location(s)	My attachment = ____ pages
RESEARCH & RELATED BUDGET – A. Senior/Key Person	Additional Senior Key Persons	My attachment = ____ pages
RESEARCH & RELATED BUDGET – C. Equipment Description	Additional Equipment	My attachment = ____ pages
RESEARCH & RELATED BUDGET – L. Budget Related	Budget Justification	My attachment = ____ pages
RESEARCH & RELATED Other Project Information	8. Project Narrative	My attachment = ____ pages
RESEARCH & RELATED Other Project Information	9. Bibliography & References Cited	My attachment = ____ pages

Standard Form Name <i>(Forms themselves do not count against the page limit)</i>	Attachment File Name <i>(Unless otherwise noted, attachments count against the page limit)</i>	# of Pages <i>Applicant Instruction – enter the number of pages of the attachment to the Standard Form</i>
RESEARCH & RELATED Other Project Information	10. Facilities & Other Resources	<i>My attachment = ____ pages</i>
RESEARCH & RELATED Other Project Information	11. Equipment	<i>My attachment = ____ pages</i>
RESEARCH & RELATED Other Project Information	12. Other Attachments	<i>My attachment = ____ pages</i>
Attachments Form	Attachment 1: Staffing Plan and Job Descriptions for Key Personnel (Required)	<i>My attachment = ____ pages</i>
Attachments Form	Attachment 2: Letters of Agreement, Memoranda of Understanding, and/or contracts (Required)	<i>My attachment = ____ pages</i>
Attachments Form	Attachment 3: Project Organizational Chart (Required)	<i>My attachment = ____ pages</i>
Attachments Form	Attachment 4: Maintenance of Effort (MoE) Documentation (Required)	<i>My attachment = ____ pages</i>
Attachments Form	Attachment 5: Documentation of Accreditation (Required)	<i>My attachment = ____ pages</i>
Attachments Form	Attachment 6: Documentation of Experiential Training prerequisite for graduation from school or program (Required)	<i>My attachment = ____ pages</i>

Standard Form Name <i>(Forms themselves do not count against the page limit)</i>	Attachment File Name <i>(Unless otherwise noted, attachments count against the page limit)</i>	# of Pages <i>Applicant Instruction – enter the number of pages of the attachment to the Standard Form</i>
Attachments Form	Attachment 7: Student Commitment Letter (Required)	<i>My attachment = ___ pages</i>
Attachments Form	Attachment 8: Letters of Support (As Applicable)	<i>My attachment = ___ pages</i>
Attachments Form	Attachment 9: Request for Funding Priority and/or Preference (As Applicable)	<i>My attachment = ___ pages</i>
Attachments Form	Attachment 10: BHW Program Specific Data Form (Required)	<i>My attachment = ___ pages</i>
Attachments Form	Attachment 11: Disparities Impact Statement (Required)	<i>My attachment = ___ pages</i>
Attachments Form	Attachment 12 -15: Other Relevant Documents (As Applicable)	<i>My attachment = _____</i>
# of Pages Attached to Standard Forms		Applicant Instruction: Total the number of pages in the boxes above.
Page Limit for HRSA-23-131 is 50 pages		My total = _____ pages

Appendix B – Instructions to complete BHW Program Specific Data Form

- Navigate to HRSA-23-131 on Grants.gov
<https://www.grants.gov/web/grants/view-opportunity.html?oppId=346098>
- Click Related Documents
- The Link for Appendix B to download the form



HRSA-23-014
 Advanced Nursing Education Workforce (ANEW) Program
 Department of Health and Human Services
 Health Resources and Services Administration

[← Back](#) | [Lin](#)

[Apply](#) [Subscribe](#)

[SYNOPSIS](#) | [VERSION HISTORY](#) | **[RELATED DOCUMENTS](#)** | [PACKAGE](#)

[Print Related Documents List](#)

Click on the following file link(s) to download the related document(s):

File Description	File Name	Last Updated Date/Time	File Size
Folder: Full Announcement - HRSA-23-014	HRSA-23-014-Full Announcement - HRSA-23-014.zip	Feb 14, 2023 03:01:43 PM EST	593.5 KB
HRSA-23-014 Notice of Funding Opportunity	HRSA-23-014 ANEW NOFO_FINAL.pdf	Feb 14, 2023 03:01:43 PM EST	623.5 KB
Folder: Other Supporting Documents - Forms	HRSA-23-014-Other Supporting Documents - Forms.zip	Feb 16, 2023 10:33:15 AM EST	5.4 MB
Appendix B	Appendix B.pdf	Feb 16, 2023 10:33:15 AM EST	5.6 MB

- Complete Appendix B and upload as Attachment 10

BHW Program Specific Data Form

Note: To complete the form, please click on the Validate & Save button at the bottom of the form.
 ***Automatically tabulated

Grants.gov Application Tracking Number

Select Academic Year

Select Discipline for Trainees/Students

Others - Please Specify Discipline

A. STUDENTS/TRAINEEES BY GENDER

STUDENTS/TRAINEEES FOR THE THREE PREVIOUS CONSECUTIVE ACADEMIC YEARS AND THEIR GENDER

Students/Trainees by Gender

Gender	Number of Students/Trainees Enrolled for Academic Year	Number of Students/Trainees Enrolled for Academic Year	Number of Students/Trainees Enrolled for Academic Year
a. Female			
b. Male			
c. Not Reported			
**Subtotal	0	0	0