

Follow the six steps
in the application process:

1. Review the Opportunity
2. Get Ready to Apply
3. Prepare Your Application
4. Learn About Review and Award
5. Submit Your Application
6. Learn About What Happens After Award

Substance Abuse and Mental Health Services Administration (SAMHSA)

NOFO Name: Mental Health Awareness Training
Grants

Short Title: MHAT

NOFO Number: SM-26-030

Step 1: Review the Opportunity

Basic Information

Key Facts

Opportunity Name: Mental Health Awareness Training Grants

Short Title: MHAT

Opportunity Number: SM-26-030

Announcement Version: Original

Federal Assistance Listing: 93.532

Eligible Applicants: Eligible applicants are States, political subdivisions of States, Indian Tribes, Tribal organizations, and nonprofit private entities. See [Eligibility](#) for complete eligibility information.

Key Dates

Application deadline: 07/27/2026

Expected Award Date: 09/01/2026

Expected Start Date: 09/30/2026

Response to Executive Order 12372: See [Intergovernmental Review](#) and [Section J](#) in the *Application Guide*.

Important Resources

Applicants are expected to follow guidance provided in the [FY 2026 NOFO Application Guide](#) (the *Application Guide*). This document provides information about the application process, including registration, required attachments, budget, and federal policies and regulations. In addition, see the [SAMHSA Grants Glossary](#) for definitions of terms used in this NOFO.

Authorizing Statute

The MHAT program is authorized under Section 520J of the Public Health Service Act ([42 U.S.C. 290bb-41](#)), as amended.

Agency Contacts

Program and Eligibility Questions

Center for Mental Health Services

Lisa Willoughby

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Financial and Budget Questions

Office of Financial Resources

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Review Process and Application Status Questions

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Summary

The purpose of this program is to facilitate the implementation of mental health awareness and literacy training. Your organization is expected to:

- Train key individuals, such as school staff, emergency responders (paramedics, firefighters, emergency medical technicians (EMTs)), law enforcement, veterans, armed service members, families and caregivers, to:
 - Recognize the signs and symptoms of mental illness.
 - Safely de-escalate crisis situations involving individuals with mental health challenges.
- Provide education on:
 - Community resources available for individuals with mental illness.
 - How to connect individuals to appropriate services, including local mental health agencies.

With this program, SAMHSA aims to increase the number of individuals trained to appropriately and safely respond to individuals experiencing, or at risk from, mental illness. This program is

designed to advance [SAMHSA's Strategic Priorities](#) and the [Make America Healthy Again agenda](#).

Funding Details

Funding Type: Grant

Estimated Total Available Funding: \$22,045,665

Estimated Number of Awards: 110 (Up to 3 awards will be made to tribes/tribal organizations pending sufficient application volume)

Estimated Award Amount: Up to \$200,000 per year per award

Length of Project Period: Up to 3 Years

Your annual budget cannot be more than \$200,000 in total costs (direct and indirect) in any year of the project. Annual continuation awards are contingent on the availability of funds, progress in meeting project goals and objectives, timely submission of required data and reports, compliance with all terms and conditions of award, and alignment with SAMHSA, HHS, and Trump Administration priorities.

Program Description

Purpose

The purpose of this program is to facilitate the implementation of mental health awareness and literacy training. Your organization is expected to:

- Help individuals recognize the signs and symptoms of mental illness
- Safely de-escalate crisis situations involving individuals with mental health challenges
- Provide community resources for individuals with a mental illness
- Connect individuals with mental illness to appropriate services

This can be accomplished by:

- Training individuals (e.g., school personnel and emergency responders including paramedics, firefighters, EMTs and law enforcement; veterans; armed services members; families and caregivers; and other trusted community leaders such as faith leaders and staff of faith-based organizations)
- Establishing linkages with school and/or community-based mental health agencies

Mental health challenges affect a substantial portion of the U.S. population. According to the [2024 National Survey on Drug Use and Health \(NSDUH\)](#), nearly 1 in 4 adults had any mental illness (AMI) in the past year and about 1 in 5 adolescents (12 to 17 years of age) had moderate

or severe symptoms of Generalized Anxiety Disorder in 2024. Given the barriers to appropriate care, evidence-based mental health awareness and de-escalation training for educators, first responders, healthcare providers, trusted community leaders, and caregivers is essential to building safer, better-equipped communities. These trainings empower community members to recognize crisis situations, respond effectively, and connect individuals with mental illness to appropriate resources and supports.

This program aligns with [SAMHSA Strategic Priorities](#) by 1) expanding crisis intervention care and services, and 2) improving access to evidence-based treatment for mental illness.

All activities proposed in your application and budget narrative must align with applicable law, including but not limited to statutes, executive orders, federal regulations and applicable judicial holdings. Accordingly, discretionary awards shall not be used to fund, promote, encourage, subsidize, or facilitate; racial preferences or other forms of racial discrimination by the recipient, including activities where race or intentional proxies for race will be used as a selection criterion for employment or program participation; denial by the recipient of the sex binary in humans, or the belief that sex is a chosen or mutable characteristic; illegal immigration; or any other initiatives that compromise public safety. If an application does not align, the application will not receive funding to the extent permitted by law and applicable court orders.

In addition, applications must also align with [SAMHSA Strategic Priorities](#) and the application and budget narrative must not support harm reduction as outlined in [SAMHSA's Dear Colleague Letter](#) on harm reduction.

As of October 1, 2025, HHS has adopted [2 CFR Part 200](#), with some modifications included in 2 CFR Part 300. These regulations replace those in 45 CFR Part 75.

Key Personnel

Key Personnel are essential to the successful implementation and oversight of your SAMHSA-funded project. These individuals, even if their salaries are not paid for with grant funds, must play a substantive role in project execution and be actively involved in monitoring, reporting, and compliance activities throughout the project period.

The Key Personnel for this program is as follows:

- **Project Director (PD):** The PD must oversee the grant to ensure the goals are met, all reports are filed on time, and all rules are followed. There is no minimum level of effort requirement for this position.

Below are the expectations, requirements, and compliance obligations for Key Personnel under this NOFO:

- Key Personnel are expected to participate regularly in program monitoring and maintain consistent communication with SAMHSA staff.
- Key Personnel selected/hired for this grant must be based only on merit and qualifications. Executive Orders strictly prohibit using demographics (like race or sex) to give preference in hiring.
- Key Personnel must have the skills, time, and commitment to meet the expectations of the grant.
- If awarded funding, approved Key Personnel will be identified on the Notice of Award.
- Changes to Key Personnel require written prior approval from SAMHSA. This includes:
 - Replacing or removing Key Personnel, or
 - Reducing any Key Personnel's level of effort by 25% or more.

Required Activities

Funds for this program are primarily used for training and supporting capacity building of local resources and partnerships.

- In the Project Narrative ([B.2](#)), you will provide a description of how you will implement all required activities listed below.

Nothing in the required or allowable activities described below allows you to use grant funds for prohibited activities described in the [Funding Restrictions and Limitations](#) section of this NOFO.

Your organization is required to implement all required activities listed below. All required activities are to begin within 4 months of award and continue as ongoing activities.

1. Develop and implement a mental health awareness and literacy training plan

Develop and implement a mental health awareness and literacy training plan that:

- Identifies the individuals to receive mental health awareness and literacy training
- Identifies the selected evidence-based/evidence-informed mental health literacy and awareness training curricula. Training topics could include:
 - Mental health awareness and promotion, including recognition of the signs and symptoms of mental illness
 - Safe de-escalation of crisis situations involving individuals with a mental illness
 - Suicide prevention and intervention
- Identifies the processes to be used by trained individuals to refer or link persons trained in crisis and/or with mental illness to appropriate community resources.

2. Identify and Provide Community Resources

Identify and provide community resources that:

- Assist individuals with a mental illness or are experiencing a mental health crisis
- Are in written and electronic formats
- Can be provided to trainers to use when identifying individuals in need of support

3. Develop and Implement Community Outreach and Engagement Strategies

Develop and implement community outreach and engagement strategies to:

- Promote awareness of mental health, suicide prevention, and crisis supports
- Support broad community representation in trainings through:
 - Disseminating mental health awareness and related community resource information
 - Participating in community mental health and well-being activities, advisory boards, and coalition

4. Develop and Maintain Collaborative Partnerships with Relevant Community Agencies

Develop and maintain collaborative partnerships with relevant community agencies to:

- Provide support when responding to mental health issues or crises
- Improve coordination of services
- Identify at least one partnering agency who is a licensed community mental health provider organization with sufficient staff to respond to referrals for screening, assessment, and/or services.

[**NOTE:** A Letter of Commitment (LOC) between you and a licensed community mental health provider organization must be submitted in **Attachment 1**. The LOC should attest to the organization's support for the project and describe how they will work with you to ensure that individuals in need of mental health screening, assessment, and/or services will be served.]

Eligibility

Eligible Applicants

Eligible applicants are statutorily limited to:

- States;
- Political subdivisions of states;
- Indian tribes;
- Tribal organizations; and
- Nonprofit private organizations, including faith-based organizations.

(NOTE: If you are a nonprofit organization, you must provide documentation of your nonprofit status in [Attachment 8](#) of your application.)

If you were funded in FY 2022 under NOFO SM-21-007 with a project start date of 9/30/2022, you are not eligible to apply under this announcement. A full list of ineligible applicants can be found in [Appendix A](#).

For general information on eligibility for federal awards, see [the Grants.gov website](#). For specific eligibility questions, see [Agency Contacts](#).

Cost Sharing

Cost sharing/match is not required for this program.

Data Collection, Performance Measurement, and Performance Assessment

You must collect and report data and document your plan for data collection and reporting in [Section D](#) of your Project Narrative.

You must collect and report selected indicators on a quarterly basis. The data collection and reporting tool and related guidance will be provided post-award.

You can visit [SAMHSA's Performance Measures](#) webpage to view the performance measurement tools. Training and technical assistance on SPARS data collection and reporting will be provided after award. Grantees will be required to report on measures related to the following:

1. Number of individuals trained in mental health promotion.
2. Number of individuals linked to mental health support services.

You will receive training and technical assistance on SPARS after award.

The data you collect allows SAMHSA to report on key outcome measures. Performance data may be reported to the public.

Performance Assessment

Discretionary awards should include clear benchmarks/objectives for measuring success and progress toward relevant goals.

You are required to submit programmatic progress reports that demonstrate if you are meeting the objectives you selected for this project, achieving the anticipated outcomes, and determining if any changes need to be made.

You must review your performance data to find out if you are making progress and improving project management. Refer to [Reporting Requirements](#) for information on submitting these reports.

For more information on completing this section, see [Developing Goals and Measurable Objectives](#) and [Developing the Plan for Data Collection and Performance Measurement](#).

SAMHSA Strategic Priorities and Other Expectations

When developing your project, you must consider [SAMHSA's Strategic Priorities](#), which includes recovery, a commitment to innovation, data, gold-standard science, and access to high quality services for all, which align with the Administration's [Make America Healthy Again Initiative](#). In addition, there are other expectations included in [Section I](#) in the *Application Guide* that you must consider as you design your project.

As a part of the project funded under this NOFO, the recipient is required to adhere to the following principles where consistent with the authority and scope of the award and its activities:

1. **Evidence-Based and Outcome-Focused Practices:** Design and deliver services using evidence-based or evidence-informed approaches grounded in gold-standard science, establish measurable performance goals, and use data to monitor outcomes and drive continuous improvement and accountability.
2. **Program Integrity and Fiscal Stewardship:** Administer funds in accordance with all applicable federal statutes, regulations, and award conditions; maintain strong internal controls; and ensure the efficient and effective use of taxpayer dollars while preventing waste, fraud, and abuse.
3. **Partnership and Coordination:** Consistent with program purpose and authorization, coordinate with law enforcement, juvenile and criminal justice systems, civil courts and civil commitment systems (including Assisted Outpatient Treatment programs where available and in alignment with state law), crisis services (including the 988 Crisis and Suicide Lifeline), and state, tribal, territorial, local, and community partners, as

appropriate, to engage individuals in prevention activities, treatment, and support while tailoring services to meet community needs.

In addition, the recipient should advance the following objectives in programs that are authorized to advance them:

4. **Treatment for Serious Mental Illness and Complex Needs:** Serve individuals with the most serious and complex behavioral health needs, including those with serious mental illness and co-occurring substance use and mental health disorders, through access to evidence-based treatment
5. **Crisis Intervention and Emergency Services:** Expand access to crisis intervention care and services, coordinating with crisis systems and first responders to ensure public safety and suicide prevention.

You must demonstrate ongoing compliance with these principles and objectives, in all programs that are authorized to advance them, through program design, implementation, reporting, and evaluation. Failure to meaningfully align funded activities with the applicable requirements may result in corrective action, additional reporting requirements, or other enforcement actions consistent with federal grant regulations found at 2 C.F.R. Part 200 and the terms and conditions of this award.

As referenced in the [SAMHSA's Dear Colleague Letter](#) on MAT, if your proposed project funds training/TA related to MAT/MOUD, this funding should be used to provide training to clinicians and other behavioral health providers on the clinically appropriate use of medications in the treatment of substance use disorders, including options for safe tapering and discontinuation when clinically indicated, and regular, at least annual, reviews for continuing treatment. This training should include strategies to support shared decision-making by ensuring patients are fully informed of the risks and benefits of medication treatment initiation, continuation, and discontinuation. Training must ensure providers educate patients about and facilitate access to comprehensive substance use treatment and recovery support services.

Training should include tools to support the development of individualized comprehensive treatment plans with patients that include consideration of medication treatment duration, and tapering and discontinuation, as clinically indicated based on the patient's individual circumstances, recovery, and preferences.

Recipient Meetings and Technical Assistance

You are expected to participate in SAMHSA technical assistance activities as directed by SAMHSA.

We plan to hold virtual grant meetings and your full participation in these meetings is expected. You will be given more information about these meetings at a future date.

Funding Restrictions and Limitations

The following are funding restrictions for this project:

- Food is not an allowable expense.
- Indirect Costs are capped at 8% for this training grant.
 - Capitalizable infrastructure, such as computer systems or software, is recoverable as depreciation within the 8% indirect cost rate limitation and in accordance with your organization's existing capitalization/amortization policies.
- You must comply with all applicable Federal anti-discrimination laws material to the government's payment decisions for purposes of 31 U.S.C. § 3729(b)(4).
- Discretionary awards shall not be used to fund, promote, encourage, subsidize, or facilitate:
 - Racial preferences or other forms of racial discrimination by the recipient, including activities where race or intentional proxies for race will be used as a selection criterion for employment or program participation;
 - Denial by the recipient of the sex binary in humans, or the belief that sex is a chosen or mutable characteristic;
 - Illegal immigration; or
 - Any other initiatives that compromise public safety.
- Discretionary awards must not support harm reduction as outlined in [SAMHSA's Dear Colleague Letter](#) on harm reduction.
- Discretionary awards must not support "housing first" policies that fail to ensure accountability and promote treatment, recovery, and self-sufficiency.

You must also comply with SAMHSA's Standards for Financial Management, Standard Funding Restrictions and Principles in [Section G](#) in the *Application Guide*.

All activities proposed in your application and budget narrative must align with applicable law, including but not limited to statutes, executive orders, federal regulations and applicable judicial holdings. Applications must also align with [SAMHSA Strategic Priorities](#). If an application does not align, the application will not receive funding to the extent permitted by law and applicable court orders.

Step 2: Get Ready to Apply

Get Registered

SAM.gov

You must have an active account with SAM.gov to apply. SAM.gov registration can take several weeks. Begin that process today.

To register:

- Go to [SAM.gov Entity Registration](#) and select Get Started. From the same page, you can also select the Entity Registration Checklist for the information you will need to register.
- You must agree to the [financial assistance general certifications and representations](#) specifically. Those for contracts are different.

When you register, you will also receive your required Unique Entity Identifier (UEI).

Once you register:

- You will have to maintain your registration throughout the life of any award.
- If your organization has multiple UEIs, use the one associated with your physical location.

Grants.gov

You must also have an active account with [Grants.gov](#). You can see step-by-step instructions in the Grants.gov [Quick Start Guide for Applicants](#).

eRA Commons

You must register in [eRA Commons](#). Register at least six weeks before the application deadline.

See guidance at [eRA Help and Tutorials](#) and [Section A](#) in the *Application Guide*.

Find the Application Package

The application package has all the forms you need to apply. You can find it online. Go to [Search Grants at Grants.gov](#) or [eRA ASSIST](#) and search for opportunity number: SM-26-030.

If you can't use Grants.gov to download application materials, you may request them from dgr.applications@samhsa.hhs.gov

Step 3: Build Your Application

Application checklist

Make sure that you have everything you need to apply:

Narratives

Component	Form to use	Page limit
<input type="checkbox"/> Project abstract	Project Abstract Summary Form	1 page
<input type="checkbox"/> Project narrative	Project Narrative Attachment form	10 pages
<input type="checkbox"/> Budget narrative	Budget Narrative Attachment form	None

Attachments

Insert each in the Other Attachments form (Grants.gov) or Other Narratives Attachment form (eRA ASSIST) in this order.

Component	Page limit
<input type="checkbox"/> 1. Letter of commitment for the licensed community mental health provider	None
<input type="checkbox"/> 2. Data collection instruments and interview protocols	None
<input type="checkbox"/> 3. Sample consent forms	None
<input type="checkbox"/> 4. Project timeline	2 pages
<input type="checkbox"/> 5. Biographical sketches and position descriptions	See: Biographical Sketches
<input type="checkbox"/> 6. Confidentiality and SAMHSA Participant Protection	None
<input type="checkbox"/> 7. Letter to the State Point of Contact	None
<input type="checkbox"/> 8. Documentation of nonprofit status	None
<input type="checkbox"/> 9. Negotiated Indirect Cost Rate Agreement (NICRA), if applicable	None

Other required forms

Use each required form in Grants.gov or eRA.

Component	Page limit
<input type="checkbox"/> Application for Federal Assistance (SF-424)	None
<input type="checkbox"/> Budget Information for Non-Construction Programs (SF-424A)	None
<input type="checkbox"/> Assurances for Non-Construction Programs (SF-424B)	None

<input type="checkbox"/> Project/Performance Site Location(s)	None
<input type="checkbox"/> Grants.gov Lobbying Form	None

Application Contents and Format

This section includes guidance on each item found in the application checklist.

The following links contain information on:

- [Formatting instructions and information on system validation requirements](#)
- **Completing forms and required components** ([Section A](#) in the *Application Guide*)

Project Abstract

Page limit: 1 page

Your project abstract should include:

- The project name,
- The geographic area that will be reached through the grant activities and the capacity development needed in the geographic area that will be addressed through the grant,
- The population of focus that will benefit from the capacity building,
- If services will also be provided, include a description of the population planned to be served (age range, distribution, clinical characteristics, e.g., diagnoses, service needs, etc.),
- Strategies and interventions to increase capacity that will be implemented through the grant,
- Project goals, and
- Measurable objectives (whenever possible, focus on objectives that relate to [SAMHSA's Strategic Priorities](#)).

In the first five or fewer lines of your abstract, write a summary of your project that can be used in publications, reports to Congress, and press releases, if you are funded.

Project Narrative

Page limit: 10 pages

Filename: Project narrative

In developing your Project Narrative:

- Provide a detailed response to the [merit review criteria](#).

- Follow the [required formatting instructions](#).
- Stay within the page limit or we will not review your application. We recommend page limits for the subsections, but they are for guidance only. You may place citations in an attachment, which does not count in the 10-page limit.

Budget Narrative

Page limit: none

Filename: BNF

The budget narrative supports the information you provide in Standard Form 424-A. See [Other Required Forms](#).

It includes added detail and justifies the costs you request. As you develop your budget, consider:

- Whether the costs are reasonable and consistent with your project's purpose and activities.
- The restrictions on spending funds. See [funding limitations](#).

To create your budget narrative, see detailed instructions and a template in [Section F](#) in the [Application Guide](#).

Attachments

You will upload attachments in Grants.gov using the **Other Attachments form** or in eRA ASSIST using the **Other Narratives Attachment form**.

Use only the following attachments listed. If your application includes any attachments not required in this document, they will be disregarded.

Do not use attachments to extend or replace any of the sections of the Project Narrative. Reviewers will not consider them if you do.

Name the attachments: Attachment 1, Attachment 2, and so on.

Attachment 1: Letter(s) of Commitment (LOC)

Include a LOC outlining the specific contributions from at least one licensed community mental health provider, attesting their organization's support for the project, including a description of how they will work with you to ensure that individuals in need of mental health screening, assessment, and/or services will be served. **Do not include a letter of support describing general support for the project - reviewers will not consider them.**

Attachment 2: Data Collection Instruments and/or Interview Protocols

If you are using standardized data collection instruments or interview protocols, you do not need to include these in your application. Instead, provide a web link to the appropriate instrument or protocol.

If the data collection instrument or interview protocol is not standardized, include a copy in Attachment 2.

Attachment 3: Sample Consent Forms

Include, as appropriate, informed consent forms for the collection of data.

Attachment 4: Project Timeline

Page limit: 2 pages

This attachment is scored by reviewers. Provide a chart or graph depicting a realistic timeline for the entire 3 years of the project period. Show dates, key activities, and responsible staff. The key activities must include the requirements outlined in [Required Activities](#).

Attachment 5: Biographical Sketches and Position Descriptions

See [biographical sketches and position descriptions](#) for more information. Position descriptions should be no longer than one page each and biographical sketches should be no more than two pages.

Attachment 6: Confidentiality and SAMHSA Participant Protection

See [Section E](#) in the *Application Guide* for full information about how to complete this required attachment.

Attachment 7: Letter to the State Point of Contact

Review information on [Intergovernmental Review](#) and in [Section J](#) in the *Application Guide* for detailed information on E.O. 12372 requirements to determine if this applies.

Attachment 8: Documentation of Nonprofit Status

All private nonprofit organizations: you must submit proof of nonprofit status in your application. Any of the following is acceptable evidence of nonprofit status:

- A reference to the applicant organization's listing in the Internal Revenue Service's (IRS) most recent list of tax-exempt organizations, as described in Section 501(c)(3) of the IRS Code.
- A copy of a current and valid IRS tax exemption certificate.
- A statement from a state taxing body, state attorney general, or other appropriate state official certifying the applicant organization has nonprofit status.
- A certified copy of the applicant organization's certificate of incorporation or similar document that establishes nonprofit status.

- Any of the above proof for a state or national parent organization **and** a statement signed by the parent organization that the applicant organization is a local non-profit affiliate.

Attachment 9: Negotiated Indirect Cost Rate Agreement (NICRA)

If you have a NICRA, the document must be submitted.

Other Required Forms

You will need to complete some standard forms. Upload the following standard forms as listed on Grants.gov. You can find them in the NOFO [Application Package](#) or review them and their instructions on [Grants.gov Forms](#).

Forms	Submission Requirement
Application for Federal Assistance (SF-424)	With application
Budget Information for Non-Construction Programs (SF-424A)	With application
Assurances for Non-Construction Programs (SF-424B)	With application
Project/Performance Site Location(s) Form	With application
Grants.gov Lobbying Form	With application

- SF-424** – Fill out all sections of the SF-424.
 - In **Line 4** (Applicant Identifier), enter the eRA Commons Username of the Project Director (PD)/Principal Investigator (PI).
 - In **Line 8b** (Employer/Taxpayer Identification Number (EIN/TIN)), enter the recipient organization’s **12-character EIN and suffix** as registered with the Payment Management System (PMS), if applicable. If not registered in PMS, enter the recipient organization’s EIN.
 - In **Line 8f**, enter the name and contact information of the PD identified in the budget and listed in Line 4 (eRA Commons Username).
 - In **Line 17** (Proposed Project Date), enter: a. Start Date: 9/30/2026; b. End Date: 9/29/2029.
 - In **Line 18** (Estimated Funding), enter the amount requested or to be contributed for the first budget/funding period only by each contributor.
 - Line 21** is the Authorized Representative and should not be the same individual as the PD in Line 8f.

It is recommended you review the sample [completed SF-424](#).

- SF-424A BUDGET INFORMATION FORM** – Fill out all sections of the SF-424A using the instructions below. **The totals in Sections A, B, and D must match.**
Section A – Budget Summary:

- As cost sharing/match is **not required**, use the first row only (Line 1) to report the total federal funds (e) and non-federal funds (f) requested for the **first year** of your project only.

Section B – Budget Categories:

- As cost sharing/match is **not required**, use the first column only (Column 1) to report the budget category breakouts (Lines 6a through 6h) and indirect charges (Line 6j) for the total funding requested for the **first year** of your project only.

Section C – Non-Federal Resources:

- As cost sharing/match is **not required**, leave this section blank.

Section D – Forecasted Cash Needs:

- Enter the total funds requested, broken down by quarter, only for **Year 1** of the project period.
- Use the first row for federal funds and the second row (Line 14) for **non-federal** funds.

Section E – Budget Estimates of Federal Funds Needed for the Balance of the Project:

- Enter the total funds requested for the out years (e.g., Year 2 and Year 3). For example, if funds are being requested for three years total, enter the requested budget amount for each of those budget periods in columns b, and c (i.e., two out years):
 - (b) First column is the budget for the second budget period;
 - (c) Second column is the budget for the third budget period;Use Line 16 for federal funds and Line 17 for non-federal funds.

See [Formatting Requirements](#) to review common errors in completing the SF-424 and the SF-424A. These errors will prevent your application from being successfully submitted.

It is highly recommended you use the [Budget Template](#) on the SAMHSA website.

See the [Budget Template Users Guide](#) and the sample completed SF-424A forms at: [Sample SF-424A \(Match Not Required\)](#). For additional information, see [Section F](#) in the *Application Guide* and Budget Related [FAQs](#).

Step 4: Learn About Review and Award

Application Review

Initial Review

We review each application to make sure it meets basic requirements. We will not consider an application that:

- Is from an organization that does not meet all eligibility criteria.
- Is submitted after the [deadline](#).
- Exceeds the 10-page limit for the Project Narrative.

Merit Review

Project Narrative: Your Project Narrative describes the proposed project. Peer reviewers will assess your response to the criteria below. The following instructions should be considered as you develop the Project Narrative:

- The Project Narrative cannot be longer than 10 pages.
- There are four sections (Sections A–D) and you must use the section numbers and headings listed in the Evaluation Criteria.
- Include the section letter and number (e.g., A.1, B.2) **before the response to each criterion**. You do not need to type the full criterion in each section.
- Do not combine two or more criteria or refer to another section of the Project Narrative in your response.
- Reviewers will only consider information included in the appropriate numbered criterion.
- The number of points after each section heading is the maximum number of points a reviewer may give for that section.
- Unless required, cost-sharing will not be a factor in the review of your response to the criteria.

A: Population of focus and need statement (25 points – approximately 2 pages)

1. Identify and describe where the project will be implemented and the population(s) that will be impacted by the capacity building in the targeted systems or agencies.
2. To the extent possible, describe the population(s) of focus in the catchment area in terms of age, sex (male/female), socioeconomic status, clinical characteristics, veteran

status, and system involvement (e.g., criminal justice, social services, child welfare). The data sources must be identified (e.g., [National Survey on Drug Use and Health \(NSDUH\)](#)). **Note:** racial preferences or other forms of racial discrimination by the recipient, including activities where race or intentional proxies for race will be used as a selection criterion for employment or program participation are prohibited.

3. Describe the need for mental health awareness training and linkages to services within your catchment area. Identify gaps in services, current training, crisis response capacity, and access to resources. The data sources must be identified (e.g., [National Survey on Drug Use and Health \(NSDUH\)](#)). (**Note:** Citations may be included in an attachment and will not count towards the page limit.)

B: Proposed implementation approach (35 points – approximately 4 pages)

1. Describe the goals and measurable objectives of your proposed project. See [Developing Goals and Measurable Objectives](#). They must align with the Statement of Need in A.3.
2. Describe how you will implement all the [required activities](#).
3. Describe how your proposed implementation approach will address [SAMHSA Strategic Priorities](#).
4. In [Attachment 4](#), provide no more than a two-page chart or graph depicting a realistic timeline for the entire 3 years of the program. It must include dates, key activities that must also include required activities, and responsible staff. Indicate when service delivery will begin. The timeline does not count towards the page limit for the Program Narrative.

C: Organizational experience and staffing (30 points – approximately 3 pages)

1. Describe your organization's experience with implementing mental health awareness training or similar activities.
2. Identify any relevant community agencies you will partner with, including the licensed community mental health provider organization(s). Describe their specific roles and responsibilities for this project. A LOC from the licensed community mental health provider organization(s) you are partnering with must be included in **Attachment 1**.
3. Provide a complete list of all significant staff positions for the project, including the key personnel (Project Director). For each, describe their:
 - Role
 - Level of effort (LOE), stated as a percentage of employment (e.g., 1.0 FTE = full-time)
 - Qualifications, including their experience with similar projects.

D: Data collection and performance measurement (10 points – approximately 1 page)

1. Describe how you will collect the required data for this project and how such data will be used to manage, monitor, and enhance the program. See [Developing the Plan for Data Collection and Performance Measurement](#).

Risk Review

Before making an award, we review the risk that you will not prudently manage federal funds. We need to make sure you've handled any past federal awards well and demonstrated sound business practices.

We use SAM.gov [Responsibility/Qualification](#) to check this history for all awards likely to be over \$250,000.

You can comment on your organization's information in SAM.gov. We'll consider your comments before making a decision about your level of risk.

If we find a significant risk, we may choose not to fund your application or to place specific conditions on the award.

For more details, see [2 CFR Part 200](#).

Review and Selection Process

When making funding decisions, we consider:

- Peer review results. Reviewers evaluate your application's scientific/technical aspects through the merit review process, which is an evaluation of the merits of the submitted application(s) based on the criteria/guidelines provided in the NOFO. The results of that merit review are advisory in nature only. Program offices and approving officials make final determinations for funding.
- Alignment with agency priorities. Before final funding decisions are made, applications will be reviewed for consistency with applicable laws and alignment with [SAMHSA's Strategic Priorities](#). To the extent permitted by law and applicable court orders, applications that do not align with SAMHSA Strategic Priorities will not receive funding.

The program office and approving official make the final determination for funding based on the following:

- Availability of funds.
- Submission of any required documentation that must be submitted prior to making an award.

- If you were funded in FY 2022 with a project start date of 9/30/2022 under the NOFO SM-21-007, you are not eligible to apply under this announcement. A full list of ineligible applicants can be found in [Appendix A](#).
- Up to three awards will be made to tribes/tribal organizations pending sufficient application volume.

Other principles that may be considered in funding decisions include:

- Preference for discretionary awards should be given to institutions with lower indirect cost rates.
- Discretionary grants should be given to a broad range of recipients rather than to a select group of repeat players. Grants should be awarded to a mix of recipients likely to produce immediately demonstrable results and recipients with the potential for potentially longer-term, breakthrough results, in a manner consistent with the funding opportunity announcement.
- To the extent institutional affiliation is considered in making discretionary awards, agencies should prioritize an institution's commitment to rigorous, reproducible scholarship over its historical reputation or perceived prestige. As to science grants, agencies should prioritize institutions that have demonstrated success in implementing Gold Standard Science.

Award Notices

You will receive an email from eRA Commons that describes how you can access the application review results, including the application score. If your application is approved for funding, a [Notice of Award \(NoA\)](#) will be emailed to: (1) the Signing Official identified on page 3 of the SF-424 (Authorized Representative section); and (2) the Project Director identified on page 1 of the SF-424 (8f).

If your application is not funded, an email will be sent to you from eRA Commons. This email will include a summary of the peer reviewer comments and scores. It may take up to four months from the program's award date for this information to be sent to you.

The NoA is the only document that authorizes recipients to receive federal funding for a project.

Step 5: Submit Your Application

Submission Requirements and Deadlines

Go to [Find the Application Package](#) to make sure you have everything you need.

Make sure you are current with SAM.gov and UEI requirements. See [Get Registered](#).

You must maintain your registration throughout the life of any award.

Deadlines

Application

Due on **Monday July 27, 2026**.

- For electronic submissions, the due time is 11:59 p.m. ET.
- If you receive an exemption from electronic submission, the due time is 4:30 p.m. ET. See exemptions for paper applications (3.2) in [Section A](#) in the *Application Guide*.
- When your application is submitted, it must pass validation checks for both Grants.gov and eRA. You will receive emails from both systems to either confirm the application successfully passed validation checks, or to notify you that there were errors that must be fixed before the application can be considered successfully submitted.
- If using the Grants.gov Workspace tool, use the Preview Grantor Validation feature in Grants.gov before submitting your application. Doing so will allow you to validate your application and review/fix all errors and warnings before submitting.
- It is strongly advised that organizations log into their eRA Commons account post submission to confirm submission status, as emails from each system could be placed in a recipient's junk mail folder and go unread.

Intergovernmental Review

You will need to submit application information for intergovernmental review under [Executive Order 12372](#). Under this order, states may design their own processes for obtaining, reviewing, and commenting on some applications. See [Section J](#) in the *Application Guide*.

This requirement does not apply to states or American Indian and Alaska Native tribes or tribal organizations.

Step 6: Learn What Happens After Award

Post-award Requirements and Administration

Administrative and National Policy Requirements

There are important rules you need to know if you get an award. You must follow:

- All terms and conditions in the NoA. We incorporate this NOFO by reference. You can see SAMHSA's [standard terms and conditions](#) on our website.
- The regulations at [2 CFR Part 200](#) – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards, modifications at 2 CFR 300, and any superseding regulations.
- The HHS [Grants Policy Statement](#) (GPS). Your NoA will reference this document. If there are any exceptions to the GPS, they'll be listed in your NoA.
- All federal statutes and regulations relevant to federal financial assistance, including those highlighted in [HHS Administrative and National Policy Requirements](#). See [Section H](#) in the *Application Guide*.
- All anti-discrimination laws: By applying for or accepting federal funds from HHS, you certify compliance with all federal antidiscrimination laws and these requirements. Complying with those laws is a material condition of receiving federal funding streams. You are responsible for ensuring subrecipients, contractors, and partners also comply.
- SAMHSA grants must align with SAMHSA and presidential priorities and policies.
- SAMHSA may terminate an award in accordance with any of the conditions set forth in 2 CFR 200.340(a)(1)–(4), including when an award no longer effectuates program goals or agency priorities as provided in [2 CFR 200.340\(a\)\(4\)](#).

Reporting Requirements

If funded, you will have to follow reporting requirements. The NoA will provide specific details.

You are required to submit an annual Programmatic Progress Report (PPR) in years one and two and a cumulative Final Progress Report (FPR) in year three. You must use the OMB-approved Excel [Programmatic Progress Report \(PPR\)](#) template for your program.

You will need to submit your completed PPRs in eRA Commons.

The annual PPR for years one and two is due within 90 days of the end of each budget period.

The **Programmatic Progress Report** must discuss:

- Updates on key personnel, budget, or project changes (as applicable);
- Progress achieving grant goals and objectives as stated in your application;
- Progress implementing required activities, including accomplishments, challenges and barriers, and adjustments made to address these challenges;
- Success stories; and
- Data to support program specific measures, including a list of partnerships formed and evidence-based trainings provided with grant funding.

You must submit the FPR within 120 days of the end of the project. This report must be cumulative and include all project activities during the entire project period.

After receiving your grant award, you will be required to submit various financial reports to SAMHSA. Please see [SAMHSA Reporting Requirements](#).

Appendix A: List of Ineligible Applicants

Grant #	Organization	State	NOFO #
SM084186	EMPACT-SUICIDE PREVENTION CENTER	AZ	SM-21-007
SM084303	NATIVE AMERICAN COMMUNITY HEALTH CENTER	AZ	SM-21-007
SM084261	CENTER FOR HEALTH JUSTICE, INC.	CA	SM-21-007
SM084425	PLUMAS RURAL SERVICES	CA	SM-21-007
SM084593	YMCA OF SAN DIEGO COUNTY	CA	SM-21-007
SM084380	MCCALL FOUNDATION, INC.	CT	SM-21-007
SM084366	AMERICAN PSYCHIATRIC ASSOC FOUNDATION	DC	SM-21-007
SM084453	AMIKIDS, INC.	FL	SM-21-007
SM084612	ASPIRE HEALTH PARTNERS, INC.	FL	SM-21-007
SM084716	UNIVERSITY OF FLORIDA	FL	SM-21-007
SM090145	SERTOMA STAR SERVICES INC.	IL	SM-21-007
SM084412	MENTAL HEALTH AMERICA IN ALLEN COUNTY	IN	SM-21-007
SM084566	COLLABORATIVE FOR EDUCATIONAL SERVICES	MA	SM-21-007
SM084599	MAINEHEALTH	ME	SM-21-007
SM084650	EATON REGIONAL EDUCATION SERVICE AGENCY	MI	SM-21-007
SM084677	MICHIGAN RURAL EMS NETWORK	MI	SM-21-007
SM084229	MINNESOTA ASSN/CHILDRENS'S MENTAL HEALTH	MN	SM-21-007
SM084334	BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES OF STRAFFORD COUNTY, INC.	NH	SM-21-007
SM084174	SOUTHERN TIER RURAL INTEGRATED PERFORMING PROVIDER SYSTEM, INC.	NY	SM-21-007
SM084330	AMHERST CENTRAL SCHOOL DISTRICT 1	NY	SM-21-007
SM084350	FAMILY COUNSELING SERVICE OF THE FINGER LAKES INC	NY	SM-21-007
SM084438	CHENANGO HEALTH NETWORK, INC.	NY	SM-21-007
SM084532	ONONDAGA CORTLAND MADISON BOCES	NY	SM-21-007
SM084712	CENTRAL NASSAU GUIDANCE AND COUNSELING SERVICES, INC.	NY	SM-21-007
SM084778	ASSOCIATION FOR MENTAL HEALTH AND WELLNESS, INC.	NY	SM-21-007
SM084707	IOWA TRIBE OF OKLAHOMA, INC.	OK	SM-21-007
SM084306	UNIVERSIDAD CENTRAL DEL CARIBE	PR	SM-21-007
SM084452	CLEMSON UNIVERSITY	SC	SM-21-007
SM084253	UNIVERSITY OF NORTH TEXAS AT DALLAS	TX	SM-21-007
SM084379	COUNTY OF TOOELE	UT	SM-21-007