

Behavioral Health Mini Grants Guidelines

ABOUT THE MINI GRANTS	
WHAT?	<p>The Trust awards mini grants, with a limit of <u>one grant</u> per fiscal year (July 1 – June 30) of up to \$2,500 per beneficiary, depending upon need. Mini grants are awarded to an agency on behalf of a beneficiary. Behavioral Health mini grants are awarded on a monthly basis throughout the fiscal year.</p>
WHO?	<p>For the Behavioral Health Mini Grant program, beneficiaries of the Trust include the following broad groups of individuals:</p> <ul style="list-style-type: none"> • People with mental illness, • People with chronic alcoholism and other substance related disorders, and • People with traumatic brain injury resulting in permanent brain damage.
WHY?	<p>The mini grant program provides individuals of the Trust beneficiary groups with a broad range of equipment, supplies and services to improve the quality of life, increase independent functioning, and help them attain and maintain healthy and productive lifestyles.</p>
HOW?	<p>Community agencies may access the online application via the Trust’s website at http://mhtrust.org/grants/mini-grants/behavioral-health/.</p> <p>The application deadline for requests is the close of business on the 15th of each month. If the deadline falls on a weekend or holiday, the deadline rolls to the next business day.</p>

GENERAL APPLICATION GUIDELINES

<p>To be considered, all funding requests MUST:</p>	<ul style="list-style-type: none"> • Clearly identify the specific Trust beneficiary group (or groups) to which the individual qualifies. • Provide a clear and strong connection between the beneficiary being served and how the proposed funding will directly benefit or improve their quality of life. The more background about the beneficiary and their request, the better. • Not request items that are able to be purchased or acquired through other funding sources. • Verify that the beneficiary applying for a mini grant, as an individual with a chronic alcohol or other substance related disorder, are actively engaged in a treatment, aftercare, or peer-recovery-based program.
<p>Can a community agency seek more than one grant?</p>	<p>Typically community agencies will be limited to three (3) mini grant applications per month, for a total of 36 in a fiscal year (July 1 through June 30). For organizations with multiple geographic locations, each site may submit up to three (3) mini grant applications per month.</p> <p>Agencies are encouraged to prioritize their requests over the course of the fiscal year.</p>
<p>If requesting multiple items in one application:</p>	<p>Please prioritize the items requested in order from highest need to lowest need.</p>
<p>Case Manager Input:</p>	<ul style="list-style-type: none"> • The mini grants are submitted by community agencies on behalf of Trust beneficiaries and approved by the Proposal Evaluation Committee (PEC) based in part on the supporting information supplied by agency staff and/or case managers.

	<ul style="list-style-type: none"> • The more background provided about the beneficiary and their request the better. How will the grant improve their quality of life? What other services and funding is the client currently receiving? If the item requested involves an on-going expense, how will it be paid for in the future? • If the application is from a community agency that does not provide direct behavioral health treatment services, such as a peer recovery organization, please include a letter of support, when possible, from a behavioral health treatment provider that works with the beneficiary.
Grant Documentation	Agencies must document how the funds were spent within 45 days of the date of the award. Documentation consists of an invoice or a billing statement from a vendor showing the items purchased or service provided and a check copy or other proof of purchase showing payment to the vendor. An extension may be requested in cases where the goods or services cannot be obtained within the 45-day period.

EXAMPLES OF ALLOWABLE ITEMS

Dental Services and Equipment	<p>Medicaid Eligible Beneficiaries: Only requests to fund dentures and partial plates beyond what Medicaid covers will be considered for grant funding. Alaska Medicaid Adult Enhanced Dental provides an annual benefit of \$1,150. In cases that require a full set of dentures two years of Medicaid benefits may be utilized so that both dentures may be obtained at the same time. This option should be explored through the beneficiary’s dental office. The cost of tooth extractions associated with dentures does not count against the beneficiary’s \$1,150 annual benefit. An estimate from a dental office must be provided prior to review of the request.</p>	YES
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	<p>The amount of a grant is based on the beneficiary's available Medicaid benefits. If the beneficiary has part or all of their annual Medicaid benefits available grant funds can pay the remaining balance for dentures and partials at the Medicaid rate. If all of the beneficiary's annual Medicaid benefit has been expended grant funds can cover the denture or partial at the dentist's full office rate.</p> <p>Non-Medicaid Eligible Beneficiaries: Grants of up to \$250 are available for the purpose of obtaining an estimate. These grants are the exception to the one grant per fiscal year guideline. A second request is filed for the dental work when a dental treatment plan has been obtained. Depending on the nature of the dental work required grants may be approved for amounts greater than the \$2,500 limit. Requests for dental work in Anchorage and Fairbanks are referred to the Anchorage and Fairbanks Neighborhood Health Centers.</p>	
<p>Computers/ Laptops</p>	<p>Requests for computers and laptops will be funded up to \$500, including a printer. The need must be justified by school or business requirements. If computers are readily available in the beneficiary's school environment, funding may not be approved. Exceptions to the \$500 limit may be made when there is a need for a more high-end computer for running voice recognition software or other adaptive technology. Requests for software will be considered on a case by case basis; however, the need must be clearly justified. Requests must demonstrate that the beneficiary is in a stable recovery status.</p> <p>In many cases where web browsing and email will meet their client's computing needs, case managers are encouraged to look into the practicality of requesting a netbook (reasonably priced alternatives to laptops).</p>	<p>YES</p>

Housing Assistance	Requests for housing assistance, such as funding for a security deposit and/or first and last month's rent, will be considered for funding. Requests for funding of emergency situations will be considered on a case-by-case basis, providing the funds will be used as a bridge toward stability.	YES
Vehicle Repairs	Requests for vehicle repairs will be considered with an estimate from an established repair shop. The extent of repairs requested is balanced against the age and value of the vehicle. Consideration is given to the importance of the vehicle in the beneficiary's life such as continuing treatment, work and independence in the community, and whether the beneficiary owns the vehicle. Replacement tires qualify for consideration of funding. If the request is approved for funding, the applicant must supply current copies of their driver's license, vehicle registration, and proof of vehicle insurance.	YES
Education	Requests for specialized classes will be considered on a case-by-case basis, depending on how they tie into the beneficiary's treatment plan or recovery. The request must be connected to a treatment, recovery, or vocational rehabilitation plan. If payment for the class has previously been denied by another funding source (such as the Division of Vocational Rehabilitation (DVR)), please include a short explanation as to why.	YES
Clothing	Requests for new clothing will be considered up to \$500, with exceptions for specialized work clothing or severe weather outerwear.	YES
Beds	Requests for mattresses and bed frames will be considered up to \$750 for a standard mattress and frame, combined. Specialized mattresses and frames will be considered on a case-by-case basis at the recommendation of a health care provider.	YES

<p>House Furnishings</p>	<p>Requests for home furnishings, such as sofas and tables, will be considered up to \$1,500 per beneficiary, providing the housing situation is stable. Requests for beneficiaries on a waiting list for housing will not be funded until the beneficiary is stably housed. The purchase of used furniture is encouraged to make the most of grant funding. Televisions may be requested, however, if approved, there is a \$250 limit. General household goods, such as cookware and linens, will be considered up to \$750.</p>	<p>YES</p>
<p>Equipment/Tools</p>	<p>Requests for work equipment and tools will be considered for those in a stable recovery status and a letter of support from their employer or vocational rehabilitation provider.</p> <p>For beneficiaries interested in establishing their own business, please contact the Alaska Small Business Development Center (https://aksbdc.org/) for assistance and/or the Microenterprise Grant Program (https://www.uaa.alaska.edu/academics/college-of-health/departments/center-for-human-development/megrant/index.cshhtml).</p>	<p>YES</p>
<p>EXAMPLES OF NON-ALLOWABLE ITEMS</p>		
<p>Home Repairs</p>	<p>In general, most home repairs will not be funded under the mini grant program. Beneficiaries are referred to weatherization or energy assistance programs, as appropriate. However, if requests are submitted, an estimate of costs is required. If the estimated value exceeds \$500, please provide a second estimate.</p>	<p>NO</p>
<p>Direct Medical or Behavioral Health Treatment</p>	<p>In general requests will not be considered that fund direct medical or behavioral health treatment.</p>	<p>NO</p>

Vehicles and Related Expenses	Requests for the purchase of a vehicle, vehicle fuel, vehicle insurance, and/or general operational expenses will not be funded.	NO
Ongoing Housing-Related Expenses	Ongoing housing-related expenses, such as monthly rent, mortgage payments, and/or utility payments will not be considered for funding.	NO
General Education-Related Expenses	Requests for general tuition and incidentals (i.e., text books) will not be considered for funding.	NO
Gift Cards/ Certificates and Gas Cards	Requests for gift cards, certificates, or gas cards will not be funded because it is not possible to determine whether the money was spent appropriately.	NO
Reimbursements	Requests to reimburse goods or services that have already been purchased or rendered will not be funded.	NO
QUESTIONS		
What other funding is available from The Trust?	Complete details and application procedures for all Trust grants can be found under “Grant Opportunities” on the Trust’s website at www.mhtrust.org .	
Who can provide additional information?	For information about other Trust grants, call Lucas Lind, Grants Manager, at 907-269-7999 or email lucas.lind@alaska.gov .	