



988 Minnesota Lifeline Youth Peer Leader Grant

GRANT REQUEST FOR PROPOSAL (RFP)

Minnesota Department of Health
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www.health.state.mn.us

09/5/2025

To obtain this information in a different format, call: 218-332-5167.

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RFP Part 1: Overview

1.1 General information

- **Announcement title:** 988 Minnesota Lifeline Youth Peer Leader Grant
- **Minnesota Department of Health (MDH) program website:** [988 Minnesota Lifeline Youth Peer Leader Grant Request for Proposals \(https://www.health.state.mn.us/communities/suicide/rfp.html\)](https://www.health.state.mn.us/communities/suicide/rfp.html)
- **Application deadline:** The complete application must be submitted via email by Friday, Oct. 24, 2025, to health.suicideprev.MDH@state.mn.us. Late or incomplete applications will not be accepted. Items not delivered due to technical difficulties are the sole responsibility of the applicant. All application documents must be sent via email to health.suicideprev.MDH@state.mn.us.

1.2 Program description

The Minnesota Department of Health, herein after MDH, is soliciting proposals for organizations engaged with youth to implement the 988 Minnesota Lifeline – Someone to Talk to Youth Peer Leader program.

The grant program is a peer-to-peer engagement strategy with the following goals:

1. Build youth capacity to create a supportive peer community with knowledge of the 988 Minnesota Lifeline as a resource for support to encourage help-seeking behaviors.
2. Empower and train youth as leaders to facilitate the 988 Minnesota Lifeline Someone to Talk to Youth Peer Leader program.
3. Support youth to measure impact and success of the 988 Minnesota Lifeline - Someone to Talk to Youth Peer Leader program utilizing evaluation resources.

MDH is seeking proposals for the grant period Jan. 2, 2026, through Aug. 30, 2026. The department will award a total of \$30,000, as funds are available. The department will award an estimated total of \$10,000 for up to three grantees.

1.3 Funding and project dates

Funding

These grants use federal funding from the Substance Abuse and Mental Health Services Administration (SAMHSA) Garrett Lee Smith (GLS) State and Tribal Youth Suicide Prevention Grant, Award #6H79SM086115-02M003

Funding will be allocated through a competitive process. If selected, you may only incur eligible expenditures when the grant agreement is fully executed, and the grant has reached its effective date.

Funding	Estimate
Estimated Amount to Grant	\$30,000 per year for 1 year
Estimated Number of Awards	3
Estimated Award Maximum	\$10,000
Estimated Award Minimum	\$10,000

Match requirement

There are no match requirements for this grant.

Project dates

The estimated start date is Jan. 2, 2026, and the projected end date is Aug. 30, 2026.

1.4 Eligible applicants

Applicants must have state or federal recognition as a formal organization or entity, such as a Federal Identification Number. Organizations or groups that do not have state or federal recognition must apply with a fiscal agent.

Applicants could include, but are not limited to, youth-serving organizations, peer-driven initiatives, youth collectives, youth advocacy teams, and out-of-school time programs. Applicants should have demonstrated capacity to engage with youth and support youth leaders. MDH recognizes the sovereignty of Tribal nations and will only fund non-Tribal projects led in Tribal communities if the applicant has full support of the Tribal government. Applicants within the Minnesota GLS grant prioritized counties will be given priority. Priority areas were selected that had greater than 20 youth suicides between 2011-2020 and includes: Beltrami, Sherburne, St. Louis, Anoka, Scott, Dakota, Stearns, Washington, Wright, Olmsted, Hennepin, and Ramsey counties, and Minnesota Tribal nations and communities. Applicants must be located and conduct grant activities within the State of Minnesota.

Grantees that are currently funded by MDH to implement comprehensive suicide prevention, substance misuse and suicide prevention coalition grants, or regional suicide prevention are ineligible to apply.

Grant funds are not transferrable to any other entity. Applicants that are aware of any upcoming mergers, acquisitions, or any other changes in their organization or legal standing, must disclose this information to MDH in their application, or as soon as they are aware of it.

Collaboration

The vision of MDH is for all communities to thrive and that all people have what they need to be healthy. Collaboration with other youth serving organizations in your community is strongly encouraged. The intention of the 988 Minnesota Lifeline – Someone to Talk to Youth Peer Leader program is for youth to share information about 988 with their peers in their communities. Collaboration with other organizations may be useful for finding appropriate spaces for youth to deliver this information to their peers.

Questions and answers

All questions regarding this RFP must be submitted by email to health.suicideprev.MDH@state.mn.us. In the subject line of the email, include the phrase, "988 Minnesota Lifeline Youth Peer Leader Grant." All answers will be posted within two business days at 988 Minnesota Lifeline Youth Peer Leader Grant (<https://www.health.state.mn.us/communities/suicide/rfpqa.html>)

Please submit questions no later than 4:30 p.m. Central Daylight Time (CDT), on Monday, Oct. 20, 2025.

To ensure the proper and fair evaluation of all applications, other communications regarding this RFP including verbal, telephone, written or internet initiated by or on behalf of any applicant to any employee of the Department, other than questions submitted to as outlined above, are prohibited. **Any violation of this prohibition may result in the disqualification of the applicant.**

While applicants may not communicate with MDH staff regarding the RFP itself, applicants may communicate with MDH staff regarding requests for data. MDH staff may not advise any applicant on their application or review drafts of proposals.

RFP information meeting

MDH will host a one-hour webinar meeting (Microsoft Teams meeting) on Tuesday, Sept. 30 to assist applicants in preparing an application. All prospective applicants are encouraged to attend the information meeting, but attendance is not required.

The questions and answers from the one-hour webinar will be posted at 988 Minnesota Lifeline Youth Peer Leader Grant (<https://www.health.state.mn.us/communities/suicide/rfpqa.html>)

The question and answer session will not be recorded.

RFP Part 2: Program details

2.1 Priorities

Health equity priorities

It is the policy of the State of Minnesota to ensure fairness, precision, equity, and consistency in competitive grant awards. This includes implementing diversity and inclusion in grant-making. [The Policy on Rating Criteria for Competitive Grant Review \(https://mn.gov/admin/assets/08-02%20Grants%20Policy%20Revision%20September%202017%20final_tcm36-312046.pdf\)](https://mn.gov/admin/assets/08-02%20Grants%20Policy%20Revision%20September%202017%20final_tcm36-312046.pdf) establishes the expectation that grant programs intentionally identify how the grant serves diverse populations, especially populations experiencing inequities and/or disparities.

This grant will serve youth from every race, nationality, sexual orientation, gender identity, and ability in Minnesota. Priority will be given to applicants who demonstrate the ability to work with youth from various backgrounds in their community.

Priority will be given to applicants from the priority areas that had greater than 20 youth suicides between 2011-2020, which includes: Beltrami, Sherburne, St. Louis, Anoka, Scott, Dakota, Stearns, Washington, Wright, Olmsted, Hennepin, and Ramsey counties, and Minnesota Tribal nations and communities.

2.2 Grant goals and deliverables

The 2023-2027 [Minnesota State Suicide Prevention plan \(https://www.health.state.mn.us/communities/suicide/mnresponse/stateplan.html\)](https://www.health.state.mn.us/communities/suicide/mnresponse/stateplan.html) outlines an overarching goal to prevent Minnesotans from having suicidal experiences and improve the lives of all those who are struggling, so they know they are not alone, help is available, and healing is possible. The goals of this grant are to:

- Build youth capacity to create a supportive peer community with knowledge of the 988 Minnesota Lifeline as a resource for support to encourage help seeking behaviors.
- Empower and train youth as leaders to facilitate the 988 Minnesota Lifeline – Someone to Talk to Youth Peer Leader program.
- Support youth to measure impact and success of the 988 Minnesota Lifeline – Someone to Talk to Youth Peer Leader program utilizing evaluation resources.

Mandatory requirements:

- The prioritized population must be youth in high school (grades 9-12) during the duration of the grant.
- Describe the need and readiness utilizing community data to identify the geographic area of focus, i.e., city, county, school district. The [Minnesota Student Survey Data Reports and Analytics \(https://public.education.mn.gov/MDEAnalytics/DataTopic.jsp?TOPICID=242\)](https://public.education.mn.gov/MDEAnalytics/DataTopic.jsp?TOPICID=242) site can be used as a source for data.

- Applicant agency will identify two team co-leads that will be expected to implement the project.
- Project co-leads will attend a two day in-person onboarding meeting on Tuesday, Feb. 10 and Wednesday, Feb. 11 in St. Cloud, MN.
- Project leads will be expected to recruit a minimum of 5-7 youth to participate in the program.
- Project leads will provide support to participating youth leaders to ensure ability to attend and engage during all onboarding sessions. If participating virtually, youth must have the ability to use a microphone and camera.
- Project leads will provide support including any printing, materials, and technology needed and ensure that each participating youth deliver a minimum of five peer-to-peer presentations.
- One lead must attend a minimum of one of each youth leaders' peer presentations.
- Establish system for payment/reimbursement of youth leaders as consultants/speakers after attending the following meetings and trainings:
 - Changing the Narrative on Mental Health and Suicide, Community Helper training, and 988 Minnesota Lifeline Role Play
 - Facilitator training for 988 Minnesota Lifeline – Someone to Talk to Youth Peer Leader program
 - Peer presentations

Additional tasks, deliverables and expectations of all grantees:

- Project co-leads will participate in monthly coordination meetings through Microsoft Teams with all grantees and MDH grant manager.

Ineligible expenses

Ineligible expenses include but are not limited to:

- Fundraising
- Taxes, except sales tax on goods and services
- Lobbyists, political contributions
- Bad debts, late payment fees, finance charges, or contingency funds
- Direct therapeutic services to individuals
- Construction (new or remodel)
- Food expenses

2.3 Grant management responsibilities

Grant agreement

Each grantee must formally enter into a grant agreement. The grant agreement will address the conditions of the award, including implementation for the project. The grantee is expected to read the grant agreement, sign, and comply with all conditions of the grant agreement. Grantee should provide a copy of the grant agreement to all grantee staff working on the grant.

No work on grant activities can begin until a fully executed grant agreement is in place.

A sample grant agreement can be reviewed at [MDH Grant Agreements \(https://www.health.state.mn.us/about/grants/grantagreement.pdf\)](https://www.health.state.mn.us/about/grants/grantagreement.pdf).

Applicants should be aware of the terms and conditions of the standard grant agreement in preparing their applications. Much of the language reflected in the sample agreement is required by statute. If an applicant takes exception to any of the terms, conditions or language in the sample grant agreement, the applicant must indicate those exceptions, in writing, in their application in response to this RFP. Certain exceptions may result in an application being disqualified from further review and evaluation. Only those exceptions indicated in an application will be available for discussion or negotiation.

The funded applicant will be legally responsible for assuring implementation of the work plan and compliance with all applicable state requirements including worker’s compensation insurance, nondiscrimination, data privacy, budget compliance, and reporting.

Accountability and reporting requirements

It is the policy of the State of Minnesota to monitor progress on state grants by requiring grantees to submit written progress reports at least annually until all grant funds have been expended and all the terms in the grant agreement have been met.

Grantees will be required to use REDCap for their annual reporting.

Grant monitoring

The project and reporting schedule are as follows:

Project Schedule	Reporting Due Date
Jan. 2, 2026 – Aug. 30, 2026	Reporting Due: Sept. 15, 2026

Technical assistance

MDH will provide technical assistance during the grant period to grantees on implementation of the 988 Minnesota Lifeline – Someone to Talk to Youth Peer Leader program in their community. Applicants may reach out to MDH anytime during the grant period for support, as needed.

Grant payments

Per [State Policy on Grant Payments \(https://mn.gov/admin/assets/08-08%20Policy%20on%20Grant%20Payments%20FY21%20_tcm36-438962.pdf\)](https://mn.gov/admin/assets/08-08%20Policy%20on%20Grant%20Payments%20FY21%20_tcm36-438962.pdf), reimbursement is the method for making grant payments. All grantee requests for reimbursement must correspond to the approved grant budget. The State shall review each request for reimbursement against the approved grant budget, grant expenditures to-date and the latest grant progress report before approving payment. Grant payments shall not be made on grants with past due progress reports unless MDH has given the grantee a written extension.

The invoicing and payment schedule will be:

Project schedule	Invoice due date:
Jan. 2, 2026 – March 31, 2026	April 10, 2026
April 1, 2026-June 30, 2026	July 10, 2026
July 1, 2026- Aug. 30, 2026	Sept. 10, 2026

2.4 Grant provisions

Affirmative action and non-discrimination requirements for all grantees

The grantee agrees to comply with applicable state and federal laws prohibiting discrimination.

Minnesota’s nondiscrimination law is the [Minnesota Human Rights Act \(MHRA\) \(Minn. Stat. § 363A \(https://www.revisor.mn.gov/statutes/cite/363A\)\)](https://www.revisor.mn.gov/statutes/cite/363A); See e.g. [Minn. Stat. § 363A.02 \(https://www.revisor.mn.gov/statutes/cite/363A.02\)](https://www.revisor.mn.gov/statutes/cite/363A.02). The MHRA is enforced by the [Minnesota Department of Human Rights \(https://mn.gov/mdhr/\)](https://mn.gov/mdhr/). Some, but not all, MHRA requirements are reflected below. All grantees are responsible for knowing and complying with nondiscrimination and other applicable laws.

The grantee agrees not to discriminate against any employee or applicant for employment because of race, color, creed, religion, national origin, sex, marital status, status in regard to public assistance, membership or activity in a local commission, disability, sexual orientation, or age in regard to any position for which the employee or applicant for employment is qualified.

The grantee agrees not to discriminate in public accommodations because of race, color, creed, religion, national origin, sex, gender identity, sexual orientation, and disability.

The grantee agrees not to discriminate in public services because of race, color, creed, religion, national origin, sex, gender identity, marital status, disability, sexual orientation, and status with regard to public assistance.

The grantee agrees to take affirmative steps to employ, advance in employment, upgrade, train, and recruit minority persons, women, and persons with disabilities.

The grantee must not discriminate against any employee or applicant for employment because of physical or mental disability in regard to any position for which the employee or applicant for employment is qualified. The grantee agrees to take affirmative action to employ, advance in employment, and otherwise treat qualified disabled persons without discrimination based upon their physical or mental disability in all employment practices such as the following: employment, upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. Minn. Rules, part [5000.3550 \(https://www.revisor.mn.gov/rules/5000.3550/\)](https://www.revisor.mn.gov/rules/5000.3550/).

Audits

Per [Minn. Stat. § 16B.98 \(https://www.revisor.mn.gov/statutes/?id=16B.98\)](https://www.revisor.mn.gov/statutes/?id=16B.98), subd. 8, the grantee's books, records, documents, and accounting procedures and practices of the grantee or other party that are relevant to the grant or transaction are subject to examination by the granting agency and either the legislative auditor or the state auditor, as appropriate. This requirement will last for a minimum of six years from the grant agreement end date, receipt, and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

Conflicts of interest

MDH will take steps to prevent individual and organizational conflicts of interest, both in reference to applicants and reviewers per [Minn. Stat. § 16B.98 \(https://www.revisor.mn.gov/statutes/?id=16B.98\)](https://www.revisor.mn.gov/statutes/?id=16B.98) and the Office of Grants Management's Policy 08-01, "Conflict of Interest Policy for State Grant-Making."

Applicants must complete the Applicant Conflict of Interest Disclosure form (See Applicant/Recipient Conflict of Interest Disclosure in section 3.3 Application Instructions below) and submit it as part of the completed application. Failure to complete and submit this form will result in disqualification from the review process.

Organizational conflicts of interest occur when:

- A grantee or applicant is unable or potentially unable to render impartial assistance or advice.
- A grantee's or applicant's objectivity in performing the grant work is or might be otherwise impaired.
- A grantee or applicant has an unfair competitive advantage.

Individual conflicts of interest occur when:

- An applicant, or any of its employees, uses their position to obtain special advantage, benefit, or access to MDH's time, services, facilities, equipment, supplies, prestige, or influence.
- An applicant, or any of its employees, receives or accepts money, or anything else of value, from another state grantee or grant applicant with respect to the specific project covered by this RFP/project.
- An applicant, or any of its employees, has equity or a financial interest in, or partial or whole ownership of, a competing grant applicant organization.
- An applicant, or any of its employees, is an employee of MDH or is a relative of an employee of MDH.

In cases where a conflict of interest is perceived, disclosed, or discovered, the applicants or grantees will be notified and actions may be pursued, including but not limited to disqualification from eligibility for the grant award or termination of the grant agreement.

Non-transferability

Grant funds are not transferrable to any other entity. Applicants that are aware of any upcoming mergers, acquisitions, or any other changes in their organization or legal standing, must disclose this information to MDH in their application, or as soon as they are aware of it.

Public data and trade secret materials

All applications submitted in response to this RFP will become property of the State. In accordance with [Minn. Stat. § 13.599 \(https://www.revisor.mn.gov/statutes/cite/13.599\)](https://www.revisor.mn.gov/statutes/cite/13.599), all applications and their contents are private or nonpublic until the applications are opened.

Once the applications are opened, the name and address of each applicant and the amount requested is public. All other data in an application is private or nonpublic data until completion of the evaluation process, which is defined by statute as when MDH has completed negotiating the grant agreement with the selected applicant.

After MDH has completed the evaluation process, all remaining data in the applications is public with the exception of trade secret data as defined and classified in [Minn. Stat. § 13.37 \(https://www.revisor.mn.gov/statutes/cite/13.37\)](https://www.revisor.mn.gov/statutes/cite/13.37), subd. 1(b). A statement by an applicant that the application is copyrighted or otherwise protected does not prevent public access to the application or its contents. ([Minn. Stat. § 13.599 \(https://www.revisor.mn.gov/statutes/cite/13.599\)](https://www.revisor.mn.gov/statutes/cite/13.599), subd. 3(a)).

If an applicant submits any information in an application that it believes to be trade secret information, as defined by [Minn. Stat. § 13.37 \(https://www.revisor.mn.gov/statutes/cite/13.37\)](https://www.revisor.mn.gov/statutes/cite/13.37), the applicant must:

- Clearly mark all trade secret materials in its application at the time it is submitted,
- Include a statement attached to its application justifying the trade secret designation for each item, and
- Defend any action seeking release of the materials it believes to be trade secret and indemnify and hold harmless MDH and the State of Minnesota, its agents and employees, from any judgments or damages awarded against the State in favor of the party requesting the materials, and any and all costs connected with that defense.
- This indemnification survives MDH's award of a grant agreement. In submitting an application in response to this RFP, the applicant agrees that this indemnification survives as long as the trade secret materials are in possession of MDH. The State will not consider the prices submitted by the responder to be proprietary or trade secret materials.

MDH reserves the right to reject a claim that any particular information in an application is trade secret information if it determines the applicant has not met the burden of establishing that the information constitutes a trade secret. MDH will not consider the budgets submitted by applicants to be proprietary or trade secret materials. Use of generic trade secret language encompassing substantial portions of the application or simple assertions of trade secret without substantial explanation of the basis for that designation will be insufficient to warrant a trade secret designation.

If a grant is awarded to an applicant, MDH may use or disclose the trade secret data to the extent provided by law. Any decision by the State to disclose information determined to be trade secret information will be made consistent with the Minnesota Government Data Practices Act ([Ch. 13 MN Statutes \(https://www.revisor.mn.gov/statutes/cite/13/full\)](https://www.revisor.mn.gov/statutes/cite/13/full)) and other relevant laws and regulations.

If certain information is found to constitute trade secret information, the remainder of the application will become public; in the event a data request is received for application information, only the trade secret data will be removed and remain nonpublic.

2.5 Review and selection process

Review process

Funding will be allocated through a competitive process with review by a committee representing both internal and external reviewers. The review committee will evaluate all eligible and complete applications received by the deadline. Further, the review committee will attempt to recognize and neutralize implicit bias in the review and scoring of applicants.

MDH will review all committee recommendations and is responsible for award decisions. **The award decisions of MDH are final and not subject to appeal.** Additionally:

- MDH reserves the right to withhold the distribution of funds in cases where proposals submitted do not meet the necessary criteria.
- The RFP does not obligate MDH to award a grant agreement or complete the project, and MDH reserves the right to cancel this RFP if it is considered to be in its best interest.
- MDH reserves the right to waive minor irregularities or request additional information to further clarify or validate information submitted in the application, provided the application, as submitted, substantially complies with the requirements of this RFP. There is, however, no guarantee MDH will look for information or clarification outside of the submitted written application. Therefore, it is important that all applicants ensure that all sections of their application are complete to avoid the possibility of failing an evaluation phase or having their score reduced for lack of information.

Selection criteria and weight

The review committee will be divided into teams of approximately four reviewers. Each reviewer will review and score the applications assigned to their team individually using a provided score sheet (refer to Attachment B for sample score sheet). Reviewers will score each application on a 30-point scale. This standardized scoring system will be used to determine the extent to which the applicant meets the selection criteria for this grant.

The review teams will then participate in a review meeting where applications are discussed as a team. Reviewers will be able to modify their individual scores based on discussions at the review meeting. At the end of the meeting, team members will make recommendations to MDH based on the scoring criteria and discussion.

Applicants are encouraged to score their own application using the evaluation scoresheet before submitting their application. This step is not required but may help ensure applications address the criteria evaluators will use to score applications.

MDH will make final decisions on all applications and will balance the recommendations by the review teams with other factors including, but not limited to:

- Review team scores.
- Geographic distribution of services.
- Total funding available.
- Inclusion of health equity.

Grantee past performance and due diligence review process

- It is the policy of the State of Minnesota to consider a grant applicant's past performance before awarding subsequent grants to them.
- State policy requires states to conduct a pre-award risk assessment prior to a grant award. Additional information may be required for proposed budgets of \$50,000 and higher to a potential applicant in order to comply with Policy on Pre-Award Risk Assessment for Potential Grantees.

Notification

MDH anticipates notifying all applicants via email of funding decisions on or before Friday, Nov. 7, 2025. All notices of award and non-award will be sent via email to the contact person listed on the application.

Awarded applicants who are not current vendors in the State's SWIFT system will need to become vendors before a grant agreement can be made final. Instructions on how to become a vendor will be sent to awarded applicants when they are notified of the award.

There may be negotiations to finalize a grantee's work plan and or budget before a grant agreement can be made final ("executed"). Once a work plan and/or budget have been agreed upon, a grant agreement can then be executed with the applicant agency being awarded the funds. The effective date of the agreement will be Jan. 2, 2026, or the date in which all signatures for the agreement are obtained, whichever is later. The grant agreement will be in effect until Aug. 30, 2026, contingent on satisfactory grantee performance and funding availability.

RFP Part 3: Application and submission instructions

3.1 Application deadline

All applications *must* be received by MDH no later than 4:30 p.m. Central Time, on Friday, October 24, 2025.

Late applications will not be accepted. It is the applicant’s sole responsibility to allow sufficient time to address all potential delays caused by any reason whatsoever. MDH will not be responsible for delays caused by mail, delivery, computer, or technology problems.

Acknowledgement of application receipt. MDH will “reply all” to the email address that submitted the application to acknowledge receipt of your application within one business day of the receipt of an application. If you do not receive an acknowledgment email within that time frame from when you submitted the application, it means MDH did not receive your application/documents Please contact health.suicideprev.MDH@state.mn.us after that time frame for further instructions.

3.2 Application submission instructions

Applicants must submit applications via email to health.suicideprev.MDH@state.mn.us with the subject “988 Minnesota Lifeline Youth Peer Leader Grant RFP Application – (Insert applicant organization name)”

Applications may not be hand-delivered to MDH.

3.3 Application Instructions

You must submit the following for the application to be considered complete (attachment forms can be found at [988 Minnesota Lifeline Youth Peer Leader Grant Request for Proposals - MN Dept. of Health \(https://www.health.state.mn.us/communities/suicide/rfp.html\)](https://www.health.state.mn.us/communities/suicide/rfp.html)):

- Signed coversheet on agency letterhead (one page)
- Table of contents (one page)
- Attachment A: Youth 988 Minnesota Lifeline Someone to Talk to Youth Peer Leader Program Grant Application
 - Section 1: Organizational Capacity (250-word limit)
 - Section 2: Project Narrative and Work Plan (500-word limit)
 - Section 3: Equity (250-word limit)
 - Section 4: Budget Detail and Justification (Form A)
- Attachment B: Application Scorecard and Feedback Form
- [Due Diligence Review Form \(https://www.health.state.mn.us/about/grants/duediligence.pdf\)](https://www.health.state.mn.us/about/grants/duediligence.pdf)
- [Applicant Copy of Conflict-of-Interest Disclosure \(https://www.health.state.mn.us/about/grants/coiapplicant.pdf\)](https://www.health.state.mn.us/about/grants/coiapplicant.pdf)

Parameters: one-inch margins, size 12 font, single-spaced are required. Tables and charts may be 10-inch font, single-spaced.

Incomplete applications will be rejected and not evaluated.

Applications must include all required application materials, including attachments. Do not provide any materials that are not requested in this RFP, as such materials will not be considered nor evaluated. **MDH reserves the right to reject any application that does not meet these requirements.**

By submitting an application, each applicant warrants that the information provided is true, correct, and reliable for purposes of evaluation for potential grant award. The submission of inaccurate or misleading information may be grounds for disqualification from the award, as well as subject the applicant to suspension or debarment proceedings and other remedies available by law.

All costs incurred in responding to this RFP will be borne by the applicant.

RFP Part 4: Attachments

- Attachment A: 988 Minnesota Lifeline Youth Peer Leader Grant Application Form
 - Form A: Budget Detail and Justification
 - From B: Work Plan
- Attachment B: Application Scoring Criteria Scorecard