

# Health Professionals Clinical Training Expansion Grant Program – Fiscal Year 2026

## QUESTIONS AND ANSWERS

Updated June 18, 2025

**Q1. The RFP states that an institution/program needs to be a candidate for accreditation. We have not yet entered into the accreditor’s formal accreditation process but understand that we meet their requirements in that we are a licensed higher education institution located within the United States, in good standing with the Higher Learning Commission, and approved to confer graduate degrees. Is our physician assistant program eligible for this expansion grant?**

A1. No. See pages 4-5 of the RFP for eligibility requirements, which correspond to the legislation funding this program, [Minnesota Statutes Sec. 144.1505](https://www.revisor.mn.gov/statutes/cite/144.1505) (<https://www.revisor.mn.gov/statutes/cite/144.1505>). To be eligible, a physician assistant program must be accredited as a physician assistant program by the Accreditation Review Commission on Education for the Physician Assistant or a candidate for accreditation.

**Q2. Our organization is not located in Minnesota; however, we can and do provide clinical training for Minnesotans. Are we eligible to apply?**

A2. No. Per [Minnesota Statutes Sec. 144.1505](https://www.revisor.mn.gov/statutes/cite/144.1505) (<https://www.revisor.mn.gov/statutes/cite/144.1505>), applicants must be located in Minnesota.

**Q3. Our organization currently holds an HPCE grant but would like to apply for another grant, for training in another department. Are we eligible to apply for another grant?**

A3. An organization may hold two HPCE grants as long as it is conducting program planning or expansion in two different departments, with no overlap between clinical training programs or trainees. For example, an organization that currently holds a grant focused on Psychiatric Mental Health Nurse Practitioner trainees may not apply for another grant focused on any other Advanced Practice Registered Nursing program. Please see RFP section 1.4 for more information on eligibility.

**Q4. Can planning projects include activities to identify the sites who will become partners in developing the model for a new or expanded clinical training experience?**

A4. Yes. Having committed partners is preferable, however. Any letters of commitment signed by potential partners may be uploaded into the optional upload fields in the online application.

**Q5. How many pages can the optional CV attachment be?**

A5. All upload fields allow for a document size of up to 50 MiB (mebibytes), except the Audited Financial Statement and Proof of Accreditation fields, which allow for 75 MiB. One MiB equals about 1.05 megabytes (MB).

**Q6. Do you foresee opening a similar RFP next year?**

A6. We anticipate releasing an RFP for this program in 2027 if funding is available.

**Q7. As a professional can I apply for the planning grant if I do not have a clinical training program currently, but meet other criteria as a mental health professional approved supervisor, and want to expand to train new mental health professionals?**

A7. No, this opportunity is not open to individuals. This program is legislatively authorized for organizations or institutions that have been accredited, or are candidates for accreditation, for an eligible clinical training program.

**Q8. Why aren't other professions, such as acupuncture, included as an eligible training program?**

A8. The authorizing legislation is specific as to which professional clinical training programs may be funded. See the list of eligible training programs in RFP section 1.4.

**Q9. Our organization is in the process of developing a post-doctoral psychology residency program. Is this grant geared more toward post-secondary institutions or are we eligible to apply?**

A9. This grant is open to any institution or organization that meets the legislatively defined eligibility criteria. A post-doctoral residency program that offers clinical training would qualify as long as the program is accredited by the Board of Psychology or is a candidate for accreditation. Please see RFP section 1.4 for more information about eligibility.

**Q10. If we are already an accredited clinical training site, and hope to add an additional training with a new focus, would we apply for a planning or expansion grant?**

A10. This would depend on whether the additional training is a different type of clinical training or an expansion of the current clinical training program.

If the proposed additional training is a different type of clinical training from what you currently offer, you should apply for a planning grant. If the additional training is an expansion of your existing clinical training program, you should apply for an expansion grant. Expansion grants must increase the number of training slots for eligible professionals.

**Q11. Where do we find federally negotiated rates?**

A11. Indirect costs are limited to 10% of direct costs for organizations that do not have a federally negotiated indirect rate. If an organization has a federally negotiated indirect rate, the organization's grants or financial team should have that documentation. Most small organizations do not have a federally negotiated indirect rate.

**Q12. I run a company that currently employs myself and one contracted employee. Can I apply for the planning grant if I want to train new mental health professionals as a CEO of the company?**

A12. Yes, if you meet the legislatively defined eligibility criteria found in RFP section 1.4. Mental health professional programs must be accredited by the appropriate accrediting body for clinical social work, psychology, marriage and family therapy, or licensed professional clinical counseling, or be a candidate for accreditation.

**Q13. I see that the application requires me to enter a MN State SWIFT Vendor ID. How do I get a Vendor ID?**

A13. If you do not have a SWIFT Supplier ID you may apply for one through the [SWIFT Supplier Portal](https://guest.supplier.systems.state.mn.us/psc/fmssupap/SUPPLIER/ERP/c/NUI_FRAMEWORK.PT_LANDINGPAGE.GBL) ([https://guest.supplier.systems.state.mn.us/psc/fmssupap/SUPPLIER/ERP/c/NUI\\_FRAMEWORK.PT\\_LANDINGPAGE.GBL](https://guest.supplier.systems.state.mn.us/psc/fmssupap/SUPPLIER/ERP/c/NUI_FRAMEWORK.PT_LANDINGPAGE.GBL)). If you have questions about this process, contact 651-201-8106 or [efthelpline.mmb@state.mn.us](mailto:efthelpline.mmb@state.mn.us). More information can be found on [SWIFT Vendor Resources](https://mn.gov/mmb/accounting/swift/vendor-resources/) (<https://mn.gov/mmb/accounting/swift/vendor-resources/>).

**Q14. If an organization currently has enrolled students, does expansion require an increase in the number of students enrolled? Or can program expansion mean we are offering new programming aimed at the grant objectives for our present number of currently enrolled students?**

A14. Expansion projects must support an increase in the number of students trained. Applicants must attest that grant funds will be used to support an increase in the number of clinical training slots. See RFP section 2.2 for more information about eligible projects.

**Q15. We are a facility that already provides externships and rotations for students from many different accredited institutions. Would we be eligible to apply for funding to expand our ability to host students at our clinics or would we need to apply in partnership with one of our institutions?**

A15. You may apply for funding if your training program is accredited or a candidate for accreditation and meets the other eligibility criteria outlined in RFP section 1.4. You would need to partner with an eligible applicant if your program is neither accredited nor a candidate for accreditation.

**Q16. Can one organization can apply for two distinct grants this current cycle so long as they're in different program areas?**

A16. Yes, if both training programs meet the eligibility requirements outlined in RFP section 1.4, an organization may apply for two separate grants that focus on two different clinical training areas. An organization may hold two HPCE grants as long as it is conducting program planning or expansion in two different departments, with no overlap between clinical training programs or trainees. For example, an organization that currently holds a grant focused on Psychiatric Mental Health Nurse Practitioner trainees may not apply for another grant focused on any other Advanced Practice Registered Nursing program.

**Q17. What are the acceptable accreditations for mental health clinical training programs?**

A17. The acceptable accreditations, and the requirements for clinical trainees according to each Governing Board, are as follows:

- Licensed Professional Clinical Counselor (LPCC): Must be accredited, or be a candidate for accreditation, as a master’s or doctoral program in counseling or related field by the Council for Accreditation of Counseling and Related Education Programs (CACREP) or the Council for Higher Education Accreditation (CHEA); degree must require at least 48 semester credits and meet the educational requirements for LPCC licensure found in [Minn. Stat. 148B.5301, subdivision 1](https://www.revisor.mn.gov/statutes/cite/148B.5301#:~:text=Subdivision%201.&text=(b)%20if%20coursework%20in%20paragraph,%2C%20clause%20(3).) ([https://www.revisor.mn.gov/statutes/cite/148B.5301#:~:text=Subdivision%201.&text=\(b\)%20if%20coursework%20in%20paragraph,%2C%20clause%20\(3\).](https://www.revisor.mn.gov/statutes/cite/148B.5301#:~:text=Subdivision%201.&text=(b)%20if%20coursework%20in%20paragraph,%2C%20clause%20(3).))
- Licensed Marriage and Family Therapist (LMFT): Must be accredited, or be a candidate for accreditation, as a master’s or doctoral program in marriage and family therapy or related field by the Commission on Accreditation for Marriage and Family Therapy Education (COAMFTE) or be a master’s level program that meets educational requirements for LMFT licensure found in [Minn. Stat. 148B.33, subdivision 1](https://www.revisor.mn.gov/statutes/cite/148B.33) (<https://www.revisor.mn.gov/statutes/cite/148B.33>) and [Minnesota Rule 5300.0140](https://www.revisor.mn.gov/rules/5300.0140) (<https://www.revisor.mn.gov/rules/5300.0140>).
- Licensed Psychologist (LP): Must be an American Psychological Association (APA) accredited program, or be a candidate for accreditation, or regionally accredited/candidate for accreditation, as a doctoral program in psychology that meets educational requirements for LP licensure found in [Minn. Stat. 148.907, subdivision 2](https://www.revisor.mn.gov/statutes/cite/148.907) (<https://www.revisor.mn.gov/statutes/cite/148.907>) and [Minnesota Rule 7200.1300](https://www.revisor.mn.gov/rules/7200.1300) (<https://www.revisor.mn.gov/rules/7200.1300>).
- Licensed Independent Clinical Social Worker (LICSW): Must be accredited, or be a candidate for accreditation, as a master’s program in social work by the Council on Social Work Education (CSWE) or the Canadian Association of Schools of Social Work (CASWE) or be a doctoral level program that meets educational requirements for LICSW licensure found in [Minn. Stat. 148E.055](https://www.revisor.mn.gov/statutes/cite/148E.055) (<https://www.revisor.mn.gov/statutes/cite/148E.055>).

### **Q18. Is it required that planning grants increase the number of clinical training opportunities for health professionals at the end of the one-year award period?**

A18. No, planning grants fund the planning phase of a project. However, applicants must provide a projection of the number of clinical training slots that will be offered during the implementation phase of the project.

### **Q19. Does planning to create a new clinical training site count as a “new clinical program”?**

A19. A proposal to add a new clinical training site to an existing, eligible training program and increase the number of clinical training slots would be considered an expansion proposal.

## **Q20. Can an organization include a department in their proposal that currently holds an active HPCE grant?**

A20. No. Per RFP section 1.4, there may be no overlap between departments, clinical training programs, or trainees if an organization wishes to hold more than one HPCE grant.

The only exception is for a training program that currently holds a planning grant and wishes to apply for an expansion grant to implement the planned project, as long as the planning grant and expansion grant funding will not overlap (see Question 23 for more information).

## **Q21. Can an organization apply for both a Planning and Expansion Proposal at the same time?**

A21. Yes, as long as the organization is conducting program planning or expansion in two different departments, with no overlap between clinical training programs or trainees. For example, an organization that currently holds a grant focused on Psychiatric Mental Health Nurse Practitioner trainees may not apply for another grant focused on any other Advanced Practice Registered Nursing program. See RFP section 1.4 for more information about eligibility.

## **Q22. After reading the definition of rural in the RFP, I am interpreting rural to include cities such as Duluth, St. Cloud, etc. Is this correct?**

A22. Yes. As stated in RFP section 2.2, for the purposes of this grant program, “rural community” means a statutory and home rule charter city or township that is outside the seven-county metropolitan area as defined in section [473.121, subdivision 2](#) (<https://www.revisor.mn.gov/statutes/cite/473.121#stat.473.121.2>).

## **Q23. If a training program currently holds a Planning Grant, are they eligible to apply for an Expansion Grant to implement the project they have planned, as long as there will be no overlap in funding?**

A23. You may apply for an expansion grant to implement the project planned during your planning grant if you are on track to meet all the objectives in your planning grant agreement and will not be seeking an amendment to extend the end date of your planning grant. Current progress and spend-down on your planning grant will be considered during the review process and in making final award decisions.

## **Q24. Is this grant program funded entirely by state funds (no federal funds)?**

A24. Yes. The Health Professionals Clinical Training Expansion Grant Program is authorized by Minnesota Statutes [Sec. 144.1505](#) (<https://www.revisor.mn.gov/statutes/cite/144.1505>).

**Q25. Our organization receives a MERC Grant. Are we eligible to apply?**

A25. Yes, entities that receive MERC funding are eligible for HPCE grants. Specific activities and costs supported by one MDH funding program should not also be supported by another funding program. See “Ineligible Expenses” in RFP section 2.2. Grantees who receive multiple grants must clearly identify which costs will be attributed to each funding source.

**Q26. Upon review of the “Ownership of Materials” section of the sample grant agreement, it looks like we would not maintain sole ownership of any training materials or curricular modules developed with the support of grant dollars. Can you confirm whether I am interpreting this language correctly?**

A26. The language included in the “Ownership of Materials and Intellectual Property Rights” section of the standard grant agreement describes the ways in which MDH will be authorized to utilize any materials developed using state grant funds. This language is included in all MDH standard grant agreements. Applicants may view a sample grant agreement on the [MDH Grant Resources webpage \(https://www.health.state.mn.us/about/grants/resources.html\)](https://www.health.state.mn.us/about/grants/resources.html).

**Q27. Can an organization apply as the lead for a consortium of advanced practice nurse education programs? I see the language in RFP section 1.4 saying that grant funds are not transferrable to any other entity. Does this language exclude any subcontracts that would be necessary for a grantee to work with other partners?**

A27. The language in RFP section 1.4 related to transferring grant funds to other entities refers to a change in ownership or legal status of the applicant organization. If grant funds are awarded to one entity, the grant agreement and funds can’t be transferred to another entity that would then become the grantee. This language does not prevent grantees from entering into subgrants or subcontracts.

**Q28. How many new training slots are required for a competitive proposal? We are rural and have fewer students. With our current capacity we could take in 2-3 students per semester. Is this acceptable for an expansion grant?**

A28. Applicants must propose at least one new clinical training slot in order for their project to be eligible (see RFP section 2.2). As noted in the evaluation criteria (Attachment A), the review committee will consider whether the project will result in a meaningful increase in the number of trainees. A meaningful increase may look different for a small, rural program compared to a larger program in an underserved urban community. Reviewers will also evaluate proposals on feasibility – including realistic recruitment goals – and sustainability.

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