



## MN School-Based Health Centers RFP: Frequently Asked Questions (FAQ)

The question-and-answer period opened May 22, 2025. Responses will be shared below based on topic. Questions have been organized by topic; they are not in order of how they were submitted.

### Grant Submission/Eligible to Apply

1. For the hours calculation for operating clinics, do all services need to be offered during all hours (i.e. the clinic will be open XX hours, but we will have more hours of mental health than we will of dental, etc.)?
  - A. No. Not all services need to be offered at once. Clinical or mental health services need to be offered to be counted as an open hour.
2. If an organization is currently operating a clinic and plans to open a new one, can they apply for both the new and emerging grant and the operational grant?
  - A. Yes, an organization can apply for both categories. A separate application is needed for each category.
3. Either the sponsoring organization or the school can apply for the operational grant?
  - A. Yes. But we only accept one application per location so both cannot apply for same one.
4. Does the grant for SBHC only apply to existing SBHCs? My clinic is in the process of establishing our health center in a school, but we have not received final agreement with the school district.
  - A. No, the grant is for both new and emerging clinics in the planning stages, as well as established clinics. You do not need to have an agreement between school and healthcare provider in place to apply. When completing the application you need to indicate which category you are applying under, Category 1: New and Emerging Grant or Category 2: Operating Clinic Grant.
5. I am wondering if there is a geographic priority for this grant as I thought I had read somewhere that it was focused in the metro area.
  - A. No, there is no geographic priority for this grant and we welcome applicants from across the state to apply.
6. Can an oral health care, mental or behavioral health provider apply for the SBHC grant?
  - A. Yes, as an oral health care or mental health care organization you may apply to be the sponsor of a SBHC and apply for this funding. As a reminder however, to qualify as a SBHC according to MN

Statute [Sec. 145.903 MN Statutes](#) SBHC's are required to have comprehensive and preventative physical health care services. Oral health care and mental health care are services that can be offered at a SBHC but cannot be the only services offered to qualify for this grant funding. Applying for Category 1: New and Emerging Clinic Grant would provide you with the funding to take the time to find and partner with another health care organization that could provide these services if your organization does not offer them.

For guidance and clarification about fiscal sponsorships of SBHC's, please contact the [MN School-Based Health Alliance](#)

7. If you are CTSS certified agency already in a school, can you qualify for this grant?
  - A. Only if you are planning to partner with a health care organization to provide comprehensive and preventative physical health care.
8. Are intermediate districts eligible to apply?
  - A. Yes
9. What specific services are expected to be provided? Immunizations? Checkups? Dental cleanings? Birth control?
  - A. The only services that are required to be provided to receive this funding is comprehensive and preventative services. All other services are up to the discretion of the provider and health care sponsoring organization.
10. Can we apply for both the new and emerging as well as the established categories?
  - A. Yes. But you must submit a complete and separate application in each category. See RFP section 1.3 Funding and Project Dates (page 6).

## Eligible Expenses and Programs

1. Can this grant be used to cover stipends for mental health student interns?
  - A. Yes, Grant funds are able to pay for staff, or interns for their time working in SBHC's
2. Would remodel of a space to make it more private or to provide more space to add additional capacity be eligible?
  - A. Funds are not approved for capital improvements. Funding can be used for temporary walls for example, but not for labor, construction costs or anything permanent.
3. Can grant funds be used to lease space in an office building adjacent to our school to host school-based health center services?
  - A. Yes, the cost of leasing a space for a SBHC is allowed. Grant funds are not able to cover costs of renovating or remodeling of the space for an SBHC.
4. Would patient care funds land in allowable grant costs?
  - A. Yes. This funding is eligible to cover costs such as uncompensated or confidential care for students.

## Application

1. Are there any word or character counts on any parts of the application?
  - A. Yes, most sections have a limit of 8-10,000 words. The word limit can be seen under the dialog box in the application.
2. Are there any components of the application that require direct input or documentation from our clinic or community partners at this stage? If so, could you clarify what exactly needs to be submitted by them?
  - A. Question 3 in the Project Narrative asks you to describe your partners but there is no required information needed from collaborating partners themselves. You are welcome to include a letter of intent to collaborate from your partners, but it is not required.
3. If we are **not requesting any indirect costs (0%)**, do we still need to download, complete, and submit the **Due Diligence Form** and the **Indirect Cost Questionnaire**?
  - A. Yes, you must complete both of these forms. The Due Diligence form is an important part of the award assessment and necessary for all applicants. The Indirect Cost Questionnaire is also required whether or not you are going to be using an indirect rate. You only need to answer the first two questions if you are not requesting an indirect rate.
4. Do we need to provide cited sources for data points?
  - A. Providing cited sources is not required for the RFP. It is up to the applicant to decide if providing sources would be helpful/useful for the grant reviewers.

## Grant Funding

1. If a district is not ready to apply yet for the grant, do you suspect grants may become available again in the future?
  - A. The next round of SBHC funding will begin in the spring of 2028.
2. Any risk of this funding being lost to pass through cuts from the feds and the state won't have the cash to make up the difference?
  - A. The funding for SBHCs comes from the state (not federal funding) and is written into state statute which would require a change in law for it to be removed or changed. However this does not guarantee funding going forward.
3. If awarded the grant, does the funding carry over if it's not all spent?

**A.** The funding for each year can be carried over for one year. For example if a grantee had \$20,000 that was not spent in year one, it can be carried over into the 2<sup>nd</sup> year. But if that \$20,000 was not spent in year two it would be lost.

4. If we are under 40 hours when applying for the grant but move to over 40 hours the next year does our funding increase?
- A.** No. The grant amount awarded is a set amount and cannot be changed once the agreement has been signed.

5. Can we include our mobile clinic as part of our operating hours?

**A.** Mobile health units under the state definition, do not qualify as a SBHC alone, but can function as an extension of services of an existing brick and mortar SBHC building.

At this time, we will consider mobile health to count towards SBHC clinical hours if the following criteria are met, these criteria may be revised in the future:

- The mobile health unit is an extension of services from an existing SBHC
- The mobile unit has set and consistent hours of service at each site it visits (special event units or vaccine clinics would not qualify)
- The hours of the mobile unit cannot be counted if the SBHC is already counting the same hours (if the SBHC is open from 9-12, and the mobile clinic is also serving the same site from 9-12. That site can only count 3 hours of service, not 6)

## Other

1. If a district is awarded the grant, and after the first year of planning, it's determined that a brick-and-mortar site is not a viable option, will the district be able to opt out of the grant at that point, or be able to modify the tasks/timelines for the second two years of the grant? Or, would funds need to be paid back?
- A.** The new and emerging grant is to provide schools and health care organizations the time to plan for and build a school-based health center. The RFP states that opening a new SBHC is expected as part of the agreement of accepting this grant. If in your planning process you recognize that this is not the path for your school, then we would work together to determine if ending the grant agreement is the best option. We would not ask for any previously spent funds to be returned.

However, since the new and emerging grant is a 'one time only' grant, I encourage you to reach out to the [MN School-Based Health Alliance](#) for conversation and technical assistance. They could be very helpful in helping you work thru some questions/concerns you have regarding SBHC's to see if you might want to wait to apply for this grant until the next round, or to proceed with your application.

2. Can there be more than one sponsoring organization as defined in the statute?
  - A. No, there can only be one sponsoring health care organization that enters into a MOU (memorandum of agreement) with the school or school district who is financially responsible for the operation of the SBHC. The sponsoring organization can then collaborate with other health care organizations to offer other health services in that SBHC. These collaborating organizations can enter into their own MOU's to clarify financial and other responsibilities.

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