

**Maryland Community Health Resources Commission**  
**School-Based Health Center Grant Call for Proposals Released December 4, 2007**  
**Follow Up Frequently Asked Questions**  
**January 24, 2008**

**The Maryland Community Health Resources Commission welcomes inquiries about the School-Based Health Centers Call for Proposals released on December 4, 2007. Additional questions or clarification of the questions discussed on the January 24, 2008 telephone call should be addressed directly to the Commission at 410-764-4660/4661 or by e-mail to: [zaczekg@dhmh.state.md.us](mailto:zaczekg@dhmh.state.md.us)**

**Questions discussed on the January 24, 1008 Telephone Call:**

For what level do organizations have to submit overall financial status information such as the organization's current budget, latest audit report with management opinion letter, and Form 990 if the organization files one? **Non-governmental organizations should provide this information at the level which reports to its Board of Directors or governing body. Local Health Departments should provide the information for the health department. If the latest audit for any organization covers a period which ends earlier than June 30, 2007, that should be stated with the audit. Documentation should be provided which demonstrates that corrections have been completed, and if available, the auditor's acceptance of corrective actions for items cited in the audit.**

Can the ten percent external and five percent internal match be "in-kind"? **The ten percent external and five percent internal match can be "in-kind." The Commission definitely will consider proposals with "in-kind" or less than the ten percent external or five percent internal matches in cash. The Commission will give preference to those organizations which can provide these matches as cash or cash pledges. Applicants should attempt to secure the matches in cash or cash pledges, and should provide documentation of those attempts. If an organization can obtain cash matches that are less than ten percent external match or five percent internal match, those should be included in the proposal.**

Will funding from Maryland State Department of Education (MSDE) count as the ten percent external or five percent internal support? **No, MSDE are State funds which cannot be used for the match.**

Can funds already received as grants from the Maryland Community Health Resources Commission be used as the ten percent external or five percent internal matching funds? **No.**

Can existing community funding which the applicant organization already receives be used as the ten percent external match? **No. The Commission is trying to encourage increased funding for School-Based Health Center services, so existing dollars don't meet that goal.**

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Can organizations submit proposals to create new School-Based Health Centers (SBHCs) in jurisdictions which already have a School-Based Health Center? **Proposals can be submitted to create new School-Based Health Centers in jurisdictions where SBHCs already exist. The Commission will give preference to proposals to create new SBHCs in jurisdictions currently lacking a SBHC.**

Can proposals be submitted for School-Based Health Centers which have applied to MSDE for approval, but haven't received it yet? **The Commission will consider proposals for new SBHCs which have submitted their application for approval to MSDE if the SBHC will receive that approval by June 30, 2008, and be ready to begin the proposed project by July 1, 2008.**

Can letters of support be submitted with proposals in an appendix? **From the Commission's perspective, letters of support can be included in applications to the Commission. They are more meaningful if they state how the organization writing the support letter will contribute to or participate in the proposed project.**

What are some factors the Commission will consider in selecting proposals for funding?

- **The proposal provides direct clinical services to a relatively large number of low-income and/or under-and uninsured individuals for the investment**
- **The proposal is complete, clearly written, and well thought out**
- **The proposal presents clear, measurable, achievable, feasible goals and objectives for the project**
- **The financial viability and stability of the applicant organization**
- **Prospects for sustaining the project after the grant funding ends**
- **Evidence of true commitment and collaboration among partner organizations**
- **Geographic diversity**