Revised January 28, 2026

Consortium on Coordinated Community Supports Request for Applications
Frequently Asked Questions – Advice for Applicants

GENERAL RFA QUESTIONS

What is a jurisdiction?
A jurisdiction is a Maryland County or Baltimore City. Each jurisdiction has its own school district, also called a Local Education Agency (LEA).

What is an LEA?
An LEA is a Local Education Agency, or school district. Each jurisdiction in Maryland has its own LEA.

What changes should be noted by applicants who also applied last year? Applicants should review Appendix D to determine whether to apply to the CHRC or to the local Hub or Community Supports Partnership. Returning service provider grantees may use their previous application as a base but must include updates regarding current needs, successes, and performance data. Applicants must also submit additional compliance and financial information described on pages 35-36.

How many service provider grants will be awarded?
The overall distribution of grant funds will depend upon the proposals received and the amount of each grant awarded by the Commission. The Commission will consider geographic balance and equity.

When will award decisions be made?
Award decisions are expected in spring 2026.

Is there a dollar limit for grant awards?
The CHRC has not placed limits on the amount of funding that could be requested by an applicant but encourages applicants to be reasonable in their requests.

How much total funding is available?
The total amount of available funding will be determined in the upcoming 2026 Legislative session (January – April 2026).

In this RFA, is there a greater likelihood than last year that program expansions will be approved?
Expansion requests are permitted, particularly for existing programs that have demonstrated success.

Can an applicant receive funding for services in more than one jurisdiction? Can a service provider request funding for services in more than one jurisdiction in the same grant proposal?
Service providers wishing to serve more than one jurisdiction must submit a separate proposal for each jurisdiction. The CHRC may award multiple grants to the same provider if those grants are in different jurisdictions.

If a proposal represents both an expansion of current services and the initiation of new services by the same organization, should the applicant submit one application or two? What should they indicate on the cover sheet?
One application. Indicate "existing grantee" on the cover sheet.

If multiple agencies are planning to submit applications for the same jurisdiction, should they coordinate and apply together, or apply separately? Does the grant allow for collaborative groups to apply within one jurisdiction?
Proposals may be submitted by a coalition of providers, or providers may apply separately. See below.

If there are multiple partner organizations coordinating together to work on the proposed project, should they list all participating organizations? Should they submit separate budgets?
Yes. The proposal should identify all partners that will provide grant funded services and/or provide substantive support to the project during planning and implementation. One organization should be designated as the lead. The proposal should present a clear accountability or management plan that delineates the roles and responsibilities of each project partner, including data sharing agreements, and describe how the lead applicant will oversee these services and activities. Only one budget should be submitted per proposal. Partner budgets should be listed under "Contractual" and described in the budget narrative. For a collaborative grant, the lead grantee would receive funding from the CHRC and distribute funds to its partners.

What is the grant period?
The grant project period will be 12 months, from July 2026 to June 2027.

If an organization is not able to meet the application deadline, will there be another opportunity to apply?
Applicants will have additional opportunities to apply for funding under the Coordinated Community Support Partnerships program. At the end of the grant period (12 months, July 2026 through June 2027), another RFA will be issued.

Is this funding intended for large organizations or smaller providers?
Organizations of all sizes are invited to apply. The capacity of smaller organizations to write competitive grant proposals will be considered during the review process.

Can grant funds support summer programs, or only programs during the school year?
Services may be provided during the summer, school year, or both. Please clarify in your proposal. The Consortium encourages services provided during the school year to be maintained during the summer months, if possible.

What mechanisms are in place to ensure the process for awards is fair and equitable?

The proposal review criteria can be found on pages 19-34 of the Request for Applications. Additional considerations will include: 1) Equity, 2) Geographic Balance, 3) Prioritization by the LEA and 4) Ensuring programming for all ages pre-K - 12.

What is "regulatory delinquent status"?
This refers to being in "Good Standing" with the SDAT, the Department of State (Charities Office), and the Board of Elections.

SCHOOLS AND SCHOOL DISTRICTS (LEAs)

What is the role of schools and school districts?
Schools are integral to this program. All Track 3 applicants will be required to have a letter of support from their local Superintendent or the Superintendent's designee that reflects genuine collaboration and alignment with the LEA's priorities. A sample letter of support is included in Appendix L. A list of LEA contacts is provided in Appendix D.
Service providers must have an MOU with the LEA before services may be provided in schools. The CHRC will consult with LEAs during the application review process as well as during the grant implementation period.
In addition, school staff may receive training in evidence-based programs coordinated by the National Center for School Mental Health. School districts may indicate their interest in this training by filling out a form found at the following link: https://umbpsychiatry.az1.qualtrics.com/jfe/form/SV_9GmIJv1fXZCccIe.
Schools and school districts should not apply for training through the RFA process but should use the link provided to request training.

What needs to be included in the letter of support from the Superintendent or their designee?
The purpose of the letter is to demonstrate genuine collaboration and alignment. Collaboration can be demonstrated by identifying specific meeting dates, points of contact, commitments about when and where services will be provided, and details about the respective roles and responsibilities of the school(s) and service provider. LEAs are asked to attest that grant funding would not supplant existing funding for student behavioral health. A sample letter is provided in Appendix L.

Does each individual service provider need a separate letter of support from the local school system, or can one letter cover multiple providers?
Each Track 3 service provider must have a documented letter of support from the LEA. This requirement can be met either by providing an individual letter for each service provider or by having the LEA provide one comprehensive letter that lists and supports all service providers included in the full application. Regardless of the format, it is expected that the LEA is actively involved in the selection of all proposed service providers.
Service providers applying under Track 1 should consult with their local Hub or Community Supports Partnership.
Community Supports Partnership applicants must ensure the LEA is actively involved in the selection of service providers. LEAs in jurisdiction with Community Supports Partnerships may issue individual letters of support to service provider applicants upfront or may endorse the completed Community Supports Partnership proposal.

Who should be contacted at the school district to request a letter of support?

An LEA contact list is included in Appendix D. If you have other contacts in the LEA, feel free to reach out to them as well; however, only letters signed by the Superintendent or the Superintendent's designee will be accepted.

On page 7 of the RFA there is a request for letters of support to be jointly signed by LEA and LBHA/LMB. If the Hub is the LBHA, how should this be handled?
This requirement applies to tracks 2 and 3 only.

Does the letter of support need to be submitted with the grant application, or can it be provided at a later date?
Letters of support must be submitted with the grant application and dated prior to the RFA's deadline. Applications that do not have a letter of support from the Superintendent/designee will not be considered.

What happens if an applicant does not receive a letter of support from a school district?
A letter of support from the Superintendent/designee is mandatory.

Is an MOU with the school system required as a condition of grant funding for service providers?
Yes, all grantees must submit an MOU or other legal document between the grantee and their school system prior to the initiation of services.

If an organization already has an MOU with the school district, will they need a new one for this grant?
Existing MOUs or cooperative agreement letters will be sufficient for this grant if the LEA concurs, and the MOU covers the entire grant period.

Do applications need to name the precise schools that will be served by the grant, or could that be finalized later? Could an application discuss the criteria that will be used to identify schools rather than naming the actual schools?
It is permissible for a proposal to indicate that the precise list of schools has not yet been finalized, if there is a shared expectation between your organization and the Superintendent/designee, expressed in the letter of support, that services will be provided at a certain estimated number of schools to be finalized at a later date. Please indicate this in your proposal.

Does a project need to serve all the schools in a school district?
No, please identify which schools will be served, the number of schools to be served, or the process by which schools will be selected.

Could more than one service provider serve the same school?
Yes, so long as there is need and capacity for these services that cannot be met by one provider, or if each of the providers offers a different kind of service.

How will space limitations in schools (no room for more providers) be handled?
The CHRC is open to innovative ideas to address space needs, including funding for "portables" (mobile trailers) or other space-sharing services on LEA campuses.

Is it permissible for a service provider to provide services to preschool students in a Head Start program?
Yes. Services for preschoolers are acceptable if provided in a public school, Judy Center, Head Start program, or a private preschool that is a Blueprint partner.

May funding be used to support programming in Community Schools?
Services may be provided in either Community Schools or schools that are not Community Schools. Grant funds may not supplant Community Schools funding or Concentration of Poverty grants. Applications should clearly differentiate between existing programs funded through Concentration of Poverty grants and new/expanded programs that would be funded through this RFA. Community School Needs Assessments can be used by applicants to demonstrate need and identify priorities.

Do applicants need to receive a letter or other documentation from the school system explaining how their proposed program in a Community School are supplemental to the services that are funded through the Concentration of Poverty grants?
The school district should attest to this in their letter of support.

Do all services need to be provided in the school building?
Services may be provided in locations other than schools, such as clinics, community centers, and other locations, but schools and/or school districts must be involved in the planning and implementation of programs. Services must be aligned with, coordinated with, and augment the school's/district's multi-tiered system of supports (MTSS). Services should be connected or embedded in a school in order to facilitate access. Services provided in locations beyond the school may include a plan for transportation, and grant funding may be requested for transportation. Technology-based interventions such as telehealth also may be utilized.

HUB AND SPOKE QUESTIONS

If a jurisdiction does not have a designated Community Supports Partnership (CSP), to whom will service providers be accountable, and who will provide oversight?
All grantees operating in jurisdictions without a CSP (Tracks 2 and 3) will be accountable and report to the CHRC and Consortium on a regular basis. The CHRC will distribute funding directly to these grantees and perform grant monitoring. The National Center for School Mental Health will provide technical assistance and support to all service providers. Local school districts and other local agencies will coordinate with the CHRC on any grantee performance concerns.

Our jurisdiction has a Community Supports Partnership (CSP)/Hub. Should we submit our proposal to the CSP/Hub and the consortium? If the CSP/Hub has their own version of the RFA, which should we follow?
Jurisdictions with a full Community Supports Partnership (CSP)/Hub should apply directly to their local CSP/Hub (Track 1). Refer to Appendix D to confirm your jurisdiction's track. If the CSP/Hub has released their own Request For Applications (RFA), you must follow the RFA and process released by that specific CSP/Hub.

We have reached out to our jurisdictional Community Supports Partnership/Hub and have not received a response. How should we proceed?
Send an email to Megan Brown (megan.brown@maryland.gov), Nicole Cronin (nicole.cronin@maryland.gov), and Marie Scott (marie.scott@maryland.gov) for assistance in connecting with your jurisdictional CSP/Hub staff.

PERMISSIBLE USES OF GRANT FUNDING

Can grant funds be requested to support data collection?
Yes, grant funds may be requested for salaries for data collection and data systems software, including purchasing new or improving existing software to implement Measurement-Based Care. All grantees will be required to collect and report outcomes data.

What precautions should be taken to include program rent in the budget but not duplicate it in indirect costs?
Rent is an allowable indirect cost.

Could language translation and health literacy outreach to minority communities be supported through grant funds?
Yes. This type of outreach will be essential for program effectiveness. Outreach should be part of comprehensive proposals that also provide services using culturally appropriate EBPs. Translation/interpretation services are also eligible for grant funding if they are not covered by Medicaid.

Is funding to be spent on reactive measures or proactive measures? Will preventative measures be considered?
Prevention (proactive) efforts are permissible for funding and are an important part of this program. This RFA will support interventions at all levels of the Multi-Tiered System of Supports (MTSS) and across a wide range of behavioral health and wraparound services.

Can grant funds be used to hire school counselors, social workers, psychologists, and other staff?
No, direct hires of school-employed staff are not permissible. Schools and school districts are not eligible to apply for grants under this RFA. The Consortium's model supports schools by enhancing and expanding partnerships with community providers to augment the supports and services provided by school counselors, social workers, psychologists, and other staff across the multi-tiered system of supports (MTSS). Service provider grantees may provide stipends to school staff to compensate them for work beyond their contract hours, such as attending behavioral health trainings or sponsoring afterschool clubs.

Can grant funding be provided for students in private/parochial schools or homeschooled?
No, services for students in private/parochial schools or homeschooled children are not eligible for grant funding. The Consortium is funded through the Blueprint for Maryland's Future, which is focused on public schools.

Can grant funding be provided for students in nonpublic special education schools?
Yes, grant funding may be provided for services in nonpublic special education schools (MANSEF) for students whose tuition is supported by the State. Applicants will be required to demonstrate unmet needs that cannot be met by existing sources. If the MANSEF school serves students from across LEAs, applicants may include a letter of support from the MANSEF school principal rather than a local Superintendent.

What are wraparound services, and what kinds will be supported by this RFA?
The definition of wraparound services that will be supported by this RFA can be found in Appendix K of the RFA.

Are there any special considerations for peer support?

Peer support programs are eligible for funding if they meet the other requirements of the RFA, such as EBP usage, data reporting, connection to the school, letter of support, etc.

Can funds be used to address the behavioral health workforce shortage?
All proposals must directly result in expanded behavioral health and wraparound services for students and families during the grant period. Applicants could include as part of their proposals innovative efforts to address challenges in the behavioral health workforce, such as: use of supervised interns and other staff consistent with State and federal legal requirements, peer support programs, innovative use of technology, expanding Tier 1 and Tier 2 services, paid staff training and career ladders, and building the behavioral health workforce pipeline.

Can grant funds be used for assistance with hiring?
Grant funds may not be used for hiring bonuses. A modest amount of grant funding could be used for advertisements for hiring, contracting with recruiters, etc., and budgets for these activities will be scrutinized closely. Grant funds also could be used for workforce pipeline initiatives, etc. See above.

Is it possible to use grant funding to build a program's capacity for evaluation, such as hiring a consultant or subcontractor to conduct formal evaluation studies?
A formal evaluation study will not be required for this grant; however, applicants are encouraged to plan and budget for data collection and evaluation, including both staff and software systems.

DATA AND REPORTING QUESTIONS

Should applications include all data points referenced in the Data Toolkit (Appendix J)?
No, applicants should select the most relevant data, and/or may use data from other sources.

Do applicants need to cite quantitative data as evidence for unmet needs? Or is it sufficient to say that the LEA has told them in qualitative terms what the needs are?
Both qualitative and quantitative data will be accepted. Proposals will be stronger if they include quantitative as well as qualitative data. The Data Toolkit (Appendix J) provides some resources.

How should applicants count "unduplicated individuals served?"
"Unduplicated individuals served" means each unique person receiving services through the grant is counted only once, regardless of how many types of services, service encounters, etc. they receive. Grantees serving families should count the number of students in the family. Grant proposals involving multiple organizations should describe their plan to ensure individuals are not counted twice.

Page 15 of the RFA provides a number of standardized measures. Do applicants need a plan to measure each of these?
All grantees will be expected to report on the number of unduplicated individuals served. All grantees should report on outcomes but may use assessment tools best suited to their programs and are not limited to the ones listed in the RFA. Please describe these tools in your proposal. If there are measures that don't align with your program, please explain in your proposal.

How would the unduplicated individuals be tracked? Student ID? With schools appropriately concerned about Personal Identifying Information of high school students, how do you recommend tracking of engaged students?

If a program is providing Tier 2 or Tier 3 services, it is expected that students served will be identifiable within the grantee organization using a specific identifier. If the Student ID is not feasible to use, the organization should determine another method for generating IDs for students served in order to document unduplicated students. For Tier 1 services, grantees will be required to report the total number of students served by activities funded by the grant, but will not need to document individual student identifiers.

As current grantees applying as a Track 1 service provider, are we required to submit a Quarter 2 Progress Report and an M&D Report with our proposal?
Service providers applying under Track 1 should consult their local Community Supports Partnership (CSP) Hub regarding this requirement, as Track 1 applications are managed according to the local entity's specific guidelines and deadlines. While these reports are be required for state-level Track 3 applications, the local Hub determines whether they are necessary for the jurisdictional review process.

My local Hub has a RFA deadline that falls before the next quarterly reporting period is complete. How should I handle data requirements? Applicants should provide the most recent and complete data available at the time of their specific local deadline. If current quarter numbers are not yet finalized, please use the most up-to-date preliminary data or the previous quarter's finalized metrics to demonstrate program performance.

MEDICAID AND BILLING QUESTIONS

Are applicants required to bill Medicaid?
No, however, the legislative intent for Coordinated Community Supports Partnerships is to maximize every source of potential funds, including Medicaid.

For a therapist working both inside and outside the grant, how do we report their salary?
Include only the portion of the salary/time related to the CHRC grant. The budget should reflect a complete picture of program costs, but the specific request must be net of other revenue sources.

If some services are Medicaid-reimbursable, could a provider use grant funds to fill the “gaps” that Medicaid does not reimburse, including provider staff that do not bill Medicaid?
Yes, grant funds can be used to fill in “gaps” that Medicaid does not reimburse (see page 17 of the RFA), provided that the proposal as a whole meets the other requirements of the RFA.

Are services only for children covered by Medicaid, or can they be provided to uninsured children or children with commercial insurance?
Consortium services should be available to all students regardless of insurance status. Grant funds may support services for insured children. If a child has private insurance, the provider should bill the private insurer if possible. Consortium grant funds may be used for copays, particularly for low-income families. If the provider is not able to bill a particular insurer, grant funds may be used for these services. An income-based sliding scale fee schedule could be considered.

Can funds be used to supplement or add to existing Medicaid or commercial reimbursement rates?
Per Federal rules, funds may not be used to supplement Medicaid rates. The Consortium also will not permit funding to be used to supplement commercial reimbursement rates. Funds can be used for co-pays and for activities that are not reimbursable.

EVIDENCE-BASED PROGRAMS (EBPs)

What Evidence-Based Programs will be required?
Applicants must identify the Evidence-Based Programs (EBPs) or other strategies they will use in their programs. Applicants who select EBPs from the Priority EBP menu on page 14 and Appendix F of the RFA and commit to receive training and implementation support, and/or commit to regular participation in a learning collaborative on Measurement-Based Care, will receive added consideration during the application review process. Applicants should not request grant funding for training and implementation support for Priority EBPs in their budgets, as this support will be provided by the Consortium through the National Center for School Mental Health. Applicants may, however, request funding for staff salaries, stipends, and supplies associated with training and implementation support for Priority EBPs. Applicants who select from the 15 Priority EBPs or commit to participate in the Measurement-Based Care learning collaborative will receive a 5-point advantage in the application review process (out of 100 total points).

Applicants that do not select one of the Priority EBPs can still be scored well and are encouraged to apply for grant funding. Applicants who will not implement EBPs on the Priority menu should identify other EBPs and provide a justification for selecting these alternate EBPs or strategies.

Is the State providing the EBP trainings or do applicants need to find a vendor?
As part of the Consortium program, the National Center for School Mental Health will coordinate training in the 15 Priority EBPs and will provide some program materials. Please indicate how many staff members will participate in the training. You may include staff training time in your budget.

Does this grant pay for the EBP trainings?
Grantees do not need to budget for EBP training for any of the Priority EBPs, aside from staff salaries for training and implementation support participation time, and some supplies if needed. Priority EBP trainings will be coordinated by the National Center for School Mental Health. If applicants would like training on an EBP that is not on the Priority list, they may request funding for it in their budget, and they will need to arrange their own trainings.

Can an applicant list multiple EBPs in the EBP line or do they need a separate cover sheet for each EBP? How should applicants indicate the number of staff that would be trained in each?
Applicants may list multiple EBPs on the cover sheet. Put the total number of staff on the cover sheet and provide a breakdown in the grant proposal.

What does "participate" in training and technical assistance mean? Is a one-time training enough?
For Priority EBPs, applicants must commit to the standard training protocol and implementation support as specified for each EBP. Appendix F contains information about training and implementation support requirements.

Where and when the trainings will happen? By whom will the trainings be done? Will it be all at once or will the training schedule for each of the 15 come out separately? Will they all be in the state of Maryland? If there will be travel involved, will that cost be covered?
It is anticipated that the trainings will be scheduled as soon as possible once grants are awarded, with training to begin during the summer and fall. Trainings will be led by experienced trainers of each EBP. The National Center will develop a training schedule and will give as much advance notice as possible for all 15

EBPs, seeking to avoid conflicts. Virtual trainings will be prioritized, and any in-person trainings will be held within the state of Maryland. If applicable, grantees may be reimbursed for mileage, hotel, and per diem.

OTHER PROPOSAL DETAILS

How will cultural and linguistic competency be addressed?
Behavioral health services are most effective when delivered in a culturally and linguistically competent manner. As a matter of policy, all CHRC grantees are asked to demonstrate cultural and linguistic competency, and describe the extent to which the racial and ethnic diversity of their workforce reflects the individuals to be served. Applicants are required to consider cultural responsiveness in selecting evidence-based programs and strategies. These factors will be evaluated as part of the application review process. Grant funds may be used for interpretation services if they are not covered by Medicaid.

How will health equity be addressed?
Applicants must describe unmet need in their communities and explain how their programs will advance health equity. A list of recommended data sources to help applicants target resources where they are most needed can be found on in Appendix J. These will be key review criteria in selecting applicants. Grant funds may be used to provide services to uninsured students. Equity will be considered in distributing grant funds.

Should programs target only students with limited means, or should services be available to all students?
The program seeks to expand access to behavioral health services for all Maryland students. At full implementation, services and supports should be available to all students in the state. Providers must seek reimbursement from Medicaid and/or commercial insurance, and may use grant funding to support copays and/or implement an income-based sliding scale fee schedule. As stated above, equity will be considered in the distribution of grant funds.

Is there an age range for youth to be served?
All ages, from Pre-k through high school. A proposal may focus on all or certain age groups.

Will programs require parental consent?
Providers must obtain parental consent for services in accordance with the laws of Maryland and the requirements of their Local Education Agency.

Are individual staff licenses required for the application, or is an organizational license sufficient?
If the applying organization is a licensed Outpatient Mental Health Center (OMHC), the organizational license is generally sufficient. However, if the organization is not a licensed OMHC, the applicant must provide the individual professional licenses for each staff member who will be providing services under the grant.

BUDGET AND PAYMENT SCHEDULE QUESTIONS

How frequently will grantees receive payments?
An initial fund distribution will be made upon execution of the grant documents. The fund distribution schedule will be provided after awards are made.

Can we receive a sample CSP budget and budget narrative?

Refer to RFA Appendices for the budget and budget narrative templates.

Can lines be added to the Budget Spreadsheet Template?
Yes, lines should be added to account for all parts of the applicant's budget.

If an applicant's budget / pricing model does not fit the template provided, is it acceptable to use a different format rather than the spreadsheet template?
No, the CHRC Budget Spreadsheet Template and Budget Narrative provided must be used for each proposal submitted.

Should applicants name persons in the budget, or just their licenses/positions?
Job titles are recommended. Budgets may group multiple staff by position type.

Should a grant manager or administrative staff salaries be budgeted under salaries or indirect?
All W-2 employees should be budgeted under regular staff salaries. Calculate the percentage of their FTE.

For budgeting purposes, how much time will grantees be required to participate in ongoing grant monitoring and technical assistance by the CHRC, Consortium, and the National Center?
Please see Appendix F for information about the time commitment for EBP training and implementation support. The CHRC and National Center may require an estimated two hours per month per grantee for other technical assistance and learning collaboratives.

If an organization operates in multiple jurisdictions, it may be difficult to divide certain fixed costs, and there may be efficiencies/economies of scale depending on how many grants they are awarded. How should this be addressed in a budget that covers just one jurisdiction?
Please provide a reasonable estimate in your budget spreadsheet template and include additional explanation in your project proposal.

Should the indirect rate be calculated using staff salaries?
Yes, the indirect rate should be calculated based on all line items.

Will the Commission accept rates for indirect costs that exceed 15%?
Yes, in limited circumstances. In accordance with MD Code Ann., State Finance and Procurement § 2- 208, the CHRC will allow for reimbursement of indirect costs to nonprofit organizations in an amount equal to the rate the nonprofit organization has negotiated and received for indirect costs under a direct federal award, or from a non-federal entity based on the cost principles in Subpart E of OMB Uniform Guidance.

Payroll fringe costs are limited to 25%. Will fringe costs exceeding 25% be considered?
The Commission advises that the fringe rate be calculated at no more than 25%. If the grantee requests more than 25%, the applicant will be required to provide a compelling rationale for exceeding this amount. The Commission is willing to consider fringe requests above 25% on a case-by-case basis.

Can a subcontractor with higher federally approved indirect and fringe rates use these rates in their proposal?
Yes. The total subcontract should be listed in the budget spreadsheet under "Contractual" and should account for indirect and fringe. Applicants should explain a higher fringe/indirect rate in the budget narrative.

What are permissible expenses incurred as part of indirect costs?
Indirect costs include items that are associated with running the organization as a whole and benefit more than one project/program. Allowable indirect costs include items such as administrative staff salaries, rent, utilities, office supplies, insurance, etc.

Can a for-profit provider apply for grant funds at their usual rate, i.e. including "profit?"
Proposals should reflect actual costs and not include "profit." To the extent that services have a Medicaid rate, that rate should be used.

Are expenses incurred prior to the execution of the grant agreement eligible for reimbursement under the grant?
No. Expenses incurred by applicants prior to full execution of the grant agreement are not eligible for reimbursement.

Are these state or federal funds?
State funds, from the Blueprint for Maryland's Future Fund.

Will the CHRC reduce an applicant's budget? Will the CHRC consider funding certain parts of a proposal if other elements are found to be outside the scope of the RFA?
The CHRC may ask applicants to reduce their budgets and/or scale back their proposals, depending on the amount of available funds, geographic distribution, and other factors.

Is this a reimbursable grant or upfront? Will this be a cost reimbursable budget, per diem or another format? How frequently will grantees receive payments?
An initial fund distribution will be made to grantees contracted with the CHRC upon execution of the grant documents. The fund distribution schedule will be provided after awards are made.

Will grantees be paid via check or electronic transfer?
Grant funds will be distributed either electronically or via check. CHRC staff encourages all programs who are awarded grant funds through the Consortium to enroll in the Comptroller's ACH program in order to receive grant funds electronically. Enrollment forms may be found here: https://www.marylandtaxes.gov/forms/state-accounting/static-files/GADX10Form.pdf. Entities who are already receiving state funds electronically do not need to reenroll. Entities who do not elect to receive funds electronically may experience a delay in receiving funds via check.

What does it mean that funds must be supplemental to and not supplant existing funds for school behavioral health?
Funds from this RFA may not be used to replace or redirect existing funding streams. Grant funds may be used to expand current activities and implement best practices.

Can funds from this RFA be used to continue programs where the funds have run out or will run out? How should applicants reflect this in their cover sheet?
Yes, applicants may request Consortium funds to support programs for which funding streams have expired. Applicants should describe whether the requested funding will expand access to services and should clarify the baseline of students/families currently being served.

If an applicant wanted to request funding for transportation services for their clients, but would provide that through a contract with a transportation service, should that be listed in the budget request under Contractual or Transportation?
Transportation.

How should vacation and "extended employee leave" be handled in the budget proposal, and how are these terms defined?
Grantees should only charge expenses directly related to provided grant services, which includes a proportional level of standard employee vacation time as an allowable salary expense. If an employee divides their time between the CHRC grant and other non-grant activities, the vacation time charged must be prorated to reflect only the time spent on the grant project. “Extended employee leave" includes maternity/paternity leave, extended medical leave, or other situations exceeding a standard 2–3 week vacation period. Please keep in mind that the CHRC allows for a fringe benefits rate of up to 25% of salary costs to cover other standard employee benefits.

APPLICATION SUBMISSION QUESTIONS

What is the deadline for submission of the electronic cover sheet?
February 11, 2026, at 3pm EST, the same deadline as for full proposals. There will be no exceptions for late submissions.

Can a proposal exceed the limit of 15 pages?
Applicants are encouraged to be concise in their proposals. The narrative portion of the application should not exceed 15 pages, but appendices and supplemental information may exceed the page limit.

Is it necessary to print a copy of the application cover sheet?
Service provider applicants are required to fill out a Smart Sheet that will serve as an electronic cover sheet. Service provider applicants may print and scan this information for their application package, but this is optional. The URL for the Smartsheet is:
https://app.smartsheet.com/b/form/ba63917a1c2f45a7ad6f826c504fd533

Are applicants required to submit a financial audit?
If available, yes. See page 35.

How should Track 1 subgrantee documents (W9, 990, Audits) be submitted in Smartsheet?
These documents (Contractual obligations, W9, 990, etc.) are required for each subgrantee. Specific instructions for uploading multiple files for subgrantees will be provided within the Smartsheet portal interface.

For a for-profit business, is a Schedule C an acceptable substitute for the IRS Form 990 requirement?
A Schedule C is not sufficient; for-profit entities are required to submit a full IRS Tax Return, such as Form 1120 or Form 1120-S. While tax returns are required, audited financial statements are always preferred by the review committee if they are available for the organization.

Can applicants submit the hard copy of the full proposal in person?
Yes, you may submit the full proposal in person at 45 Calvert Street, Room 336, Annapolis, MD 21401. You will need to sign in at the guard station and present a photo ID.

Are Track 1 service providers required to send a physical courtesy copy of their proposal to the CHRC?
No, Track 1 service provider applicants are not required to send a physical courtesy copy of their proposal to state-level staff. The CHRC will receive all necessary application materials directly from the lead CSP or Hub applicant; therefore, service providers only need to follow the submission instructions provided by their local jurisdiction.

May grant proposals include clickable links?
Yes, you may submit your application as a PDF with clickable links.

Is there a preference for how hard copies are bound?
We prefer comb bound or spiral bound. No binders, please.

Are there consequences if the bound hard copy is not provided?
One bound original copy is a requirement. It must be postmarked by the deadline (February 11). No "extra" points are given for it, but failure to provide it may impact your application's compliance.