

**Graduate Psychology Education (GPE) Program  
Fiscal Year (FY) 2013 Funding Opportunity Announcement HRSA-13-199  
General and Technical Assistance Calls: Frequently Asked Questions**

**I Technical Assistance**

- 1. Are the Technical Assistance (TA) calls recorded?** Yes, the December 19, 2012 TA call is available for replay until March 19, 2013 at 1-888-402-8746 and the January 3, 2013 call is available until April 3, 2013 at 1-800-839-1117.
- 2. Do you expect another call for proposals in 2014?** No. At this time, the Health Resources and Services Administration (HRSA) does not anticipate releasing a fiscal year 2014 Funding Opportunity Announcement (FOA) for the Graduate Psychology Education (GPE) Program.
- 3. How is this resubmission process or application different from what GPE grantees submitted in 2010?** HRSA-13-199 is a new and competitive funding opportunity. The application and process is the same for both prospective and existing GPE grantees. The application may be downloaded from [https://apply07.grants.gov/apply/forms\\_apps\\_idx.html](https://apply07.grants.gov/apply/forms_apps_idx.html).
- 4. Is it possible to get examples of successful applications beyond the abstracts provided on your website?** Abstracts from previously awarded grants are available to the public from HRSA. Redacted copies of successful applications may be obtained through the Freedom of Information Act Process.
- 5. The instructions can be downloaded but not the application. Are there special instructions?** The application may be downloaded from [https://apply07.grants.gov/apply/forms\\_apps\\_idx.html](https://apply07.grants.gov/apply/forms_apps_idx.html). For technical assistance with grants.gov, you may access the call center 24 hours a day, 7 days a week excluding [Federal holidays](#) at 1-800-518-4726 (local toll free). For International callers, please dial 606-545-5035 to speak with a grants.gov customer service representative. You may also email [support@grants.gov](mailto:support@grants.gov) with your questions.
- 6. How can a copy of the PowerPoint slides from the TA call be obtained?** Email a request for a copy of the PowerPoint slides to Cynthia Harne at [charne@hrsa.gov](mailto:charne@hrsa.gov) or Rebecca Wilson at [rwilson@hrsa.gov](mailto:rwilson@hrsa.gov).
- 7. Is there a page limit for the narrative?** No, there is no page limit for the narrative. However, the abstract should only be one page and the total size of all uploaded files may not exceed the equivalent of 80 pages when printed by HRSA.
- 8. In looking over the instructions for the narrative, there is no mention of font size or spacing requirements. Is there another resource for this?** Per the FOA, the

instructions for font, margins, etc., are located in HRSA's *Electronic Submission User Guide*, available online at <http://www.hrsa.gov/grants/apply/userguide.pdf>.

## **II Eligible Applicants**

- 1. Can an institution apply under both tracts, the Education and Training Program Content and Design (psychology schools and programs) and the Experiential Learning for Psychology Students and Graduates (internships)?** No, an institution can only apply under one tract.
  
- 2. Has there been a policy change in the funding priorities for HRSA-13-199, as the requirements for the FY 2013 FOA appear different from FY 2010?** HRSA-13-199 is a new and competitive funding opportunity. The following are policy changes were made to the program since FY 2010 Graduate Psychology Education Program was last competed:
  - The 2013 FOA only supports clinical and counseling psychology pre-doctoral level trainees. Previously, the GPE program provided grant funding to accredited psychology training programs to provide stipend support to postdoctoral fellows and pre-doctoral trainees.
  - The FY 2013 FOA includes two tracts for applications as explained in Question 1 above. The applicant must address one of the two program purposes 1) Education and Training Program Content and Design (psychology schools and programs), or 2) Experiential Learning for Psychology Students and Graduates (internships). Applicants cannot apply under both tracts.
  - In this funding opportunity, stipend rates must be consistent with the NIH's NRSA schedule which can be located at <http://grants.nih.gov/grants/guide/notice-files/NOT-OD-12-033.html>. This NIH NRSA schedule displays the annual stipend levels for pre-doctoral trainees, which also applies to pre-doctoral students participating in a practicum, clerkship, or internship. Stipends must be paid in accordance with the institution's usual payment schedule and procedures. All pre-doctoral trainees receiving support through the GPE grant must be paid stipend rates that are consistent with the 2012 NIH NRSA schedule. Per the 2012 NIH NRSA Schedule, the stipend rate for pre-doctoral trainees is \$22,032 per year or \$1,836 per month. Since most practica are not full time, the rate must be prorated to coincide with the number of hours per week or month in the practicum. Previously there was no cap in stipend support. Individual stipend support above the NIH NRSA level may be provided, but it must be from an alternative non-Federal funding source.
  
- 3. How does HRSA define pre-doctoral?** Pre-doctoral is defined as a doctoral level graduate student who is a candidate for a doctoral degree, regardless of the level of experience.

4. **Are American Psychological Association (APA) accredited school psychology programs eligible to apply and/or receive funding?** No. This funding opportunity only supports clinical and counseling psychology doctoral schools and/or programs.
5. **It appears in the FOA that a proposed program must be designed to 1) improve didactic training or 2) develop pre-doctoral level internships. Is this correct?** Yes. Per the FOA, all proposed projects must address one of the program purposes listed below: 1) Education and Training Program Content and Design (psychology schools and programs); or 2) Experiential Learning for Psychology Students and Graduates (internships).
6. **Can an applicant request funding to train pre-doctoral psychology graduate students to utilize telehealth technologies?** Yes. An applicant can request funding to train pre-doctoral psychology graduate students to utilize telehealth. The request to utilize telehealth can be supported through either the didactic or experiential tracts.
7. **For the Education and Training Program Content and Design (psychology schools and programs), are stipends for practicums and clerkships allowable?** Yes. See response to Question 2 in Section II, Eligible Applicants.
8. **Do you have to be listed as a Medically Underserved Community (MUC) in order to apply for the MUC preference?** No, please refer to page 38 of the FOA. Examples of work settings that serve as MUCs are listed.
9. **Given the page limit for this FY 2013 funding opportunity, can only the cover letter from APA in Attachment 8 justify the organization's accreditation?** Yes.
10. **Can a consortium of three different sites apply for the Experiential Learning for Psychology Students and Graduates (internships)?** Yes, a consortium may apply under the internship tract as long as there is one lead applicant where the single Project Director is located. Contractual (e.g., subaward and subcontract) budgets and justifications must be completed for partnering entities with Federal tax identification numbers that differ from the applicant's. All internship sites, including subcontracted sites, must be APA-accredited or pending accreditation per the FOA.
11. **If only one of the three sites in a consortium is designated as a MUC, can the applicant still apply for MUC preference?** Yes.
12. **Does this funding opportunity allow for stipend funding of fellowships and post docs?** No, fellowships and post docs are not eligible for stipend support under this funding opportunity. See response to Question 2 above.
13. **Are postdoctoral programs eligible to apply under this FOA?** No. See response to Questions 2 and 10 above.

- 14. Are hospital internship programs that are accredited by the APA eligible to apply for this funding opportunity?** Yes, eligible applicants must be 1) psychology schools and programs with doctoral programs in clinical and/or counseling psychology, 2) state and local governments, or 3) other appropriate public or private nonprofit entities serving vulnerable and underserved organizations that support or seek to support internships in psychology. Graduate psychology schools, programs, and internships must be accredited (or pending accreditation) by the APA.
- 15. Are PsyD programs eligible to apply for this grant?** Yes, PsyD programs in clinical and counseling psychology that meet the eligibility criteria can apply for this funding opportunity.
- 16. Are doctoral PsyD programs in school psychology eligible or is it only for clinical and counseling doctoral programs?** Doctoral PsyD programs in school psychology are not eligible for this funding opportunity. Eligible applicants must be 1) psychology schools and programs with doctoral programs in clinical and/or counseling psychology, 2) state and local governments, or 3) other appropriate public or private nonprofit entities serving vulnerable and underserved organizations that support or seek to support internships in psychology.
- 17. Can I apply under the psychology program and, if awarded, use the stipend support to fund a non-accredited internship affiliated with our program?** No, all internships must also be accredited or pending accreditation.
- 18. Is an internship program within a metropolitan city considered a MUC to apply for funding preference?** Please refer to page 38 in the FOA to review the definition of MUC. Examples of work settings that serve as MUCs are also listed.
- 19. We have a department of psychology that houses clinical, experimental, and school psychology. Both the clinical and school psychology programs are APA-accredited. Is it acceptable to submit a proposal that supports training for both the clinical and school programs?** No, you cannot submit a collaborative proposal for clinical and school psychology programs; this funding opportunity only supports clinical and counseling psychology schools and/or programs.
- 20. We recently received funding from APA to go through the process of becoming accredited. However, our timeline is to apply for APA accreditation by July, 2013, and to achieve APA accreditation by December, 2013. Do we need to be accredited by the time of the receipt of funding (July 2013)?** No, if an applicant has pending accreditation at the time of application submission, the accrediting organization must provide reasonable assurance that the school or program will meet the accreditation standards prior to the beginning of the academic year following the normal graduation date of the first entering class in such school or program.
- 21. Can you clarify what “pending accreditation” means?** The FOA states that “graduate psychology schools and programs and pre-degree internships must be accredited (or

pending accreditation) by the APA. If pending accreditation at the time of application, the accrediting organization must provide reasonable assurance that the school or program will meet the accreditation standards prior to the beginning of the academic year following the normal graduation date of the first entering class in such school or program.” On the APA website, the accreditation status can be viewed at: <http://www.apa.org/ed/accreditation/programs/initial-accred.aspx>.

- 22. We have just received funding from APA to go through the process of becoming accredited. However, our timeline is to apply for APA accreditation by July, 2013, and to achieve APA accreditation by December, 2013. How do we submit documentation for pending accreditation?** To submit documentation of pending accreditation status an applicant may either submit a letter from APA indicating accreditation status or provide a screenshot of its accreditation status by clicking on the following link: <http://www.apa.org/ed/accreditation/programs/initial-accred.aspx>. If an applicant has pending accreditation at the time of application submission, the accrediting organization must provide reasonable assurance that the school or program will meet the accreditation standards prior to the beginning of the academic year following the normal graduation date of the first entering class in such school or program.
- 23. If our program is not eligible at this time, are we able to apply for funding for Years 2 and 3 of the grant, and not request the funds for Year 1?** No; applicants must be eligible to apply for Year 1 funds at the time of application.

### **III Budget and Stipend**

- 1. Is there a limit on the number of students who can receive stipend support?** No, this funding opportunity does not specify the number of stipend supported students.
- 2. Please define stipend.** A stipend is a cost-of-living allowance for trainees in programs with the appropriate authorization and/or implementing regulations. Generally, these payments are made according to a pre-established schedule based on the individual's experience and level of training. See the response regarding the allowable NIH NRSA stipend level above in Question 2, Section II, Eligible Applicants.
- 3. Does this funding opportunity require 75 percent of the budget be allocated for stipend support?** No, HRSA-13-199 does not have the 75 percent stipend requirement for students/trainees/interns.
- 4. Can tuition to students be paid under this grant?** No, as indicated on page 19 of the FOA, tuition cannot be paid for students under this grant.
- 5. Is funding for intern fringe benefits (e.g. health insurance) allowed under this funding opportunity?** No, the grant funding cannot be used for fringe benefits. As indicated on page 17 of the FOA, no fringe benefits are allowed for trainees who receive stipend support.

6. **Where can I find the amount of stipend to be paid to interns?** Please see the response to Question 2, Section II, Eligible Applicants. .
7. **Can this grant be written to support both a stipend for the pre-doctoral practicum training students and also for faculty support of their supervision in tract 1?** Yes, stipends for students and supervision of students are allowable in both tracts. The GPE program is intended to provide practice-based experiences so that a higher number of graduating doctoral psychologists per academic year can provide behavioral health services to underserved communities.
8. **Can an intern receive another stipend in addition to the one supported by this funding opportunity at the same time?** Interns/students receiving stipends from this funding opportunity may **not** receive any other Federal stipend and these grant funds cannot be used to supplant other available Federal funds for stipends.
9. **Is there a payback required for stipend supported students/trainees/interns if they do not work in MUC following their training?** No. However, part of the student selection process for this funding opportunity should be to determine if students are dedicated to serving vulnerable and underserved populations during their educational training, internships and following graduation.
10. **Can the project period be extended given the fact that the interns will not be matched and start their internship until the second year of the project period?** No, the GPE program will provide fiscal grant funding during FY 2013-2015, for a three-year project period, from July 1, 2013 through June 30, 2016. The project period cannot be extended.
11. **Given the timing of the grant awards and matching of interns, can a lump sum be paid to students before the end of the first year in anticipation of the start of their internship?** Yes, a lump sum may be paid to students provided the stipends are paid in accordance with the institution's usual payment schedule and procedures and expended by the end of each fiscal year.
12. **Given the timeframe for matching students with internships and funding awards, can students be selected ahead of time in anticipation of the award? Does this mean we need backup monies to fund if we don't receive the award?** Yes, students may be selected in advance for this funding opportunity by the university or internship in order to place them by July 1, 2013 at the start of the project period. However, it is the decision of the university or internship to decide to provide a backup plan for the students if not awarded the grant.
13. **The FOA indicates that the ceiling amount for funding is \$190,000. Is this \$190,000 for all three years or \$190,000 per year for three years (\$570,000 total)?** Per the FOA, it is expected that there will be average award of \$134,200 per grant with a ceiling amount of \$190,000 per grant per year. Funding beyond the first year is dependent on the availability of appropriated funds in subsequent fiscal years, awardee satisfactory

performance, and a decision that continued funding is in the best interest of the Federal Government.

- 14. For the Education and Training Program Content and Design (psychology schools and programs), does the funding include costs for improving the early training of practicum experiences of students who are in an accredited program?** Per the FOA, funds can be used for faculty development, curriculum and instructional design, program content enhancement, and program infrastructure development, including stipend support for practica.
- 15. For the Education and Training Program Content and Design (psychology schools and programs), does the funding for stipends cover psychology students who work within a state-supported medical school that already has an APA-approved internship designed to promote the integration of behavioral health with primary care?** Yes, schools and programs of psychology may provide stipend support to students placed in an APA approved internship site.
- 16. For the Education and Training Program Content and Design (psychology schools and programs), is it possible to partner with a nearby academic psychology department with an accredited program to develop a framework for education that includes funding for faculty time that is spent in supervising practicum students?**  
The FOA also states that collaborative projects are allowed to include individuals from any discipline in their requested budgets as consultants and/or faculty, provided that each are appropriate for the HRSA-13-199 objective(s) and are justified.
- 17. Can car service or bus service be included in the budget for visually impaired students to travel to different sites?** Yes, reasonable transportation costs could be included for visually impaired students, as long as those costs are in support of grant objectives.
- 18. Which form do I use to submit my budget?** SF-424 R&R Budget Form.
- 19. Can this funding opportunity pay for fringe benefits to student trainees such as FICA, Social Security and Workman's Compensation?** As indicated on page 17 of the FOA, fringe benefits are not allowed for trainees who receive stipend support.
- 20. What is maintenance of effort?** Per pages 6 and 28 of the FOA, maintenance of effort stipulates that grant funds cannot be used to take the place of current funding for proposed activities described in this application. The grantee must agree to maintain expenditures of non-Federal funding for activities at a level that is not less than the level of expenditures for such activities during the fiscal year prior to receiving the grant, including in-kind support (non-salary) for designed activities proposed in your application.
- 21. Can applicants submit a budget for intern stipends that includes a combination of non-Federal funds from the university and the GPE funds to reach \$22,032 (per**

**NIH NRSA) per intern?** The NIH NRSA stipend level of \$22,032 must be fully funded by the GPE grant. Alternative **non-Federal** funds may be added to exceed this level. If participation is less than full time, the NIH NRSA stipend amount must be prorated accordingly, based on hours of required participation. NIH's stipend levels for trainees are available at <http://grants.nih.gov/grants/guide/notice-files/NOT-OD-12-033.html>.

**22. After award, can an institution re-budget items submitted in their budget?** Although awardees are allowed to revise their budget after being awarded the grant, no dollars can be removed from the stipend line item without obtaining prior written approval. Grantees have some flexibility in budgeting, and should regularly compare projected with actual costs. If planned approved expenditures and activities are not in line with actual program operations, the institution is required to contact the project officer and grants management specialist to discuss changes that do not affect the scope of work.

#### **IV Collaboration**

- 1. Can students take courses in other disciplines as part of the program content or development?** Yes.
- 2. We are considering submitting an application that includes more than one site outside our entity. Is this allowable as long as we have a lead applicant who will then subcontract to other sites?** Yes, as long as there is one lead applicant where the single Project Director is located. All subcontracted internship sites must be APA accredited or pending accreditation per the FOA. Please see Question 8, Section II, Eligible Applicants.
- 3. Can an institution write a single proposal that will support students across three APA-accredited programs (Clinical, Counseling, School), or is it intended as one proposal per single program?** No, this funding opportunity only supports pre-doctoral level psychology trainees in clinical and counseling psychology. Therefore, school psychology trainees are not eligible to receive stipend support under this program.
- 4. Can more than one proposal be submitted from the same college, different programs?** No. Only one application can be submitted per institution.
- 5. Can a university collaborate across programs for this funding opportunity?** Yes, universities can collaborate across programs. Projects must demonstrate collaboration with two or more disciplines in the training activities. However, only pre-doctoral students in clinical or counseling psychology are eligible to receive stipend support for this program. Only one Project Director can be identified and must be located with the lead applicant. Similarly, only one application can be submitted per institution.
- 6. Are internships required to pair up with an academic institution?** HRSA strongly encourages dialogue to occur between internships and academic institutions in order to provide synergy between academic learning and field experiences, as well as to continually be informed of the emerging practice issues.

## V Methodology

- 1. What is a Logic Model?** A logic model demonstrates the relationship among resources, activities, outputs, target population, as well as short-and long-term outcomes. It provides a plan with milestones and target dates to implement a systematic method for collecting, analyzing, and reporting performance and evaluation data. It also includes the processes used to assure the quality and integrity of the evaluation.
- 2. Is there an expectation that the Project Director is a licensed psychologist?** The Lead Project Director is encouraged to have a minimum of three years experience in the education and training of behavioral health service psychologists. The funding opportunity does not indicate the level of licensing for a Project Director.
- 3. Can a proposal target more than one population of interest? Our psychology department has clinical faculty who have research and training programs that focus on adults, such as veterans and minorities, and other faculty who focus on kids diagnosed with Attention Deficit-Hyperactivity Disorder, chronic illness, autism, all of whom are identified as underserved communities.** Yes, and this should be reflected in the needs assessment section. The program is designed to foster an integrated and interprofessional approach to addressing access to behavioral health care for vulnerable and underserved populations.
- 4. Must an institution conduct their own needs assessment within two years?** No, an institution may reference a needs assessment conducted in their community within the past two years that outlines the needs and demographics of the target population to be served in their project.
- 5. What does the FOA mean by “applicants are encouraged to use an established theoretical framework” to build their project? Can you provide examples?** A theoretical framework is the structure that guides, justifies, and supports your project. While there are many theoretical frameworks, the FOA encourages applicants to use the *logic model* which demonstrates the relationship among resources, activities, outputs, target population, and short-and long-term outcomes. It provides a plan with milestones and target dates to implement a systematic method for collecting, analyzing, and reporting performance and evaluation data; and the processes used to assure the quality and integrity of the evaluation.
- 6. We are a training site and part of a consortium where all three (3) sites are APA-accredited. Does the main training site identify the program director and then submit the description of one project and how aspects of that project will be subcontracted to other sites with just one budget and methodology description? Or does each site describe their proposed project and explain their methodology and budget under a separate project title?** There must be one seamless application submitted with one project director responsible for the entire project; one workplan, one

methodology, and one budget. Use your project narrative to describe each site and use your workplan to list the objectives of each site.

7. **Similarly, if a training site is part of a consortium where all 3 sites are APA-accredited, how clearly should the proposed projects be presented if each consortium site has different goals and needs, a different budget, and their own way of measuring progress according to that particular project?** See response to question above. The goals should be listed in the workplan as one plan. Also, if you are subcontracting to the consortium partners, all contract budgets should be presented by using the same object class categories contained in the SF424R&R and are detailed in the same way. Provide a clear explanation as to the purpose of each contract, how the costs were estimated, and the specific contract deliverables.
8. **Given the timeframe for matching students with internships and funding awards, can the first year be a “start up” planning year?** Yes, as long as it is justified in the submitted narrative. Keep in mind that the first project year ends on June 30, 2014 and first year funds must be used by that date. Institutions can pay a lump sum stipend to student trainees in accordance with the institution’s usual payment schedule and procedures.

## **VI Reviewers**

1. **How do I become a reviewer for HRSA-13-199?** If you have expertise in a specific area and are interested in becoming a HRSA Grant Reviewer, you can register and then fill out the grant reviewer application online, at <https://grants.hrsa.gov/webReview/registration.asp>. Please apply by no later than January 19, 2013. You may also contact either Cynthia Harne at [charne@hrsa.gov](mailto:charne@hrsa.gov) or Rebecca Wilson at [rwilson@hrsa.gov](mailto:rwilson@hrsa.gov) if you have any questions or need assistance.