Notice of Funding Opportunity

Application due Wednesday, June 24, 2026

Statewide Consumer Network

Opportunity number: SM-26-027

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Before you begin

If you believe you are a good candidate for this funding opportunity, secure your SAM.gov and Grants.gov registrations now. If you are already registered, make sure your registrations are active and up-to-date.

SAM.gov registration (this can take several weeks)

You must have an active account with SAM.gov. This includes having a Unique Entity Identifier (UEI).

See Step 2: Get Ready to Apply

Grants.gov registration (this can take several days)

You must have an active Grants.gov registration. Doing so requires a Login.gov registration as well.

See Step 2: Get Ready to Apply

Apply by the application due date

Applications are due by 11:59 p.m. Eastern Time on Wednesday, June 24, 2026.

To help you find what you need, this NOFO uses internal links. In Adobe Reader, you can go back to where you were by pressing Alt + Left Arrow (Windows) or Command + Left Arrow (Mac) on your keyboard.

Step 1:
Review the Opportunity

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Basic Information

Substance Abuse and Mental Health Services Administration (SAMHSA)

Important Resources

You are expected to follow guidance provided in the *FY 2026 NOFO Application Guide* (the *Application Guide*). This document provides information about the application process, including registration, required attachments, budget, and federal policies and regulations. In addition, see the SAMHSA Grants Glossary for definitions of terms used in this NOFO.

Authorizing Statute

Section 520A(a)(4) (42 USC 290bb-32(a)(4)) of the Public Health Service Act, as amended.

Agency Contacts

Program and Eligibility Questions

Angie Walker
Center for Mental Health Services
240-276-1928
scnresourcemailbox@samhsa.hhs.gov

Financial and Budget Questions

Office of Financial Resources
Division of Grants Management
240-276-1940
NOFOBudget.CMHS@samhsa.hhs.gov

Review Process and Application Status Questions

Toni Davidson
Office of Financial Resources
Division of Grant Review
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Key Facts

Opportunity Name: Statewide Consumer Network

Short Title: SCN

Opportunity Number: SM-26-027

Announcement Version: Modified

Federal Assistance Listing: 93.532

Eligible Applicants: Domestic public and private non-profit entities.

See Eligibility for complete eligibility information.

Key Dates

Application deadline: June 24, 2026

Expected Award Date: September 1, 2026

Expected Start Date: September 30, 2026

Response to Executive Order 12372:
See **Intergovernmental Review** and *Section J* in the *Application Guide.*

Summary

The purpose of this program is to strengthen the capacity and sustainability of statewide mental health peer-run organizations (PROs)[1]. Statewide mental health PROs will build capacity for their own organization and expand peer workforce and peer voice through statewide activities.

With this program, SAMHSA aims to support statewide mental health PROs and improve mental health support systems and related services for youth moving into adulthood (ages 16-25) and adults with serious mental illness (SMI). This program is designed to advance SAMHSA's Strategic Priorities and the Make America Healthy Again agenda.

Funding Details

Funding Type: Grant

Estimated Total Available Funding: $1,849,735

Estimated Number of Awards: 12

Estimated Award Amount: Up to $150,000 per year per award

Length of Project Period: Up to three years

Your annual budget cannot be more than $150,000 in total costs (direct and indirect) in any year of the project.

Annual continuation awards are contingent on the availability of funds, progress in meeting project goals and objectives, timely submission of required data and reports, compliance with all terms and conditions of award, and alignment with SAMHSA, HHS, and Trump Administration priorities.

Program Description

Purpose

The purpose of this program is to strengthen the capacity and sustainability of statewide mental health peer-run organizations (PROs). Statewide mental health PROs will build capacity of their own organization and expand peer workforce and peer voice through statewide activities.

SAMHSA seeks to ensure that people with lived experience (peers) have a real voice in shaping systems and services. The goal is to strengthen and expand the behavioral health workforce across all service systems that support youth moving into adulthood (16-25 years of age) and adults with SMI, including traditional behavioral health settings, physical health care settings, homelessness services, and community settings.

This program aligns with SAMHSA Strategic Priorities, including addressing serious mental illness and improving access to evidence-based treatment for mental illness.

All activities proposed in your application and budget narrative must align with applicable law, including but not limited to statutes, executive orders, federal regulations and applicable judicial holdings. Accordingly, discretionary awards shall not be used to fund, promote, encourage, subsidize, or facilitate; racial preferences or other forms of racial discrimination by the recipient, including activities where race or intentional proxies for race will be used as a selection criterion for employment or program participation; denial by the recipient of the sex binary in humans, or the belief that sex is a chosen or mutable characteristic; illegal immigration; or any other initiatives that compromise public safety. If an application does not align, the application will not receive funding to the extent permitted by law and applicable court orders.

In addition, applications must also align with SAMHSA Strategic Priorities and the application and budget narrative must not support harm reduction as outlined in SAMHSA's Dear Colleague Letter [PDF] on harm reduction.

As of October 1, 2025, HHS has adopted 2 CFR Part 200, with some modifications included in 2 CFR Part 300. These regulations replace those in 45 CFR Part 75.

Key Personnel

Key Personnel are essential to the successful implementation and oversight of your SAMHSA-funded project. These individuals, whether or not their salaries are paid by this grant, must play a substantive role in project execution and be actively involved in monitoring, reporting, and compliance activities throughout the project period.

The Key Personnel for this program is as follows:

- **Project Director (PD)**: The PD must oversee the grant to ensure goals are met, all reports are filed on time, and all rules are followed. The PD level of effort (LOE) must be at least 0.10 of a full-time equivalent (FTE) position.

Below are the expectations, requirements, and compliance obligations for Key Personnel under this NOFO:

- Key Personnel are expected to participate regularly in program monitoring and maintain consistent communication with SAMHSA staff.
- Key Personnel selected/hired for this grant must be based only on merit and qualifications. Executive Orders strictly prohibit using demographics (like race or sex) to give preference in hiring.
- Key Personnel must have the skills, time, and commitment to meet the expectations of the grant.
- If awarded funding, approved Key Personnel will be identified on the Notice of Award.
- Changes to Key Personnel require written prior approval from SAMHSA. This includes:
    - Replacing or removing Key Personnel.
    - Reducing any Key Personnel's level of effort by 25% or more.

Required Activities

Funds awarded under this program are intended primarily to support capacity building which includes statewide organizational infrastructure, leadership development, workforce expansion, and systems-level capacity-building activities. Capacity building also involves strengthening the ability of your organization to meet identified goals so that it can sustain or improve the delivery of services.

In the Project Narrative (B.2), you will provide a description of how you will implement all required activities listed below.

Nothing in the required or allowable activities described below allows you to use grant funds for prohibited activities described in the Funding Restrictions and Limitations section of this NOFO.

Your organization is required to implement all required activities listed below:

1. Develop and implement a statewide plan to support peers in your state and build capacity of your own statewide mental health PRO

When: Within 3 months of award, and updated annually.

Develop and implement a plan to support peers in your state, and build capacity in your own statewide mental health PRO. The plan should have a statewide reach and use statewide data to inform the development of your plan. The plan should include all required activities, and include how you will:

- Build capacity in your own organization. (Required Activity #2)
- Expand the peer workforce and peer voice in your state. (Required Activities #3 - #4)
- Engage peers in your state in your project, including any specific populations of focus.

2. Strengthen organizational leadership and management

Strengthen organizational leadership and management of your statewide mental health PRO. This may include:

- Enhancing skills in governance, leadership, board recruitment, policy and procedure development, and strategic planning.
- Developing a succession plan.
- Implementing financial systems for organizational budgeting.
- Adopting and implementing technology for data management and program evaluation.
- Exploring multiple funding sources and payment models for peer-operated support services.

3. Enhance peer voice, empowerment, and participation

Enhance peer voice, empowerment, and participation in behavioral health policy planning and implementation for individuals with lived experience across your state. This may include:

- Increasing the number of individuals with lived experience on state and community level workgroups, advisory boards, key informant and stakeholder interviews, and committees to promote systems change and improvements in service delivery.
- Providing leadership development, training, outreach, and education for individuals with lived experience.
- Expanding self-directed care approaches.

4. Increase recruitment, retention, and leadership capacity of the statewide peer workforce

Increase recruitment, retention, and leadership capacity of the statewide peer workforce to improve the delivery of mental health services. Areas of focus may include:

- Increasing the number of peer workforce in service systems that support individuals with SMI, including integration in:
  - Traditional behavioral health settings, including Certified Community Behavioral Health Care Clinics (CCBHCs), mobile crisis teams, co-occurring SMI and substance use disorder (SUD) settings, and Coordinated Specialty Care teams.
  - Physical health care settings, including Federally Qualified Health Centers (FQHCs), emergency rooms, and other community health settings, including those that support individuals with SMI who experience co-occurring chronic physical health conditions, via integration into physical health care settings, consistent with Make America Healthy Again (MAHA) priorities.
  - Homelessness services, including street outreach.
  - Community settings, including libraries.
- Development of a statewide peer workforce career pathway framework, including competency standards and supervision models.
- Training peer workforce on evidence-based, promising and/or best practices for peer delivered services and mental health PROs.

- Training peer workforce on mental health peer support models for specific populations of focus, including those involved in criminal justice, homeless individuals, older adults, and youth moving into adulthood.
- Training peer workforce on wellness and/or whole health integrated care models and supports, including in behavioral health care and primary health care settings.
- Training to staff and leadership in service systems that employ peer workforce.

Allowable Activities

Allowable activities are **not** required. However, your organization may propose to use funds for the following activities:

- Support training and technical assistance opportunities to enhance the capacity and sustainability of other mental health PROs. The training and technical assistance opportunities could include the following:
  - Organizational development and growth.
  - Non-profit management.
  - Community development.
  - Business practices, including marketing and communications.
  - Services financing.
  - Informed decision-making.
  - Mobile crisis teams.
  - Sustainability.
  - Leadership development.
  - Technology and digital peer support.
  - Developing State Mental Health/Behavioral Health Agency capacity to support PROs.
- Collaborate with state networks and organizations representing children, youth, and young adults with mental health conditions and their families or caregivers.
- Increase the capacity of delivering person-centered, recovery-oriented services within your state/territory to address emerging or existing needs of individuals with lived experience. These settings could include:
  - Criminal and juvenile justice system.
  - Integrated care systems.
  - CCBHCs.

  - Crisis response, warmlines, peer respite and/or state 988 crisis centers.
  - Systems or providers addressing homelessness.
  - Employment systems.
  - Educational systems.
  - Services for individuals with co-occurring disorders.
  - Services for older adults.
- Consider the communities that will be affected by this project and engage them in the overall program planning. To do so, SAMHSA encourages applicants to:
  - Engage communities, when practicable, during the design phase.
  - Develop programs in consultation with communities benefiting from or impacted by the program.

Eligibility

Eligible Applicants

Eligible applicants are domestic public and private nonprofit entities, including:

- States and territories (Guam, the Commonwealth of Puerto Rico, the Commonwealth of the Northern Mariana Islands, the U.S. Virgin Islands, American Samoa, the Federated States of Micronesia, the Republic of the Marshall Islands, and the Republic of Palau) and the District of Columbia.
- Political subdivisions of states.
- Indian tribes or tribal organizations (as such terms are defined in Section 5304 of Title 25).
- Health facilities, or programs operated by or in accordance with a contract or grant with the Indian Health Service.
- Other public or private nonprofit organizations, including faith-based organizations.

If you are a nonprofit organization, you must provide documentation of your non-profit status in **Attachment 8** of your application.

Note: An application submitted for this NOFO must be from a state that does not currently have a SCN grant funded. Currently funded grantees received funding through NOFO SM-24-002. **Therefore, applications from organizations in the following states are not eligible to apply under this NOFO and will be screened out and not reviewed:**

- Texas
- Virginia
- Oregon
- North Dakota
- Montana
- Kansas
- Nebraska
- New York

Note: SAMHSA can make only one award per state or territory where there is not a currently funded SCN recipient. If more than one application is received

from a state or territory in the fundable range, **the application with the highest priority score will be funded.**

Note: You must submit a letter in **Attachment 10** certifying that your Board of Directors or Advisory Council is comprised of more than 50 percent of members who are youth moving into adulthood and/or adults with SMI. Your application will be screened out and not reviewed if you do not submit Attachment 10.

For general information on eligibility for federal awards, see the Grants.gov website. For specific eligibility questions, see Agency Contacts.

Cost Sharing

Cost sharing/match is not required for this program.

Data Collection, Performance Measurement, and Performance Assessment

You must collect and report data and document your plan for data collection and reporting in Section D of your Project Narrative.

You must collect and report on selected program-level indicators on a quarterly basis. Data collection instruments, OMB-approved reporting tools, and related guidance will be provided post-award.

You can visit SAMHSA's Performance Measures webpage to view the performance measurement tools. Recipients must collect and report data on the measures related to the following:

- Number of work group/advisory group/council members who have lived mental health experience.
- Number of mental health prevention or promotion education encounters.
- Number of mental health or related interventions training participants.
- Number of individuals with lived experience who provide behavioral health or recovery support services.

Training and technical assistance on SPARS will be provided after award. The data you collect enables SAMHSA to report on key outcome measures. Performance data may be reported to the public.

Performance Assessment

Discretionary awards should include clear benchmarks/objectives for measuring success and progress toward relevant goals.

You are required to submit programmatic progress reports that demonstrate if you are meeting the objectives you selected for this project and achieving the outcomes you anticipated, and if any changes need to be made.

You must review your performance data to find out if you are making progress and improving project management. Refer to Reporting Requirements for information on submitting these reports.

For more information on completing this section, see Developing Goals and Measurable Objectives and Developing the Plan for Data Collection and Performance Measurement.

SAMHSA Strategic Priorities and Other Expectations

When developing your project, you must consider **SAMHSA's Strategic Priorities**, which includes recovery, a commitment to innovation, data, gold-standard science, and access to high quality services for all, which align with the Administration's Make America Healthy Again initiative. In addition, there are other expectations included in *Section I* in the *Application Guide* that you must consider as you design your project.

As a part of the project funded under this NOFO, you are required to adhere to the following principles where consistent with the authority and scope of the award and its activities:

1. **Evidence-Based and Outcome-Focused Practices:** Design and deliver services using evidence-based or evidence-informed approaches grounded in gold-standard science, establish measurable performance goals, and use data to monitor outcomes and drive continuous improvement and accountability.
2. **Program Integrity and Fiscal Stewardship:** Administer funds in accordance with all applicable federal statutes, regulations, and award conditions; maintain strong internal controls; and ensure the efficient and effective use of taxpayer dollars while preventing waste, fraud, and abuse.
3. **Partnership and Coordination:** Consistent with program purpose and authorization, coordinate with law enforcement, juvenile and criminal justice systems, civil courts and civil commitment systems (including

Assisted Outpatient Treatment programs where available and in alignment with state law), crisis services (including the 988 Crisis and Suicide Lifeline), and state, tribal, territorial, local, and community partners, as appropriate, to engage individuals in prevention activities, treatment, and support while tailoring services to meet community needs.

In addition, you should advance the following objectives in programs that are authorized to advance them:

4. **Treatment for Serious Mental Illness and Complex Needs:** Serve individuals with the most serious and complex behavioral health needs, including those with serious mental illness and co-occurring substance use and mental health disorders, through access to evidence-based treatment.

You must demonstrate ongoing compliance with these principles and objectives, in all programs that are authorized to advance them, through program design, implementation, reporting, and evaluation. Failure to meaningfully align funded activities with the applicable requirements may result in corrective action, additional reporting requirements, or other enforcement actions consistent with federal grant regulations found at 2 C.F.R. Part 200 and the terms and conditions of this award.

As referenced in the SAMHSA's Dear Colleague Letter [PDF] on MAT, if your proposed project funds training/TA related to MAT/MOUD, this funding should be used to provide training to clinicians and other behavioral health providers on the clinically appropriate use of medications in the treatment of substance use disorders, including options for safe tapering and discontinuation when clinically indicated, and regular, at least annual, reviews for continuing treatment. This training should include strategies to support shared decision-making by ensuring patients are fully informed of the risks and benefits of medication treatment initiation, continuation, and discontinuation. Training must ensure providers educate patients about and facilitate access to comprehensive substance use treatment and recovery support services.

Training should include tools to support the development of individualized comprehensive treatment plans with patients that include consideration of medication treatment duration, and tapering and discontinuation, as clinically indicated based on the patient's individual circumstances, recovery, and preferences.

Recipient Meetings and Technical Assistance

You are expected to participate in SAMHSA technical assistance activities as directed by SAMHSA.

We plan to hold virtual grant meetings and your full participation in these meetings is expected. You will be given more information about these meetings at a future date.

Budget revisions will be considered if SAMHSA decides to have an in-person meeting.

Funding Restrictions and Limitations

The following are funding restrictions for this project:

- Food is not an allowable expense.
- Capitalizable infrastructure, such as computer systems or software, is recoverable as depreciation through an approved negotiated indirect cost rate or 15 percent *de minimis* rate in accordance with your organization's existing capitalization/amortization policies.
- You must comply with all applicable Federal anti-discrimination laws material to the government's payment decisions for purposes of 31 U.S.C. § 3729(b)(4).
- **Discretionary awards shall not be used to fund, promote, encourage, subsidize, or facilitate:**
    - Racial preferences or other forms of racial discrimination by the recipient, including activities where race or intentional proxies for race will be used as a selection criterion for employment or program participation;
    - Denial by the recipient of the sex binary in humans, or the belief that sex is a chosen or mutable characteristic;
    - Illegal immigration; or,
    - Any other initiatives that compromise public safety.
- Discretionary awards must not support harm reduction as outlined in SAMHSA's Dear Colleague Letter [PDF] on harm reduction.
- Discretionary awards must not support "housing first" policies that fail to ensure accountability and fail to promote treatment, recovery, and self-sufficiency.

You must also comply with SAMHSA's Standards for Financial Management, Standard Funding Restrictions and Principles in Section G in the Application Guide.

All activities proposed in your application and budget narrative must align with applicable law, including but not limited to statutes, executive orders, federal regulations and applicable judicial holdings. Applications must also align with SAMHSA Strategic Priorities.

If an application does not align, the application will not receive funding to the extent permitted by law and applicable court orders.

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Get Registered

SAM.gov

You must have an active account with SAM.gov to apply. SAM.gov registration can take several weeks. Begin that process today.

To register:

- Go to SAM.gov Entity Registration and select Get Started. From the same page, you can also select the Entity Registration Checklist for the information you will need to register.
- You must agree to the financial assistance general certifications and representations specifically. Those for contracts are different.

When you register, you will also receive your required Unique Entity Identifier (UEI).

Once you register:

- You will have to maintain your registration throughout the life of any award.
- If your organization has multiple UEIs, use the one associated with your physical location.

Grants.gov

You must also have an active account with Grants.gov. You can see step-by-step instructions in the Grants.gov Quick Start Guide for Applicants.

eRA Commons

You must register in eRA Commons. Register at least six weeks before the application deadline.

See guidance at eRA Help and Tutorials and *Section A* in the *Application Guide.*

Find the Application Package

The application package has all the forms you need to apply. You can find it online. Go to Search Grants at Grants.gov or eRA ASSIST and search for opportunity number: SM-26-027.

If you can't use Grants.gov to download application materials, you may request them from dgr.applications@samhsa.hhs.gov

Step 3:
Build Your Application

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Application checklist

Make sure that you have everything you need to apply:

Narratives

Component	Form to use	Page limit
☐ Project abstract	Project Abstract Summary form	1 page
☐ Project narrative	Project Narrative Attachment form	10 pages
☐ Budget narrative	Budget Narrative Attachment form	None

Attachments

Insert each in the Other Attachments form (Grants.gov) or Other Narratives Attachment form (eRA ASSIST) in this order.

Component	Page limit
☐ 1. Letters of commitment, if applicable	None
☐ 2. Data collection instruments and interview protocols	None
☐ 3. Sample consent forms	None
☐ 4. Project timeline	2 pages
☐ 5. Biographical sketches and position descriptions	See Biographical Sketches
☐ 6. Confidentiality and SAMHSA Participant Protection	None
☐ 7. Letter to the State Point of Contact	None
☐ 8. Documentation of nonprofit status	None
☐ 9. Negotiated Indirect Cost Rate Agreement (NICRA), if applicable	None
☐ 10. Letter Certifying Composition of Board of Directors or Advisory Council	None

Other required forms

Use each required form in Grants.gov or eRA.

Component	Page limit
☐ Application for Federal Assistance (SF-424)	None
☐ Budget Information for Non-Construction Programs (SF-424A)	None
☐ Assurances for Non-Construction Programs (SF-424B)	None
☐ Project/Performance Site Location(s)	None
☐ Grants.gov Lobbying form	None

Application Contents and Format

This section includes guidance on each item found in the application checklist.

The following links contain information on:

- Formatting instructions and information on system validation requirements.
- Completing forms and required components. (Section A in the *Application Guide*).

Project Abstract

Page limit: 1 page

File name: Project name

Your project abstract should include:

- The geographic area that will be reached through the grant activities and the capacity development needed in the geographic area that will be addressed through the grant.
- The population of focus that will benefit from the capacity building.
- If services will also be provided, include a description of the population planned to be served (age range, distribution, clinical characteristics, e.g., diagnoses, service needs, etc.).
- Strategies and interventions to increase capacity that will be implemented through the grant.
- Project goals.
- Measurable objectives (whenever possible, focus on objectives that relate to SAMHSA's Strategic Priorities).

In the first five or fewer lines of your abstract, write a summary of your project that can be used in publications, reports to Congress, and press releases, if you are funded.

Project Narrative

Page limit: 10 pages

File name: Project narrative

In developing your Project Narrative:

- Provide a detailed response to the merit review criteria.
- Follow the required formatting instructions.
- Stay within the page limit or we will not review your application. We recommend page limits for the subsections, but they are for guidance only. You may place citations in an attachment, which does not count in the 10-page limit.

Budget Narrative

Page limit: none

File name: BNF

The budget narrative supports the information you provide in Standard Form 424-A. See Other Required Forms.

It includes added detail and justifies the costs you request. As you develop your budget, consider:

- Whether the costs are reasonable and consistent with your project's purpose and activities.
- The restrictions on spending funds. See funding limitations.

To create your budget narrative, see detailed instructions and a template in Section F in the *Application Guide*.

Attachments

You will upload attachments in Grants.gov using the Other Attachments form or in eRA ASSIST using the Other Narratives Attachment form.

Use only the following attachments listed. If your application includes any attachments not required in this document, they will be disregarded.

Do not use attachments to extend or replace any of the sections of the Project Narrative. Reviewers will not consider them if you do.

Name the attachments: Attachment 1, Attachment 2, and so on.

Attachment 1: Letter(s) of Commitment (LOC)

Include LOCs from any organization(s) partnering in the project. **Do not include any letters of support. Reviewers will not consider them.** A letter of support describes general support of the project, while an LOC outlines the specific contributions an organization will make in the project.

Attachment 2: Data Collection Instruments and/or Interview Protocols

If you are using standardized data collection instruments or interview protocols, you do not need to include these in your application. Instead, provide a web link to the appropriate instrument or protocol.

If the data collection instrument or interview protocol is not standardized, include a copy in Attachment 2.

Attachment 3: Sample Consent Forms

Include, as appropriate, informed consent forms for the collection of data.

Attachment 4: Project Timeline

Page limit: 2 pages

This attachment is scored by reviewers. Provide a chart or graph depicting a realistic timeline for the entire 3 years of the project period. Show dates, key activities, and responsible staff. The key activities must include the requirements outlined in Required Activities.

Attachment 5: Biographical Sketches and Position Descriptions

See biographical sketches and position descriptions for more information. Position descriptions should be no longer than one page each and biographical sketches should be no more than two pages.

Attachment 6: Confidentiality and SAMHSA Participant Protection

See Section E in the *Application Guide* for full information about how to complete this required attachment.

Attachment 7: Letter to the State Point of Contact

Review information on Intergovernmental Review and in *Section J* in the Application Guide for detailed information on E.O. 12372 requirements to determine if this applies.

Attachment 8: Documentation of Nonprofit Status

All private nonprofit organizations: you must submit proof of nonprofit status in your application. Any of the following is acceptable evidence of nonprofit status:

- A reference to the applicant organization's listing in the Internal Revenue Service's (IRS) most recent list of tax-exempt organizations, as described in Section 501(c)(3) of the IRS Code.
- A copy of a current and valid IRS tax exemption certificate.
- A statement from a state taxing body, state attorney general, or other appropriate state official certifying the applicant organization has nonprofit status.
- A certified copy of the applicant organization's certificate of incorporation or similar document that establishes nonprofit status.
- Any of the above proof for a state or national parent organization and a statement signed by the parent organization that the applicant organization is a local non-profit affiliate.

Attachment 9: Negotiated Indirect Cost Rate Agreement (NICRA)

If you have a NICRA, the document must be submitted.

Attachment 10: Letter Certifying Composition of Board of Directors or Advisory Council

A letter must be submitted certifying that your Board of Directors or Advisory Council is comprised of more than 50 percent of members who are youth moving into adulthood and/or adults with SMI. **Applications that do not include a complete Attachment 10 will be screened out and not reviewed.**

Other Required Forms

You will need to complete some standard forms. Upload the following standard forms as listed on Grants.gov. You can find them in the NOFO Application Package or review them and their instructions on Grants.gov Forms.

Forms	Submission Requirement
Application for Federal Assistance (SF-424)	With application
Budget Information for Non-Construction Programs (SF-424A)	With application
Assurances for Non-Construction Programs (SF-424B)	With application
Project/Performance Site Location(s) Form	With application
Grants.gov Lobbying Form	With application

SF-424

Fill out all sections of the SF-424.

- In Line 4 (Applicant Identifier), enter the eRA Commons Username of the Project Director (PD)/Principal Investigator (PI).
- In Line 8b (Employer/Taxpayer Identification Number (EIN/TIN)), enter the recipient organization's 12-character EIN and suffix as registered with the Payment Management System (PMS), if applicable. If not registered in PMS, enter the recipient organization's EIN.
- In Line 8f, enter the name and contact information of the PD identified in the budget and listed in Line 4 (eRA Commons Username).
- In Line 17 (Proposed Project Date), enter: a. Start Date: 9/30/2026; b. End Date: 9/29/2029.
- In Line 18 (Estimated Funding), enter the amount requested or to be contributed for the first budget/funding period only by each contributor.
- Line 21 is the Authorized Representative and should not be the same individual as the PD in Line 8f.

It is recommended you review the sample completed SF-424.

SF-424A Budget Information Form

Fill out all sections of the SF-424A using the instructions below. The totals in Sections A, B, and D must match.

- **Section A –** Budget Summary:
  - As cost sharing/match is **not required,** use the first row only (Line 1) to report the total federal funds (e) and non-federal funds (f) requested for the **first year** of your project only.
- **Section B –** Budget Categories:
  - As cost sharing/match is **not required,** use the first column only (Column 1) to report the budget category breakouts (Lines 6a through 6h) and indirect charges (Line 6j) for the total funding requested for the **first year** of your project only.
- **Section C –** Non-Federal Resources:
  - As cost sharing/match is **not required,** leave this section blank.
- **Section D –** Forecasted Cash Needs:
  - Enter the total funds requested, broken down by quarter, only for **Year 1** of the project period.
  - Use the first row for federal funds and the second row (Line 14) for non-federal funds.
- **Section E –** Budget Estimates of Federal Funds Needed for the Balance of the Project:
  - Enter the total funds requested for the out years (e.g., Year 2 and Year 3).
  - (b) First column is the budget for the second budget period.
  - (c) Second column is the budget for the third budget period.
  - Use Line 16 for federal funds and Line 17 for non-federal funds.

See Formatting Requirements to review common errors in completing the SF-424 and the SF-424A. These errors will prevent your application from being successfully submitted.

It is highly recommended you use the Budget Template on the SAMHSA website.

See the Budget Template Users Guide and the sample completed SF-424A forms at Sample SF-424A (Match Not Required). For additional information, see Section F in the Application Guide and Budget Related FAQs.

Step 4: Learn About Review and Award

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Application Review

Initial Review

We review each application to make sure it meets basic requirements. We will not consider an application that:

- Is from an organization that does not meet all eligibility criteria.
- Is submitted after the deadline.
- Exceeds the 10-page limit for the Project Narrative.

Merit Review

Project Narrative

Your Project Narrative describes the proposed project. Peer reviewers will assess your response to the criteria below. The following instructions should be considered as you develop the Project Narrative:

- The Project Narrative cannot be longer than 10 pages.
- There are four sections (Sections A–D) and you must use the section numbers and headings listed in the Evaluation Criteria.
- Include the section letter and number (e.g., A.1, B.2) before the response to each criterion. You do not need to type the full criterion in each section.
- Do not combine two or more criteria or refer to another section of the Project Narrative in your response.
- Reviewers will only consider information included in the appropriate numbered criterion.
- The number of points after each section heading is the maximum number of points a reviewer may give for that section.
- Unless required, cost-sharing will not be a factor in the review of your response to the criteria.

A: Population of focus and need statement (15 points – approximately 1 page)

1. Identify and describe current consumer involvement in mental health systems in your state, and the current needs of the peer workforce and peer voice throughout your state, including services, supports and training gaps.

- **Note:** The data sources must be identified (e.g., National Survey on Drug Use and Health (NSDUH)). Citations may be included in an attachment and will not count towards the page limit.

2. Provide a demographic profile of the youth moving into adulthood and/or adults that will be impacted by your statewide project. Examples include veteran status, lived experience of behavioral health, federally recognized tribe (if applicable), sex (male/female), age, clinical characteristics, socioeconomic status, and system involvement (e.g., criminal justice, social services, child welfare) .
   - **Note**: Racial preferences or other forms of racial discrimination by the recipient, including activities where race or intentional proxies for race will be used as a selection criterion for employment or program participation are prohibited.
3. Describe the need to increase the capacity and sustainability of your mental health peer-run organization.

B: Proposed implementation approach (30 points – approximately 3 pages)

1. Describe the goals and measurable objectives of your proposed project. See Developing Goals and Measurable Objectives. They must align with the Statement of Need in A.3.
2. Describe how you will implement all the required activities and selected allowable activities.
3. Describe how your proposed implementation approach will address SAMHSA Strategic Priorities.
4. In Attachment 4, provide no more than a two-page chart or graph depicting a realistic timeline for the entire 3 years of the program. It must include dates, key activities that must also include required activities, and responsible staff. Indicate when service delivery will begin. The timeline does not count towards the page limit for the Program Narrative.

C: Organizational experience and staffing (35 points – approximately 4 pages)

1. Describe your organization's experience with:
   - Similar projects.
   - Providing mental health support systems and related services for youth moving into adulthood and/or adults with SMI.

2. Identify any other organization(s) you will partner with. Describe their specific roles and responsibilities for this project. Letters of Commitment (LOC) from each partner organization must be included in **Attachment 1.**
    - **Note:** Indicate if you are not partnering with any organizations.
3. Provide a complete list of all significant staff positions for the project, including the key personnel (Project Director). For each, describe their:
    - Role.
    - Level of effort (LOE), stated as a percentage of employment (e.g., 1.0 FTE = full-time).
    - Qualifications, including their experience with similar projects.

D: Data collection and performance measurement (20 points – approximately 2 pages)

1. Describe how you will collect the required data for this project.
2. Describe how such data will be used to manage, monitor, and enhance the program. See Developing the Plan for Data Collection and Performance Measurement.

Risk Review

Before making an award, we review the risk that you will not prudently manage federal funds. We need to make sure you've handled any past federal awards well and demonstrated sound business practices.

We use SAM.gov Responsibility/Qualification to check this history for all awards likely to be over $250,000.

You can comment on your organization's information in SAM.gov. We'll consider your comments before making a decision about your level of risk.

If we find a significant risk, we may choose not to fund your application or to place specific conditions on the award.

For more details, see 2 CFR Part 200.

Review and Selection Process

When making funding decisions, we consider:

- Peer review results. Reviewers evaluate an application's scientific/technical aspects through the merit review process, which is an evaluation of the merits of the submitted application(s) based on the criteria/guidelines provided in the NOFO. The results of that merit review are advisory in nature only. Program offices and approving officials make final determinations for funding.
- Alignment with agency priorities. Before final funding decisions are made, applications will be reviewed for consistency with applicable laws and alignment with SAMHSA's Strategic Priorities. To the extent permitted by law and applicable court orders, applications that do not align with SAMHSA's Strategic Priorities will not receive funding.

The program office and approving official make the final determination for funding based on the following:

- Availability of funds.
- Submission of any required documentation prior to making an award.

Note: An application submitted for this NOFO must be from a state that does not currently have a SCN grant funded. Currently funded grantees received funding through NOFO SM-24-002. **Therefore, applications from organizations in the following states are not eligible to apply under this NOFO and will be screened out and not reviewed:**

- Texas
- Virginia
- Oregon
- North Dakota
- Montana
- Kansas
- Nebraska
- New York

Note: SAMHSA can make only one award per state or territory where there is not a currently funded SCN recipient. If more than one application is received from a state or territory in the fundable range, the application with the highest priority score will be funded.

Note: In Attachment 10, you must provide a letter certifying that your Board of Directors or Advisory Council is comprised of more than 50 percent of members who are youth moving into adulthood and/or adults with SMI. **Applications that do not include a completed Attachment 10 will be screened out and not reviewed.**

Other principles that may be considered in funding decisions include:

- Preference for discretionary awards should be given to institutions with lower indirect cost rates.
- Discretionary grants should be given to a broad range of recipients rather than to a select group of repeat players. Research grants should be awarded to a mix of recipients likely to produce immediately demonstrable results and recipients with the potential for potentially longer-term, breakthrough results, in a manner consistent with the funding opportunity announcement.
- To the extent institutional affiliation is considered in making discretionary awards, agencies should prioritize an institution's commitment to rigorous, reproducible scholarship over its historical reputation or perceived prestige. As to science grants, agencies should prioritize institutions that have demonstrated success in implementing Gold Standard Science.

Award Notices

You will receive an email from eRA Commons that describes how you can access the application review results, including the application score. If your application is approved for funding, a Notice of Award (NoA) will be emailed to: (1) the Signing Official identified on page 3 of the SF-424 (Authorized Representative section); and (2) the Project Director identified on page 1 of the SF-424 (8f).

If your application is not funded, an email will be sent to you from eRA Commons. This email will include a summary of the peer reviewer comments and scores. It may take up to four months from the program's award date for this information to be sent to you.

The NoA is the only document that authorizes recipients to receive federal funding for a project.

Step 5:
Submit Your Application

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Submission Requirements and Deadlines

Go to Find the Application Package to make sure you have everything you need.

Make sure you are current with SAM.gov and UEI requirements. See Get Registered.

You must maintain your registration throughout the life of any award.

Deadlines

Application

Due on Wednesday, June 24, 2026.

- For electronic submissions, the due time is 11:59 p.m. ET.
- If you receive an exemption from electronic submission, the due time is 4:30 p.m. ET. See exemptions for paper applications (3.2) in Section A in the Application Guide.
- When your application is submitted, it must pass validation checks for both Grants.gov and eRA. You will receive emails from both systems to either confirm the application successfully passed validation checks, or to notify you that there were errors that must be fixed before the application can be considered successfully submitted.
- If using the Grants.gov Workspace tool, use the Preview Grantor Validation feature in Grants.gov before submitting your application. Doing so will allow you to validate your application and review/fix all errors and warnings before submitting.
- It is strongly advised that organizations log into their eRA Commons account post submission to confirm submission status, as emails from each system could be placed in a recipient's junk mail folder and go unread.

Intergovernmental Review

You will need to submit application information for intergovernmental review under Executive Order 12372. Under this order, states may design their own processes for obtaining, reviewing, and commenting on some applications. See *Section J* in the *Application Guide*.

This requirement does not apply to states or American Indian and Alaska Native tribes or tribal organizations.

Step 6: Learn What Happens After Award

In this step

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Post-award Requirements and Administration

Administrative and National Policy Requirements

There are important rules you need to know if you get an award. You must follow:

- All terms and conditions in the NoA. We incorporate this NOFO by reference. You can see SAMHSA's standard terms and conditions on our website.
- The regulations at 2 CFR Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards, modifications at 2 CFR 300, and any superseding regulations.
- The HHS Grants Policy Statement (GPS). Your NoA will reference this document. If there are any exceptions to the GPS, they'll be listed in your NoA.
- All federal statutes and regulations relevant to federal financial assistance, including those highlighted in HHS Administrative and National Policy Requirements. See Section H in the Application Guide.
- All anti-discrimination laws: By applying for or accepting federal funds from HHS, you certify compliance with all federal antidiscrimination laws and these requirements. Complying with those laws is a material condition of receiving federal funding streams. You are responsible for ensuring subrecipients, contractors, and partners also comply.
- SAMHSA grants must align with SAMHSA and presidential priorities and policies.
- SAMHSA may terminate an award in accordance with any of the conditions set forth in 2 CFR 200.340(a)(1)–(4), including when an award no longer effectuates program goals or agency priorities as provided in 2 CFR 200.340(a)(4).

Reporting Requirements

If funded, you will have to follow reporting requirements. The NoA will provide specific details.

You are required to submit an annual Programmatic Progress Report (PPR) in years one and two and a cumulative Final Progress Report (FPR) in year three. You must use the OMB-approved Excel Programmatic Progress Report (PPR) template for your program.

You will need to submit your completed PPRs in eRA Commons.

The annual PPR for years one and two is due within 90 days of the end of each budget period.

The **Programmatic Progress Report** must discuss:

- Updates on key personnel, budget, or project changes (as applicable).
- Progress achieving the goals and objectives stated in your grant application.
- Progress implementing required activities, including accomplishments, challenges and barriers, and adjustments made to address these challenges.
- Success stories.

You must submit the FPR within 120 days of the end of the project. This report must be cumulative and include all activities during the entire project period.

After receiving your grant award, you will be required to submit various financial reports to SAMHSA. Please see SAMHSA Reporting Requirements.

Endnotes

1. For this NOFO, “mental health peer-run organizations ” are organizations that are led and staffed primarily by individuals with lived experience of SMI, referred to as peers, who draw on their personal experience of recovery, resilience, and engagement with behavioral health services to support others. ↥