**Sutter-Yuba County Prevention and Early Intervention (PEI) Mini Grant Announcement: Application**

Submission materials should be prepared in the file formats listed under Requested Information for this opportunity in the Bonfire Portal. All documents must be formatted in Times New Roman, 12 pt. font, double spaced, unless otherwise indicated in the Requested Information. The maximum upload file size is 1000 MB. Documents should not be embedded within uploaded files, as the embedded files will not be accessible or evaluated.

The following response components are required to be submitted with applicant’s submitted application. CalMHSA is not responsible for costs associated with the development of responses nor delivery of the same.

## Application Questions – to be submitted via Bonfire (maximum 250 words per question).

1. Provide a detailed description of your proposed event or series of events*.* Include your experience with engaging with the project’s target population/community and what you intend to do (activities, events, outreach efforts); list other organizations, businesses, or groups you will work with (if applicable); how your proposed project will positively impact your community; and a staffing plan that supports your qualifications of the program implementation and outcomes. **10 points**
2. Describe in detail how the proposed event or series of events will demonstrate a lasting community impact beyond your proposed program term*.* Include what you would like to achieve, your efforts to reduce stigma and address one of the negative effects of untreated mental illness (suicide, incarceration, homelessness, school failure or drop-out, removal of children and older adults from their homes, prolonged suffering, and unemployment) within your target population/community. **10 points**
3. Please explain how the proposed one-time event or series of events connects with the above PEI intentions. **10 points**
4. Describe how the proposed project will promote program, events, outreach activities, campaigns, etc. Include website and social media experience. **10 points**
5. Please describe the program’s views on social equity, including diversity, equity and inclusion, and how those views will be integrated into the proposed program. **10 points**
6. Please attach a proposed budget that includes staff/personnel costs, indirect costs, permit and/or vendor fees, promotional costs, etc., and complete the budget justification table. All costs should be clear, complete, and justify the funding amount requested. Please see example. **20 points**