

Behavioral Health Mini Grants Guidelines

Updated April 16, 2025

ABOUT THE MINI GRANTS	
WHAT?	<p>The Trust awards mini grants, up to \$2,500 per beneficiary, depending upon need, with a limit of one grant per fiscal year (July 1 – June 30). Mini grants are awarded to an agency on behalf of a beneficiary.</p> <p>Behavioral Health mini grants are awarded monthly throughout the fiscal year.</p>
WHO?	<p>For the Behavioral Health Mini Grant program, beneficiaries of the Trust include the following broad groups of individuals:</p> <ul style="list-style-type: none">• People with mental illness,• People with chronic alcoholism and other substance related disorders, and• People with traumatic brain injury resulting in permanent brain damage.
WHY?	<p>The mini grant program provides individuals of the Trust beneficiary groups with a broad range of equipment, supplies and services to improve the quality of life, increase independent functioning, and help them attain and maintain healthy and productive lifestyles.</p>
HOW?	<p>Community agencies may access the online application via the Trust's website at https://alaskamentalhealthtrust.org/alaska-mental-health-trust-authority/grants/mini-grants/behavioral-health/</p> <p>The application deadline for requests is 5pm on the 15th of each month. If the deadline falls on a weekend or holiday, the deadline rolls to 5pm on the next business day.</p>

GENERAL APPLICATION GUIDELINES

<p>To be considered, all funding requests MUST:</p>	<ul style="list-style-type: none"> • Clearly identify the specific Trust beneficiary group (or groups) to which the individual qualifies. • Verify that the individual that the application is for qualifies as a Trust beneficiary. • Not request items that are able to be purchased or acquired through other funding sources such as Medicaid, private insurance or other grant programs. • Provide a clear and strong connection between the beneficiary being served and how the proposed funding will directly benefit or improve their quality of life.
<p>Can a community agency seek more than one grant?</p>	<p>Community agencies are limited to three (3) mini grant applications per month, for a total of 36 per fiscal year (July 1 through June 30).</p> <p>For organizations serving multiple geographic locations, each individual location may submit up to three (3) mini grant applications per month.</p> <p>Agencies are encouraged to prioritize their requests over the course of the fiscal year.</p>
<p>If requesting multiple items in one application:</p>	<p>Please prioritize the items requested in order from highest to lowest need.</p>
<p>How are grant decisions made?</p>	<ul style="list-style-type: none"> • Each grant request is reviewed by a committee and funding decisions are made based upon the application information and the available grant funding for that period. • <u>Important questions an application should address:</u> How will the grant improve the individual's quality of life? What other services and funding is the client currently receiving? If the item requested involves an ongoing expense, how will it be paid for in the future?

	<ul style="list-style-type: none"> • When possible, please include a letter of support, from a behavioral health treatment provider who works with the beneficiary.
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Grant Documentation	<p>Agencies must document how the funds were spent within 45 days of award date. Documentation must include either an invoice or a billing statement from a vendor, which outlines the items purchased or services provided, along with a copy of the check or another proof of payment to the vendor.</p> <p>If the goods or services cannot be obtained within the 45-day timeframe, an extension may be requested.</p>
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EXAMPLES OF ALLOWABLE ITEMS		
Dental Services and Equipment	<p>Dental requests will be considered on a case-by-case basis.</p> <p>All requests for dental services must contain the following to be considered:</p> <ul style="list-style-type: none"> • A valid quote from a dental provider clearly showing the services to be provided and the cost of those services. • A statement in the application that the beneficiary has exhausted any other available funding sources (Medicaid, private insurance, etc.). • An explanation of how any dental costs that exceed the Trust funded portion will be paid for. <p>Grants of up to \$250 are available to obtain an estimate. These grants are exceptions to the one-grant-per-fiscal-year guideline. Once a dental treatment plan has been established, a second request for dental work is submitted. Depending on the nature of the required dental work, grants may be approved for amounts exceeding the \$2,500 limit.</p>	YES

Computers/ Laptops	Requests for computers and laptops will be funded up to \$500, which includes a printer. Exceptions to the \$500 limit may be made for individuals requiring high-end computers to run voice recognition software or other adaptive technology. Requests for software will be evaluated on a case-by-case basis; however, the need must be clearly justified. Proposals must demonstrate that the beneficiary is in stable recovery status.	YES
Housing Assistance	Mini grants for housing assistance are limited to funding for a security deposit and/or first and last month's rent. Housing assistance requests must include a copy of a lease that clearly shows the costs requested for Trust payment.	YES
Vehicle Repairs	<p>Requests for vehicle repairs will be considered with an estimate from a licensed repair shop. The extent of the repairs requested is balanced against the age and value of the vehicle. Consideration is given to the importance of the vehicle in the beneficiary's life, such as continuing treatment, work, and independence in the community, and whether the beneficiary owns the vehicle. Replacement tires qualify for consideration of funding.</p> <p>For these requests, the application must include current copies of the applicant's driver's license, vehicle registration, and proof of vehicle insurance.</p>	YES
Education	Requests for specialized classes will be considered case-by-case, depending on how they tie into the beneficiary's treatment plan or recovery. The request must be connected to a treatment, recovery, or vocational rehabilitation plan. If payment for the class was previously denied by another funding source (such as the Division of Vocational Rehabilitation), please explain why.	YES

Clothing	Requests for new clothing will be considered up to \$500. Higher amounts for specialized work clothing or severe weather outerwear may be considered case-by-case with an appropriate justification.	YES
Beds	Requests for mattresses and bed frames will be considered up to \$750 for a standard mattress and frame. Specialized mattresses and frames will be considered on a case-by-case basis if accompanied by the written recommendation of a health care provider.	YES

House Furnishings/ Household Goods	Requests for home furnishings, such as sofas and tables, will be considered up to \$750 per beneficiary, provided the housing situation is stable. Requests for beneficiaries on a waiting list for housing will not be funded until the beneficiary is stable. Televisions may be requested; however, if approved, there is a \$250 limit. General household goods, such as cookware and linens, will be considered up to \$750.	YES
Equipment/Tools	Requests for work equipment and tools will be considered for those in stable recovery status who have a letter of support from their employer or vocational rehabilitation provider. For beneficiaries interested in establishing their own business, please contact the Microenterprise Grant Program (https://www.uaa.alaska.edu/academics/college-of-health/departments/center-for-human-development/megrant/index.cshhtml).	YES
Home Improvements or Environmental Modifications	Requests for home improvements or environmental modifications will be considered if they: 1) Enhance a beneficiary's ability to live	YES

	<p>independently or access the community; or</p> <p>2) Support the beneficiary's health or safety needs, like installing special locks or alarms.</p> <p>Ideally, home improvements or environmental modifications will be permanent fixtures. If they're temporary, demonstrate their portability if the beneficiary moves. A landlord's approval for the modification is needed for rented homes.</p> <p>When submitting a request, provide cost estimates for both labor and materials. The mini grant review committee will request more information if necessary.</p> <p>General home repairs will not be considered unless they address a health or safety concern not covered by another source. Beneficiaries should explore weatherization or energy assistance programs as appropriate for other needs.</p>	
Shipping	If shipping is needed for any items, the included quote must include the delivery cost so that it can be considered for funding.	Yes
EXAMPLES OF NON-ALLOWABLE ITEMS		
Emergency/ Expedited Funding Requests	Due to the volume of requests this program receives and the turnaround time to administer the grants monthly, we are not able to consider requests on an expedited basis.	NO
Direct Medical or Behavioral Health Treatment	In general, requests will not be considered that fund direct medical or behavioral health treatment.	NO
Vehicles and Related Expenses	Requests for the purchase of a vehicle, vehicle fuel, vehicle insurance, and/or general operational expenses will not be funded.	NO

Ongoing Housing-Related Expenses	Ongoing housing-related expenses, such as monthly rent, mortgage, and/or utility payments, will not be considered for funding.	NO
General Education-Related Expenses	Requests for general tuition and incidentals (i.e., textbooks) will not be considered for funding.	NO
Gift Cards/Certificates and Gas Cards	Requests for gift cards, certificates, or gas cards will not be funded because it is not possible to determine whether the money was spent appropriately.	NO
Reimbursements	Requests to reimburse goods or services already purchased or rendered will not be funded.	NO
QUESTIONS		
Who can provide additional information?	For questions about the mini grant program, please email us at minigrants@mhtrust.org	