

## SAMHSA Grant Application SPOC and SSA Requirements

### State Single Point of Contact (SPOC):

*Usual wording in SAMHSA Request for Application (RFA) Announcements:*

#### **Intergovernmental Review (E.O. 12372)**

Applicants must comply with E.O. 12372 if their state(s) participates. Review process recommendations from the State Single Point of Contact (SPOC) are due no later than 60 days after application deadline.

*What that means:*

All applicants must send a copy of their application Michigan's SPOC; a current listing of SPOCs is on the White House website at [http://www.whitehouse.gov/omb/grants\\_spoc/](http://www.whitehouse.gov/omb/grants_spoc/). Include a cover letter stating which grant is being applied for and direct the SPOC to send comments within 60 days to the SAMHSA grant reviewer, and list their address.

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### Single State Agency (SSA):

*Usual wording in SAMHSA Request for Application (RFA) Announcements:*

#### **Public Health System Impact Statement (PHSIS) / Single State Agency (SSA) Coordination**

Applicants must send the PHSIS to appropriate state and local health agencies by application deadline. Comments from the Single State Agency are due no later than 60 days after application deadline.

*What that means:*

Community-based, non-governmental, non-tribal applicants must send the SSA a letter stating what grant they are applying for, the title of their project, and their project's intent. The letter should direct the SSA to send comments within 60 days to the SAMHSA grant reviewer, and list their address. Also send a copy of the face page of the application (SF 424) and a short summary of the project.

Send SSA cover letter and grant information to:

Deborah J. Hollis, MPA, Director  
Bureau of Substance Abuse & Addiction Services  
Michigan Department of Community Health  
320 South Walnut Street  
Lansing, Michigan 48913

Or submit electronically to [MDCH-BSAAS@michigan.gov](mailto:MDCH-BSAAS@michigan.gov).

Applicants must also notify the SSA within 30 days of receipt of any award.

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### Additional info for both:

See the Intergovernmental Review section in the grant announcement for the SAMHSA grant reviewer's name and address, as well as other additional information.

SAMHSA's Grant Announcement website: <http://www.samhsa.gov/grants/>