

CPWI Contract Negotiations

May 27, 2021 via Zoom

Attendees

CPWI Contract Contacts, Coordinators, and other fiscal agent staff.

Presentation and Questions

DBHR provided an update on the feedback received during CPWI contract negotiations and provided an update on the status of the CPWI contracts. Please reference the PowerPoint for more complete information from any section below. Talking points are included below along with participant questions.

Introductory slides

- We have continued to improve the CPWI contract template and have come a long way but will continue working to improve this and/or incorporate feedback we receive.
- According to SAMHSA, promotional items are unallowable (please see SAMHSA Award Terms referenced with the contract for more information). However, items that contain a DBHR approved prevention message may be permissible. Please work with your system manager.
- Administrative and indirect cost language has been used interchangeably. We're trying to make this more meaningful and use the language consistently throughout the contract.
 - The original intent of administrative and indirect costs doesn't change; it's still an 8% allocation for admin/indirect costs. Yet, there are direct costs, like FTEs to run the program, that are not considered administrative nor indirect.
 - We are developing a prevention billing guide to help inform and direct what this means.
- Q: What is the mechanism in the contract for converting admin/indirect funding to strategy or program funding – e.g., if we have admin/indirect that is available, but would rather use it on prevention services?
 - A: In the contract, you can use up to 8% for administrative or indirect costs. The process we use is a conversation with your manager to make an adjustment. We're also looking into contract language to specifically address how to adjust administrative/indirect costs.
- Q: Does that mean I can overspend SABG by the amount of my unspent admin?
 - A: Your SABG admin comes out of General Fund State (GFS). You cannot overbill on your SABG portion, as that is a set amount.
- Q: Is A-19/invoice preparation direct or admin/indirect if done by the coalition coordinator?
 - A: This would be a direct cost.
- Comment: The 8% allowance for indirect costs is less than half our usual indirect, so the allowance to pay for fiscal agent support staff time as a direct/program cost is helpful.

- A: Although we haven't yet been successful at raising that percentage more than 8% due to limited funding, we understand this is a challenge and will continue to advocate for that. However, we have been able to increase the total amount of indirect/admin available, because we have included this in additional funding we have granted to CPWI coalitions. (For example, when we started, some counties/CPWI communities only had \$29K total funding for all of it. Now every CPWI site has minimum \$130K.
- Q: If fiscal staff prepare the A-19s/invoices, is that indirect? And do direct costs have to be performed by the coordinator?
 - A: The coordinator does all the direct staffing. Other direct costs can be billed for staff hours, but you need to communicate that with us so we can ensure it's being directed and tracked correctly. If you have questions, bring in your prevention manager to help further clarify and support that situation.
- Q: Is subcontract preparation considered direct or admin if done by the coordinator? Subcontracts are with the PE for EBP delivery.
 - A: Generally, direct. The coordinator ensures implementation can take place.
- Q: Is County Risk Pool Liability Insurance direct or indirect/admin?
 - A: This would be admin/indirect.

Awards and Revenues (A&R)

- There are many timelines to watch for. However, having more diverse funds also allows us to serve more people.
- The new COVID Enhancement funds as part of the Block Grant does not have the exact same start and end dates. It is over a 2-year rolling period.
- We're working on a process to get A&Rs to you sooner by referencing them in the contract, but not putting them in it. This will help with your planning and budgeting, as well as make a more flexible process that makes getting the contracts to you go more smoothly and correcting errors move more quickly.

Breaking it down by Cohort

- Each cohort has different timelines, which are shown on the slide.

Anticipated timeline

- We use a template, so please double-check to ensure all the right information is in your contract correctly, including DUN numbers, contract numbers, etc.
- Our goal is to have the contracts ready and out for signature before July 1.
- Q: If we have unspent SABG funds, will that be good until 2023?
 - A: No. Current funds do not extend past June 30, 2021 for any funding source.