

May Prevention Learning Community Meeting

Hosted by: Division of Behavioral Health and
Recovery

May 24, 2023

9:00 a.m. – 11:00 a.m.

Time	Agenda
9:00-9:10 a.m. 10 min	Welcome
9:10-9:40 a.m. 30 min	Statewide Updates <i>DBHR Prevention Section</i> <ul style="list-style-type: none"> • Health Equity Survey • Action Plan & Budget Template • Excellence in Prevention (EIP) Registry Updates
9:40-10:20 a.m. 40 min	Umbrella Contract and CPWI Coalition Task Order <ul style="list-style-type: none"> • Review • Q&A
10:20-10:30 a.m. 10 min	Break
10:30-10:45 a.m. 15 min	Prevention Budget Updates
10:45-11:00 a.m. 15 min	Minerva Data Refresh

Statewide Updates

Prevention Section | HCA/DBHR

Health Equity: we want your feedback!

- ▶ The Px Health Equity Workgroup, in partnership with RIZE Consulting will develop:
 - ▶ Health Equity Best Practice Briefs
 - ▶ Coalition Leadership Institute (CLI) Health Equity Workshop(s)
- ▶ Please select your top 2 topic preferences for each IC & RC category.
- ▶ Results will be reflected in the briefs and workshop at CLI.



Action Plan & Budget Templates

Previous

Goal 1: [] (Minerva #11)
 Objective 1.1: [] (Minerva #12, #13)
 CSAP Strategy: Select from list. (Minerva #15)

Name of Program	Funding Source	Brief Description	How	Who & IOM Category	Lead and Responsible Party(ies)	Surveys
Program Name	Use legend on 1 st page	Briefly state the main purpose of activity	How much? How often?	Who is this service for? How many people reached? Is it Universal-Indirect, Universal-Direct, Selective, or Indicated?	Which organization is delivering program and who from the Coalition is making sure implementation occurs?	What survey will you be using? Frequency?
Minerva #3	#7	#4	#18, #19	#16, #21, #22, #23	N/A	#24, #25
Select from list.	Select from list.	Select from list.	How many program/activity series (groups):	Who & # reached: IOM: Select from list.	Organization delivering the program: Coalition lead on this program:	Survey: Frequency: <input type="checkbox"/> Not Applicable
Select from list.	Select from list.	Select from list.	Total sessions:	Who & # reached: IOM: Select from list.	Organization delivering the program: Coalition lead on this program:	Survey: Frequency: <input type="checkbox"/> Not Applicable

New

Goal 1: [] [This is the 'Risk Factor & Protective Factor' within the Logic Model portion of Minerva 2.0]
 Objective 1.1: [] [This is the 'Contributing Factor' within the Logic Model portion of Minerva 2.0]
 CSAP Strategy: Select from list.

Name of Program	Funding Source	Brief Description	How	Who & IOM Category	Lead and Responsible Party(ies)	Surveys
Program Name	Use legend on 1 st page	Briefly state the main purpose of activity	How much? How often?	Who is this service for? Is it Universal-Indirect, Universal-Direct, Selective, or Indicated?	Which organization is delivering program? Who is ensuring implementation occurs?	What survey will be used? Frequency?
Select from list.	Select from list.	Select from list.	Implementation Type: Select from list.	Describe who this service will reach: Estimated # of hours planned for all the cohorts or campaigns: Estimated # of persons served by the planned cohorts or campaigns: IOM: Select from list.	Organizational Partner helping deliver the program: Coalition representative that is lead on this program:	Survey: Frequency: Select from list. <input type="checkbox"/> Not Applicable
Select from list.	Select from list.	Select from list.	Implementation Type: Select from list.	Describe who this service will reach: Estimated # of hours planned for all the cohorts or campaigns: Estimated # of persons served by the planned cohorts or campaigns: IOM: Select from list.	Organizational Partner helping deliver the program: Coalition representative that is lead on this program:	Survey: Frequency: Select from list. <input type="checkbox"/> Not Applicable

[Type in name of Coalition here]		ONE YEAR BUDGET for: [Type in Fiscal year here]												Date Budget Last Revised:	
Category & Line Item	BARS - CSAP - IOM	DBHR Funding Sources												F	
		General Fund State (Adm) (SAMG) (Ld 1-Jun-30)	Substance Abuse Block Grant (EPP/PPB) (SAMG) (Ld 1-Jun-30)	Dedicated Maternal Account (EMA) (EPP/PPB) (Ld 1-Jun-30)	Dedicated Maternal Account (EMA) (EPP/PPB) (Ld 1-Jun-30)	Partnerships For Success (EPP/PPB) (Ld 1-Jun-30)	Partnerships For Success (EPP/PPB) (Ld 1-Jun-30)	State Open Response No Cost Extension (SOR NCE) (Ld 1-Jun-30)	State Open Response Year 2 (SOR NCE) (Ld 1-Jun-30)	State Open Response Year 2 (SOR NCE) (Ld 1-Jun-30)	State Open Response Year 2 (SOR NCE) (Ld 1-Jun-30)	State Open Response Year 2 (SOR NCE) (Ld 1-Jun-30)	State Open Response Year 2 (SOR NCE) (Ld 1-Jun-30)		
Admin	T11 - Administration														
Salary	22.5.1 - Community Based Process - Universal - Direct														
Benefits	22.5.1 - Community Based Process - Universal - Direct														
Equipment/Travel/Professional Development	22.7.1 - Other - Training - Universal - Direct														
Program/Strategies	Select BARS - CSAP - IOM														

[Type in Coalition name here]		ONE YEAR BUDGET for: July 1, 2023 - June 30, 2024												Date Budget Last Revised:	
Category & Line Item	BARS - CSAP - IOM	General Fund State (Adm) (SAMG) (Ld 1-Jun-30)	Substance Abuse Block Grant (EPP/PPB) (SAMG) (Ld 1-Jun-30)	Dedicated Maternal Account (EMA) (EPP/PPB) (Ld 1-Jun-30)	Dedicated Maternal Account (EMA) (EPP/PPB) (Ld 1-Jun-30)	Partnerships For Success (EPP/PPB) (Ld 1-Jun-30)	Partnerships For Success (EPP/PPB) (Ld 1-Jun-30)	State Open Response No Cost Extension (SOR NCE) (Ld 1-Jun-30)	State Open Response Year 2 (SOR NCE) (Ld 1-Jun-30)	State Open Response Year 2 (SOR NCE) (Ld 1-Jun-30)	State Open Response Year 2 (SOR NCE) (Ld 1-Jun-30)	State Open Response Year 2 (SOR NCE) (Ld 1-Jun-30)	State Open Response Year 2 (SOR NCE) (Ld 1-Jun-30)	State Open Response Year 2 (SOR NCE) (Ld 1-Jun-30)	SubTOTAL Available Funding Sources
		Admin	T11 - Administration												
Salary	22.5.1 - Community Based Process - Universal - Direct														
Benefits	22.5.1 - Community Based Process - Universal - Direct														
Equipment/Travel/Professional Development	22.7.1 - Other - Training - Universal - Direct														
Program/Strategies	Select BARS - CSAP - IOM														

Action Plan & Budget Templates

Minerva 2.0 language

Implementation Type: Describe who this service will reach:

Select from list.

How many planned cohorts or campaigns? Estimated # of hours planned for all the cohorts or campaigns:

Estimated # of persons served by the planned cohorts or campaigns:

Total activities: IOM: Select from list.

Implementation Type: Describe who this service will reach:

Cohort or Campaign
Select from list.

Cohort
Campaign
planned cohorts or campaigns? Estimated # of hours planned for all the cohorts or campaigns:

Estimated # of persons served by the planned cohorts or campaigns:

Total activities: IOM: Select from list.

Updated Funding Sources

Funding Source Legend	
GFS	(Funds)
SUPTRS CO	ion Treatment Recovery Services Carryover
SUPTRS	known as
SABG CE	ion Treatr known as
ARPA	ant – COV
DCA	(Federal
PFS	unt (State
SOR II NCE	Federal Fu
SOR III	Cost Ext
TBD	Federal Fun
DFC	or future p
Other	Grant Fund:
Match	ot DBHR α implemer

Name of Program	Funding Source
Program Name	Use legend on 1st page
	Select from list.
	Select from list.
	Select from list.

Action Plan & Budget Templates

▶ When posted, find the templates on:

▶ CPWI Guidance & Forms page

<https://theathenaforum.org/tags/cpwi-guide-guidance-and-forms>

▶ News from DBHR page

<https://theathenaforum.org/dbhr-announcements>

Action Plan & Budget Templates

- ▶ Based upon feedback from providers, we have aligned the Action Plan/Budget template primarily to:
 - ▶ Align better to Minerva 2.0.
 - ▶ Update fund sources.
 - ▶ Create additional drop downs to ensure all components captured.
- ▶ Expected to go-live on Athena in next week.
- ▶ Action Plan & Budgets will be due on June 15th
 - ▶ Work with your PSM to request an exception as needed.

Excellence In Prevention (EIP) Updates

Jaymie Vandagriff | Prevention System
Manager | HCA/DBHR

Evidence Based Program (EBP) Updates

- ▶ List updates for SFY 2024
 - ▶ Specific behavioral health outcome lists
 - ▶ Mental Health Promotion and Suicide Prevention
 - ▶ Opioid Use Prevention
 - ▶ Youth Cannabis Use Prevention
 - ▶ Excellence in Prevention (EIP) registry
- ▶ Upcoming items for future SFYs
 - ▶ Refining list update processes
 - ▶ Further review of programs
 - ▶ Updates to Athena Forum EIP page

The screenshot shows the 'Excellence in Prevention Strategy List' webpage. It includes a welcome message, a list of three primary resources (National Registry for Evidence-based Programs and Practices (NREPP), The State of Oregon's list of evidence-based programs, and The Pacific Institute for Research and Evaluation's 'Scientific Evidence for Developing a Logic Model on Underage Drinking: A Reference Guide for Community Environmental Prevention.'), a search box, and a list of program categories: Youth Cannabis Use Prevention, Opioid Use Prevention, and Mental Health Promotion and Suicide Prevention. Each category has a link to its respective list and an effective date of July 1, 2023. A note at the bottom states: 'The Programs & practices for youth marijuana use prevention report provides an overview of DBHR's collaborative process to determine the above program lists.'

Outcome Specific Lists

- ▶ List Review and Consolidation for SFY 2024
 - ▶ **Youth Cannabis Use Prevention** = DCA Enhancement + DCA Expansion
 - ▶ **Opioid Use Prevention** = SOR CBO + Cohort 5-6
 - ▶ **Mental Health Promotion and Suicide Prevention** reviewed and updated
- ▶ Factors considered:
 - ▶ Simplicity, Consistency, Stability
 - ▶ Outcome-specific risk and protective factors identified in prior analyses of WA HYS data
- ▶ Updated lists posted on Athena Forum EIP page
 - ▶ <https://theathenaforum.org/EBP>

Excellence in Prevention (EIP) List

▶ Recent Background

- ▶ In 2019-2020, DBHR contracted with WSU IMPACT Lab to review evidence for programs on the EIP list
 - ▶ 41 programs were originally marked for removal
- ▶ In 2022-2023, DBHR reviewed evidence for programs on CBO and outcome specific lists which include some EIP programs
 - ▶ The remaining EIP programs will be reviewed in Summer 2023
- ▶ DBHR revisited programs marked for removal, considering:
 - ▶ Evidence of consistent null or harmful effects
 - ▶ Recent implementation by CPWI or CBO providers
 - ▶ Implementation setting
 - ▶ Geographic setting
 - ▶ Participant target audience

EIP List (Continued)

▶ Updates for SFY 2024

▶ Based on the factors listed previously:

▶ **31 programs** are **removed** from EIP

▶ **8 programs** are **staying and will be re-reviewed** due to recent implementation and no harmful effects

→ Class Action

→ Hip-Hop 2 Prevent Substance Abuse and HIV

→ Keep a Clear Mind

→ Parenting Wisely

→ Say it Straight

→ Sembrando Salud

→ Storytelling for Empowerment

→ Too Good for Drugs – Elementary

▶ **3 programs** not implemented recently, yet serve specific populations, are **removed but will be re-reviewed**

→ Friendly PEERsusion

→ Native American Prevention Project Against AIDS and Substance Abuse

→ Healer Women Fighting Disease Integrated Substance Abuse and HIV Prevention Program for African American Women

EIP List (Continued)

▶ Updates for SFY 2024

- ▶ No programs with harmful effects are maintained on EIP
- ▶ DBHR will continue to work with any communities impacted by the removal process
- ▶ EIP and outcome specific lists will continue to be reviewed through September 2023 for future SFYs
 - ▶ Includes programs listed above and others unique to EIP

Upcoming EBP Work

- ▶ Refinement and re-review
 - ▶ Adding more EBP registries to our decision tools
 - ▶ Refining decision processes on multiple versions and registry changes
 - ▶ Using these processes to update status for programs
 - ▶ Decisions would apply to SFY 2025
 - ▶ Building a program nomination process
- ▶ Athena Forum update
 - ▶ Accessibility and usefulness
 - ▶ More program information
- ▶ Providers will have opportunities to give input 😊

CPWI Coalitions – contract negotiations

Kasey Kates | CPWI and School-Based Services
Supervisor | HCA/DBHR

Looking back



- ▶ At the start of the **19-21 biennium**, DBHR was transitioning from DSHS to HCA where the bulk of changes occurred.
- ▶ During the **21-23 biennium**, we gathered a lot of feedback and opted to amend the contracts with only a few language changes versus issuing new contracts.
- ▶ Over the last 2 years, we've continued on our journey together with a **few key commitments** in mind.

Key commitments

- ▶ **High-quality prevention services** to include contracting documents that reflect this.
- ▶ **Limited changes from year-to-year** unless absolutely necessary while also staying flexible to meet current needs.
- ▶ **Reduction of administrative burden**, in particular that which is felt during the process of amending contracts throughout the year.

Umbrella Contracts: concept



- ▶ Umbrella Contract with three (3) Task Orders underneath for:
 - ▶ CPWI Coalitions
 - ▶ CPWI School-Based Services
 - ▶ CBO Grants.
 - ▶ Note, the current SOR CBO grantees will continue to operate through their current Contract through 9/29/2024.
- ▶ Task Order(s) will remain dormant until activated as needed.
- ▶ Umbrella Contract will be signed by Contractor Signatory and HCA.
- ▶ Each Task Order through the Awards and Revenue (A&R) will then designate specified contacts from both the provider and DBHR.

Umbrella Contract

General Terms

Special Terms

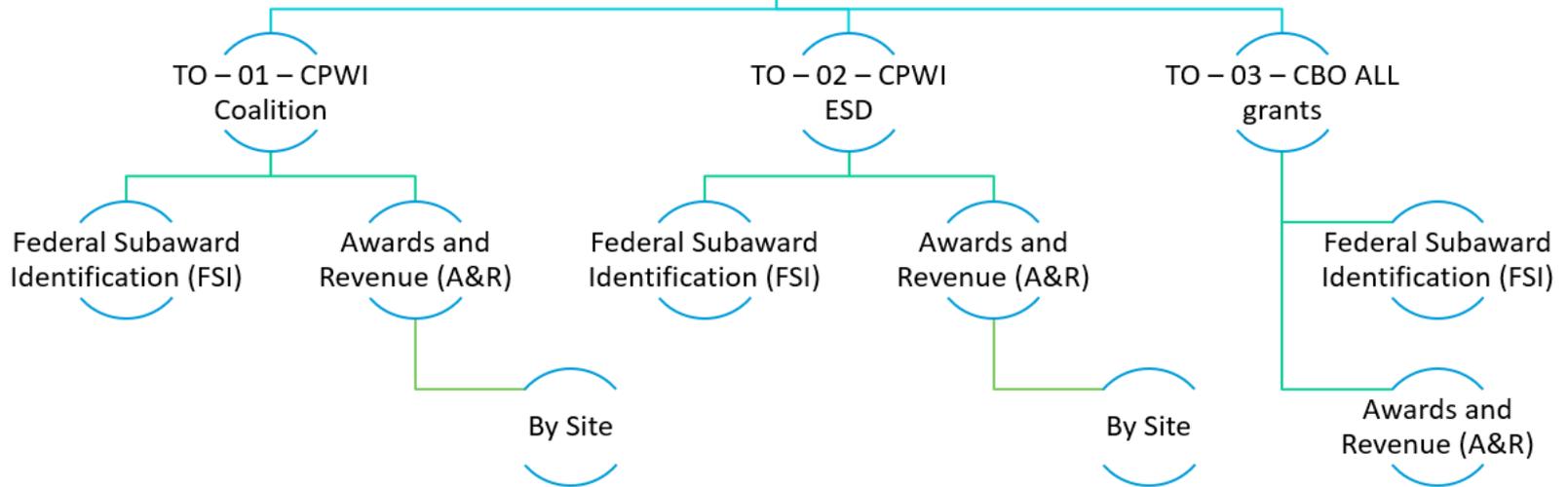
TO - 01 -
CPWI Coalition

TO - 02 -
CPWI ESD

TO - 03 -
CBO all fund sources

Documents sent separately by each manager

Incorporated by reference



Umbrella Contract: general layout

- ▶ Face Page
- ▶ Table of Contents
- ▶ Recitals
- ▶ Statement of Work (reference only)
- ▶ Definitions
- ▶ Special Terms and Conditions
- ▶ General Terms and Conditions
- ▶ Attachments
 - ▶ Task Orders
 - ▶ Data Sharing A-E
 - ▶ Federal, Compliance, Certifications, and Assurances
 - ▶ SAMHSA General Terms and Conditions
 - ▶ SOR III Special Terms

Key changes: face page (page 1)

- ▶ **Contract Number:** new number to be assigned.
- ▶ **HCA Contact for all Umbrella Contracts:** Kasey named on all.
 - ▶ Each **Task Order** will further specify the DBHR Task Order Manager and Contractor Contact.
- ▶ **Total Maximum Contract Amount:** to be higher than what is allocated through A&R(s) to allow for adding/removing funding as needed without a contract amendment.
- ▶ **Contract Dates:** 7/1/2023 – 6/30/2025 with ability to extend.

DRAFT v05 20 23 – TEMPLATE FOR REVIEW

	CONTRACT for Prevention and Promotion Client Services	HCA Contract Number: K
---	--	------------------------

THIS CONTRACT is made by and between the Washington State Health Care Authority (HCA) and (Contractor).

CONTRACTOR NAME		CONTRACTOR DOING BUSINESS AS (DBA)		
CONTRACTOR ADDRESS Street		City	State	Zip Code
CONTRACTOR CONTACT		CONTRACTOR TELEPHONE	CONTRACTOR E-MAIL ADDRESS	
Is Contractor a Subrecipient under this Contract? <input type="checkbox"/> YES <input type="checkbox"/> NO				

HCA PROGRAM Prevention and Promotion Local Services	HCA DIVISION/SECTION Division of Behavioral Health and Recovery (DBHR), SUD Prevention and MH Promotion Section
HCA CONTACT NAME AND TITLE Kasey Kates, Supervisor, CPWI Community and School-Based Services	HCA CONTACT ADDRESS Health Care Authority 626 8th Avenue SE PO Box 42730 Olympia, WA 98504-2730
HCA CONTACT TELEPHONE (360) 725-2054	HCA CONTACT E-MAIL ADDRESS Kasey.Kates@hca.wa.gov

CONTRACT START DATE 7/1/2023	CONTRACT END DATE 6/30/2025	TOTAL MAXIMUM CONTRACT AMOUNT
---------------------------------	--------------------------------	-------------------------------

PURPOSE OF CONTRACT:

Contractor will provide substance use disorder prevention and mental health promotion services to individuals, families and communities. The services will be provided through individual Task Orders, as funded and agreed to between both parties.

The parties signing below warrant that they have read and understand this Contract and have authority to execute this Contract. This Contract will be binding on HCA only upon signature by both parties.

CONTRACTOR SIGNATURE	PRINTED NAME AND TITLE	DATE SIGNED
HCA SIGNATURE	PRINTED NAME AND TITLE	DATE SIGNED

Key changes: recitals (page 5)

- ▶ Articulated more clearly.
- ▶ Exempt from **competitive solicitation** due to being an Umbrella Contract (previously referred to as “Master Contract”) for client services.
- ▶ Still allows the ability for HCA to **seek applicants** as part of contracting or procurement process including as part of awarding new funding.

Key changes: definitions (page 5)

- ▶ Definitions **inclusive** of those needed for all three (3) Task Orders.
- ▶ Now includes a **new definition** for: Awards and Revenue (A&R) and Federal Subaward Identification (FSI) Document
- ▶ Updated fund sources:
 - ▶ Substance Abuse Block Grant = Substance Use Prevention Treatment and Recovery Services (**SUPTRS**)
 - ▶ Opioid Abatement Settlement Account (**OASA**)

Award and Revenues

CONTRACTOR: CONTRACT NUMBER: TBD TASK ORDER: 01 COMMUNITY/COALITION:
The above-named Contractor is hereby awarded the following amounts for the purposes listed within the referenced Contract.

FUND SOURCE	AWARD AMOUNTS		
	2024	2025	Total 23-25
BFS (7.1.2023-6.30.2024)-Admin/Indirect	\$	\$0	\$
BFS (7.1.2023-6.30.2024)-Direct costs	\$	\$0	\$
DCA (7.1.2023-6.30.2024)-Admin/Indirect	\$	\$0	\$
DCA (7.1.2023-6.30.2024)-Direct costs	\$	\$0	\$
SABG CE (7.1.2023-9.30.2023)-Admin/Indirect	\$	\$0	\$
SABG CE (7.1.2023-9.30.2023)-Direct costs	\$	\$0	\$
SUPTRS CO (7.1.2023-9.30.2023)-Admin/Indirect	\$	\$0	\$
SUPTRS CO (7.1.2023-9.30.2023)-Direct costs	\$	\$0	\$
SUPTRS (7.1.2023-6.30.2024)-Admin/Indirect	\$	\$0	\$
SUPTRS (7.1.2023-6.30.2024)-Direct costs	\$	\$0	\$
ARPA (7.1.2023-6.30.2024)-Admin/Indirect	\$	\$0	\$
ARPA (7.1.2023-6.30.2024)-Direct costs	\$	\$0	\$
SOR II NCE (7.1.2023-9.29.2023)-Admin/Indirect	\$	\$0	\$
SOR II NCE (7.1.2023-9.29.2023)-Direct costs	\$	\$0	\$
SOR III Year 2 (9.30.2023-6.30.2024)-Admin/Indirect	\$	\$0	\$
SOR III Year 2 (9.30.2023-6.30.2024)-Direct costs	\$	\$0	\$
PFS 2018 Year 5 (7.1.2023-9.29.2023)-Admin/Indirect	\$	\$0	\$
PFS 2018 Year 5 (7.1.2023-9.29.2023)-Direct costs	\$	\$0	\$
Total State Funds			
Total Federal Funds			
Total All Awards			

- General Fund State (GFS)
 - Funding periods: 7.1.2023-6.30.2024.
 - Final invoice due: 45 days after fund source end date on 8.14.2024.
- Dedicated Campaign Account (DCA)
 - Funding periods: 7.1.2023-6.30.2024.
 - Final invoice due: 45 days after fund source end date on 8.14.2024.
- Substance Abuse Block Grant (SABG) COVID Enhancement (CE)
 - Funding periods: 7.1.2023-9.30.2023.
 - Final invoice due: 45 days after fund source end date on 11.14.2023.
- Substance Use Prevention, Treatment, and Recovery Services (SUPTRS) Carryover (C)
 - Funding periods: 7.1.2023-9.30.2023.
 - Final invoice due: 45 days after fund source end date on 11.14.2023.
- Substance Use Prevention, Treatment, and Recovery Services (SUPTRS)
 - Funding periods: 7.1.2023-6.30.2024.
 - Final invoice due: 45 days after fund source end date on 8.14.2024.
- American Rescue Plan Act (ARPA)
 - Funding periods: 7.1.2023-6.30.2024.
 - Final invoice due: 45 days after fund source end date on 8.14.2024.
- State Opioid Response (SOR) II No Cost Extension (NCE)
 - Funding period: 7.1.2023-9.29.2023.
 - Final invoice due: 45 days after fund source end date on 11.14.2023.
- State Opioid Response (SOR) III Year 2
 - Funding period: 9.30.2023-6.30.2024.
 - Final invoice due: 45 days after fund source end date on 8.14.2024.
- Partnerships for Success (PFS) 2018 Year 5
 - Funding periods: 7.1.2023-9.29.2023.
 - Final invoice due: 45 days after fund source end date on 11.14.2023.

Federal Subaward Identification
 <<Contract Number>>

1.	Federal Awarding Agency	
2.	Federal Award Identification Number (FAIN)	
3.	Federal Award Date	
4.	Assistance Listing Number and Title	
5.	Is the Award for Research and Development?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
6.	Contact information for HCA's Awarding Official	
7.	Subrecipient name (as it appears in SAM.gov)	
8.	Subrecipient's Unique Entity Identifier (UEI)	
9.	Subaward Project Description	
10.	Primary Place of Performance	
11.	Subaward Period of Performance	
12.	Amount of Federal Funds Obligated by this Action	
13.	Total Amount of Federal Funds Obligated by HCA to the Subrecipient, including this Action	
14.	Indirect Cost Rate for the Federal Award (including if the de minimis rate is charged)	

This Contract is subject to 2 CFR Chapter 1, Part 170 Reporting Sub-Award and Executive Compensation Information. The authorized representative for the Subrecipient identified above must answer the questions below. If you have questions or need assistance, please contact subrecipientmonitoring@hca.wa.gov.

1. Did the Subrecipient receive (1) 80% or more of its annual gross revenue from federal contracts, subcontracts, grants, loans, subgrants, and/or cooperative agreements; and (2) \$25,000,000 or more in annual gross revenues from federal contracts, subcontracts, grants, loans, subgrants, and/or cooperative agreements?
 YES NO
2. Does the public have access to information about the compensation of the executives in your business or organization through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986?
 YES NO

Key changes: special terms (page 14)

- ▶ General clean-up of language.
- ▶ Reference to **A&R/FSI Document** including process to manage (page 16):
 - ▶ Updated at least 1x per state fiscal year.
 - ▶ Sent directly to Task Order Contract Manager.
 - ▶ Receipt must be acknowledged within ten (10) business days to include sending back the FSI table with the bottom portion completed.
- ▶ **Food Costs** language under consideration to raise minimum allowable amount of \$1,000 per CPWI site and/or CBO Contract per year (page 17).

Key changes: special terms

- ▶ Clarity provided around **Admin/Indirect language** (page 20):
 - ▶ Contractor may use less than 10% of the Admin/Indirect allocations provided. If the Contractor chooses to use less than 10% for Admin/Indirect costs, Contractor shall use any funds remaining of the 10% for direct program implementation costs.
- ▶ Clarity provided around **Background Checks** (page 26):
 - ▶ Removal of reference to WAC.
 - ▶ Contractor must have policies and procedures in-place.
- ▶ Clarity provided around **Subcontracting** (page 29) on-site visits:
 - ▶ Submit written documentation of each on-site visit within thirty (30) calendar days upon completion.

Key changes: general terms (page 33)

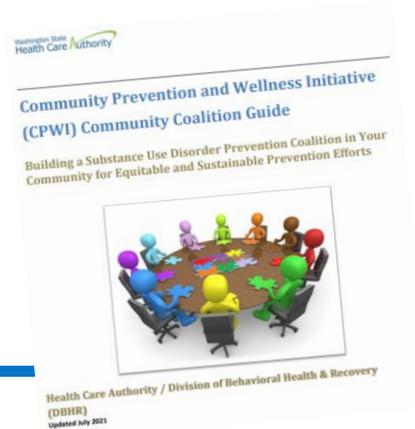
- ▶ General clean-up of language.
- ▶ Better alignment to our standard templates at HCA.

And that closes out the Umbrella Contract's main components but before we dive into the attachments....

Key changes: task order (page 51)

▶ **Community Profile:**

- ▶ The CPWI Guide is incorporated by reference (page 51) and posted on Athena.
- ▶ Guide to be updated to include removing the Community Profile requirement.
- ▶ Providers are still encouraged to create and distribute (as well as send to your contract manager) a website link, flyers, or other materials that you use to promote your Coalition for posting on Athena.



Key changes: task order

▶ **Coalition Coordinator:**

- ▶ Creating consistency across sites/cohorts and reinforces workforce development efforts by setting minimum staffing requirement as 1.0 FTE (page 52).
- ▶ Exceptions may be requested within 30 days of position start date (or in this case, contract execution) and will only be considered if in-compliance and able to demonstrate benchmarks within CPWI Guide.

Key changes: task order

▶ Evidence-based programs (page 53):

- ▶ Ensure that 60% of programs are replications or approved adaptations according to the Excellence in Prevention (EIP) Registry.
- ▶ If receiving SOR, OASA, and/or DCA funds use the associated EBP List.
 - ▶ Once one (1) or more evidence/research-based direct service program is selected, Contractor may select additional promising program(s) from the list or use the funding to support other costs to include training and/or coalition coordinator costs.
- ▶ If receiving SOR and/or OASA funds, must implement Starts with One and participate in National Drug Take Back Days in October and April.



Key changes: data sharing

- ▶ Maximum of **60 users** with access to Minerva.
 - ▶ Note, for those who also access the school-based services management information system through LGAN, this number is inclusive of that system too.
- ▶ Attachment D (page 94) and attachment E (page 95) **to be completed by each user of Minerva** and retained for review during Site Visits.
- ▶ Additional language around **suppression and small numbers**.

Awards and Revenue (A&R): logistics

- ▶ Allocates **first year** of funding.
- ▶ **Second year** of funding is in-process of being allocated and should be added without having to complete an amendment.
- ▶ A&R to be packaged with FSI tables in coming weeks to create the **A&R/FSI Document**.
- ▶ There will be **one (1)** A&R/FSI Document per Umbrella Contract.

Key takeaways: allocations

▶ **Priorities:**

- ▶ Sustain and maintain current funding levels for all communities.
- ▶ Reduce the number funding sources while maintaining benefits of different funding types (i.e. ability to have a multi-substance focus).
- ▶ Ensure available funding sources are fully spent and on the correct timeline according to grant terms.
- ▶ Provide more simple amounts of funding per fund source.

Key takeaways: allocations

- ▶ **\$20,000** of the total \$130,000 funding allocation must be spent by either **September 29th or September 30th of 2023.**
 - ▶ Consider using this funding to support standard monthly costs in July, August, and September to include coordinator salary/benefits or attendance at trainings/conferences.
 - ▶ Managers will be monitoring to ensure this funding is spent first.
 - ▶ Example from an A&R:

SABG CE (7.1.2023-9.30.2023)-Admin/Indirect	\$2,000
SABG CE (7.1.2023-9.30.2023)-Direct costs	\$18,000

Next steps

Date	Action Item
May 31 st , end of day	Final review of the Umbrella Contract; Feedback due to your manager
Within the week	Draft Awards & Revenues (A&R) to be sent over via manager
Before end of June	Umbrella Contracts with each of the three (3) Task Orders sent to Contractors for signature via DocuSign
Before end of June	A&R/Federal Subaward Identification (FSI) document sent to Contractors via manager

Minerva 2.0

Sarah Mariani | Section Manager | HCA/DBHR

Minerva 2.0 Biennial Data Refresh

▶ Purpose:

- ▶ Biennial opportunity to refresh the system!
- ▶ Expectation is that everyone who enters data into the system is trained.
- ▶ Opportunity for DBHR to showcase some of the new system features.
- ▶ Includes NEW data entry guidance to improve accuracy, efficiency, and to reduce data entry burden.

▶ Current training opportunities:

- ▶ Virtual
 - Thursday, June 8 *Part 1*: 1-4PM
 - Friday, June 9 *Part 2*: 9-12PM
 - Monday, June 12 *Part 1*: 9-12PM
 - Thursday, June 15 *Part 2*: 2-5PM
- ▶ In-person
 - Wednesday, June 14 *Part 1 & 2*: 9-3PM
- ▶ All trainings and registration information are posted to the [Athena Forum Calendar](#).

Additional training opportunities are being planned!

Stay tuned via Athena Forum and Minerva Dashboard.

Minerva 2.0 Biennial Data Refresh

- ▶ Registration is required
 - ▶ To ensure that there is an accurate accounting of attendance, participants should register individually.
- ▶ Minerva 2.0 user account are required for attendance
 - ▶ Visit the Athena Forum Minerva Knowledge Base to learn how to request an account.
- ▶ Registration closes five (5) business days prior to training.
- ▶ Confirmation email with reminders to be send prior to each training.

Budget Update

Sarah Mariani | Section Manager | HCA/DBHR

Budget: current status

- ▶ Working on final analysis of budget.
- ▶ Priority continues to be to support current local services.
- ▶ Strategizing to identify funds to address funding gap.
- ▶ Thank you for all the work you do at the community level!

you're doing great!
I know you're trying very hard.



keep up the good work!