

Frequently Asked Questions regarding DBHR Fall 2014 Funding Opportunities, Through October 28, 2014

Targeted Enhancement Projects

- **The funding seems to be for training facilitators to implement the program. Do we need to have other funding sources to actually pay for the implementation? 10/13/2014 FAQ**

Yes. Although it is possible with some of the programs on the list that the cost of the training will not use up the total grant award. In those cases, you can use the leftover funding to help pay for implementation of the program until the grant ends.

- **With the community surveillance initiative, is it a requirement that the coalition coordinator participate in the training or could someone else who collects data about the coalition participate? 10/13/2014 FAQ**

Yes, this is allowable. It is most important that whoever is going to be collecting and analyzing the data participates.

- **With the coalition sharing initiative, does it have to be the coalition chair that participates or could another coalition member participate? 10/13/2014 FAQ**

We want conversations between coalition leaders to occur in the CPWI coalition meeting portion of the project. So, it is important that the coalition chair participates when attending the Coalition meeting.

- **Is admin or indirect funding allowed? 10/13/2014 FAQ**

For the Partnerships for Success grant, up to eight percent (8%) of actual expenditures can be used for admin costs.

- **Is the CPP funding just for the CWPI Coalition Coordinator? 10/13/2014 FAQ**

The CPP incentive for the Targeted Enhancement Projects is only for coalition coordinators.

Just for clarification, the CPP is not a training, it is a prevention certification.

- **What if our logic model doesn't currently demonstrate this as a prioritized need in the project? 10/13/2014 FAQ**

In this case you'll need to provide information about the need in the community and where this ranks/aligns in priorities for the coalition in the letter narrative. It would be beneficial to include an updated logic model that demonstrates how this project would fit into your strategic plan.

- **How many Secure Medicine Take-Back Readiness projects will be funded? 10/13/2014 FAQ**

We have funding budgeted to support at least three (3) community projects. That being said, if there are more eligible applications for this project come in and less-than anticipated for others, we have reserved the right to move the number of projects around where necessary and possible.

- **Can the drop box be at the local health clinic or does it have to be installed at the police department? 10/13/2014 FAQ**

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The drop boxes will need to be in compliance with the new DEA rules that were released on 9/9/14. <https://www.federalregister.gov/articles/2014/09/09/2014-20926/disposal-of-controlled-substances>

- **Does the Community Surveillance Pilot project focus more on "surveying" the community or is it more focused on developing and implementing an evaluation process for the community for projects we're already doing? 10/13/2014 FAQ**

It is a pilot to collect data on coalition accomplishments and efforts and developing a Washington State way to measure impact using the data collection system.

- **If we are applying for more than one project do we have to submit a letter from the chair for each?**

No, That is not necessary as long as you address all of the required narrative information for each project they can all be submitted under one letter.

- **Do I need to submit my CPP application with my letter of interest for the CPP incentive?**

No, That is not encouraged or necessary. You should provide enough information to demonstrate that you're ready to take the test (meet requirements) and the date that you submitted or will submit the application and all other requested information.

Mental Health Promotion and Suicide Prevention Projects

FAQs added on 10/24/2014

- **Can these funds be used for personnel costs?**

Up to 20% of the total award can be used to support personnel costs. We don't specify where the personnel costs go because that is unique to the project. We are trying to create the most flexibility possible to respond to the specific community need.

Here are some scenarios about how the personnel costs could be used:

- *In some cases - like in the case of implementation of a school-based direct service curriculum - it may make sense to put all the personnel costs into district personnel in order to ensure the successful coordination of trainings and schedules and alignment with school district curriculum objectives. Some school districts are just going to feel more comfortable having a district employee do that work. In other cases, there may be a strong enough relationship with the coalition that the district entrusts that work to the coalition coordinator or to a person the coalition brings on specifically to coordinate the project.*
- *In other cases - like with community-based suicide prevention projects - it likely makes more sense for the coalition to be the lead and that might mean the coordinator. But even in that circumstance, there could be communities that decide that work would be coordinated better through the local school district - maybe because they already have a suicide prevention initiative going on.*

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➤ *And there could be other situations where the decision is made to split the available personnel between the school district and the coalition OR a decision could be made to not utilize the available personnel support at all.*

- **Will program activities be reported in PBPS?**

Yes – communities that are awarded Mental Health Promotion grants will be expected to do “Timely and complete reporting in PBPS about the implementation of the project in local schools”.

- **Are two Youth Mental Health First Aid trainings necessary if both projects are applied for?**

No. The training is a requirement for either grant individually, but only one training is required if funding is sought for both projects.

- **Can others be invited to the trainings?**

Yes, depending on the program.

For instance, QPR is really designed to build a single community’s capacity. And the folks at QPR Institute may give you that direction. The biggest concern from DBHR is that participation in the training or trainings from outside folks does not cut into the development of local capacity.

By contrast, each of the optional trainings would be fine to invite people from outside the community. In fact, we’re hoping that people will do that so that more school counselors and administrators can get trained in the Networks for Life and more substance abuse and mental health counselors can receive suicide identification and referral training

10/13/2014 FAQs

- **Can other federal funds like Drug Free Communities Grants be used to satisfy the 20 percent match requirement? 10/13/2014 FAQ**

Our preference is that non-federal resources be used. But we are not interpreting match as strictly as if you were making application for a federal grant. In those cases, no federal funds can be used to satisfy a match requirement. So, for these projects, if the match resource that you have is from a federal resource we could accept that. Maximum points for match, however, will go to those applications that demonstrate non-federal and cash matches.

- **Is the match requirement a requirement of the federal funds or is it a state requirement for this funding source? 10/13/2014 FAQ**

The match requirement is a state requirement.

- **If substitute teacher time is used to meet the match requirement, can the community qualify for the maximum points? 10/13/2014 FAQ**

If the funding source for the substitute time is a local funding source - for instance, local levy dollars – that would be considered cash match. It will be necessary to make that very clear in the section of the coalition application letter that addresses match.

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- **Can these funds support a county-wide strategy, or perhaps target a non-CPWI community in our county? 10/13/2014 FAQ**

We want the interventions focused on the CPWI community so that we can concentrate the resource and then, conceivably, we will be able to actually report some short-term impacts. A county-wide strategy would not work for this funding opportunity.

- **Do these grants strictly require us to target students at buildings that have PI's, or does the scope allow us to focus on the same 'geographical area' already identified in our CPWI strategic plans? For example, although we have a PI in our middle school, could we select a best practice to implement at the feeder elementary school, or are we limited to middle school strategies only? 10/13/2014 FAQ**

The funds are geographically tied to the CPWI service area. But in this case, the funds could be used either to implement something new - e.g., mental health promotion support at a feeder elementary school to the middle school that is the focus of CPWI efforts - or to expand something that is presently going on. If there are multiple feeder elementary schools it is important to work with each of them.

- **Who are the reviewers? 10/13/2014 FAQ**

We will involve professionals in the field in these reviews, both persons who work for DBHR and those who do not work for us.

- **Can two CPWI communities submit a joint application for funding? 10/13/2014 FAQ**

Yes, with the following stipulations:

1) The application needs to demonstrate that there is need in both communities; and,

2) An additional Memorandum of Agreement needs to be submitted that details: A) which of the communities' fiscal agents will be the primary recipient of the funding; B) how funding will get from the primary fiscal agent to both communities; and, C) how the two community coalitions will ensure that the deliverables for the project are implemented in both communities.

NOTE: If the motivation for investigating a joint application is concern about spending the entire award amount, it is possible to submit an application for less than the maximum amount.

FAQs added on 10/28/2014

- **Where in the application do we ask for a dollar amount? Do we specify how much? It wasn't clear and we couldn't find any budget page.**

In the application, you'll talk about the funding needed as part of the need statement in the coalition letter, e.g., how much of the maximum amount do you think you'll need to implement to program you are envisioning. And, off of that, you'll calculate the required 20% local match response. It would be recommended that you also address the question of why these funds are needed. Or, put another way, why can't these needed resources currently be provided?

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If we get to the point where we are developing a contract we will request a detailed implementation budget.

- **Is 8% admin. allowable for the mental health and suicide grants?**

With the mental health block grant, you bill for a total amount – no sub-categories. And then, at the fiscal agent level, admin is split out based on 8% of direct project expenses.

- **Also, does the fiscal agent need to be the county, or can it be a school or another member of the coalition?**

The default assumption is that these projects will be set up with the current CPWI fiscal agents in mind. And in most cases, the county is the fiscal agent. And that is largely due to ease of contracting, e.g., it's a lot easier to amend an existing contract – especially with a governmental entity – than it is to generate a new contract with an entity that we do not have an existing contracting relationship with. That is especially true with private non-profits; at this point we would likely have to justify that the non-profit is deserving of a “sole source” contract. Now, having said all that, we would be willing to consider – on a case by case basis – other entities being identified as the fiscal agent for the Mental Health Promotion or Suicide Prevention projects. But you would need to demonstrate that need in your application.

Contact the following individuals for additional information about these funding opportunities

Partnerships for Success Targeted Enhancement Projects:

Julia Havens at (509) 220-4752, julia.havens@dshs.wa.gov

Mental Health Promotion or Suicide Prevention Projects:

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