



MEMO

DATE: April 21, 2017

TO: Local Public Health Authorities

FROM: Jessica E. A. Duke, MPH
SBHC State Program Office 

RE: SBHC Mental Health Grant

**Application for:
2017-2019 School-Based Health Center Mental Health Grant:
Capacity Building**

The Oregon Health Authority budget has included funding during the previous two biennia to support children's mental health, including dollars to increase School-Based Health Centers (SBHCs) capacity to provide mental health services. SBHCs are an access health care model in which comprehensive physical, mental, and preventive health services are provided to youth and adolescents in a school setting. To learn more about Oregon's SBHCs visit the state SBHC website: www.healthoregon.org/sbhc.

The SBHC State Program Office (SPO) is pleased to announce the release of the SBHC Application for **School-Based Health Center Mental Health Grant: Capacity Grant**. These monies will be awarded to the Local Public Health Authorities (LPHA) based on a funding formula and competitive proposal review process. Funding and awards are dependent on final Legislative approval of the 2017-2019 Oregon Health Authority budget.

Eligibility

- Only SBHCs that were awarded a capacity grant from the 2015-17 Mental Health Expansion Grant and 2015-17 SBHC Planning Grantees are eligible for mental health capacity grant **formula funding**. Section I of this application describes the process to apply for formula funds
- All certified SBHCs are eligible for funding that remains after the mental health capacity grant formula funds have been allocated; this funding is called "**pooled funding**". Section II of this application describes the process to apply for pooled funding

- Application must be submitted to the SPO (by email or fax) through the LPHA, typically the County Health Department.
- SBHCs must be state certified by June 30th, 2017 in order to be eligible for funding.
- SBHCs must maintain certification in order to receive funding for the 2017-19 biennium.
- Applicant must furnish letters of support from local public and mental health authorities, the medical sponsoring agency, and the host school.
- Applicant must complete and submit entire application by the required deadline. See the "Application Submission" section for deadline and submission process.

Funding

- Approximate total amount available to support increase mental health staffing is expected to be \$5,700,000, pending Legislative approval of the 2017-2019 budget.
- SPO expects awarded contracts to run from July 1, 2017 to June 30, 2019.
- Awarded monies must be used to support mental health staff positions previously funded by the Mental Health Expansion Grant, to add mental health staff, or to expand current mental health staff hours. Awardees must have the ability to collect and report on mental health encounter visits.
- The total number of awarded monies to SBHCs will depend on availability of funding and the total number of successful applicants, to be determined by the SPO. Future funding will be based on each biennium's legislatively adopted budget.

LPHA Responsibilities

As the awarded grantee, the LPHA is expected to either lead or actively participate in the following activities.

- Participate in scheduled technical assistance teleconference calls with SPO.
- Distribute awarded funds to qualified sites.

Grant Requirements

This award is designed to cover a) the salary of a Qualified Mental Health Provider who provides on-site services at the SBHC; and b) any necessary capacity/infrastructure to collect data and report on the mental health encounter visits as defined by the SPO. The Qualified Mental Health Provider should have: a master's degree in social work, counseling, psychology, or its equivalent from an accredited school; knowledge and experience in individual, group, and family therapy; and knowledge and experience in conducting mental health assessments, diagnosis, and treatment planning. The provider should have experience working with children and adolescents in the school setting. The

provider should also be able to provide culturally and linguistically appropriate health care for the population(s) served by the SBHC.

Additional grant requirements include:

- Data tracking of mental health encounters.
- Awardees will be expected to participate in quarterly check-in meetings (via phone or email) with the State Program Office and submit mid-project and final project reports. Guidance will be given on expected report content.
- Awardees will be expected to submit mid-year and final reports on mental health encounters visits. See the Certification Standards for data collection and reporting requirements.

<https://public.health.oregon.gov/HealthyPeopleFamilies/Youth/HealthSchool/SchoolBasedHealthCenters/Pages/certification.aspx>

I. Formula Funding Application

SBHCs receiving a Mental Health Expansion Capacity Grant for 2015-17 and 2015-17 Planning Grantees are eligible to apply for formula funds. Refer to attached spreadsheet titled "Mental Health Capacity Grant Formula Funding 2017-19". Column D indicates the amount of funding that your SBHC is entitled to receive.

1. State the SBHC(s) and the amount you are applying for, not to exceed the amount indicated on the spreadsheet.
2. Describe any changes in location of services; for example, if you have decided to shift the funds from an SBHC that is currently being funded to a different SBHC that is in your system or county, but not listed on the Formula Funding spreadsheet.

II. Pooled Funding Application

All certified SBHCs are eligible to apply for pooled funding. The funding amount will depend on the amount of formula funds that are allocated. Applications should not exceed \$50,000 per SBHC for the biennium. SBHCs may choose to apply for pooled funding for capacity positions that require more funding than what sites are eligible to receive via formula funding, such as: expansion to sites not included in the formula funding, using the funds for innovation such as the addition of a behavioral health consultant, or if the formula funding represents a loss of funding that is a hardship.

1. State the SBHC(s) and the amount you are applying for, not to exceed \$50,000 per SBHC.
2. Justification for funding and description. Please describe why these funds are necessary for your SBHC. Describe how the SBHC will support the sustainability

of these services; for example, if you plan to bill for services and expect insurance reimbursement. If you are applying for pooled funds due to the formula funds representing a loss from your 15-17 grant award, include any challenges or successes related to billing reimbursement. (500 word count limit)

Letters of Support (required for all applications)

- You are **required** to submit the following letters of support:
 1. Local county public health
 2. Local county mental health agency
 3. Medical sponsoring organization
 4. Mental health provider agency (if different from medical sponsor and local county mental health agency)
 5. School principal and/or superintendent of your SBHC's host school
- Optional letters of support:
 6. Coordinated Care Organization(s)
 7. School nurse and/or school mental health staff (if applicable)

Application Submission Deadline

- To be considered in the SPO application process, **all applications must be received by June 1, 2017 by 5:00 PM.**
- Application may be submitted either through fax or as an electronic copy to the email address below. If you submit your proposal through email, include a table of contents of all the attached electronic files in the body of the email.
 - **Email: sbhc.program@state.or.us**
 - **Fax: 971-673-0250**

Selection Process

- All proposals will be reviewed by a review panel.
- The SPO will notify all LPHAs of their award status by June 30th, 2017.

SPO reserves the right to reject all plans submitted in response to the Application. All costs incurred in submitting this plan are the responsibility of the applicant and will not be reimbursed by the SPO.

SPO reserves the right to seek clarifications of each plan and the right to negotiate a final contract in the best interest of the Agency, considering cost effectiveness and the level of time and effort required for the services.
