

AOT Pre-Application Webinar Transcript

1

00:00:06.010 --> 00:00:17.949

Cassandra Henry: This is the Grant Award Pre-Application Webinar for Assisted Outpatient Treatment. Thank you for attending this pre-application for Webinar, which is a cooperative agreement for Assisted Outpatient Treatment (AOT) for short,

2

00:00:17.960 --> 00:00:30.319

Cassandra Henry: This transcript should not replace the reading of the NOFO in entirety. This is just to answer some questions that may arise prior to your application.

3

00:00:31.670 --> 00:00:32.960

Cassandra Henry: Next slide is Review of the FY24 NOFO

4

00:00:40.150 --> 00:00:50.939

Cassandra Henry: Today we will be reviewing introductions, cooperative agreement, key information, purpose of program, program objectives,

5

00:00:50.950 --> 00:01:10.410

Cassandra Henry: Eligibility required activities, allowable activities, data collection and measurement, project performance assessment application requirements and a Grants management Overview, which is shortened to GMS for short.

6

00:01:10.720 --> 00:01:12.000

Cassandra Henry: next slide is Introductions.

7

00:01:14.970 --> 00:01:21.640

Cassandra Henry: The Government project officers for this grant are Cassandra, Henry

8

00:01:22.180 --> 00:01:23.990

Cassandra Henry: Lorie Lopez,

9

00:01:24.180 --> 00:01:27.880

Cassandra Henry: Robert Grace, and Dawnielle Tillman,

10

00:01:28.090 --> 00:01:33.479

Cassandra Henry: the Grants management specialists, or GMS is Sarah Dayhoff.

11

00:01:36.700 --> 00:01:37.929

Cassandra Henry: Next slide is Cooperative agreement requirements.

12

00:01:40.600 --> 00:01:43.229

Cassandra Henry: Cooperative agreement requirements.

13

00:01:43.750 --> 00:01:55.560

Cassandra Henry: These AOT awards are being made as a cooperative agreement because they require a substantial Post-Award Federal programmatic participation in the oversight of the project.

14

00:01:55.570 --> 00:02:08.540

Cassandra Henry: Under this cooperative agreement the roles and responsibilities are recipients, and the SAMHSA staff are as follows: Please refer to page eighteen and nineteen in the NOFO

15

00:02:08.789 --> 00:02:11.420

Cassandra Henry: the role of recipient

16

00:02:13.110 --> 00:02:18.880

Cassandra Henry: Number one - The recipient must comply with terms and conditions of the cooperative agreement award

18

00:02:19.630 --> 00:02:32.519

Cassandra Henry: Number two-comply with all, and required activities as specified in the notice of funding opportunity. Number 3- Collaborate with SAMHSA staff in project implementation and monitoring.

19

00:02:33.370 --> 00:02:34.670

Cassandra Henry: next slide, cooperative agreement continued.

20

00:02:36.440 --> 00:02:38.770

Cassandra Henry: Cooperative agreement

21

00:02:39.040 --> 00:02:46.649

Cassandra Henry: recipients or grantee continued. In addition, the recipient must one

22

00:02:46.740 --> 00:03:02.589

Cassandra Henry: submit for GPO, Review, or approval one stage of a project work before work may begin on a later stage, during a current approved project.

23

00:03:02.810 --> 00:03:12.640

Cassandra Henry: two, collaborate with GPO in developing a selection process for subawards and review sub-recipient contracts and awards.

24

00:03:12.650 --> 00:03:23.459

Cassandra Henry: three, participate on committees, such as policy and steering work groups which guide the course of long-term projects for activities.

25

00:03:23.540 --> 00:03:40.419

Cassandra Henry: four, engage with the outside consultants for training, evaluation, and data collection by maintaining regular communication with GPO. Five, engage in routine conference calls and technical assistance consultation

26

00:03:40.500 --> 00:03:59.069

Cassandra Henry: six, if indicated oversee the development and implementation of a multi-science evaluation in partnership with the evaluation contractors and recipients. Seven submit all key personnel for SAMHSA approval. Eight, submit all performance data

27

00:03:59.100 --> 00:04:03.490

Cassandra Henry: and progress reports to SAMHSA for approval.

28

00:04:03.980 --> 00:04:05.270

Cassandra Henry: Next slide.

29

00:04:07.150 --> 00:04:09.280

Cassandra Henry: Cooperative agreement continued

30

00:04:09.740 --> 00:04:13.250

Cassandra Henry: the role of a SAMHSA staff/

31

00:04:13.270 --> 00:04:16.990

Cassandra Henry: Government project officer or GPO

32

00:04:17.940 --> 00:04:21.290

Cassandra Henry: handles programmatic monitoring including

33

00:04:21.300 --> 00:04:27.499

Cassandra Henry: regular calls that may involve the grants management specialist/GMS

34

00:04:27.510 --> 00:04:43.609

Cassandra Henry: and site visits. The GPO will work with you on implementing program and evaluation activities, and will make recommendations about program continuance. Your GPO, will also oversee the publication of any

35

00:04:43.620 --> 00:04:53.480

Cassandra Henry: project results, packaging, dissemination of products and materials to make the findings available to the field.

36

00:04:53.530 --> 00:05:07.000

Cassandra Henry: SAMHSA staff will one, review or approve one stage of the project before work may begin on a later stage during a current approved project period.

37

00:05:07.010 --> 00:05:24.580

Cassandra Henry: TWO-assist a recipient in developing, a selection process for sub-awards and review sub-recipient contracts and awards. Three-participate on committees, such as policy and steering work groups which guide the course of long-term projects and activities,

38

00:05:24.590 --> 00:05:43.639

Cassandra Henry: Four, recommend outside consultation or training, evaluation, and data collection. Five, maintain regular communications with recipients throughout routine calls and provide a technical assistance and consultation. Six, if indicated,

39

00:05:43.650 --> 00:05:53.880

Cassandra Henry: oversees the development and implementation of a multi-science evaluation in which partnership with evaluation contractors and recipients.

40

00:05:55.150 --> 00:06:05.849

Cassandra Henry: Seven receive and approve all key personnel. Eight, review and approve performance of data and progress reports.

41

00:06:05.950 --> 00:06:07.260

Cassandra Henry: Next slide

42

00:06:08.050 --> 00:06:10.110

Cassandra Henry: Cooperative agreement continued

43

00:06:10.120 --> 00:06:16.360

Cassandra Henry: The role of SAMHSA staff, Grants management specialists, or GMS

44

00:06:16.750 --> 00:06:35.700

Cassandra Henry: is responsible for all business management aspects of negotiation, award, and financial and administrative aspects of the collaborative agreement The GMS uses information from site, visits, reviews of expenditure, and audit reports, and other

45

00:06:35.710 --> 00:06:48.580

Cassandra Henry: appropriate means to ensure that the project operates in compliance with all applicable Federal law's regulations, guidelines, and the terms and conditions.

46

00:06:50.220 --> 00:06:51.539

Cassandra Henry: next slide is Key information.

47

00:06:51.920 --> 00:06:53.620

Cassandra Henry: Key information,

48

00:06:53.940 --> 00:06:57.809

Cassandra Henry: The estimated award amount is the

49

00:06:58.490 --> 00:07:00.059

Cassandra Henry: fifteen million,

50

00:07:00.120 --> 00:07:01.840

two hundred and twenty, nine

51

00:07:01.950 --> 00:07:04.830

Cassandra Henry: thousand seven hundred and forty four \$15,229,744

52

00:07:06.100 --> 00:07:09.739

Cassandra Henry: Applicants serving less than fifty clients.

53

00:07:09.770 --> 00:07:14.660

Cassandra Henry: will receive up to five hundred thousand dollars (\$500,000) per year.

54

00:07:14.890 --> 00:07:23.419

Cassandra Henry: Applicants serving more than fifty clients will receive up to seven hundred and fifty thousand dollars (\$750,000) per year.

55

00:07:23.510 --> 00:07:30.989

Cassandra Henry: The length of the project period is up to four years, the due date for applications.

56

00:07:31.000 --> 00:07:37.230

Cassandra Henry: Friday, April 26th, 2024. The anticipated award date is

57

00:07:37.510 --> 00:07:47.200

Cassandra Henry: July 30, 2024 with an anticipated start date of July 31st, 2024.

58

00:07:47.240 --> 00:07:55.919

Cassandra Henry: The estimated number of awards range from twenty to thirty, and cost sharing match is not required.

59

00:07:57.350 --> 00:07:58.650

Cassandra Henry: Next slide is Purpose of Program.

60

00:07:59.310 --> 00:08:01.330

Cassandra Henry: Purpose of program

61

00:08:01.540 --> 00:08:15.110

Cassandra Henry: The purpose of this program is to implement Assisted Outpatient Treatment or AOT in communities to support adults with serious and mental illness, who meet the State specific criteria for AOT,

62

00:08:15.240 --> 00:08:19.710

Cassandra Henry: also known as involuntary outpatient commitment.

63

00:08:20.500 --> 00:08:30.589

Cassandra Henry: "medically prescribed mental health treatment that a patient receives while living in the community

64

00:08:30.600 --> 00:08:35.289

Cassandra Henry: under the terms of a law authorizing a state or local court

65

00:08:35.419 --> 00:08:38.260

Cassandra Henry: to order such treatment."

66

00:08:38.840 --> 00:08:46.330

Cassandra Henry: Recipients are expected to implement a multi-disciplinarian AOT program

67

00:08:47.080 --> 00:08:58.040

Cassandra Henry: work with courts, community partners, and other entities to support community-based treatment for adults with SMI, who meet the criteria for AOT.

68

00:08:58.460 --> 00:09:12.260

Cassandra Henry: SAMHSA aims to support the implementation and evaluation of new AOT programs to reduce the incidence and duration of 1. psychiatric hospitalization

69

00:09:12.430 --> 00:09:27.000

Cassandra Henry: 2. homelessness. 3. incarcerations 4. interactions with the criminal justice system and 5. improving the health and social outcomes of individuals with SMI.

70

00:09:28.230 --> 00:09:29.520

Cassandra Henry: next slide

71

00:09:30.580 --> 00:09:33.180

Cassandra Henry: The purpose of program continued

72

00:09:33.190 --> 00:09:51.099

Cassandra Henry: AOT program components should include- evaluation of the psychiatric and social needs of the participants. Development and implementation of treatment plans related to the medical, psychiatric and social needs, including the criteria for court-order treatment,

73

00:09:51.620 --> 00:10:01.509

Cassandra Henry: monitoring participant compliance with the treatment plan, providing case management services that support the treatment plan,

74

00:10:01.870 --> 00:10:09.059

Cassandra Henry: making referrals to medical and social service providers for additional services

75

00:10:09.660 --> 00:10:19.620

Cassandra Henry: evaluating the program implementation process to ensure consistency with participants, needs, references and State law

76

00:10:19.880 --> 00:10:29.969

Cassandra Henry: and measuring treatment, outcomes, including health and social outcomes, such as the rate of incarceration, health care utilization, and homelessness.

77

00:10:30.640 --> 00:10:40.039

Cassandra Henry: SAMHSA encourages Grant recipients to address the diverse behavioral needs of the underserved communities as defined by executive

78

00:10:40.050 --> 00:10:41.079

Cassandra Henry: order

79

00:10:41.200 --> 00:10:44.199

Cassandra Henry: 13985.

80

00:10:44.630 --> 00:11:02.000

Cassandra Henry: Recipients must also serve all individuals equitably, and administer their programs in compliance with the Federal civil rights laws that prohibit discrimination based on race, color, national religion, disability, age,

81

00:11:02.270 --> 00:11:10.570

Cassandra Henry: religion, and sex (including gender identity, sexual orientation and pregnancy).

82

00:11:10.590 --> 00:11:14.019

Cassandra Henry: Recipients must also agree to comply with

83

00:11:14.370 --> 00:11:19.339

Cassandra Henry: federal conscience laws, where applicable

84

00:11:19.610 --> 00:11:29.100

Cassandra Henry: AOT is authorized by the Protecting Access to Medicare, ACT of 2014, Section 224.

85

00:11:29.910 --> 00:11:31.330

Cassandra Henry: next slide is Eligibility.

86

00:11:33.840 --> 00:11:35.360

Cassandra Henry: Eligibility.

87

00:11:35.590 --> 00:11:40.000

Cassandra Henry: This information can be found on page 19 of the NOFO.

88

00:11:41.290 --> 00:11:51.219

Cassandra Henry: Eligible entities are counties, cities, mental health systems, including mental health authorities, mental health courts, or any other entities

89

00:11:51.280 --> 00:11:58.589

Cassandra Henry: with authority under the law of the State in which the applicant is located to implement,

90

00:11:58.600 --> 00:12:03.320

Cassandra Henry: monitor and oversee assisted outpatient.

91

00:12:03.490 --> 00:12:10.439

Cassandra Henry: Please see Section 3-1 for complete eligibility information.

92

00:12:10.690 --> 00:12:20.210

Cassandra Henry: Eligibility is statutorily limited to jurisdictions that have not previously implemented an AOT program

93

00:12:20.250 --> 00:12:27.780

Cassandra Henry: Previous AOT recipients are not eligible to apply, and will be screened out and not reviewed.

94

00:12:28.270 --> 00:12:32.530

Cassandra Henry: Applicants must operate in jurisdictions with

95

00:12:32.560 --> 00:12:37.249

Cassandra Henry: legislative authority to carry out AOT

96

00:12:37.480 --> 00:12:43.749

Cassandra Henry: the States of Connecticut, Massachusetts, and Maryland do not have this authority.

97

00:12:45.160 --> 00:12:49.670

Cassandra Henry: Applications received from these States will be screened out.

98

00:12:50.070 --> 00:12:53.810

Cassandra Henry: Eligible tribes and tribal organizations,

99

00:12:54.560 --> 00:13:05.859

Cassandra Henry: Mental health substance, use, disorder, prevention, treatment, recovery, support for riders must be in compliance with all applicable

100

00:13:05.940 --> 00:13:20.739

Cassandra Henry: tribal licensing, accreditation, and certification requirements as of the due date of the application. In attachment 1, you must include a statement certifying that the Service Provider

101

00:13:20.920 --> 00:13:24.980

Cassandra Henry: organization meets these requirements

102

00:13:25.530 --> 00:13:26.990

Cassandra Henry: Next slide **is Required Activities**.

103

00:13:27.800 --> 00:13:33.820

Cassandra Henry: **Required Activities**. This can be found on page 8 of the NOFO,

104

00:13:34.050 --> 00:13:43.209

Cassandra Henry: You are expected to begin the delivery of service by the 6th month of award for the January 31, 2025.

105

00:13:43.720 --> 00:13:50.889

Cassandra Henry: You are expected to serve the unduplicated number of individuals proposed in the Project

106

00:13:50.900 --> 00:13:54.220

Cassandra Henry: Narrative found in B.1.

107

00:13:55.090 --> 00:14:02.739

Cassandra Henry: Note: The unduplicated number of individuals to be served must align with the total amount of funding requested.

108

00:14:03.380 --> 00:14:20.629

Cassandra Henry: If you are requesting to serve fewer than 50 clients, you can only request up to five hundred thousand dollars (\$500,000). If you're requesting funding up to seven hundred and fifty thousand dollars (\$750,000), you must document that you plan to serve more than 50 clients.

109

00:14:21.260 --> 00:14:27.110

Cassandra Henry: You must provide a description in B.2 of the

110

00:14:27.390 --> 00:14:32.929

Cassandra Henry: Project Narrative on how you plan to implement all of these activities.

111

00:14:33.420 --> 00:14:35.960

Cassandra Henry: Items 1-10.

112

00:14:36.320 --> 00:14:37.630

Cassandra Henry: next slide

113

00:14:39.020 --> 00:14:47.470

Cassandra Henry: **Required Activities.** One convene, an AOT management team within two months reward. Due date is

115

00:14:51.600 --> 00:14:55.839

Cassandra Henry: 9/30/2024.

116

00:14:56.010 --> 00:15:12.170

Cassandra Henry: 1. Convene, an AOT management team to coordinate the project's development and implementation. The AOT management team will troubleshoot problems as they arise in communication and procedures for fulfilling the Civil Court

117

00:15:12.180 --> 00:15:21.299

Cassandra Henry: orders and may need to review the AOT status of specific participants. The AOT management team must include; 1. the

118

00:15:21.660 --> 00:15:26.710

Cassandra Henry: AOT project director (PD)

119

00:15:27.220 --> 00:15:45.959

Cassandra Henry: 2. local behavioral health provider, delivering the majority of AOT's services
3. Inpatient or crisis systems partnering with the AOT program (with a focus on coordinating step down from inpatient settings) 4. civil court(s) staff

120

00:15:46.870 --> 00:15:48.530

Cassandra Henry: 2. Additional

121

00:15:48.540 --> 00:15:54.710

Cassandra Henry: members of the AOT management team may include relevant community based

122

00:15:54.720 --> 00:16:08.790

Cassandra Henry: organizations, local first responders to mental health crisis, including law enforcement, and entities involved in outreach or support of a participant, is unable to follow the civil court order.

124

00:16:10.840 --> 00:16:12.140

Cassandra Henry: next slide, **required activities continued**

125

00:16:13.670 --> 00:16:28.119

Cassandra Henry: **Required activities**. 2. Submit Memorandums of Understanding (MOUs) within four months of award and updated annually. The due date for this is 11/30/2024.

126

00:16:28.660 --> 00:16:45.990

Cassandra Henry: Submit and MOUs from relevant community stakeholders that include local referral pathways and roles for part partners and community stakeholders. The MOUs should be agreed upon by both parties and include

127

00:16:46.000 --> 00:16:48.220

Cassandra Henry: details on the following

128

00:16:48.660 --> 00:16:57.289

Cassandra Henry: Appropriate referrals to the program. Role of the stakeholder/partner in actual placement on a civil order.

129

00:16:58.350 --> 00:17:07.320

Cassandra Henry: Role of stakeholders/partner in providing for court-ordered treatment and management of privacy rights.

130

00:17:07.390 --> 00:17:12.330

Cassandra Henry: Role of stakeholders/partner in ongoing care at the end of the

131

00:17:13.170 --> 00:17:17.779

Cassandra Henry: court order. Point of contact for each community stakeholders/partner

132

00:17:18.750 --> 00:17:21.789

Cassandra Henry: 3. Develop Participant Civil and Privacy Rights Policies and Protocols

134

00:17:25.829 --> 00:17:45.030

Cassandra Henry: This is due within the first four months of award. The due date is 11/30/2024. Develop policies and procedures to ensure that the so civil and privacy rights of participants are respected,

135

00:17:45.040 --> 00:17:50.969

Cassandra Henry: Program Participants are educated about the AOT progress and their rights,

136

00:17:51.490 --> 00:18:07.269

Cassandra Henry: and proper legal procedures are being followed, including HIPPA privacy, registrations, and applicable State laws. The policies and procedures must be submitted with the semi-annual report.

137

00:18:08.430 --> 00:18:09.820

Cassandra Henry: Next slide

138

00:18:11.170 --> 00:18:23.869

Cassandra Henry: 4. Develop a program implementation plan. This is due within six months of award. The due date is 1/31/2025.

139

00:18:24.300 --> 00:18:35.710

Cassandra Henry: Develop a program implementation plan that incorporates a schedule of planned implementation stages. This will include a

00:18:35.720 --> 00:18:58.490

Cassandra Henry: schedule of implementation activities in the preparation phase, the ongoing program management and quality improvement phase and the sustainability phase. The plan should include a diagram outlining the workflow of the project no more than 1 page, and the plan should include: Anticipated

141

00:18:58.500 --> 00:19:08.269

Cassandra Henry: barriers and facilitators of implementation. Process for creating and sustaining the AOT Management team and Steering Committee.

142

00:19:09.370 --> 00:19:20.490

Cassandra Henry: Preliminary protocols to be developed (with input from the AOT management team). Please see page 9 & 10 in the NOFO for the complete list.

143

00:19:20.660 --> 00:19:33.099

Cassandra Henry: 5. Develop and Submit a Project Staff Training Plan. This is due within six months of award. The due date is 1/31/2025.

144

00:19:33.370 --> 00:19:46.660

Cassandra Henry: Develop and submit a project, a staff training plan for all selected evidence-based practices (EBPs). This should include trauma-informed,

145

00:19:46.720 --> 00:20:02.169

Cassandra Henry: culturally informed care, HIPPA privacy restrictions, as well as other privacy and civil rights considerations, and State laws applicable for a person under AOT civil order.

146

00:20:02.180 --> 00:20:18.999

Cassandra Henry: The plan should include civil court personnel, and other community stakeholders were appropriate. The plan should also include information on how staff will be trained to preserve as much choice for the individual on AOT

147

00:20:19.050 --> 00:20:24.430

Cassandra Henry: orders as is possible within the court-order treatment.

148

00:20:25.300 --> 00:20:26.660

Cassandra Henry: Next slide.

149

00:20:27.560 --> 00:20:38.099

Cassandra Henry: 6. Establish a steering committee. This is due within six months of award. 1/31/2025

150

00:20:38.180 --> 00:20:44.090

Cassandra Henry: Establish a steering committee to advise on the impact of the AOT on

151

00:20:44.200 --> 00:21:02.290

Cassandra Henry: the community. The steering committee has a role in ongoing optimization of programs, such as identifying outreach opportunities, planning for education, overall tracking of successes and needs and aggregated

152

00:21:03.010 --> 00:21:09.469

Cassandra Henry: trends of the population, (including underserved communities for executive

153

00:21:09.570 --> 00:21:15.829

Cassandra Henry: order 13985 served by the program. The steering committee should be convened during the preparation phase (month 1-6) and meet quarterly thereafter.

154

00:21:16.020 --> 00:21:35.879

Cassandra Henry: The steering committee should include first responders to mental health crises, behavioral health providers, including inpatient and outpatient

155

00:21:36.110 --> 00:21:41.400

Cassandra Henry: court ordered leadership, local government officials,
156

00:21:41.430 --> 00:21:50.599

Cassandra Henry: other community-based organizations, stakeholders, such as shelters, faith-based organizations, et cetera.

157

00:21:51.530 --> 00:21:55.140

Cassandra Henry: Consumers or persons lived with lived

158

00:21:56.770 --> 00:22:05.140

Cassandra Henry: lived experience, family members living with a member with a mental illness,

159

00:22:05.890 --> 00:22:11.709

Cassandra Henry :others as relevant to your community. An example would be evaluators.

160

00:22:12.240 --> 00:22:13.610

Cassandra Henry: Next slide

161

00:22:15.340 --> 00:22:24.879

Cassandra Henry: 7. Provide individualized evidence-based treatment to AOT participants. This is due by date

162

00:22:25.590 --> 00:22:38.949

Cassandra Henry: 1/31/2025. This will include a multidisciplinary approach including person-centered planning, that is, within the bounds of the civil court order.

163

00:22:38.960 --> 00:22:51.880

Cassandra Henry: Interventions should promote the participants choice wherever possible in medication, management, therapeutic interventions, case management, recovery and peer supports

164

00:22:52.080 --> 00:23:00.650

Cassandra Henry: services that focuses on maintaining stability, recovery, wellness, and safety within the community.

165

00:23:01.150 --> 00:23:08.090

Cassandra Henry: 8. Plan for recovery, support during and after the Civil

166

00:23:08.250 --> 00:23:10.590

Cassandra Henry: order has ended.

167

00:23:10.640 --> 00:23:14.290

Cassandra Henry: This is for wrap around and continuum of care,

168

00:23:14.980 --> 00:23:22.699

Cassandra Henry: Recovery support services coordination/referrals should be promoted during the term of the court

169

00:23:22.710 --> 00:23:36.140

Cassandra Henry: order and afterwards where the transition to community providers. This may be coordinated internally by the AOT recipients, or through other community providers, and may include

170

00:23:36.150 --> 00:23:51.370

Cassandra Henry: peer recovery support, and other recovery support services, supported housing, supported employment, pursuit of other activities or community engagement that have meaning to the individual,

171

00:23:51.380 --> 00:24:04.420

Cassandra Henry: such as volunteering or faith-based group participation, co-occurring treatment for those with co-occurring substance conditions, connection to the enrollment for health insurance

172

00:24:05.590 --> 00:24:10.009

Cassandra Henry: Medicaid, supplemental security income (SSI)/Social Security Disability Insurance (SSDI)

173

00:24:10.240 --> 00:24:11.740

Cassandra Henry: and other mainstream benefits

175

00:24:23.270 --> 00:24:24.539

Cassandra Henry: next slide

176

00:24:32.710 --> 00:24:34.300

Cassandra Henry: 9. Design

177

00:24:34.640 --> 00:24:51.510

Cassandra Henry: and conduct, ongoing evaluation to monitor AOT participant progress, treatment outcomes and successful transitions for individuals during and after completion of the AOT order.

178

00:24:52.160 --> 00:25:01.720

Cassandra Henry: Evaluation activities should also include impact on rates of homelessness, incarceration, and hospitalization.

179

00:25:03.420 --> 00:25:05.450

Cassandra Henry: 10. Provide ongoing

180

00:25:05.490 --> 00:25:20.580

Cassandra Henry: education and outreach to diverse community partners, first responders and stakeholders to increase awareness of AOT program, and/or how to refer to the civil court

181

00:25:27.130 --> 00:25:28.730

Cassandra Henry: process. Recipient Meetings.

182

00:25:29.260 --> 00:25:32.980

Cassandra Henry: SAMHSA will hold virtual recipient

183

00:25:33.060 --> 00:25:56.069

Cassandra Henry: meetings and expects you to fully participate in these meetings. In addition to these meetings, you are expected to participate in reoccurring monitoring calls with the GPO. No less than or quarterly, but no more frequently, as needed during the critical phases of the Grants program.

184

00:25:56.080 --> 00:26:02.730

Cassandra Henry: Site visits conducted either virtually or in person, may also take place

185

00:26:03.960 --> 00:26:05.340

Cassandra Henry: Next slide is **Allowable activities**.

186

00:26:05.690 --> 00:26:09.299

Cassandra Henry: **Allowable activities**. These can be found on page 11 of the NOFO.

187

00:26:11.820 --> 00:26:25.519

Cassandra Henry: Allowable activities are not required. Applicants may propose to use funds for the following activities. Involve

188

00:26:25.530 --> 00:26:45.449

Cassandra Henry: families and social support and the treatment recovery process, including by providing family psychoeducation services when alienated from family, provide support to participants to reunify with family members if wanted by the participants.

189

00:26:45.970 --> 00:26:56.910

Cassandra Henry: Develop and implement a system of valid, measurement-based care to track improvement in symptoms and functioning over time,

190

00:26:56.940 --> 00:27:05.599

Cassandra Henry: informing treatment planning service delivery, and tracking individual and population level outcomes.

191

00:27:06.960 --> 00:27:13.959

Cassandra Henry: **Next slides are Evidence-based practices, or EBPs**. This can be found on a page 11 of the NOFO.

192

00:27:14.100 --> 00:27:23.070

Cassandra Henry: You should use SAMHSA funds to provide services, or practices that have been proven

193

00:27:23.370 --> 00:27:32.510

Cassandra Henry: evidence base and are appropriate for the population(s) of focus

194

00:27:32.870 --> 00:27:37.590

Cassandra Henry: Evidence-based practices are interventions that promote individual

195

00:27:37.600 --> 00:27:55.490

Cassandra Henry: level or population-level outcomes. They are guided by the best research evidence within the practice. Space expertise, cultural confidence and the values of the people receiving these services.

196

00:27:55.560 --> 00:27:57.810

Cassandra Henry: See SAMHSA's

197

00:27:57.900 --> 00:28:16.920

Cassandra Henry: Evidence-Based Practice Resource Center and the National Network to Eliminate Disparities in Behavioral Health to identify evidence-informed and culturally appropriate mental illness and substance use prevention, treatment,

198

00:28:16.930 --> 00:28:22.689

Cassandra Henry: recovery practices that can be used in your project.

199

00:28:23.580 --> 00:28:29.680

Cassandra Henry: In Section C of your Project Narrative, identify the practice(s)

200

00:28:29.810 --> 00:28:34.130

Cassandra Henry: from the above categories that

201

00:28:34.280 --> 00:28:49.789

Cassandra Henry: that are appropriate and can be adapted to meet the needs of your specific populations for a population of focus. You must discuss the population of populations for which the practice(s)

202

00:28:49.800 --> 00:29:00.919

Cassandra Henry: has (have) been shown to be effective and document that it is appropriate for your population or populations of focus.

203

00:29:00.930 --> 00:29:17.659

Cassandra Henry: You must also address how these interventions will improve outcomes, and how you will monitor and ensure fidelity to practice for more information about monitoring and fidelity. See the fidelity monitoring checklist.

204

00:29:17.670 --> 00:29:22.550

Cassandra Henry: In situations where an EBP is appropriate but requires additionally

205

00:29:22.780 --> 00:29:24.690

Cassandra Henry: culturally-informed

206

00:29:24.700 --> 00:29:29.819

Cassandra Henry: practices discuss this in C.1.

207

00:29:31.080 --> 00:29:32.399

Cassandra Henry: Next slides, are data collection and performance

208

00:29:32.770 --> 00:29:35.590

Cassandra Henry: Data, collection, and performance

209

00:29:35.600 --> 00:29:40.980

Cassandra Henry: Measurement. This can be found on page 13 of the NOFO.

210

00:29:41.380 --> 00:29:48.049

Cassandra Henry: You must collect and report data for SAMHSA to meet its obligations under the

211

00:29:48.590 --> 00:30:03.540

Cassandra Henry: Government Performance and Results (GPRA) Modernization Act of 2010. You must document your plan for data collection and reporting in Section E of the Project narrative.

212

00:30:03.550 --> 00:30:21.090

Cassandra Henry: You must collect and report in the SAMHSA's Performance Accountability and Reporting system (SPARS) two types of data using the mental health client/consumer outcome management tools and the infrastructure, prevention and promotion

213

00:30:21.100 --> 00:30:22.170

Cassandra Henry: indicator tool.

214

00:30:22.570 --> 00:30:25.150

Cassandra Henry: training and technical assistance on SPARS data collection and reporting will be provided after award.

216

00:30:33.580 --> 00:30:34.890

Cassandra Henry: The mental health

217

00:30:34.900 --> 00:30:40.590

Cassandra Henry: client/consumer outcome measures or (NOMs) tool

218

00:30:41.230 --> 00:30:50.079

Cassandra Henry: collects client-level data on a real-time basis as clients are enrolled for services. You must collect these

219

00:30:50.190 --> 00:30:58.070

Cassandra Henry: data on each client at Baseline (i.e., Client entry into the project)

220

00:30:58.130 --> 00:31:01.160

Cassandra Henry: at 3-months, follow up

221

00:31:01.200 --> 00:31:04.519

Cassandra Henry: at client discharge.

222

00:31:05.050 --> 00:31:10.989

Cassandra Henry: Data must be entered into SPARS within 7 days after collection.

223

00:31:11.480 --> 00:31:14.330

Cassandra Henry: The infrastructure, development,

224

00:31:14.340 --> 00:31:33.810

Cassandra Henry: prevention and mental health promotion (IPP) indicators are all project-level data collected and recorded in SPARS on a quarterly basis. Recipients must collect data on the following IPP assigned indicators.

225

00:31:34.290 --> 00:31:35.620

Cassandra Henry: Next slide is accountability

226

00:31:41.510 --> 00:31:54.959

Cassandra Henry: Accountability. the number and percentage of work group/advisory group/council members who are consumers/family members.

227

00:31:55.700 --> 00:32:01.680

Cassandra Henry: Partnerships and collaboration. These are the number of organizations

228

00:32:01.710 --> 00:32:09.530

Cassandra Henry: collaborating coordinating for sharing resources with other organizations as a result of the award.

229

00:32:09.700 --> 00:32:28.800

Cassandra Henry: Targets of Practice. The number of people receiving evidence-based mental health related services as a result of the award. Screening. The number of individuals screened for mental health or related interventions.

230

00:32:33.030 --> 00:32:39.420

The data you collect allows SAMHSA to report on key outcome net measures.

231

00:32:39.430 --> 00:32:56.250

Cassandra Henry: Performance measures are also used to show how programs reduce disparities in behavioral health access, increase client retention, expand service use, and improve outcomes.

232

00:32:57.240 --> 00:32:58.630

Cassandra Henry: Next slide is **Project performance assessment**.

233

00:33:00.520 --> 00:33:06.869

Cassandra Henry: **Project performance assessment**. This is found on page 13 of the NOFO.

234

00:33:09.160 --> 00:33:24.939

Cassandra Henry: recipients must periodically review their performance data to assess their progress and use this information to improve the management of the project. The project performance assessment allows

235

00:33:25.490 --> 00:33:34.439

Cassandra Henry: recipients to determine whether their goals, objectives, and outcomes are being achieved, and if changes needed

236

00:33:34.490 --> 00:33:36.219

Cassandra Henry: to be made

237

00:33:36.580 --> 00:33:38.490

Cassandra Henry: to the project.

238

00:33:38.840 --> 00:33:44.160

Cassandra Henry: This includes this information is included in your Programmatic

239

00:33:44.660 --> 00:33:53.550

Cassandra Henry: Progress Report (See Section VI.3 for a description of the reporting requirements).

240

00:33:54.720 --> 00:34:03.859

Cassandra Henry: In addition, one key part of the performance assessment is determining. If your project has, or will

241

00:34:03.870 --> 00:34:25.150

Cassandra Henry: the intended impact on behavioral health disparities, you will be expected to collect data to evaluate whether the disparities you identified in your disparity impacts statement or (DIS) are being effectively addressed. For more information, see the Application Guide Section D

242

00:34:25.159 --> 00:34:30.370

Cassandra Henry: developing goals and measurable objectives in Section E.

243

00:34:31.070 --> 00:34:38.250

Cassandra Henry: Developing the plan for that data collection and performance measurement.

244

00:34:40.909 --> 00:34:42.350

Cassandra Henry: Next slide is application requirements

245

00:34:42.889 --> 00:34:52.210

Cassandra Henry: Application requirements. This can be found on page 26 – 29 of the NOFO.

246

00:34:57.930 --> 00:35:12.959

Cassandra Henry: Next slide is Eligibility criteria. The project narrative describes your plan for implementing the product. It includes the evaluation criteria in sections A - E below.

247

00:35:13.150 --> 00:35:27.369

Cassandra Henry: The application will be reviewed and scored according to your response in the evaluation criteria. In developing the project narrative, use the following instructions:

248

00:35:27.830 --> 00:35:34.160

Cassandra Henry: The project Narrative Section A - E. May

249

00:35:34.200 --> 00:35:37.799

Cassandra Henry: be no longer than fourteen pages.

250

00:35:37.880 --> 00:35:41.809

Cassandra Henry: You must use the five section/headings

251

00:35:41.860 --> 00:35:49.679

Cassandra Henry: listed below, in developing your Project Narrative. Before

252

00:35:49.700 --> 00:35:54.790

Cassandra Henry: the response to each criterion, you must indicate the sections

253

00:35:54.800 --> 00:36:07.190

Cassandra Henry: letter and number, i.e., "A.1," "A.2," etc. You do not need to type the full criterion in each section.

254

00:36:07.550 --> 00:36:18.389

Cassandra Henry: Do not combine two or more criteria, or refer to another section of the program narrative in your response, such as indicating that this,

255

00:36:18.530 --> 00:36:29.599

Cassandra Henry: that the response for B.2 is in C1 reviews will only consider information included in the appropriate numbered criterion.

256

00:36:29.840 --> 00:36:45.990

Cassandra Henry: Your applications will be scored, based on how well you address the criteria in each section. The number of points after each heading is the maximum number of points a review committee may assign for that section.

257

00:36:46.000 --> 00:36:56.579

Cassandra Henry: Although scoring weights are not assigned to individual criterion, each criterion is assessed in determining the overall sections score.

258

00:36:56.780 --> 00:37:05.709

Cassandra Henry: Any cost-sharing in your application will not be a factor in the evaluation of your response to the evaluation criteria.

259

00:37:06.630 --> 00:37:07.939

Cassandra Henry: Next slide is application requirements

260

00:37:09.700 --> 00:37:14.090

Cassandra Henry: Application requirements, continued. Section A

261

00:37:14.360 --> 00:37:23.169

Cassandra Henry: Population of focus and statement of need. This is worth fifteen points and approximately two pages long,

262

00:37:23.220 --> 00:37:34.480

Cassandra Henry: One, identify and describe your population(s) of focus, your state's criteria for outpatient civil commitment and the geographic catchment

263

00:37:34.490 --> 00:37:52.180

Cassandra Henry: area where you will deliver services. Provide a demographic profile of the population of focus to include the following: race, ethnicity, a federally recognized tribe (if applicable),

264

00:37:52.190 --> 00:38:02.920

Cassandra Henry: language, sex, gender, identity, sexual orientation, age and social economic status.

265

00:38:04.580 --> 00:38:05.770

Cassandra Henry: Two,

266

00:38:06.540 --> 00:38:23.169

Cassandra Henry: Describe the extent of the problem in the catchment area, including service gaps and disparities experienced by underserved and historically under resourced populations. Document. The extent of the need, including current

267

00:38:23.180 --> 00:38:38.349

Cassandra Henry: prevalence rates or incidence of data for psychiatric hospitalizations, incarcerations, and homelessness for the population is a focus identified in A.1.,

268

00:38:38.360 --> 00:38:50.679

Cassandra Henry: Identify the source of data (for example, the National Survey on drug use and health (NSDUH), community health rankings,

269

00:38:50.770 --> 00:38:54.999

Cassandra Henry: social vulnerability index, etc.)

270

00:38:56.180 --> 00:39:01.079

Cassandra Henry: Section B. Proposed

271

00:39:02.380 --> 00:39:04.450

Cassandra Henry: implementation approach

272

00:39:04.660 --> 00:39:14.410

Cassandra Henry: Worth thirty points. Approximately seven pages, not including attachment four, which is a project timeline.

273

00:39:15.300 --> 00:39:27.020

Cassandra Henry: One. Describe the goals and measurable objectives of the proposed project and align them with the statement of need as described in A.2.

274

00:39:27.030 --> 00:39:39.130

Cassandra Henry: See the Application Guide Section D. Developing goals and measurable objectives for information on how to write smart objectives which are

275

00:39:39.330 --> 00:39:51.950

Cassandra Henry: specific, measurable, achievable, relevant and time bound. Indicate in the table below the unduplicated number of individuals

276

00:39:52.370 --> 00:40:01.240

Cassandra Henry: you plan to serve (annually and over the entire project he period) with this project.

277

00:40:02.250 --> 00:40:11.600

Cassandra Henry: The unduplicated number of individuals should be the same as the estimated total number of people who will receive

278

00:40:11.800 --> 00:40:25.079

Cassandra Henry: an outpatient civil court order as indicated in the Civil Court's administrator's letter of intent. (LOI)(Attachment 1)

279

00:40:26.260 --> 00:40:27.600

Cassandra Henry: Next slide, application requirements continued

280

00:40:34.450 --> 00:40:45.310

Cassandra Henry: Application Requirements continued. Number of unduplicated individuals to be served with award funds. Please refer to page 28 of the NOFO for diagram.

281

00:40:46.320 --> 00:40:58.750

Cassandra Henry: Two, provide a diagram outlining the workflow of the project and coordination of those across systems of care. (No more than one page.)

282

00:40:58.760 --> 00:41:10.600

Cassandra Henry: Three, Describe how you will implement all Required Activities listed in Section 1. This should include your proposed membership of the Steering Committee and AOT management team.

283

00:41:10.690 --> 00:41:27.909

Cassandra Henry: Four, In attachment 4, provide no more than a two-page part or graph depicting a realistic timeline for the entire four years of the project period of showing dates, key activities and responsible staff.

284

00:41:27.920 --> 00:41:46.970

Cassandra Henry: Note. The timeline does not count towards the page limit for the program narrative. This should be organized into preparation phase, the ongoing program management and the quality improvement phase and the sustainment phase.

285

00:41:46.980 --> 00:42:00.730

Cassandra Henry: These key activities must include the Required Activities in Section 1. Note Be sure to show that the project can be implemented, and service delivery can begin as soon as possible and no later than six months after award.

289

00:42:12.940 --> 00:42:25.519

Cassandra Henry: Five, describe how you will address the civil rights of participants as well as the privacy rights of a given of a person given the number

290

00:42:25.530 --> 00:42:33.549

Cassandra Henry: of non-clinical entities that are typically involved with the community-wide program.

291

00:42:33.640 --> 00:42:50.620

Cassandra Henry: Six. Describe how people with lived experience, including family members and peer supports, specialists, (if available in your community) will be involved in planning an evaluation of proposed programs

292

00:42:53.180 --> 00:42:54.529

Cassandra Henry: Next slide- Application requirements, continued

293

00:42:58.100 --> 00:43:00.779

Cassandra Henry: Application requirements, continued

294

00:43:00.890 --> 00:43:09.949

Cassandra Henry: Section C: proposed evidence-based for adapted service practices. This is

295

00:43:11.870 --> 00:43:18.589

Cassandra Henry: eligible for 25 points and should be approximately three pages.

296

00:43:18.620 --> 00:43:32.120

Cassandra Henry: One, describe be evidence-based practices or EBPs and any clinical screening tool assessments you will use. Two, discuss how each EBP, clinical screening tools/assessments

297

00:43:32.130 --> 00:43:41.500

Cassandra Henry: and interventions chosen are appropriate for your population(s) of focus and the intended outcomes that you will achieve.

298

00:43:41.860 --> 00:43:47.269

Cassandra Henry: Three, Describe any modifications (e.g., cultural)

299

00:43:47.280 --> 00:44:08.720

Cassandra Henry: you will make to the EBPs and the reasons the modifications are necessary. If you're not proposing to make any modifications indicate so in your response. Four, describe the monitoring process you will use to ensure fidelity

300

00:44:08.730 --> 00:44:17.910

Cassandra Henry: of the EBP, evidence-informed, and/or promising practices that will be implemented.

301

00:44:18.390 --> 00:44:24.359

Cassandra Henry: See information on fidelity monitoring in Section 1.5.

302

00:44:24.980 --> 00:44:40.189

Cassandra Henry: Section D: Staff and organizational experience worth twenty points approximately one page. Describe the experience of your organization, providing services to adults with serious mental

303

00:44:40.200 --> 00:44:59.889

Cassandra Henry: illness, identify organization(s) that you will partner with in the proposed project. This includes members who will be on the AOT management team. Describe their experiences, providing services to adults with serious mental

304

00:44:59.900 --> 00:45:13.089

Cassandra Henry: illness and their specified roles and responsibilities for this project. The letters of intent from the partners must be included in attachment one.

305

00:45:13.850 --> 00:45:21.929

Cassandra Henry: Two, to provide a complete list of staff positions for the project, including the key personnel

306

00:45:21.970 --> 00:45:33.090

Cassandra Henry: project director at a minimum of 0.5 FTE and evaluator at a minimum of 0.5 FTE.

307

00:45:33.250 --> 00:45:40.480

Cassandra Henry: Describe the role of each, their level of effort, including non-key staff

308

00:45:40.490 --> 00:45:54.629

Cassandra Henry: and qualifications, including any specialized experience they possess in providing services to individuals with serious mental illness.

309

00:45:55.030 --> 00:46:13.450

Cassandra Henry: Section E. Data, Collection and Performance Measurement worth ten points approximately one page. One, provide specific information about how you will collect the data required for this program, and

310

00:46:13.460 --> 00:46:22.830

Cassandra Henry: how such data will be utilized to manage, monitor, and enhance the program.

311

00:46:23.500 --> 00:46:30.349

Cassandra Henry: This includes data for clients during the duration of the civil court order

312

00:46:30.800 --> 00:46:50.290

Cassandra Henry: and transition of care after the court order has ended. Include other data that is not required by the award, but that you plan to use. See Application Guide Section E.- Developing the plan for data collection and manage and performance

313

00:46:50.300 --> 00:46:51.430

Cassandra Henry: measurement

314

00:46:54.740 --> 00:46:56.189

Cassandra Henry: This concludes the AOT programmatic portion for this webinar. Next slide.

315

00:47:00.230 --> 00:47:09.869

Sarah Dayhoff: The next part of the presentation will include an overview of Grants management's Expectations

316

00:47:10.590 --> 00:47:13.340

Sarah Dayhoff: Objectives,

318

00:47:17.250 --> 00:47:23.920

Sarah Dayhoff: 1. Applying for a grant- available resources 2. Applicable

319

00:47:24.230 --> 00:47:42.119

Sarah Dayhoff: policies and regulations. 3. Factors affecting allowability of costs 4. Budget, narrative, and justification. 5. Sample budget templates, 6. SF 424a

320

00:47:42.130 --> 00:47:46.959

Sarah Dayhoff: 7. Key personnel, 8. Indirect cost rate,

321

00:47:49.240 --> 00:47:57.419

Sarah Dayhoff: 9. Funding limitations/restrictions. 10. Questions/technical support.

322

00:47:57.800 --> 00:47:59.160

Sarah Dayhoff: Next slide.

323

00:48:00.040 --> 00:48:14.539

Sarah Dayhoff: Applying for a grant available resource on the screen. There is a picture of the manual for developing a competitive SAMHSA Grant application.

324

00:48:14.760 --> 00:48:18.149

Sarah Dayhoff: The manual is available for applicants.

326

00:48:21.340 --> 00:48:30.080

Sarah Dayhoff: It will provide Applicants of valuable information on how to prepare a Strong Grant Application.

327

00:48:30.500 --> 00:48:34.839

Sarah Dayhoff: Additional information can be found at

329

00:48:36.980 --> 00:48:42.929

Sarah Dayhoff: <http://www.samhsa.gov/grants/grants-training-materials>

330

00:48:43.540 --> 00:48:51.149

Sarah Dayhoff: Next Slide

333

00:49:06.710 --> 00:49:15.399

Sarah Dayhoff: **Available resources, continued**. The information on this slide can also be found on the SAMHSA website.

334

00:49:16.220 --> 00:49:36.729

Sarah Dayhoff: Here are the links for registering and preparing your organization to successfully initiate and submit your application. Refer to the SAMHSA website, and the grants.gov website for more information. More information can also be found on SAMHSA's website,

336

00:49:42.710 --> 00:49:51.940

Sarah Dayhoff: It is strongly recommended that applicants start the registration process immediately, as it could take up to six weeks for processing

337

00:49:52.740 --> 00:49:54.049

Sarah Dayhoff: next slide

338

00:49:56.630 --> 00:49:58.189

Sarah Dayhoff: **Applicable Policies & Regulations**

339

00:49:58.280 --> 00:50:17.329

Sarah Dayhoff: The resource on the slide will assist you with the regulations and policies applicable to SAMHSA Grants. Ensure that you thoroughly read the NOFO for specific requirements.

340

00:50:20.700 --> 00:50:22.099

Sarah Dayhoff: Next Slide is applicable policies and regulations

341

00:50:22.210 --> 00:50:23.589

Sarah Dayhoff: Applicable Policies and regulations continued.

342

00:50:24.140 --> 00:50:40.010

Sarah Dayhoff: You can also zoom in to the applicable uniform administrative requirements, costs and principles and audit requirements for HHS

343

00:50:40.020 --> 00:50:48.199

Sarah Dayhoff: awards are based on your organization type in the references shown in this table

344

00:50:49.130 --> 00:50:50.479

Sarah Dayhoff: next slide.

345

00:50:51.290 --> 00:50:56.800

Sarah Dayhoff: Factors affecting allowability of costs.

346

00:50:56.870 --> 00:51:11.400

Sarah Dayhoff: Proposed Budget must contain only allowable, reasonable, and allocable cost, as defined under 45 CFR 75.403, 75.404, and

347

00:51:12.000 --> 00:51:15.309

Sarah Dayhoff: 75.405.

348

00:51:20.670 --> 00:51:34.220

Sarah Dayhoff: On this slide we have included the links to the Budget template provided by SAMHSA. It is highly recommended that you use SAMHSA's budget template to complete the detailed

349

00:51:34.230 --> 00:51:41.290

Sarah Dayhoff: and narrative justification required for submission your application. Over the years

350

00:51:41.300 --> 00:51:50.489

Sarah Dayhoff: numerous recipients requested a template to present budget information. We heard you!

351

00:51:50.810 --> 00:52:09.510

Sarah Dayhoff: The Budget template was created with an extensive recipient consultation, and input and designed to avoid all of the common budget preparation pitfalls. The SAMHSA Budget Template includes a wealth of helpful

352

00:52:09.520 --> 00:52:14.180

Sarah Dayhoff: tool tips and resources to assist and guide you in

353

00:52:14.290 --> 00:52:17.620

Sarah Dayhoff: with the preparation of your budget.

354

00:52:18.280 --> 00:52:27.569

Sarah Dayhoff: The Budget template is available at the site on the screen.

356

00:52:40.400 --> 00:52:41.839

Sarah Dayhoff: Next slide,

357

00:52:42.370 --> 00:52:50.290

Sarah Dayhoff: Budget, Narrative & Justification. All applications must include a detailed budget with

358

00:52:50.300 --> 00:53:05.309

Sarah Dayhoff: narrative and justification that explains the federal. The detailed budget and narrative justification must be consistent with and support the Project Narrative.

359

00:53:07.660 --> 00:53:25.809

Sarah Dayhoff: the budget narrative and justification must be concrete and specific. It must provide a justification for the basis of each proposed cost in the budget, and how it was calculated. Next Slide. Detailed Breakdowns must be provided of the materials, quantities, numbers of person, cost per unit/hour, number of hours/levels of efforts, or other relevant basis to show how costs will be utilized towards achieving the grant's goals and objectives. This is to facilitate the

360

00:53:25.820 --> 00:53:32.829

Sarah Dayhoff: determination of whether the proposed costs are allowable, reasonable, and allocable.

361

00:53:35.930 --> 00:53:42.989

Sarah Dayhoff: Next slide. **Avoiding common issues with the Sf 424a**

362

00:53:43.480 --> 00:53:48.190

Sarah Dayhoff: These budget errors are listed for your reference, but they are much

363

00:53:48.200 --> 00:53:51.879

Sarah Dayhoff: easier to understand with the visual aid

364

00:53:52.050 --> 00:53:53.630

Sarah Dayhoff: next slide.

366

00:53:57.000 --> 00:54:06.189

Sarah Dayhoff: **Here is the Sample SF-424** that doesn't require matching contributions. Refer to these slides. If you need help filling out the

367

00:54:06.200 --> 00:54:07.689

Sarah Dayhoff: SF 424 form.

368

00:54:07.700 --> 00:54:16.389

Sarah Dayhoff: Next Slide. On this slide, the SF 424 form is continued with helpful tips.

370

00:54:35.720 --> 00:54:37.100

Sarah Dayhoff: next slide.

371

00:54:39.220 --> 00:54:51.740

Sarah Dayhoff: Since this example does not require match matching funds. Section c. May only be applicable if you have an in-kind contribution

372

00:54:56.650 --> 00:55:05.619

Sarah Dayhoff: The key personnel for this program are the project director with at least 50% level of effort, and the lead

373

00:55:10.260 --> 00:55:11.870

Sarah Dayhoff: evaluator

374

00:55:20.430 --> 00:55:27.669

Sarah Dayhoff: with a minimum level of effort of 50%.

375

00:55:34.530 --> 00:55:35.970

Sarah Dayhoff: Next slide.

376

00:55:36.340 --> 00:55:38.169

Sarah Dayhoff: Indirect cost rate agreement or Cost allocation Plan

377

00:55:38.240 --> 00:55:52.000

Sarah Dayhoff:: Ensure that your organization's current negotiated indirect cost rate (IDC) rate agreement or cost allocation plan to support the charges of indirect costs.

378

00:55:52.550 --> 00:56:01.459

Sarah Dayhoff: If your organization is opting to use 10% of Modified Total Direct Costs (MTDC), then a clear statement must be made in your IDC narrative, an example is listed on the screen.

379

00:56:01.650 --> 00:56:12.839

Sarah Dayhoff: Ensure that you accurately calculate the MTDC base to which your IDC rate is applicable. Include calculations to show how you arrived at your IDC base and IDC total.

380

00:56:14.940 --> 00:56:18.329

Sarah Dayhoff: Next Slide. **Funding Limitations/Restrictions** for this project are as follows:

381

00:56:18.660 --> 00:56:24.750

Sarah Dayhoff: The funding restrictions for this project must be identified in your budget for the following:

382

00:56:28.690 --> 00:56:32.879

Sarah Dayhoff: Food can be included as a necessary

383

00:56:33.030 --> 00:56:49.019

Sarah Dayhoff: expense for individuals receiving SAMHSA funded mental health/substance use disorder treatment services not to exceed \$10.00 per person per day.

384

00:56:51.410 --> 00:56:57.740

Sarah Dayhoff: You have any questions on this. Next slide. There are

385

00:57:00.230 --> 00:57:17.559

Sarah Dayhoff: **Information regarding program/eligibility questions**, and Fiscal budget-related questions to the emails on the screen and refer those to review of process applications, status questions,

386

00:57:17.570 --> 00:57:27.319

Sarah Dayhoff: Problem submitting your application on grants.gov, and if you have eRA Commons Technical

387

00:57:27.910 --> 00:57:29.359

Sarah Dayhoff: questions.

388

00:57:35.250 --> 00:57:46.790

Cassandra Henry: Thank you, for joining us for this pre-application Webinar for the notice of funding opportunity.

389

00:57:48.460 --> 00:57:58.209

Cassandra Henry: At this time, we will take in all questions from the Q.& A. And answer those in the chat

390

00:57:58.670 --> 00:58:07.490

Cassandra Henry: FAQs that will be posted along with the recording of this Webinar, as well as a transcription.

391

00:58:10.320 --> 00:58:14.839

Cassandra Henry: From all of us here at SAMHSA. Thank you for attending.