

FY 2024 Notice of Funding Opportunity SAMHSA Treatment Drug Courts – TI-24-004 Pre-Application Webinar

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SAMHSA
Substance Abuse and Mental Health
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Agenda

- Programmatic Review of TI-24-004: Grants to Expand Substance Abuse Treatment Capacity in Adult and Family Treatment Drug Courts
 - Jon Berg M.Ed., Criminal Justice Team Program Coordinator
- Grants Management Presentation
 - Aina Halili, Grants Management Specialist
 - Victoire Bikoi, Grants Management Specialist
- Data Collection and Performance Measurement
 - Jon Berg M.Ed., Criminal Justice Team Program Coordinator

Overview of TI-24-004 – Purpose and Population

- **Purpose:** Expand substance use disorder (SUD) treatment and recovery support services in existing drug courts and provide a continuum of care for individuals with SUD involved with the courts including prevention, harm reduction, treatment, and recovery services.
- **Population of focus:** Adults diagnosed with a substance use disorder as their primary condition who participate in Adult and Family Treatment courts, and Tribal Healing to Wellness courts.
- **Due Date:** April 1, 2024, at 11:59 pm ET
- **Available Funding:** Up to \$24.4 million

Overview of TI-24-004 – Award Information

- **Estimated Number of Awards: 61**
(At least 3 awards will be made to tribes/tribal organizations and at least 12 awards will be made to FTDCs, pending sufficient application volume from these groups and the strengths and weaknesses of the application as identified by peer reviewers.)
- **Estimated Award Amount:** Up to \$400,000 per year
- **Length of Project Period:** Up to 5 years
- **Anticipated Project Start Date:** 9/30/2024
- **Anticipated Award Date:** No later than 9/29/2024

Overview of TI-24-004 (continued)

- TI-24-004 can be accessed on SAMHSA's website at:
<https://www.samhsa.gov/grants/grant-announcements/ti-24-004>
- **Important: New this year, two NOFO documents**
 - **NOFO Document**
 - **NOFO Application Guide**
- You must respond to all of the requirements listed in the NOFO and Application Guide in preparing your application.
- You must use the forms in the application package to complete your application.
- **Note:** Additional materials are available to assist you in completing your application on this posting.

Application and Submission Requirements

- **NOFO Application Guide:**
- Applicants are required to complete three **(3) registration processes (Guide pp.3-5):**
 1. System for Award Management (SAM) (Guide p.3);
 2. Grants.gov (Guide p.4); and
 3. eRA Commons. (Guide p.4)
- **If you haven't started these processes, start today.**
- If you have already completed registrations for SAM and Grants.gov, please **ensure that your accounts are up-to-date and/or renewed.**
- Afterwards, register in eRA Commons, in order to have access to electronic submission, receive notifications on the status of your application and obtain award information.

Application Submission

- After completing all required registration and application requirements, you **must** electronically submit your application using eRA ASSIST or Grants.gov Workspace that will be routed through Grants.gov. (Guide p.9)
- All applications that are successfully submitted must be validated by Grants.gov before proceeding to the NIH eRA Commons system and validations. (Guide p.10)
- **You must correct any errors prior to submitting your application or the application cannot be successfully submitted.** SAMHSA recommends that you fix warnings prior to submitting your application. Once no errors/warnings are found, you can submit your application. (Guide p.10)

Application Submission (cont'd)

- **The Principal Investigator/Project Director MUST have an active eRA Commons account (with the PI/PD role) affiliated with the organization in eRA Commons, or the application will not be accepted.** (Guide p.4)
- The person submitting your application must be registered with Grants.gov as the Authorized Organization Representative (AOR) for the UEI number entered in box 8c on the first page of the SF-424. (Guide p.4)

Application Submission (continued)

- SAMHSA recommends that you allow enough time before the deadline (24 to 72 hours before the submission deadline) to submit your application and to correct errors identified in the validation process. (Guide p.11)
- You are encouraged to check the status of your application submission to make sure the application is complete and error-free.
- **Resources for Assistance** (Guide p.11)
 - Grants.gov Service Desk
 - eRA Commons Service Desk
 - ASSIST

Eligibility – Applicants

- Eligible applicants are: (NOFO p.20)
 - State and territories, including the District of Columbia, political subdivisions of states (local governments), **and drug courts**,
 - Indian tribes, or tribal organizations (as such terms are defined in section 5304 of title 25),
 - Health facilities, or programs operated by or in accordance with a contract or award with the Indian Health Service;
 - Community- and faith-based organizations,
 - Other public or private nonprofit entities.
 - **Note:** All nonprofit entities must provide documentation of their nonprofit status.

Eligibility – Applicants (continued)

- Applicants - drug courts or the government entity applying on behalf of the drug court(s): (NOFO p.9)
 - Five (5) additional points will be awarded to applicants that are drug courts or the government entity applying on behalf of the drug court(s) (e.g., state, county, or local government), due to the ability of drug courts and judges to directly manage grant funding and services to participants. See **Attachment 12**.

Eligibility – Adult Drug Court Models

- Eligible Adult Treatment Drug Court (ATDC) Models include:
 - ATDCs (using the problem-solving model),
 - Driving While Intoxicated (DWI)/Driving Under the Influence (DUI) Courts, Co-Occurring Drug and Mental Health Courts, Veterans Treatment Courts, Reentry Courts, and Municipal Courts,
 - Adult Tribal Healing to Wellness Courts,
 - Family Treatment Drug Courts (FTDC). (NOFO p.20)
- Eligible drug courts must be operational on or before April 1, 2024. Operational is defined as a having a set of cases and seeing clients in the drug court.

Eligibility – Those Not Eligible

- **NOT eligible to apply** - grant recipients who received funding in: (NOFO p.20)
 - FY 2020, FY 2021, FY 2022, or FY 2023 under Grants to Expand Substance Abuse Treatment Capacity in Adult and Family Treatment Drug Courts (TI-20-003, TI-22-010, or TI-23-007) are not eligible to apply for this funding opportunity.



Questions?

Key Personnel

- The key personnel for this program will be the **Project Director** (NOFO p.8)
 - with a minimum level of effort of 0.20 FTE.
- The Project Director:
 - Is responsible for oversight of the project,
 - must have direct experience working with an Adult Tribal Healing to Wellness Court, FTDC, or ATDC, with an in-depth understanding of its operations and of Adult or Family Drug Court Best Practice Standards or Tribal Court Model Key Components.
 - Must also be able to demonstrate an understanding of evidence-based SUD treatment, the role and scope of long-term recovery supports, and the long-term nature of SUDs.

Required Activities - 1

- **Grant funds must be used primarily to support direct services. This includes the following activities: (NOFO pp.8-9)**
- Screen and assess clients for the presence of SUD and/or co-occurring substance use and mental disorders and use the information obtained from the screening and assessment to develop culturally and linguistically appropriate prevention, harm reduction, treatment, and/or recovery support services and treatment plans.
 - Ensure screening and assessments provide equitable access to drug courts for racial, ethnic, sexual, and gender minority groups.
- Screen for infectious diseases for which those with SUDs are at high risk, including, but not limited to, HIV and viral hepatitis (hepatitis A, B, and C), and syphilis. Provided appropriate referral and follow-up to ensure treatment if screening tests indicate infection, and vaccination for those infectious diseases for which a vaccine is available.
- Provide evidence-based and culturally and linguistically appropriate treatment services to meet the unique needs of diverse populations at risk.

Required Activities - 2

- **Grant funds must be used primarily to support direct services. This includes the following activities: (NOFO pp.8-9)**
- Treatment services must include the use of FDA-approved medications in the treatment of OUD and medication management in outpatient, day treatment (including outreach-based services), intensive outpatient, or residential programs.
- Provide recovery support services (e.g., recovery housing, peer support services, childcare, supported employment, skills training and development, and transportation services) that provide emotional and practical support to maintain client/participant remission.
 - If peer support services are provided, they should be designed with, and delivered by, individuals who have experience with the criminal justice system, have experienced an SUD or co-occurring substance use and mental disorders, and are in recovery.

Required Activities - 3

- **Grant funds must be used primarily to support direct services. This includes the following activities: (NOFO pp.8-9)**
- **Provide family engagement opportunities (e.g., parenting classes, fatherhood programming, family-centered or relational-based therapy, etc.).**
- Provide comprehensive case management plans that directly address risks for recidivism, as determined by validated risk assessments, and include delivery or facilitation of services to appropriate clients, including substance use and cognitive behavioral interventions, to address needs and reduce those risks. Case management should also include assisting eligible uninsured clients with applying for health insurance.

Required Activities - 4

- **Grant funds must be used primarily to support direct services. This includes the following activities: (NOFO pp.8-9)**
- Implement the key components of the drug court model for the drug court(s) you are applying for.
 - Refer to Appendices A, B, C for specific drug court standards.
 - In Section B of the Project Narrative, applicants must describe how they will meet the key components of the drug court model(s) for which they are proposing to expand treatment for. (NOFO p.31)
- Provide language access services (to include interpretation, translation, disability accommodations, and accessibility) to support required activities as applicable.

Required Activities - 6

- **Requirements for Family Drug Courts: (NOFO p.9)**
 - Family drug court grant recipients must:
 - Provide specific services and supports related to the preservation of the family, including but not limited to, family counseling and family recovery support services.
 - Collaborate with community partners that are trained and can serve diverse populations to provide comprehensive services (e.g., child welfare agencies as referral sources, and other agencies that can address the needs of children).

Required Activities - 7

- Applicants must indicate the total number of **unduplicated** individuals that will be served each year of the grant and over the total project period. You are expected to achieve the numbers that are proposed. SAMHSA expects drug court recipients to serve a minimum of 40 **(unduplicated)** clients per year (a minimum of 35 **(Unduplicated)** clients per year for FTDCs), if requesting the full funding amount. (NOFO pp.10-11)
- Applicants proposing to serve fewer than the minimum number of clients per year:
 - Must provide a justification in **Section B: Proposed Implementation Approach** that details why they cannot meet the minimum expectation, and
 - Should consider applying for less than the maximum award amount of up to \$400,000 per year. Applicants are encouraged to apply only for the grant amount which they can reasonably expend based on the activities proposed in their application, including the number of clients they propose to serve annually.

Required Activities - 8

- **When an applicant is not a drug court**, or the government entity applying on behalf of the drug court (e.g., state, county, or local government), the applicant **must** submit a **Memorandum of Understanding (MOU)** with the drug court(s), that addresses the MOU requirements; (NOFO pp.10-11)
- The MOU must be signed by the applicant, the Drug Court Administrator and judge(s), and: (NOFO pp.26-27)
 - Describes how the applicant will coordinate directly with the drug court(s) for which funding is being sought and clearly delineate the authority, responsibility, and roles of court staff and grant recipient staff for implementing the grant program goals and objectives, especially related to delivery of SUD treatment, harm reduction, and recovery support services.
 - Reflects an agreement that the applicant will serve as the fiscal agent.

Required Activities - 9

- **MOU requirements continued: (If applicant is not a drug court)**
 - Describes how the applicant and the drug court(s) will partner to ensure the collecting of GPRA data requirements at the three (3) points of collection.
 - Describes the roles and responsibilities of the Project Director, including:
 - That the Project Director is an active member of drug court team. The minimum 0.20 FTE level of effort dedicated to the program may be paid by the court (in-kind) or through contract with the grant recipient.
 - Confirmation that the Project Director meets the requirements outlined under Key Personnel.

Required Activities - 10

- **MOU requirements continued: (If an applicant is not a drug court)**
 - Addresses the overall objectives of the drug court program and affirms commitment to the implementation of the evidence-based program principles included in the National Association of Drug Court Professionals (NADCP) key components and drug court best practice standards.
 - Demonstrates that the drug court(s) has/have sufficient referral sources for participants for the drug court(s) that meet the outlined client requirements so the applicant can meet the identified client target numbers.
- **NOTE: If the MOU does not fully address each required MOU component, the application will be screened out and not be reviewed.**
- Only one Project Director is required. The Project Director can either be an employee of the recipient or the court.

Allowable Activities

- **Allowable activities may include:** (pp.12-13)
- Develop and implement tobacco cessation programs, activities, and/or strategies.
- Provide training/activities that address behavioral health disparities and the social determinants of health.
- Implement efforts aligned to the award that may expand diversity equity, inclusion, and accessibility.
- Develop and implement outreach and referral pathways that engage/target all demographic groups representative of the community.
- Assess for and respond to the needs of individuals and families served by the program who are at risk for or experiencing homelessness.
- Capacity-Building (NOFO pp.12-13)

Evidence-Based Practices

- SAMHSA's awards are intended to fund services or practices that have a proven evidence base and are appropriate for the population(s) of focus. (NOFO pp.13-14)
- While SAMHSA realizes that EBPs have not been developed for all populations and/or service settings, application reviewers will closely examine proposed interventions for evidence base and appropriateness for the population of focus.
- If an EBP(s) exists for the population(s) of focus and types of problems or disorders being addressed, the expectation is that EBP(s) will be utilized.
- If one does not exist but there are culturally adapted practices, CDEPs, and/or culturally promising practices that , you may implement these interventions.

Evidence of Experience and Credentials - Attachment 1

Applicants must meet three additional requirements related to the provision of services: (NOFO pp.21-22)

- A provider organization for direct client mental health/substance use disorder treatment and recovery support services appropriate to the award must be involved in the project. The provider may be the applicant, or another organization committed to the project as demonstrated by a Letter of Commitment (LOC). More than one provider organization may be involved.
- Each mental health/substance use disorder treatment provider organization (which may include the applicant and any partners) must have at least two years of experience (as of the due date of the application) providing relevant services. Official documents must establish that the organization has provided relevant services for the last two years).
- Each mental health/substance use disorder treatment provider organization must be in compliance with all applicable local (city, county) and state licensing, accreditation, and certification requirements, as of the due date of the application.

Judicial Letter of Commitment/Certification - Attachment 9

- Applicants must submit Letters of Commitment from each partnering/collaborating ATDC, Adult Tribal Healing to Wellness Courts, and/or FTDC judge(s) stating they intend to meet the award requirements, including reporting requirements and the use of medications for SUDs. (NOFO p.26)
- The letters must specify that the drug court judge(s) will meet the specific requirements outlined on NOFO pages 8-12, and 26.



Any Questions?

Data Collection and Performance Measurement - 1

- All SAMHSA recipients are required to collect and report certain data so that SAMHSA can meet its obligations under the Government Performance and Results (GPRA) Modernization Act of 2010. (NOFO pp.14-15)
- You must describe your plan to collect the required data and how such data will be used to manage, monitor, and enhance the program in your Project Narrative in response to **Section E: Data Collection and Performance Measurement** in Section V of this NOFO.
- There is no cap this year to pay for data collection, performance measurement, and performance assessment, including incentives for participating in the required data collection follow-up. Expenses must be reasonable.

Data Collection and Performance Measurement - 2

- Recipients are required to collect and report data in SAMHSA's Performance Accountability and Reporting System (SPARS); using a uniform data collection tool provided by SAMHSA. (NOFO p.15)
- An example of a tool is the GPRA Client Outcome Measures for Discretionary Programs. This tool collects data on program participants and the services provided during the program and can be accessed through a link on page 15 of the NOFO.
- Recipients must periodically review their performance data to assess their progress and use this information to improve the management of the project. Recipients are also required to report on their progress semi-annually. (NOFO p.15)

Data Collection and Performance Measurement - 3

- **Recipients are required to report performance for the following measures: (NOFO p.14)**
 - Number of Individuals Served
 - Abstinence from Substance Use
 - Housing Stability
 - Employment/Education Status
 - Social Connectedness
 - Health/behavioral/social consequences
 - Access to Treatment; Treatment(s) Provided; Retention in Treatment
 - Criminal Justice Involvement

Data Collection and Performance Measurement – 4

- Data will be collected via an interview using this tool at three data collection points: intake to SAMHSA-funded services, 6-months post intake, and discharge from the SAMHSA-funded services. (NOFO p.15)
- Recipients will be expected to do a GPRA interview on all clients for their specified unduplicated target number and are also expected to achieve a six-month follow-up rate of 80 percent.
- Training and technical assistance on SPARS data collection and reporting will be provided after award.
- This information will be included in the semi-annual progress report see Section VI.3. (NOFO p.34)

Data Collection and Performance Measurement – 5

- **FTDC recipients** will also be required to collect and report data on the children of parents and other family members participating in the FTDC, as well as family functioning outcomes such as: (NOFO pp.14-15)
- Number and type of services provided to children and additional family members.
- Number of children placed in out of home care.
- Re-entries to out of home care/foster care.
- Number of children reunited with parents after being removed from the home and placed in temporary placement.

Application Review Information – 1

- **Evaluation Criteria:** (NOFO pp.29-32)
- The Project Narrative describes what you intend to do with your project and includes the Evaluation Criteria in Sections A-E.
- Your application will be reviewed and scored according to your response to the requirements in Sections A-E.
- The Project Narrative (Sections A-E) together may be no longer than **10 pages total**.

Application Review Information - 2

- **Evaluation Criteria:** (NOFO pp.29-32)
- SECTION A: Population of Focus and Statement of Need (10 points)
- SECTION B: Proposed Implementation Approach (30 points)
- SECTION C: Proposed Evidence-Based Service/Practice (25 points)
- SECTION D: Staff and Organizational Experience (20 points)
- SECTION E: Data Collection and Performance Measurement (15 points)

- **Make sure to address all the NOFO requirements in the appropriate evaluation section or you won't receive related points.**

Grant Writing Tips

- Ensure that your proposed project in your application meets the grant program's needs.
- READ the Application Guidelines (NOFO) to ensure your project meets the **program's goal, description and review criteria.**
- Know the format requirements
 - Page limits, letters of commitment, budget layouts, assurances
- Read and Follow the Directions
 - The application format is not the place to be creative.
- Make it realistic –
 - Don't apply for the maximum amount unless it's needed; and meets the requirements for number of unduplicated clients served.

Common Deficiencies in Drug Court Applications

- A list of clearly defined and measurable goals and objectives that relates to the overall project.
- A clear demonstration of cultural competence within the organization as it related to their target population.
- A clear data analysis plan that demonstrates how the organization would utilize the data collected to inform programmatic decisions.
- A complete strategy on how the organization would implement their proposed project/treatment plan.

Any Other Questions?

SAMHSA's mission is to lead public health and service delivery efforts that promote mental health, prevent substance misuse, and provide treatments and supports to foster recovery while ensuring equitable access and better outcomes.

THANK YOU!

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