

# Statewide Family Network Program

Monday, March 21, 2022

2:00 pm - 3:00 pm EST

Please Stand By – This webinar will begin shortly.

To access the audio portion of this webinar:

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<https://www.samhsa.gov/grants/grant-announcements/sm-22-010>



**SAMHSA**  
Substance Abuse and Mental Health  
Services Administration

# Basic Information

Estimated Award Amount: \$120,000

Length of Project Period: Up to 3 years

Due Date: May 2, 2022

Anticipated Start Date: September 30, 2022

# Program Purpose

The purpose of this program is to provide resources to enhance the capacity of statewide mental health family-controlled organization to engage with family members/primary caregivers who are raising children, youth, and young adults with serious emotional disturbance (SED). Grant recipients are expected to be family-driven, trauma-informed, culturally relevant, holistic, and resiliency-oriented family-controlled organizations. SAMHSA expects this program will serve as a catalyst for transforming mental health and related systems in states by strengthening coalitions led by family organizations, and between family members, policy makers, and service providers.

***A mental health family-controlled organization:*** is one where more than 50 percent of the organization's Board of Directors are family members who have primary daily responsibility for the raising of a child or youth with a serious emotional disturbance (SED).

***A primary caregiver:*** is an individual who has day to day decision making responsibility for and provides a significant level of care and support for the child, youth, or young adult with SED. Examples of a primary caregiver include a biological parent, an adoptive parent, foster parent, grandparent, sibling, kinship caregiver, and others as defined by a family.

# Eligibility

- Domestic public or private non-profit organizations, including family-run organizations.
- State governments and territories
- Governmental units within political subdivisions of a state (e.g., county, city, town).
- Federally recognized American Indian/Alaska Native (AI/AN) tribes, tribal organizations, Urban Indian Organizations, and consortia of tribes or tribal organizations.
- See Appendix C for additional information on eligibility.

# Required Application Components

Budget Information SF-424A (p. 16)

Budget Justification and Narrative – See Appendix L (p. 69)

Project Narrative – no longer than 10 pages (p. 17)

Attachments 1-8 (see p. 18-19 for page limitations)

- Attachment 1: Letters of Commitment from participating organizations
- Attachment 2: Data Collection Instruments/Interview Protocols
- Attachment 3: Sample Consent Forms
- Attachment 4: Project Timeline
- Attachment 5: Biographical Sketches and Position Descriptions
- Attachment 6: Letter to the SSA – if applicable. See Appendix J (pages 61)
- Attachment 7: Confidentiality and SAMHSA Participant Protection/Human Subjects Guidelines
- Attachment 8: Documentation of Non-Profit Status

# Application Submission

All applicants must register with NIH's eRA Commons in order to submit an application. This process takes up to six weeks. If you believe you are interested in applying for this opportunity, start the registration process immediately. Do not wait to start this process.

**SEE APPENDIX A  
FOR DETAILED INSTRUCTIONS**

# Application Submission

- Applicants are required to complete **four (4) registration processes**:
  - Dun & Bradstreet Data Universal Numbering System (to obtain a DUNS number);
  - System for Award Management (SAM);
  - Grants.gov; and
  - eRA Commons.
- If you have already completed registrations for DUNS, SAM, and Grants.gov, you need to ensure that your accounts are still active, and then register in **eRA Commons**.

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# Required Activities

- Providing individual family advocacy and support for families raising children with SED (e.g., attending and participating in meetings with family members in any system touching their child with a SED; Individualized Education Programs (IEPs) at schools; juvenile justice court hearings; service planning meetings with child welfare; completing applications for Supplemental Security Income/Social Security Disability Insurance (SSI/SSDI); wraparound service planning process meetings with mental health providers; appointments with medical providers such as psychiatrists, psychologists or medical specialists; and vocational rehabilitation planning meetings for those transitioning into adult systems).
- Activities shall include:
  - In partnership with local family/caregiver organizations, providing workshops addressing the needs of families/caregivers raising children, youth, and young adults with SED.
  - Supporting the development and implementation of respite care programs specifically designed to meet the needs of families with children experiencing SED.
  - Providing information to the public about issues experienced by primary caregivers raising children, youth, and young adults with SED via electronic newsletters and through relationships with local family organizations (e.g., SAMHSA's Children's Mental Health Initiative).

# Required Activities Cont.

- Enhancing family voice, empowerment, and participation in behavioral health policy, planning, and implementation across your state.
- Activities shall include:
  - Providing leadership development, training, outreach, and education for family/caregivers to facilitate and expand their participation in partnering with state and community agencies concerning behavioral health policy development and implementation to support needed family/caregiver voice, direction, empowerment and participation in treatment and service systems improvements;
  - Increasing the number of families/caregivers in the state that are included in workgroups, advisory councils, and committees to effect systems change that is recovery-focused, trauma-informed, culturally relevant, holistic, and resilience-oriented;
  - Supporting the development and implementation of statewide processes addressing peer support for families/caregivers (e.g., introduction and/or adoption of evidence-based and promising peer support practices, training, supervision, and/or certification).
  - Attending and participating in local, state, and/or national meetings and conferences to provide information about mental health issues affecting children and youth with SED and input and feedback about service and system planning.

# Required Activities Cont.

- Increasing family involvement and leadership in workforce and program development to enhance access to and availability of evidence-based and promising practices that are holistic, family/caregiver-driven, and trauma informed.
- Areas of focus shall include:
  - Models and best practices for trauma-informed peer support and related systems change;
  - Family to family peer support models focused on specific issues which could include advocating for and working with families whose children need assistance in navigating the behavioral health, juvenile justice, child welfare, and education systems to ensure that they have access to services that meet the identified needs of their children and are inclusive of meaningful family involvement;
  - Wellness and/or whole health integrated care models and supports;
  - Crisis response services and supports across a continuum of need (e.g., warmlines, family/caregiver peer respites, mobile crisis services, family/caregiver peer bridges); and/or
  - Family/caregiver peer workforce development in supported employment and supported education activities.[Add from Required Activities Section in NOFO].

# Data Collection and Performance Measurement

All SAMHSA recipients are required to collect and report performance measures so that SAMHSA can meet its obligations under the Government Performance and Results (GPRA) Modernization Act of 2010.

Recipients are required to report performance on the following measures:

- The number of individuals who have received training in prevention or mental health promotion.
- The number and percentage of work group/advisory group/council members that are consumers/family members.
- The number of consumers/family members representing consumer/family organizations who are involved in ongoing mental health-related planning and advocacy activities as a result of the grant.

Performance data will be reported to the public as part of SAMHSA's Congressional Justification.

# Funding Restrictions

- No more than 15 percent of the total grant award for the budget period may be used for data collection, performance measurement, and performance assessment, including incentives for participating in the required data collection follow-up.

# Application Evaluation Criteria

**Section A:** Statement of Need (15 points – approximately 1 page)

**Section B:** Proposed Approach (30 points – approximately 4 pages)

**Section C:** Staff, Management and Relevant Experience  
(45 points approximately 4 pages)

**Section D:** Data Collection and Performance Measurement  
(10 points – approximately 1 page)

# Section A: Statement of Need

1. Identify and describe the proposed geographic catchment area where the project will be implemented and how family member/primary caregiver(s) currently raising children, youth, or young adults with SED will be impacted by the project. Provide a demographic profile of the population of focus (family members/primary caregivers raising children, youth, or young adults with SED) in terms of race, ethnicity, federally recognized tribe (if applicable), language, sex, gender identity, sexual orientation, age, and socioeconomic status.
2. Describe the need for an enhanced infrastructure to more effectively respond to and meet the needs of family member/primary caregivers who are raising children, youth, or young adults with SED. Include information on the service gaps and other problems related to the need for infrastructure development. Identify the source of the data.

# Section B: Proposed Approach

1. Describe the goals and measurable objectives (see Appendix E) of your proposed project and describe how they align with the Statement of Need outlined in A.2, including outreach to family members/primary caregivers who are currently raising children, youth, and young adults with SED.
2. Describe how you will implement all the Required Activities in Section I.3 and ensure these activities are family-driven, trauma-informed, culturally relevant, holistic, and resiliency oriented.
3. In **Attachment 4**, provide a chart or graph depicting a realistic timeline for the entire three years of the project period, showing dates, key activities, and responsible staff. These key activities must include the requirements outlined in Section I.3 [NOTE: Be sure to show that the project can be implemented and service delivery can begin as soon as possible and no later than four months after grant award. **The timeline cannot be over two pages and should be submitted in Attachment 4.**] The recommendation of pages for this section does not include the timeline.

# Section C: Staff, Management, and Relevant Experience

1. Describe your organization's experience in responding to and meeting the needs of family members/primary caregivers who are currently raising children, youth, and young adults with SED. This should include building the capacity of statewide mental health family -controlled organizations to engage with those families and other stakeholders to promote service system capacity and infrastructure that is family-driven, trauma-informed, culturally relevant, holistic, and resiliency-oriented.
2. Describe how your organization uses the expertise of family members/primary caregivers currently raising children with SED to govern and guide the work of your organization (including executive and front-line staff). Include how they reflect the culture and ethnicity of the families needing your support; and document that your Board of Directors is comprised of more than 50 percent family members/primary caregivers who are currently raising children with SED.
3. Identify any other organization(s) that will partner in the proposed project. Describe their specific roles and responsibilities in this project. If applicable, Letters of Commitment from each partner must be included Attachment 1 of your application. If you are not partnering with any other organization(s), indicate so in your response.
4. Provide a complete list of staff positions for the project, including the Key Staff (Project Director), other significant staff, and all family members/primary caregivers that occupy leadership roles in the management of the organization. [NOTE: Identify in the list all positions that are held by family members/primary caregivers. Describe the role of each, their level of effort, and qualifications, including their experience working with and providing services to family members/primary caregivers currently raising children, youth, or young adults with SED.

# Section D: Data Collection and Performance Measurement

- Describe how you will collect the required data for this program and how the data will be utilized to manage, monitor, and enhance the program.

# Questions?

Program Contact:

**Elizabeth Sweet M.Ed.**

[Elizabeth.Sweet@SAMHSA.hhs.gov](mailto:Elizabeth.Sweet@SAMHSA.hhs.gov)

(240) 276-1925

*Government Project Officer*

Center for Mental Health Services

Substance Abuse and Mental Health Services Administration

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