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Technical Assistance Webinar:

RFA TI-15-005

Cooperative Agreements for State Adolescent and Transitional Aged Youth Treatment Enhancement and Dissemination Planning

(Short Title: State Youth Treatment- Planning)

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Agenda

- Basic RFA Information (*Twyla Adams*)
- Required Activities (*Twyla Adams*)
- Allowable Activities (*Larke Huang*)
- Data Collection and Performance Measurement (*Larke Huang*)
- Evaluation Criteria (*Larke Huang*)
- Technical Assistance Resources (*Twyla Adams*)



BASIC RFA INFORMATION

Purpose

- The purpose of this program is to provide funding to states/territories/tribes to develop a comprehensive strategic plan in order to improve treatment for adolescents (ages 12-18) and/or transitional aged youth (ages 16-25) with SUD and/or co-occurring substance use and mental disorders.
- The strategic plan will help to assure adolescents and/or transitional aged youth have access to evidence-based assessments and treatments and recovery support services by strengthening the existing state/territorial/tribal infrastructure.

Purpose

- SYT-P is designed to bring together stakeholders across the systems serving adolescents and/or transitional aged youth to plan for a coordinated state-wide network to develop policies, expand workforce capacity, disseminate EBPs, and implement financial mechanisms and other reforms.
- SYT-P seeks to address behavioral health disparities among racial and ethnic minorities by encouraging the implementation of strategies to decrease differences in access, service utilization, and outcomes among the racial and ethnic minority populations within the population of focus.

Eligibility

- Eligible applicants are:
 - The entity within the state/territory/federally recognized American Indian/Alaskan Native tribe or tribal organization responsible for leading treatment and recovery support services for adolescents and/or transitional aged youth with SUD and/or co-occurring substance use and mental disorders.
 - States/territories/tribes, which received cooperative agreement awards under:
 - TI-12-006-Cooperative Agreements for State Adolescent Treatment Enhancement and Dissemination; and
 - TI-13-014 – Cooperative Agreements for State Adolescent and Transitional Aged Youth Treatment Enhancement and Dissemination**are not eligible** to apply for this funding opportunity.

Available Funding

- Anticipated total available funding is \$3M per year for up to 12 awards.
- Estimated amount of each award is up to \$250,000 per year.
- Of the award amount,:
 - Up to 20 percent (\$50,000) can be used for data collection and performance assessment.
 - Up to 10 percent (\$25,000) can be used to adopt and/or enhance an existing data infrastructure/management information system.

Type of Award

- These awards are cooperative agreements, which unlike grants, require substantial post-award Federal programmatic participation in conducting the project.
- The role of the awardee is to comply with the terms and conditions of the cooperative agreement award and applicable Federal administrative requirements, which includes carrying out all required activities in the project and collecting, evaluating, and reporting awardee process and outcome data.
- The role of SAMHSA staff is to work collaboratively and methodically with the awardee in carrying out each activity in the project, which includes reviewing and approving each stage of the project's activities and providing guidance and technical assistance to the awardee.

Length of Award

- The award is up to two years.

Application Submissions

- The deadline to submit an application is April 6, 2015 at 11:59 pm Eastern Time.
- Applications must be submitted electronically via Grants.gov, which can be accessed at <http://www.Grants.gov>.
- If you have never submitted an application through Grants.gov, then you must complete three separate registration processes before submitting your application. Allow **at least 10** business days to complete these registration processes.
- Applicants may request a waiver of the requirement for electronic submission. A written waiver request must be received by SAMHSA at least 15 calendar days in advance of the application due date. Please see Part 2 of the RFA for instructions on requesting a waiver.

Award Announcement

- Applicants will receive a postal letter from SAMHSA, which describes the general results of the application review.
- If an application is approved for funding, then it will receive an electronic letter, which includes the Notice of Award.
- A definitive date as to when recipients will be notified has not been determined at this time.



REQUIRED ACTIVITIES

Required Activities

1. Develop a full-time State Adolescent Treatment/Youth Coordinator staff position dedicated to managing this program.

- This individual must have the necessary skills and expertise to effectively carry out this position, including;
 - Possess at least a bachelor’s degree in a relevant health field with expertise in SUD, addiction services, prevention services, and/or in/outpatient treatment services.
 - Have experience facilitating cross-agency collaborations.
 - Have an understanding of the implementation of EBPs.
- It is imperative that the Authorized Representative take an active and consistent role in working with the State Adolescent Treatment/Youth Coordinator in overseeing this program.

Required Activities

- Where the State/Territory/Tribe has existing personnel functioning as a State Adolescent Treatment/Youth Coordinator, Federal funds must not be used to support a position in place before the award.
- Federal funds may be used to support up to 1 FTE to complement this position in a supportive role and/or to support consultants with needed expertise to fulfill the requirements of this program.
- The Coordinator should be selected within about two months of award.

Required Activities

2. Link and coordinate with other systems serving adolescents and/or transitional aged youth through establishing a new Interagency Council or adding to an existing one.

- The Council's purpose is to promote comprehensive, integrated services for youths with substance use and/or co-occurring substance use and mental disorders.
- Service systems that participate on the Council should include, but are not limited to:
 - State Medicaid Agency.
 - State Health Department.
 - Education.
 - Criminal/juvenile justice.
 - Mental health.
 - Child welfare.
- Adolescents and/or transitional aged youth, and family members/primary care givers must be key members of this Council.

Required Activities

- At a minimum, roles and responsibilities of the Interagency Council include:
 - Meeting on a quarterly basis.
 - Collaborating on the development of the strategic plan.
 - Developing a state/territorial/tribal-wide financial map to identify, link, and coordinate financing sources.
 - Creating a state/territorial/tribal-wide workforce training implementation plan.
 - Designing a plan for infrastructure reform and policy development.
 - Including adolescents and/or transitional aged youth and families/primary caregivers at the policy level.
- The Interagency Council must include:
 - A Substance Abuse Financing Subcommittee to collaborate with major payers of substance abuse assessment, treatment, and recovery support services.
 - A SYT-P Subcommittee, which will be involved in the development of the strategic plan.

Required Activities

- The existence and operations of the Interagency Council must be reflected in a written agreement, which:
 - Identifies the parties involved in the Interagency Council.
 - Describes the specific roles and responsibilities of each party.
 - Summarizes the essential terms of the agreement.
 - Includes the Interagency Council's operating procedures.
 - Encompasses a roster of the Council members, which identifies the agency/system they represent.
 - Has letters of support/commitment from, at least, State Medicaid Agency, State Health Department, education, juvenile justice, mental health, and child welfare.
 - Documents the existence of a Substance Abuse Financing Subcommittee and SYT-P Subcommittee.
 - Is signed and dated by the Lead of the Interagency Council.
- The Interagency Council should be operational and the written agreement should be developed within about five months of award.

Required Activities

3. Develop a cross-agency state/territorial/tribal-wide financial map, which includes, but is not limited to, Federal and State/Territorial/Tribal financial resources, such as:

- Medicaid/CHIP.
- SAPT Block Grant.
- Private insurance.
- Criminal/juvenile justice, child welfare, education, labor, housing, and other relevant funding streams.
- The financial map will identify:
 - The full range of a comprehensive continuum of services and supports for adolescents and/or transitional aged youth with SUD and/or co-occurring substance use and mental disorders.
 - Federal and state expenditures for these services within a baseline fiscal year.

Required Activities

- At a minimum, the financial map must consist of tables, which:
 - Identify screening, assessment, treatment services and recovery supports needed for a comprehensive continuum of services for the population of focus.
 - Identify the federal and state funding sources supporting the provision of these services in a specific fiscal year.
 - Identify the federal, state, and aggregate amounts spent from each funding source by service in a specific fiscal year.
 - Identify the number of unique users served through the expenditures in a specific fiscal year where possible.
- The financial map must be accompanied by narrative, which uses the findings to:
 - Describe the existing state financial structures supporting access to treatment services for the population of focus.
 - Report on the strengths and challenges of the existing system.
 - Propose a set of recommendations for financing changes and payment reforms, which would increase access and improve service quality.

Required Activities

- Grantees must use the financial map in developing the financing section of their strategic plans and tracking the shifts in relevant funding resources.
- The financial map should be completed around the end of the first year of the award. It should be updated, as necessary, towards the end of the award.

Required Activities

4. Create a state/territorial/tribal-wide three-year workforce training implementation plan to:

- Provide content and skills related to SUD and/or co-occurring substance use and mental disorders to the workforce serving adolescents and/or transitional aged youth.
- Provide cross-training to staff in other agencies serving adolescents and/or transitional aged youth with SUD and/or co-occurring substance use and mental disorders.
- The plan must address at least two of the following activities:
 - Preparing faculty in appropriate college and education settings to deliver curricula that focus on adolescent and/or transitional aged youth-specific SUD evidence-based practices.
 - Developing and making accessible continuing education events throughout the state/territory/tribe to enhance the knowledge and skills of program directors, supervisors, direct treatment staff, and allied health professionals.

Required Activities

- Developing or improving state standards for licensure/certification/accreditation of programs that provide SUD and/or co-occurring substance use and mental disorders services for the population of focus.
- Developing or improving state standards for licensure/certification/credentialing of counselors.
- Promoting coordination and collaboration with family support organizations to strengthen services for the population of focus.
- The plan must also select evidence-based assessments and treatment interventions and include planning for the state dissemination of those practices.
- The workforce training implementation plan should be completed about the end of the first year of the award. It should be updated, as necessary, towards the end of the award.

Required Activities

5. Design and implement a workforce map to identify the composition and expertise of the state/territorial/tribal-wide workforce, who assess, treats, and delivers recovery support services to adolescents and/or transitional aged youth with SUD and/or co-occurring substance use and mental disorders.

- The workforce map should be primarily focused on state workers funded with public resources and must include:
 - Knowledge, skills, and abilities of the workforce in providing evidence-based services to adolescents and/or transitional age youth, and their families.
 - Data on relevant positions within treatment and recovery services and supports structure (e.g., supervisor, clinician, case manager, and recovery support worker).
 - An aggregate snapshot of the state workforce including but not limited to gender, ethnicity, years of experience in the field, highest degree, level of state certification, certification in specific evidence-based practice(s), lived experience, current position, type of agency.
- The workforce map should be completed within about eight months of award. Information encompassed in it will assist in developing the workforce training implementation plan.

Required Activities

6. Develop a comprehensive three-year strategic plan to improve treatment for adolescents and/or transitional aged youth with SUD and/or co-occurring substance use and mental disorders.

- The strategic plan must include:
 - Goals, objectives, evaluation measures and data sources, responsible leads, and short and long-term outcomes in relation to all required and allowable activities.
 - Tasks focused on the implementation and sustainability of the work included in the plan.
 - Show how the plan could serve as the basis for implementation.

Required Activities

- The strategic plan must be complemented by a culturally and linguistically competent social marketing and strategic communications plan. Families and youth must be involved in the development of this communications plan. The social marketing plan should focus on:
 - Promoting the importance of providing evidence-based services to the population of focus.
 - Developing effective partnerships.
 - Using outcome data and personal stories.
 - Fostering the inclusion of services in community-based settings.
- The SYT-P Subcommittee of the Interagency Council must:
 - Be involved in the development of the strategic plan.
 - Work with the Substance Abuse Financing Subcommittee in developing the financing section of the strategic plan.
- The strategic plan should be completed towards the end of the award.



ALLOWABLE ACTIVITIES

Allowable Activities

Applicants must select at least three of the following five possible allowable activities.

1. Create a three-year plan for the development or expansion of a family and youth state/territorial/tribal-wide structure(s) to promote family and youth involvement in substance use treatment and recovery services for adolescents and/or transitional aged youth through:

- Educating the public about the available treatment and recovery support services available to the population of focus.
 - Developing family and youth peer supports.
 - Participation by one family member and one youth on the Interagency Council.
- This plan should be created in about seven months of award.

Allowable Activities

2. Establish a formal collaborative relationship with a current state-level SAMHSA-funded Comprehensive Community Mental Health Services for Children and their Families Program (CMHI) grantee, if one exists in the state/territory/tribe.

- This will assist in leveraging federal resources and promoting comprehensive, integrated services for adolescents and/or transitional aged youth with SUD and/or co-occurring substance use and mental disorders.
- The formal collaborative relationship agreement must be reflected in a written agreement, which, at a minimum,:
 - Identifies the parties involved.
 - Describes the specific roles and responsibilities of each party.
 - Includes a summary of the essential terms of the agreement.
 - Is signed and dated by the parties involved.
- The collaborative relationship should be formed and the written agreement developed within about five months of award.

Allowable Activities

3. Create a plan to develop new and/or modify two state policies and procedures, which impact adolescents and/or transitional aged youth with SUD and/or co-occurring substance use and mental disorders.

- The plan should be completed about the second year of the award.

4. Adopt and/or enhance an existing data infrastructure/management information system (MIS) to assist in collecting and analyzing qualitative and quantitative data for continuous quality improvement.

- Within in about six months of award, identification should be completed on the infrastructure/MIS to be adopted and/or enhanced.

Allowable Activities

5. Develop a three-year plan to create or expand an existing provider collaborative within the state/territory/tribe.

- The provider collaborative must be managed or co-managed by the state/territory/tribe.
- At a minimum, the role of the provider collaborative is to:
 - Provide direct treatment for SUD and/or co-occurring substance use and mental disorders and recovery support services to the population of focus, identify and address common provider-level administrative challenges in providing substance abuse treatment and recovery support services.
 - Develop and implement a common continuous quality improvement/quality assurance plan across the providers in the Collaborative for improving the treatment and recovery support services for the population of focus.

Allowable Activities

- Identify and address common barriers the population of focus encounters in accessing substance abuse treatment and recovery support services.
 - Leverage and integrate resources across the providers in the network.
 - Promote coordination and collaboration with family support organizations to assist in the development of peer support services and strengthen services for the population of focus.
- The plan should be completed about the second year of the award.

Expected Outcomes

- The execution of the required and allowable activities for SYT-P will result in:
 - Identification of issues and barriers that affect SUD and/or co-occurring screening, assessment, treatment, and recovery practices and procedures.
 - Identification of disparities that influence access to treatment.
 - A strategic plan to execute needed changes to state/territorial/tribal policies and procedures to support a coordinated treatment and recovery system for adolescents and/or transitional age youth with SUD and/or co-occurring substance use and mental disorders.

Expected Outcomes

- Development of financing structures, which support a coordinated treatment and recovery system for adolescents and/or transitional age youth with SUD and/or co-occurring substance use and mental disorders system.
- A state/territorial/tribal workforce training plan on EBPs and recovery support services.
- A blueprint for States/Territories/Tribes and providers, which can be used to widen the use of effective treatment and recovery services in the future.
- A strengthened voice for adolescents and/or transitional age youth and their family members/primary caregivers at the policy and practice levels.



DATA COLLECTION AND PERFORMANCE MEASUREMENT

Requirements

- All SAMHSA awardees are required to collect and report certain data so that SAMHSA can meet its obligations under the Government Performance and Results Modernization Act of 2010 (GPRA).
- Applicants must document their ability to collect and report the required data in Section D: Data Collection and Performance Measurement in their applications.
- Applicants must demonstrate how qualitative and quantitative data has been used for continuous quality improvement at both the client and infrastructure-levels in the Project Narrative of their applications.

Requirements

- Grantees will be expected to collect and report on OMB approved state/territorial/tribal-level infrastructure measures found in Appendix III.
- This information will be gathered using a uniform data collection tool provided by SAMHSA called the Common Data Platform (CDP).
 - The current tool is being updated and will be provided upon award. An example of the type of data collection tool required can be found at <http://www.samhsa-gpra.samhsa.gov>.
 - SAMHSA will provide grantees with extensive training on CDP and its requirements post award.
- Grantees must arrange for a comprehensive evaluation of the infrastructure components of this award and submit an evaluation plan to the GPO **within six months of award**.



EVALUATION CRITERIA

Application Review Process

- Applications will be peer reviewed based on the evaluation criteria.
- Decisions to fund are based on:
 - The strengths and weaknesses of each application.
 - Approval by the Center for Substance Abuse Treatment's Advisory Council (when the award is over \$150,000).
 - Availability of funds.
 - Equitable distribution in geography and balance among the populations of focus and program size.

Section A:

Population of Focus and Statement of Need

(15 points)

Please ensure that your application:

- Provides a comprehensive demographic profile of adolescents and/or transitional aged youth with SUD and/or co-occurring substance use and mental disorders throughout the state/territory/tribe in terms of race, ethnicity, federally recognized tribe, language, gender, age, socioeconomic characteristics and sexual identity (sexual orientation, gender identity).
- Discusses the relationship of the population of focus to the overall population in your geographic catchment area and identify sub-population disparities, if any, relating to access/use/outcomes of your provided services, citing relevant data.
 - Demonstrates an understanding of these populations consistent with the purpose of your program and intent of this RFA.
- Documents the need for an enhanced infrastructure to increase the capacity to implement, sustain, and improve effective treatment services for the population of focus in the proposed catchment area.
 - Includes the service gaps and other problems related to the need for infrastructure development.
 - Identifies the source of the data and how it was collected; a variety of qualitative and quantitative sources may be used.

Section B:

Proposed Approach

(35 points)

Please ensure that your application:

- Describes the purpose of the proposed project, including its goals and objectives. These must relate to the intent of the RFA and performance measures you identify in Section D: Data Collection and Performance Measurement.
- Describes how achievement of goals will increase system capacity to support effective services for the population of focus.
- Describes your approach to implementing the required activities including: hiring a State Adolescent Treatment/Youth Coordinator, developing or expanding an Interagency Council, developing a cross-Agency statewide financial map, designing a three-year statewide workforce plan, designing/implementing a workforce map and developing a comprehensive three-year strategic plan for the population of focus.
- Describes your plan to accomplish three of the activities listed in section I-[2.2](#) of the RFA. Provide specific details on how each of the selected activities will be accomplished.

Section B:

Proposed Approach

(35 points)

- Describes the stakeholders and resources in the catchment area that can help implement the needed infrastructure development.
- Describes how the proposed activities will be implemented and how they will adhere to the National Standards for Culturally and Linguistic Appropriate Services (CLAS) in Health and Health Care.
- Provides a chart or graph depicting a realistic time line for the entire project period showing key activities, milestones, and responsible staff. These key activities should include the requirements outlined in Expectations.
- Describes how the proposed project will address the following issues in your catchment area:
 - Demographics – race, ethnicity, religion, gender, age, geography, and socioeconomic status;
 - Language and literacy;
 - Sexual identity – sexual orientation, gender identity; and
 - Disability.

Section C:

Staff and Organizational Experience

(20 points)

Please ensure that your application:

- Discusses the capability and experience of your organization and other participating organizations with similar projects and populations. Demonstrate that your organization and other participating organizations have linkages to the population(s) of focus and ties to grassroots/community-based organizations that are rooted in the culture(s) and language(s) of the population(s) of focus.
- Describes the skills and experience of the State Adolescent Treatment/Youth Coordinator or provide a detailed plan on how a skilled and experienced Coordinator will be recruited.
- Provides a complete list of staff positions for the project, including the State Adolescent Treatment/Youth Coordinator showing the role of each and their level of effort and qualifications.

Section C:

Staff and Organizational Experience

(20 points)

- Discusses the role of senior grantee agency staff (i.e., Authorizing Representative) and their involvement in supervision and support of the SYT-P staff.
- Discusses how key staff have demonstrated experience and are qualified to serve the population(s) of focus and are familiar with their culture(s) and language(s).
- Describes how your organization's staff will ensure the input of youth and family members/primary caregivers in assessing, planning and implementing your project.

Section D:

Data Collection and Performance Measurement

(30 points)

Please ensure that your application:

- Documents your ability to collect and report on the required performance measures. Describes your plan for data collection, management, analysis and reporting. If applicable, specify and justify any additional measures or instruments you plan to use for your proposed program.
- Describes how data will be used to manage the project and assure that the goals and objectives at a systems level will be tracked and achieved. Goals and objectives of your infrastructure program should map onto any continuous quality improvement plan, including consideration of behavioral health disparities.
- Describes how information related to process and outcomes will be routinely communicated to program staff, governing and advisory bodies, and stakeholders.

Section D:

Data Collection and Performance Measurement

(30 points)

- Describes your plan for conducting the performance assessment and document your ability to conduct the assessment.
- Discusses how you have used qualitative and quantitative data for continuous quality improvement.



TECHNICAL ASSISTANCE RESOURCES

Resources

- SAMHSA is also accepting applications for TI-15-004 - FY 2015 Cooperative Agreements for State Adolescent and Transitional Aged Youth Treatment Enhancement and Dissemination - Implementation [State Youth Treatment - Implementation (SYT-I)] program.
- **Applicants may only apply to one funding opportunity, either SYT-P or SYT-I.**
- Please closely review **Appendix I** for a comparison of the salient differences between SYT-P and SYT-I.
- Please complete the Applicant Self-Assessment Tool in **Appendix II** to determine the appropriate funding opportunity to which you should apply.

Resources

- This webinar will be available as a downloadable file on or before March 4, 2015 until April 6, 2015. It can be accessed at: <http://www.samhsa.gov/grants/grant-announcements/ti-15-005>.
- Within the next week, FAQs will be posted and can be accessed at the link above.

Resources

- Technical assistance on programmatic issues can be provided on an individual basis by contacting:
Twyla Adams at (240) 276- 1576 or Twyla.Adams@samhsa.hhs.gov.
- Technical assistance on grants management and budget issues can be provided on an individual basis by contacting:
Eileen Bermudez at (240) 276-1412 or Eileen.Bermudez@samhsa.hhs.gov.

Resources

- Joint CMS and SAMHSA Informational Bulletin: Coverage of Behavioral Health Services for Youth with Substance Use Disorders
<http://www.medicaid.gov/federal-policy-guidance/downloads/cib-01-26-2015.pdf>
- State Adolescent Substance Use Disorder Treatment and Recovery Practice Guide
<http://nasadad.org/wp-content/uploads/2014/10/State-Adolescent-Substance-Use-Disorder-Treatment-and-Recovery-Practice-Guide.pdf>
- Treatment Improvement Protocol: Treatment of Adolescents With Substance Use Disorders
<http://store.samhsa.gov/product/TIP-32-Treatment-of-Adolescents-With-Substance-Use-Disorders/SMA12-4080>
- Identifying Mental Health and Substance Use Problems of Children and Adolescents: A Guide for Child-Serving Organizations
<http://store.samhsa.gov/product/Identifying-Mental-Health-and-Substance-Use-Problems-of-Children-and-Adolescents-A-Guide-for-Child-Serving-Organizations/SMA12-4700>
- TIP 31: Screening and Assessing Adolescents for Substance Use Disorders
<http://store.samhsa.gov/product/TIP-31-Screening-and-Assessing-Adolescents-for-Substance-Use-Disorders/SMA12-4079>

Resources

- TIP 42: Substance Abuse Treatment for Persons With Co-Occurring Disorders
<http://store.samhsa.gov/product/TIP-42-Substance-Abuse-Treatment-for-Persons-With-Co-Occurring-Disorders/SMA13-3992>
- TIP 27: Comprehensive Case Management for Substance Abuse Treatment
<http://store.samhsa.gov/product/TIP-27-Comprehensive-Case-Management-for-Substance-Abuse-Treatment/SMA12-4215>
- Financing Recovery Support Services
http://www.samhsa.gov/sites/default/files/partnersforrecovery/docs/RSS_financing_report.pdf
- Tri Director Letter on Trauma from CMS, SAMHSA, and ACF
<http://www.medicare.gov/Federal-Policy-Guidance/Downloads/SMD-13-07-11.pdf>



THE END

THANK YOU FOR YOUR ATTENTION.