



PUBLIC HEALTH DIVISION
Adolescent, Genetics and Reproductive Health Section
Kate Brown, Governor



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MEMO

DATE: April 3, 2015
TO: Local Public Health Authorities
FROM: Jessica Duke 
SBHC State Program Office
RE: SBHC Mental Health Expansion Grant- Capacity Building

**Request for Qualifications:
2015-2017 School-Based Health Center Mental Health Expansion Grant:
Capacity Building**

The Oregon Health Authority budget for 2015-2017 currently includes funding to the Addictions and Mental Health Division to support Oregon's community mental health system. A portion of this funding is allocated for children's mental health, allowing for a funding opportunity for School-Based Health Centers (SBHCs) to increase their capacity to provide mental health services to their clients. SBHCs are an access health care model in which comprehensive physical, mental, and preventive health services are provided to youth and adolescents in a primary care setting based in a school. To learn more about Oregon's SBHCs visit the state SBHC website: www.healthoregon.org/sbhc.

The SBHC State Program Office (SPO) is pleased to announce the release of the SBHC Request for Qualifications (RFQ) for **School-Based Health Center Mental Health Expansion Grant: Capacity Building**. These monies will be awarded to the Local Public Health Authorities (LPHA) based on a competitive proposal review process conducted by the SPO, and dependent on final Legislative approval of the Oregon Health Authority budget.

Awarded monies must be used to support mental health capacity within the school-based health center system by adding mental health staff and expanding current mental health staff hours, with the ability to collect and report on mental health encounter visits. The total number of awarded monies to SBHCs will depend on availability of funding and the total number of successful applicants, to be determined by the SPO. Future funding will be based on each biennium's legislatively adopted budget.

I. Eligibility

- Application must be submitted to the SPO (by email or mail) through the LPHA, typically the County Health Department.
- Applicant may request funds for one or more Oregon SBHCs that are state certified by June 30th, 2015 within an SBHC system.
- Applicant must furnish letters of support from local mental health authorities in the county and the medical sponsoring agency.
- Applicant must sufficiently demonstrate the level of need for their SBHC(s).
- Applicant must complete and submit entire project proposal by application deadline.

II. LPHA Responsibilities

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

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

III. Proposal and Awards

Applicants may apply for Capacity Building Grants and/or Support Project Grants. Both grant awards are for the full biennium (2015-2017).

Capacity Grants

Approximate total amount available to support increase mental health staffing is expected to be \$5,400,000, pending Legislative approval of budget. SPO expects award contracts to run from July 1, 2015 to June 30, 2017.

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

- SPO will prioritize counties that do not have a current Mental Health Expansion Capacity Building Grant.
- This funding cannot be used to supplant any existing funding that is being utilized for mental health service provision.

- The addition of a mental health provider or mental health provider hours must include the ability to collect data and report on the mental health encounter visits associated with that provider. Applicant may request funding in budget to support data collection systems.

IV. Proposal Content-Total 5 pages not including budget (100 points)

1. Background and Current Capacity (25 points)

- Description of the partnering organizations applying, and for which SBHC(s).
- Description of the host school, including school enrollment numbers, demographics of the school population. Applicants do not need to submit this information if the host school has a current Mental Health Expansion Capacity Building Grant and no information has changed since the 2013-2015 grant application.
- Description of any other specific populations the SBHC serves, other than host school (i.e. entire community, families of students, other schools). Applicants do not need to submit this information if the host school has a current Mental Health Expansion Capacity Building Grant and no information has changed since the 2013-2015 grant application.
- Description of current mental health capacity, including:
 - Current level of on-site SBHC mental health staffing,
 - Current mental health referral system,
 - Current level of mental and behavioral health staffing in the host school,
 - Community mental health partnerships.

2. Needs Assessment (35 points)

- Explain the unmet mental health needs for your child and adolescent populations. How would this grant award address these needs? In demonstrating unmet needs, applicants may discuss:
 - Current mental health capacity in SBHC and community, and access to care.
 - Data related to unmet mental health needs and other mental health issues (e.g. depression and suicide) in the school and community. Some data sources could include, but are not limited to: the Oregon Healthy Teens Survey (<https://public.health.oregon.gov/BirthDeathCertificates/Surveys/OregonHealthyTeens/results/Pages/ohdata.aspx>), Student Wellness Survey (<https://oregon.pridesurveys.com/>), SBHC Satisfaction Survey.
 - Demographics of community or school population. Data points could include, but are not limited to: race/ethnicity (<http://www.census.gov/>),

rural/frontier status (from HRSA or Office of Rural Health), insurance rate (from US Census Bureau), free and reduced lunch (Oregon Department of Education), school attendance (enrollment and absenteeism from Oregon Department of Education).

- For current grantees, referrals to and caseload of mental health provider for 2014-2015 school year.

3. Readiness and Implementation Plan (25 points)

- You may request funding for up to 1.0 mental health FTE at each SBHC. What level of staffing/hours are you requesting for each SBHC?

For new applicants:

- Describe your current readiness in being able to hire a mental health provider or expand your current mental health staffing capacity. Would you hire within your medical sponsor's organization or partner with another mental health organization?
- How would you approach recruitment for this position? What specific characteristics or qualifications would you be particularly interested in building capacity around? What level of a qualified mental health provider would you plan to hire or expand hours? (i.e. LCSW, MSW, PNP, PMHNP)
- How will you ensure QMHP can provide cultural and linguistically appropriate services?
- Assuming the funds are available by July 2015, what is your timeline for hiring a mental health provider?

For current grantees:

- Are you planning on maintaining the current staffing funded by the Mental Health Expansion Capacity Building Grant (2013-2015)? If not, what are your plans for recruitment and what level of QMHP are you planning on hiring?
- Are you planning on retaining the same partnerships in regards to providing mental health services? Please describe.
- Are there any other changes that you are planning on making from your current Mental Health Expansion Capacity Building Grant (2013-2015) that you have not already listed? If so, please describe and provide explanations for the changes.

4. Sustainability Plan (15 points)

- If funds were not available (in part or in full) beyond June 30, 2017, explain how (if possible) you plan to sustain your staffing after this award. Please be specific as to what steps you would take towards sustaining the position through grants or reimbursement.

- If funds were limited, is there possibility of matching funds from partner organizations? If yes, please explain.

V. Budget (not included as part of the 5 page maximum for the proposal)

- Provide a detailed budget for this project (July 1, 2015 to June 30, 2017), in spreadsheet or narrative form.
- Include funding to support data collection and reporting if needed.

VI. Letters of Support (not included as part of the 5 page maximum for the proposal)

- You are **required** to submit the following letters of support:
 - 1) Local county mental health agency.
 - 2) Medical sponsoring organization.
- We **recommend** you submit the following letters of support:
 - 1) Regional Coordinated Care Organization: if you currently serve a large Medicaid population.
 - 2) School principal and/or superintendent of your SBHC's host school.

VI. Expectations

- Awardees will be expected to provide services that are culturally and linguistically appropriate to their target population.
- Data tracking of mental health encounters is required.
- Awardees will be expected to be the primary contact regarding project implementation, and will be responsible for data tracking and reporting.
- Awardees will be expected to participate in monthly check-in meetings (via phone or email) with the State Program Office and submit mid-project and final project reports. Guidance will be given on expected report content.
- Awardees will be expected to submit mid-year and final reports on mental health encounters visits. See Section F of the Certification Standards for data collection and reporting requirements.
<http://public.health.oregon.gov/HealthyPeopleFamilies/Youth/HealthSchool/SchoolBasedHealthCenters/Documents/CertificationStandards2010.pdf>

VII. Proposal Submission Deadline

- To be considered in the SPO qualification review process, **all proposals must be received by May 22, 2015 by 5:00 PM.**

- Proposal may be submitted as a hardcopy or an electronic copy to the address below. If you submit your proposal through email, include a table of contents of all the attached electronic files in the body of the email.

VIII. Selection Process

- All proposals will be reviewed by an over site panel, including individuals from the SPO and the Addictions and Mental Health Division.
- **Applicants are considered qualified to receive funds if there is a score of 50 points or over.**
- Once determined qualified, the SPO will work with eligible applicants to negotiate funding award amounts and reporting expectations. Applicants are not guaranteed funding based on qualification status.
- The SPO will notify all LPHAs of their qualification status by June 15th, 2015.

RFQ Technical Assistance Call

The SBHC State Program Office will conduct two technical assistance calls to answer any questions related to the RFQ.

Dates and times: Wednesday, April 15, 3:30-4:30pm for Capacity Building Grant

Thursday, April 23, 9-10am for Support Project Grants

Call number: 1-877-848-7030

Participant Code: 148921

Please submit one copy of your proposal to:

Stefanie Murray
School Mental Health Specialist
School Based Health Center Program
Oregon Public Health Division
800 NE Oregon St. Suite 805
Portland, OR 97232

Phone: 971-673-1088

Fax: 971-673-0250

Email: Stefanie.I.murray@state.or.us

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

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