



**MEMO**

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

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**Request for Qualifications:  
2015-2017 School-Based Health Center Mental Health Expansion Grant:  
Support Projects**

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](http://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: Support Projects**. 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 projects within the school-based health center system and help the SBHC integrate physical and mental health. Options for proposals are found in Section III. 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 30<sup>th</sup>, 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). In the event there are more requests than funds available, staffing for those SBHCs without any mental health providers will be prioritized.

### Support Projects

Approximate total amount available to support all projects is approximately \$1 million, pending Legislative approval of budget. Maximum award amount per project is \$100,000. Applicants may apply for more than one project. SPO expects award contracts to run from July 1, 2015 to June 30, 2017.

Options for projects are:

- a. Implementation of a Mental Health Screening Tool, Framework, or Clinical Approach: This award is designed to cover the training and implementation of a mental health screening tool(s) or framework(s) in the SBHC. The purpose of implementation is to increase capacity of primary care and behavioral health providers to effectively screen and treat or refer clients for mental health and substance abuse issues. The list of AMH approved evidence based practices can be found here: <http://www.oregon.gov/oha/amh/Pages/ebp-practices.aspx>, and includes SBIRT (Screening, Brief Intervention, and Referral to Treatment), Motivational Interviewing, and Suicide Prevention Strategies. This list is not exhaustive, and requests for the adoption of other evidence-based tools and frameworks that address training/implementation of mental health system

improvement will be considered. Technical assistance on identifying approved training can be provided. Funding may include staff time for training and practice improvement.

- b. Implementation of a Mental Health Telehealth Project: Telehealth is the use of Information and Communications Technology to provide health care at a distance. Telehealth is emerging as a valuable way to complement and expand the ability of SBHCs to meet the health care needs of children, particularly those who are living in medically underserved areas. This award is designed to support the practice of mid-level SBHC providers; for example, an SBHC without a mental health provider on site could use telehealth capabilities to access an off-site provider for screening or behavioral intervention. Funds may cover costs related to the planning and implementation of a mental-health focused telehealth project. Funding may not include a contract with a telemental health provider. Funding may include staff time and necessary technology.
- c. Implementation of a Youth Advisory Committee and Mental Health Research Project: This award is designed to support the implementation of a Youth Advisory Committee (YAC) at the SBHC. YACs are one example of a Positive Youth Development (PYD) initiative. YACs can help inform and improve the services provided at the SBHC, and can assist in school and community education around mental health. The implementation of a YAC must also include at least one school or community-based Youth Participatory Action Research (YPAR) project led by the YAC on a mental health issue, which may involve using the YPAR curriculum (<https://public.health.oregon.gov/HealthyPeopleFamilies/Youth/Pages/youth.aspx>) from the State Adolescent and School Health Program. The SBHC must be the primary coordinator, but may partner with the school or other external partner for implementation. Funding may include staff time, training, and technical assistance around utilization of the YPAR curriculum may be provided.
- d. Integration of Behavioral Health and Primary Care: This award is intended to enhance integration of behavioral health and primary care in SBHCs, and may include data systems or care coordination activities. The project may include set up and implementation of an electronic health records (EHR) system that integrates physical and mental health data or care coordination activities that support streamlined workflows, communication, or treatment activities between providers and/or the community. Regarding EHR data systems, the award could be used for: (1) Purchase/development/set up of a new EHR data system for mental health; (2) Integration of a new or existing EHR mental health data system with a physical health EHR data system; and/or (3) Training on use of mental health data system to increase efficiency and meaningful use. Funding can be applied to an EHR system that also covers physical health data as long as the collection of mental health data

is prioritized. The award could also be used for projects that support continuity of care and care coordination among providers and partners.

- e. Support equity and cultural competence: This award is intended to support quality improvement activities to increase equity and cultural competence of mental health services provided in the SBHC. The award could be used, but not limited to: train staff at all levels in cultural and linguistic competency; support the development, implementation and/or expansion of evidence-based culturally specific approaches to improve mental health outcomes to specific racial and cultural populations; create and/or expand SBHC outreach activities to specific racial and cultural populations; and support high quality language access through language classes for staff.

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

##### **Support Project Applicants**

##### **1. Background and current capacity (20 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.
- Description of any other specific populations the SBHC serves, other than host school (i.e. entire community, families of students, other schools).
- 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 (25 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 Capacity Building grantees, referrals to and caseload of mental health provider for 2014-2015 school year.
3. Project Description (25 points)
- Clearly state which of the 5 options you are applying for:
    - Implementation of a Mental Health Screening Tool, Framework, or Clinical Approach
    - Implementation of a Mental Health Telehealth Project
    - Implementation of a Youth Advisory Committee and Mental Health Research Project
    - Integration of Behavioral Health and Primary Care
    - Support equity and cultural competence
  - Describe your project and how it will address the mental health needs of children and adolescents in your community and/or increase mental health capacity at your site(s). In addition to the description of the project you have chosen, please include the following information:
    1. Description of the target population for your proposed project(s).
    2. Proposed goals and objectives (minimum 2 goals, each with 2 objectives).
    3. Description of how cultural and linguistic appropriateness will be assured.
4. Readiness and Implementation Plan (20 points)
- Describe your current readiness in being able to implement the proposed project (s). Are there existing partnerships that would assist with the project? Are there additional partners/organizations that you would plan to engage regarding your project (s)?
    - For current YAC grantees, please describe the lessons learned from the 2013-2015 grant period and how those lessons learned will impact the 2015-2017 grant period.
  - Assuming the funds are available by July 2015, what is your timeline for project implementation? Please include a timeline for planned monthly activities.
5. Sustainability Plan (10 points)

- Describe whether these funds are for a one time project implementation or an ongoing project.
- 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.
- 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.
- Awardees will be expected to create and implement an evaluation plan for their project, with the help of the State Program Office. This evaluation plan may include creation of a logic model, projected outputs and outcomes, and measurement of these outputs and outcomes. Technical assistance throughout this process will be available.
- 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.

## 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.
- In the event there are more requests than funds available, staffing for those SBHCs without any mental health providers will be prioritized.

## 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.l.murray@state.or.us](mailto:Stefanie.l.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*