2019 MENTAL HEALTH SERVICE PROFESSIONAL DEMONSTRATION GRANT COMPETITION

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WEBINAR LOGISTICS

Technical Issues

For assistance during the webinar, please contact the National Center on Safe Supportive Learning Environments at ncssle@air.org.

Archived Webinar Will Be Posted Here:

https://safesupportivelearning.ed.gov/events/webinar/technical-assistance-webinar-mental-health-professional-services-demonstration-grant
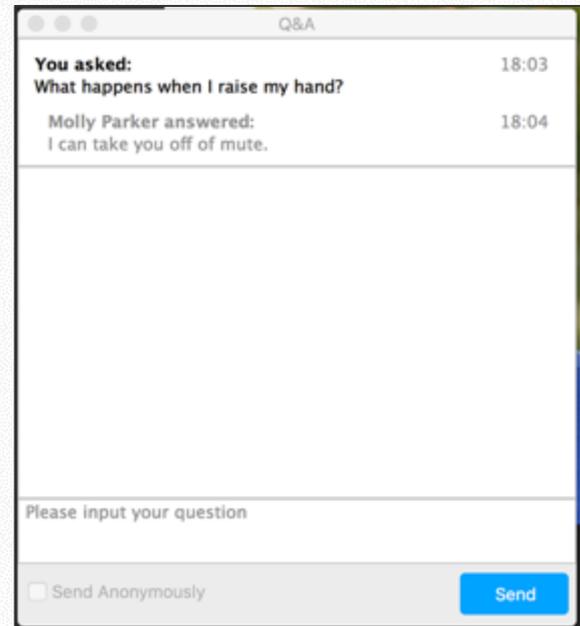
GROUND RULES FOR WEBINAR

Please type your questions in the "Q&A" box. Questions will be answered at the end of this presentation.

If for some reason your question is not addressed, please email Mental.Health@ed.gov.

A copy of this presentation will be posted on our website within 5 – 7 business days at: https://safesupportivelearning.ed.gov/promoting-mental-health

Q&A Pane

OVERVIEW

- Program Overview

- Program Information

- Program Priorities

- Application Requirements

- Overview of Review

- Selection Criteria

- Reporting and Accountability

- Applying for a Grant

- Questions

PROGRAM OVERVIEW

- **Application Deadline Date:** August 5, 2019

- **Application Submission:** Applications must be submitted electronically via www.Grants.gov.

- **Project Performance Period:** Up to 60 months

- **Estimated Available Funds for FY19:** $15 million

- **Number of Awards:** 50

- **Estimated Range of Awards:** $250,000 to $500,000

- **Eligible Applicants:** Eligible applicants are High-need LEAs; SEAs on behalf of one or more high-need LEA(s). Applicants must propose to work in partnership with an eligible IHE.

PROGRAM INFORMATION

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Program Purpose: The Mental Health Service Professional Demonstration Grant Program provides competitive grants to support and demonstrate innovative partnerships to train school-based mental health services providers for employment in schools and local educational agencies (LEAs). The goal of this program is to expand the pipeline of high-quality, trained providers to address the shortages of mental health service professionals in schools served by high-need LEAs.

PROGRAM INFORMATION

<u>Eligible Applicants</u>: Eligible applicants are High-need LEAs; SEAs on behalf of one or more high-need LEA(s). Applicants must propose to work in partnership with an eligible IHE.

PROGRAM INFORMATION

Resources: The application package for the Mental Health Service Professionals Demonstration Program can be found on Grants.gov at:

- www.Grants.gov; and

- https://safesupportivelearning.ed.gov/promoting-mental-health

- Common Instructions: https://www.federalregister.gov/d/2019-02206

- Please be sure to read through the entire application package before attempting to apply!

Special note: Citation errors pertaining to national ratios of school counselors, school social workers, school psychologists, and school nurses.

PROGRAM PRIORITIES

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The FY19 Notice Inviting Applications (NIA contains (1) absolute priority:

<u>Absolute Priority</u>: Expand the capacity of high-need LEAs in partnership with IHEs to train school-based mental health services providers, as defined in this notice, with the goal of expanding the pipeline of these professionals into high-need public elementary schools and secondary schools in order to address the shortages of school-based mental health service providers in such schools.

PROGRAM PRIORITIES

The FY19 Notice Inviting Applications (NIA contains (2) competitive preference priorities:

<u>Competitive Preference Priority 1</u>: Fostering Knowledge and Promoting the Development of Skills That Prepare Students to Be Informed, Thoughtful, and Productive Individuals and Citizens (0 to 5 points).

- Supporting projects likely to improve student academic performance and better prepare students for employment, responsible citizenship, and fulfilling lives, including by preparing children or students to do one or more of the following:

(i) Develop positive personal relationships with others.

PROGRAM PRIORITIES

<u>Competitive Preference Priority 1 (Cont.)</u>:

(ii) Develop determination, perseverance, and the ability to overcome obstacles.

(iii) Develop self-esteem through perseverance and earned success.

(iv) Develop problem solving skills.

(v) Develop self-regulation in order to work toward long-term goals.

PROGRAM PRIORITIES

The FY19 Notice Inviting Applications (NIA contains (2) competitive preference priorities:

<u>Competitive Preference Priority 2</u>: Protecting Freedom of Speech and Encouraging Respectful Interactions in a Safe Educational Environment (0 to 5 points).

- Developing positive learning environments that promote strong relationships among students and school personnel to help prevent bullying, violence, and disruptive actions that diminish the opportunity for each student to receive a high-quality education.

APPLICATION REQUIREMENTS

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1. Description of the severity and magnitude of the problem and identification of schools to be served by the proposed project.

2. Collaboration and coordination with related Federal, State, and local initiatives.

3. Enhancing LEA capacity to provide mental health services to students.

4. Enhancing LEAs ability to assess and address the needs of students in high-need LEAs.

OVERVIEW OF REVIEW

OVERVIEW OF THE REVIEW PROCESS

Applications received by the deadline are screened by Federal staff for eligibility and to ensure requirements are met. (Agencies submitting ineligible applications will receive an ineligible letter)

Eligible applications are read and scored by a panel of 3 external peer reviewers.

All applicants (successful and unsuccessful) will be notified via letter in writing or email.

We anticipate making all awards by 9/30/19.

We anticipate posting a list of awardees on our website by 10/30/19.

SELECTION CRITERIA

The maximum score for any applicant is 100 points based on the below breakdown:

(*not including competitive preference priority points*)

(A) Need for Project (up to 15 points)

(B) Significance (up to 15 points)

(C) Quality of the Project Design (up to 20 points)

(D) Quality of the Project Services (up to 30 points)

(E) Quality of the Project Evaluation (up to 20 points)

=100 points

SELECTION CRITERIA

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(A) Need for Project. (up to 15 points)

1) The Secretary considers the need for the proposed project.

2) In determining the need for the proposed project, the Secretary considers the extent to which specific gaps or weaknesses in services, infrastructure, or opportunities have been identified and will be addressed by the proposed project, including the nature and magnitude of those gaps or weaknesses.

SELECTION CRITERIA

(B) Significance (up to 15 points)

1) The Secretary considers the significance of the proposed project.

2) In determining the significance of the proposed project, the Secretary considers the extent to which the proposed project is likely to build local capacity to provide, improve, or expand services that address the needs of the target population.

SELECTION CRITERIA

(C) Quality of the Project Design (up to 20 points)

1) The Secretary considers the quality of the design of the proposed project.

2) In determining the quality of the design of the proposed project, the Secretary considers the following factors:

(i) The extent to which the design of the proposed project includes a thorough, high-quality review of the relevant literature, a high-quality plan for project implementation, and the use of appropriate methodological tools to ensure successful achievement of project objectives. (15 points)

(ii) The extent to which the proposed project represents an exceptional approach to the priority or priorities established for the competition. (5 points)

SELECTION CRITERIA

(D) Quality of the Project Services (up to 30 points)

1) The Secretary considers the quality of the services to be provided by the proposed project.
2) In determining the quality of the services to be provided by the proposed project, the Secretary considers the quality and sufficiency of strategies for ensuring equal access and treatment for eligible project participants who are members of groups that have traditionally been underrepresented based on race, color, national origin, gender, age, or disability.
3) In addition, the Secretary considers the extent to which the training or professional development services to be provided by the proposed project are of sufficient quality, intensity, and duration to lead to improvements in practice among the recipients of those services.

SELECTION CRITERIA

(E) Quality of the Project Evaluation (up to 20 points)

1) The Secretary considers the quality of the evaluation to be conducted of the proposed project.

2) In determining the quality of the evaluation, the Secretary considers the following factors:

(i) The extent to which the methods of evaluation are thorough, feasible, and appropriate to the goals, objectives, and outcomes of the proposed project. (10 points)

(ii) The extent to which the methods of evaluation will provide performance feedback and permit periodic assessment of progress toward achieving intended outcomes. (10 points)

REPORTING AND ACCOUNTABILITY

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PERFORMANCE MEASURES

The Department has established the following Government Performance and Results Act of 1993 performance measures for the Mental Health Service Professional Demonstration Grant Program:

(a) The unduplicated number of school-based mental health services providers employed by schools and LEAs as of the date for each annual reporting period of the grant who have been trained and placed by the grant to provide school-based mental health services.

(b) Number of school-based mental health services providers employed by schools and LEAs retained on an annual basis by a high-need local educational agency to provide school-based mental health services.

APPLYING FOR A GRANT

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If you have not applied for a grant before, the first step in the process is obtaining a Data Universal Numbering System (DUNS) number from Dun & Bradstreet. You can request a DUNS number for free in order to do business with the Federal government. Visit their website at http://fedgov.dnb.com/webform

It takes approximately 1-2 days to obtain a DUNS number.

Next you will need to ensure that your organization is registered with the System for Award Management (SAM), which is located at www.sam.gov. In order to complete your SAM registration, you must have your organization's Taxpayer ID Number (TIN) and taxpayer name.

If you have a SAM registration and have not updated since last year, please make sure it is active. You may need to reactivate your account as accounts must be updated annually.

APPLYING FOR A GRANT

The SAM registration can take a couple of weeks, depending upon if you need to obtain a DUNS, TIN, reactivate your account, CAGE code validation, or have errors in your registration. Thus, it is recommended that you register immediately at the SAM website in order that this process is completed early and in time for submitting your application on Grants.gov. Please note: An active SAM account is needed in order to submit your application on Grants.gov. Also, once your SAM registration is active, it will take 24-48 hours for the information from SAM to upload to Grants.gov and be available so you can submit your application through Grants.gov.

APPLYING FOR A GRANT

For assistance registering on SAM, you may refer to the Quick Start Guide for Grant Registration under the HELP Section of the SAM website. You may also contact the Federal Service Desk located under the Help Section.

You must complete an Authorized Organization Representative (AOR) profile and enter a user name and password on Grants.gov in order to submit an application. Instructions for completing this are on the Grants.gov website under the Registration link. The E-Business (e-Biz) Point of Contact at your organization must confirm you as an AOR through the Grants.gov system. The time for this validation depends upon the responsiveness of your e-Biz point of contact. At any time, you can track your AOR status on the Grants.gov website

APPLYING FOR A GRANT

When submitting an application, please allow enough time for the file to upload by the deadline. We strongly recommend that you do not wait until the last day to upload your application because if there are problems with your submission, you still have time to fix your application and resubmit. Information regarding submitting your application and checking the status can be found in the application package.

An application must be fully uploaded and received by the deadline of 11:59:59 pm Washington DC time on August 5, 2019. This does not mean that as long as you hit the submit button by this timeframe it is accepted. Since the baud rate of transmission, size of your application, internet connection, and firewalls within your organization may play a part in how fast your application transmits, it is recommended that you not wait until the application deadline date to begin transmitting your application.

APPLYING FOR A GRANT

After you submit your application to Grants.gov, you will receive from Grants.gov an automatic notification of receipt that contains a Grants.gov tracking number. This notification indicates receipt by Grants.gov only and is not a receipt by the Department. The Department will retrieve your application from Grants.gov and send a second notification to you by email. This second notification will let you know if your application was submitted successfully and will assign your application a PR/Award number, which identifies your application at the Department. Please make sure you have received this second notification before considering your application uploaded.

APPLYING FOR A GRANT

When attaching files to your application, they must be in a .PDF read-only, non-modifiable format. PDF files are the only Education approved file type accepted as written in the Federal Register notice. We will not accept any other attachments so make sure your Word and Excel documents are converted to PDF. Also, the Department will not accept any attachments that contain files within a file, such as PDF Portfolio files, or a fillable .PDF file. Any attachments that contain password protected files cannot be accessed by our system and thus will not be read. Please make sure you do not password protect any documents uploaded to Grants.gov.

APPLYING FOR A GRANT

There are naming restrictions for files uploaded on Grants.gov as mentioned in the application package. An application cannot be processed if there are two or more files with the same name or if your application name is 50 characters in length or contains special characters. Applications will be rejected if they do not meet the Grants.gov guidelines.

RECENT QUESTIONS

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Absolute Priority: Is required to be eligible. Applicants that fail to meet the absolute priority will be considered ineligible for funding.

Competitive Preference Priority Points: Are not required to be eligible. You can choose to address one or both of the competitive preferences.

Administrative Costs vs. Indirect Costs: These are different. Refer to pages 14, 41, 44, and 46.

Budget Period: Awards will be made ranging from approximately $250,000 to $500,000 per-year depending on the scope of work. We have approximately $15 million dollars available for grants under Mental Health Service Professional Demonstration Grant Program and plan to make approximately 50 awards.

RECENT QUESTIONS

Guidance Regarding Narrative Page Limit, Font Size, Etc.: While there are no page limit and formatting requirements, applicants are encouraged to address the selection criteria in an organized, thorough, and consistent manner. Please also keep in mind that reviewers will be reviewing applications electronically, so applicants should arrange and present the information that addresses the selection criteria in a clear and uncomplicated format. You may include a logic model, but it is not required.

Do I have to submit my application electronically?

Yes. Unless you qualify for an exception in accordance with the instructions found in the Notice Inviting Applications (NIA), you must submit your application electronically.

RECENT QUESTIONS

Can LEAs make subgrant or subawards to their IHE partner for any portion of the project activities?: The LEA or SEA on behalf of one or more high-need LEA(s) cannot make a subaward or subgrant to their IHE partner for any portion of the project activities. Generally all procurement transactions by grantees using federal funds must be conducted in a manner providing full and open competition and consistent with the standards in Section 80.36 (for SEAs and LEAs) of the Education Department General Administrative Regulations (EDGAR). This section requires that grantees use their own procurement procedures (which reflect State and local laws and regulations) to select contractors or other vendors, provided that those procedures meet certain standards described in EDGAR available online at: www.ed.gov/policy/fund/reg/edgarReg/edgar.html

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RECENT QUESTIONS

Is the $250,000 to $500,000 estimated range of awards per budget year or is it the total over the project period (up to 60 months)? The estimated range of $250,000 to $500,000 is per-year depending on the availability of funds and evidence of substantial progress.

Are colleges or universities eligible to apply for this grant? No. Colleges and universities are not considered LEAs and thus are not eligible to apply for this grant. However, applicants must propose to work in partnership with an eligible IHE.

Additional Questions?

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Mental.Health.ed.gov