

REQUEST FOR GRANT PROPOSALS FOR:

SCHOOL-BASED
SUBSTANCE ABUSE
PREVENTION AND
INTERVENTION (SAPI)
PROGRAM

RESPONSES TO QUESTIONS

Colorado
Department of
Health Care Policy
and Financing

October 7, 2014

Electronic Version Available at: <https://www.colorado.gov/hcpf/research-data-and-grants>

AGENDA AND INTRODUCTIONS

- Introductions
 - Colorado Department of Health Care Policy and Financing:
Shannon Huska, School Health Services Program Administrator
shannon.huska@state.co.us
 - Center for Policy Research, Jane Venohr & Jessica Pearson
 - In-person & teleconference attendees
- Brief Overview of Request for Grants Proposals (RGP) for School-Based Substance Abuse Prevention and Intervention (SAPI) Program
- Responses to Written Questions (5 questions received)
- Oral Questions and Responses

WHAT IS SAPI?

- Provides for school-based prevention and intervention (SAPI) programs
 - Primarily focused on reducing marijuana use, but including strategies and efforts to reduce alcohol use and prescription drug misuse
- Results from the passing of Senate Bill 14-215 (Colorado Revised Statute 25.5-1.206)
- Grants funds to schools, community-based organizations and health organizations to deliver SAPI programs
- Requires programs/interventions to serve at-risk youth ages 12-19
- Requires use of evidence-based strategies designed to achieve desirable outcomes
- Requires annual Department reporting to legislature on grant awards.

OVERVIEW OF GRANT AWARDS

- Grants are to be used to deliver services to at-risk youth ages 12-19 in school settings
- Eligible applicants: schools, school boards, boards of cooperative services, nonprofit or non-profit community-based organizations or behavioral health organizations
- Eligible applicants must be good standing, have standard insurance, keep records, and fulfill Department reporting requirements
- Award time period: after January 30, 2015 & before June 30, 2015
- Grant application must be received by Nov. 3, 2014, 5pm MST
- Department expects to make approximately 39 awards of \$50,000
 - There may be opportunities to fund some applicants more than \$50,000 depending on the grant requests and in consideration of the needs of at-risk students in communities throughout the state

PROPOSAL SUBMISSION

- Not to exceed 16 pages, double-spaced, 1” margins, 12-point font
 - The page limit does not include transmittal letter, budget and attachments
- Submission via email preferred
- PDF file, Microsoft Word document, or Open Document Text
- 1 electronic file responding to Sections 4.2 is preferred but a separate file(s) for the Appendix is acceptable
- Other options: U.S. mail, flash drive and/or hard copy

Email Submissions to: shannon.huska@state.co.us

Mailing Address:

The Department of Health Care Policy and Financing

Attn: Shannon Huska

1570 Grant Street

Denver, CO 80203

PROPOSAL OUTLINE & SUGGESTED PAGE NUMBERS

- Transmittal letter stating commitment to proposal, naming school in which program will be delivered, & identify Colorado Vendor Number (can be obtained from: www.Colorado.gov/vss)
- Description of the Applicant (1 page)
- Description of the Population Being Targeted (2-3 pages)
- Description of the Program or Intervention Being Proposed (3 pages)
- Details/Logistics of the Program/Intervention (3 pages)
- Qualifications of the Applicant (2 pages)
- Collaboration and Staffing Plan (2 pages)
- Capabilities and Competencies (2 pages)
- Request for Grant Amount in Excess of \$50,000 (optional)
- Attachments: budget, timelines, completed Table A, resumes/bios, & bibliography/references
 - if non-school applicant, copy of 501(c)(3) status, recent audited financial report, and MOU with school

APPENDIX A

Task	Deliverable(s)	Expected Start and End Dates	Amount of awarded fixed price grantee will be paid upon acceptance of deliverable
Reporting to Department	Completion of a final report or Department-developed form describing program, intervention, population served and outcomes suitable for Department's report to the General Assembly		

AWARD NOTIFICATION & WHAT TO EXPECT IN GRANT AGREEMENT

- Grants will be reviewed and scored by a panel of staff from state agencies
- Grant award announcement: December 1, 2014
 - posted on the Department's website
 - notifications will be sent to each applicant agency
- What is expected from Grantees?
 - Brief monthly progress reports
 - Notify and seek prior approval for major changes to the original study plan
 - Complete a report or form outlined or developed by the Department to help it describe programs, interventions, populations served and outcomes in a consistent manner so that it can supply the required information to the General Assembly.
 - Grantee shall conform to deliverables and timelines in grantee's Table A and invoice accordingly

WRITTEN QUESTION #1 & RESPONSE

Question: In regards to the State of Colorado's Vendor number – does a school district need to obtain this? Is a school district considered a vendor?

Answer: All applicants must obtain a State of Colorado Vendor (VSS) number if they do not already have one. To find out if your school, school district, or organization has a VSS number, contact your finance office. The VSS is Colorado's new financial management system. It is where most competitive bid opportunities (goods, services and construction notices) for most State Agencies and State Institutions of Higher Education are posted. VSS also manages these awards. It will be used to manage payments to successful School-Based Substance Abuse Prevention and Intervention Program (SAPI) grant applicant. A VSS number can be obtained by registering at: www.Colorado.gov/vss. More information about VSS is available from this Internet site as well.

WRITTEN QUESTION #2 & RESPONSE

Question: Is there a preference to fund new evidence-based programs (programs as defined by the National Registry), or is the state looking for existing organizations that will enhance or implement evidence-based interventions or strategies? I assume they will say both, but where is their priority?

Answer: The priority is to fund evidence-based programs and strategies that are designed to achieve the goals set in Senate Bill 14-215 (Colorado revised Statute 25.5-1.206). Those goals are listed in Exhibit 1 of the Request for Grant Proposals (RGP) and the next slide.

GOALS OF SAP PROGRAMS AND STRATEGIES

- an increased perceived risk of harm associated with marijuana use, prescription drug misuse and underage alcohol;
- a decrease in the rates of youth marijuana use, alcohol use, and prescription drug misuse;
- a delay in the age of first use of marijuana, alcohol or prescription drug misuse;
- a decrease in the rates of youth who have ever used marijuana or alcohol or misused prescription drugs in their lifetime; and
- a decrease in the number of drug- and alcohol related violations on school property, suspensions and expulsions reported by schools.

WRITTEN QUESTION #3 & RESPONSE

Question: Since this is a school-based initiative, what are the expectations for the involvement of the school district?

Answer: As indicated on page 7 of the RGP, if the applicant is not a school or school district, the applicant must provide evidence that the applicant has a collaborative relationship with the school(s) in which the intervention will be delivered and that the school will provide the applicant with access to the students and school facilities as needed to deliver the service or intervention. The RPG (on page 8) also instructs a non-school applicant to append a memorandum of understanding between the school and community-based or health organization outlining the partnership and plan for working together.

WRITTEN QUESTION #4 & RESPONSE

Question: There are only 25 students attending □□□□□ schools in the 12-19 age group. Would I still be able to apply for the School-Based Substance Abuse Prevention and Intervention Grant for this one school? There are other small schools in the area I am talking with, would it more feasible to group the schools even though they are all small?

Answer: The targeted population identified by Senate Bill 14-215 (Colorado revised Statute 25.5-1.206) is at-risk students in communities throughout the State. It is generally recognized that community size varies across the State, so there are no restrictions or requirements that pertain to community size. With that said, Senate Bill 14-215 (Colorado revised Statute 25.5-1.206) provides that an entity may receive more than one grant to serve more at-risk students or at-risk students with more intense needs. Similarly, an entity serving a small number of at-risk students may apply for a grant award amount commensurate to the number served but appropriate for the service or intervention, the needs of the at-risk students, and achieving the goals of SAPI.

WRITTEN QUESTION #5 & RESPONSE

Question: I am a Certified Prevention Specialist, I understand the grant may be available again or in another content. For sustainability for prevention work in this area of Colorado, would I be allowed to include cost in the budget request for some CEU hours to maintain my certification? The minimum required is 20 hrs so one conference would cover all those hours.

Answer: Grant awards must be used to provide school-based prevention and intervention programs to at-risk youth ages 12 to 19. Budgeted activities should reflect this. Within reason, there may be some budgeted activities for preparation or planning the program and fulfilling grant reporting and management requirements.

QUESTIONS & NEXT STEPS

- Open the meeting to questions and comments

- Next steps
 - Proposal submission by November 3, 2014, 5:00 PM MST
 - Email Submissions to: shannon.huska@state.co.us
 - Mailing Address:
 - The Department of Health Care Policy and Financing
 - Attn: Shannon Huska
 - 1570 Grant Street
 - Denver, CO 80203