



Fiscal Year 2016 Health Center Program Substance Abuse Service Expansion Competing Supplement

Funding Opportunity Number: HRSA-16-074

Technical Assistance Web Page:

<http://bphc.hrsa.gov/programopportunities/fundingopportunities/substanceabuse/index.html>



Agenda



- Funding Opportunity Announcement (FOA) Overview
- Eligibility
- Application Process and Content
- Award Decision Factors
- Wrap Up
- Questions



FOA OVERVIEW



Purpose



- To improve and expand the delivery of substance abuse services at existing health centers, with a focus on Medication-assisted Treatment (MAT) in opioid use disorders
- Funding will help health centers better address the substance abuse treatment needs within their service areas



Required Goals (1/3)



- Establish or enhance an integrated primary care/behavioral health model
- Increase the number of patients screened for substance use disorders and connected to treatment via Screening, Brief Intervention, and Referral to Treatment (SBIRT) and other evidence-based practices



Required Goals (2/3)



- Increase the number of patients with health center-funded access to MAT for opioid use and other substance use disorders treatment by:
 - Adding at least 1.0 full time equivalent (FTE) substance abuse service provider(s) directly and/or through contract(s) within 120 days of award; and
 - Adding new or enhancing existing substance abuse services directly and/or through contract(s) within 120 days of award



Required Goals (3/3)



- Coordinate services necessary for patients to achieve and sustain recovery
- Provide training and educational resources, including updated prescriber guidelines, to help health professionals make informed prescribing decisions and address the over-prescribing of opioids



Participant Response Q1 Answer



Which of the following is required by the FY16 Substance Abuse Service Expansion supplement funding opportunity? D

- a) Add new or enhancing existing substance abuse services directly and/or through contract(s) within 120 days of award
- b) Increase the number of patients screened for substance use disorders and connected to treatment via Screening, Brief Intervention, and Referral to Treatment (SBIRT) and other evidence-based practices
- c) Add at least 1.0 FTE substance abuse service provider(s) directly and/or through contract(s) within 120 days of award
- d) All of the above



Optional Goals



- Increase education, screening, care coordination, risk reduction interventions, and/or counseling regarding the availability of testing, treatment, and clinical management for patients with or at risk of HIV/AIDS, hepatitis C, and other diseases associated with opioid use disorders
- Enhance clinical workflows to improve substance abuse services
- Enhance the use of health information technologies to improve the effectiveness of substance abuse services and increase patient engagement
- Educate patients and/or community members on opioid use disorders, including the use of opioid antagonists in preventing opioid overdose



Participant Response Q2 Answer



- False. Applicants may not propose goals in addition to the stated required and optional goals.



Required Outcome Measures



- Impact will be demonstrated by changes to currently reported Uniform Data System (UDS) measures
 - Number of substance abuse services provider FTE
 - Number of patients receiving substance abuse services
 - Number of visits for substance abuse services
 - Number of patients receiving SBIRT services



Award Information



- Approximately \$100 million in total funding
- Approximately 310 expected awards
- Maximum of \$325,000 per award
- Project length is 2 years
 - March 1, 2016 through February 28, 2018
- Awards will be made on or around March 1, 2016
- Awards will become incorporated into base funding to sustain expanded substance abuse services



ELIGIBILITY



Eligibility Criteria



- Existing Health Center Program award recipients
 - Did not receive initial Health Center Program funding as a new start/new award recipient in FY 2015 via a New Access Point, Service Area Competition, or Service Area Competition—Additional Area grant award
- Must propose 1.0 FTE new direct and/or contracted substance abuse services provider(s)
- Must currently provide or propose to provide substance abuse services directly and/or by formal written agreement
- Must not request more than \$325,000
- Application cannot exceed 50 pages
- Refer to Section III of the FOA for complete eligibility details



Participant Response Q3 Answer



Who is not eligible? Select all that apply. C and D

- a) A Health Center Program award recipient first funded in 2014
- b) A Health Center Program award recipient that received Behavioral Health Integration supplement funding
- c) A health center with look-alike designation
- d) An applicant that proposes to add 0.75 FTE substance abuse service providers and 0.25 enabling service providers



APPLICATION PROCESS AND CONTENT



Two-Tier Application: Step 1



- Grants.gov
 - <http://www.grants.gov/>
 - Due September 28, 2015
 - Confirm current System for Award Management (SAM) registration
 - <https://www.sam.gov/portal/SAM/#1>
 - SAM registration must be renewed every 12 months
 - Confirm Data Universal Numbering System (DUNS) number is correct and valid
 - <http://fedgov.dnb.com/webform>
 - A series of validation emails from Grants.gov will follow a successful submission
 - SF-424 Two-Tier Application Guide provides details
 - <http://www.hrsa.gov/grants/apply/applicationguide/sf424programspecificappguide.doc>



Step 1: Grants.gov Items



- SF-424: Application for Federal Assistance
 - Upload Project Abstract on page 2, box 15
- SF-424B: Assurances – Non-Construction Programs
- Project/Performance Site Location(s) Form
 - Provide Administrative Site location only
- Grants.gov Lobbying Form
- SF-LLL: Disclosure of Lobbying Activities, as applicable



Two-Tier Application: Step 2



- HRSA Electronic Handbooks (EHB)
 - <https://grants.hrsa.gov/webexternal>
 - Available August 7, 2015
 - Due October 14, 2015
 - Confirm EHB registration is current and the correct Authorizing Official is listed
 - Authorizing Official receives a tracking number for accessing EHB via email no more than 7 business days after successful Grants.gov submission
 - A confirmation message in EHB follows successful submission
 - SF-424 Two-Tier Application Guide provides details
 - <http://www.hrsa.gov/grants/apply/applicationguide/sf424programsspecificappguide.doc>



Step 2: EHB Items



- Project Abstract
 - May update the abstract submitted in Grants.gov, as needed
- Project Narrative
- SF-424A Budget Information Form
- Budget Justification Narrative
- Attachments
- Program Specific Forms



Project Narrative



- Organize requested content according to the following sections (corresponding maximum Review Criteria points shown)
 - Need (25 points)
 - Response (20 points)
 - Collaboration (15 points)
 - Evaluative Measures (10 points)
 - Resources/Capabilities (20 points)
 - Support Requested (10 points)
- Section IV of the FOA provides additional detail



SF-424A: Budget Information Form



BUDGET INFORMATION – Non-Construction Programs						
SECTION A – BUDGET SUMMARY						
Grant Program Function or Activity (a)	Catalog of Fed Domestic Assist No. (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Community Health Centers- 330(e)	93.224			\$2,758,334	\$7,599,486	\$10,357,820
2. Migrant Health Centers - 330(g)	93.224			\$1,253,113	\$3,452,704	\$4,705,817
3.						
4.						
5. TOTALS				\$4,011,447	\$11,052,190	\$15,063,637
SECTION B - BUDGET CATEGORIES						
6. Object Class Category	Grant Program Function or Activity					Total (5)
	(1) Federal	(2) Non-Federal				
a. Personnel	\$2,400,000	\$7,001,600				\$9,401,600
b. Fringe Benefits	\$552,586	\$1,612,079				\$2,164,665
c. Travel	100,000	34,200				\$134,200
d. Equipment	300,000	375,557				\$675,557
e. Supplies	50,000	420,000				\$470,000
f. Contractual	500,000	441,200				\$941,200
g. Construction	0	0				\$0
h. Other	108,861	1,167,554				\$1,276,415
i. Total Direct Charges (sum of 6a-6h)	\$4,011,447	\$11,052,190				\$15,063,637
j. Indirect Charges	\$0	\$0				\$0
k. TOTALS (sum of 6i and 6j)	\$4,011,447	\$11,052,190				\$15,063,637
7. Program Income						\$10,545,540

Standard Form 424A



Budget Restrictions



- A maximum of \$325,000 per year may be requested
- **Optional** one-time funding request for moveable equipment
 - Allowed in Year 1 only
 - A maximum of \$25,000



Budget Justification Narrative (1/2)



- A narrative justification is required for each category presented in Section B-Budget Categories of the SF-424A Budget Information Form
- Year 2 should highlight the changes from Year 1 or clearly indicate no substantive changes
- Demonstrate how one-time funds requested in Year 1 will be utilized to support operational costs in Year 2
- Provide sufficient information to demonstrate that costs are reasonable and necessary to implement the proposed project



Budget Justification Narrative (2/2)



- Provide a table of all federally-funded personnel
 - Federal funds may not be used to pay the salary of an individual at a rate in excess of \$183,300
- Total, federal, and non-federal amounts must align with that stated in the SF-424A Budget Information Form
- Refer to the SF-424 Two-Tier Application Guide <http://www.hrsa.gov/grants/apply/applicationguide/sf424programspecificappguide.doc> for details



Participant Response Q4 Answer



Which of the following is a correct statement? D

- a) Non-federal budget information is not required
- b) A Federal budget request of up to \$350,000 is allowed
- c) Up to \$50,000 may be allocated to moveable equipment
- d) A one-time request for moveable equipment of up to \$25,000 may be made in Year 1



Attachments



- Attachments are referenced in the Project Narrative items and related Review Criteria
- Attachments support the information provided in the Project Narrative and Funding Opportunity Specific forms
- Applications missing an attachment may be scored down by the objective review committee
- All attachments are counted toward the page limit except the Indirect Cost Rate Agreement (if applicable) and any attachment-specific table of contents



Attachment List



- Attachment 1: Service Area Map
- Attachment 2: Position Descriptions for Key Project Staff
- Attachment 3: Biographical Sketches for Key Project Staff
- Attachment 4: Summary of Contracts and Agreements, as applicable
- Attachment 5: Letters of Support
- Attachment 6: Indirect Cost Rate Agreement, as applicable
- Attachments 7-15: Other Relevant Documents



Funding Opportunity Specific Forms (1/4)



- Appendices A and B of the FOA provide funding opportunity specific instructions
- Project Work Plan
 - Must address all 5 required goals
 - Include optional goals, if desired
 - For each goal provide
 - Key Factors
 - Activities
 - Person/Area Responsible
 - Time Frame
 - Expected Outcomes



Funding Opportunity Specific Forms (2/4)



- Form 1A: General Information Worksheet
 - Project the number of patients and visits resulting from this funding by December 31, 2017
 - Baseline data for substance abuse service patients and visits will prepopulate from the 2014 UDS data
- Form 2: Staffing Profile
 - Provide proposed new mental health, substance abuse, and enabling services personnel to be added by the end of the project
 - Should align with Budget Justification Narrative Personnel section



Funding Opportunity Specific Forms (3/4)



- Form 5A: Services Provided
 - Limited changes to current Health Center Program scope of project will be allowed for behavioral health services (e.g., adding mental health and substance abuse) and enabling services
 - Will lead to scope verification conditions on the Notice of Award
 - “Substance Abuse Services” must be selected for the application to be eligible in either
 - Column I: Applicant Provides Directly
 - Column II: Service provided by formal written agreement; Health Center pays for service



Funding Opportunity Specific Forms (4/4)



- Supplemental Information Form
 - Project the number of patients that will receive SBIRT services from January 1 – December 31, 2017
 - Project the number of new substance abuse providers (staff and contractors) to be added through this funding
- Equipment List
 - Complete only if one-time equipment funds are requested
 - Provide
 - Type: clinical or non-clinical
 - Item Description
 - Unit Price
 - Quantity



Participant Response Q5 Answer



Select the response that correctly completes the statement. D

The Affordable Care Act Substance Abuse Service Expansion specific forms:

- a) Are submitted in application phase 1 via Grants.gov
- b) Are not required
- c) Have the same instructions as forms of the same name used in other funding opportunities
- d) **Are considered during the objective review process**



AWARD DECISION FACTORS



Grant Status



- Applicants within the fundable range will not receive a Substance Abuse Service Expansion award if they have:
 - Five or more 60-day Health Center Program requirement progressive action conditions; or
 - One or more 30-day Health Center Program requirement progressive action conditions; or
 - Management or financial instability that directly relates to the organization's ability to implement statutory, regulatory, or other requirements



WRAP UP



Important Reminders



- Grants.gov due date: September 28, 2015
- EHB available: August 7, 2015
- EHB due date: October 14, 2015
- Applications may not exceed 50 pages
- Submit single-spaced narrative documents with 1-inch margins
- Use 12 point font that is easily read
 - e.g., Times New Roman, Arial, Courier
- Applications failing to meet all eligibility requirements will not be considered for funding



Technical Assistance



- Technical Assistance Web page
 - <http://bphc.hrsa.gov/programopportunities/fundingopportunities/substanceabuse/index.html>
- Program related questions
 - bphcsa@hrsa.gov
 - 301-594-4300
- Budget related questions to Joi Grymes-Johnson
 - Jgrymes@hrsa.gov
 - 301-443-2632
- Grants.gov related questions
 - support@grants.gov
 - 800-518-4726
- EHB related questions to the BPHC Helpline
 - <http://www.hrsa.gov/about/contact/bphc.aspx>
 - 877-974-2742



QUESTIONS