# FY 2024 Behavioral Health Service Expansion

*Technical Assistance Presentation for Applicants*

**Health Resources and Services Administration (HRSA), Bureau of Primary Health Care (BPHC)**

**Vision: Healthy Communities, Healthy People**

# How to Access the NOFO

**1** Visit BHSE Grants.gov webpage

**2** Select "Package"

**3** Select "Preview"

**4** Select "Download Instructions"

# AGENDA

- Funding Opportunity Overview

- Application Development

- Other Considerations and Reporting

- Technical Assistance Resources

- Q&A

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# Welcome from BPHC

# Funding Opportunity Overview

# Background

## Need

- 82.5 million adults live with a mental health condition or substance use disorder (SUD)

## Access

- 98% of health centers serve patients with mental health conditions, 83% serve those with SUDs

- 7.6 million patients still need mental health services, 4.7 million need SUD services

# Award Purpose and Summary

## Purpose

- Increase access to behavioral health services through starting or expanding:
    - Mental health services **and**
    - SUD services

## Eligibility

- Health Center Program award recipients with active H80 grant

- **Estimated Awards**: 400
- **Award Amounts**
    - Year 1: $600,000
    - Year 2: $500,000
- **Period of Performance**: September 1, 2024, to August 31, 2026 (2 years)
- **New Grant Number**: H8N

# Objectives

You must propose to use BHSE funds to achieve two objectives:

**1** Increase the number of patients receiving mental health services

**2** Increase the number of patients receiving SUD services, including treatment with medications for opioid use disorder (MOUD)

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# Achieving Objectives

*We will measure your progress using the following UDS data:*

| | | | |
|---|---|---|---|
| **Mental Health Services** | Table 5 | Staffing and Utilization Line 20 | Mental health patients |
| **SUD Services** | Table 5 | Staffing and Utilization Line 21 | SUD patients |
| | Appendix E | Other Data Elements Question 1b | Patients receiving MOUD treatment |

# Application Development

# Two-Phase Application Process

## Phase 1 - Grants.gov

### *Due: May 24, 2024, at 11:59 p.m. ET.*

- SF-424 Application for Federal Assistance
- Project Abstract Summary
- Project/Performance Site Locations
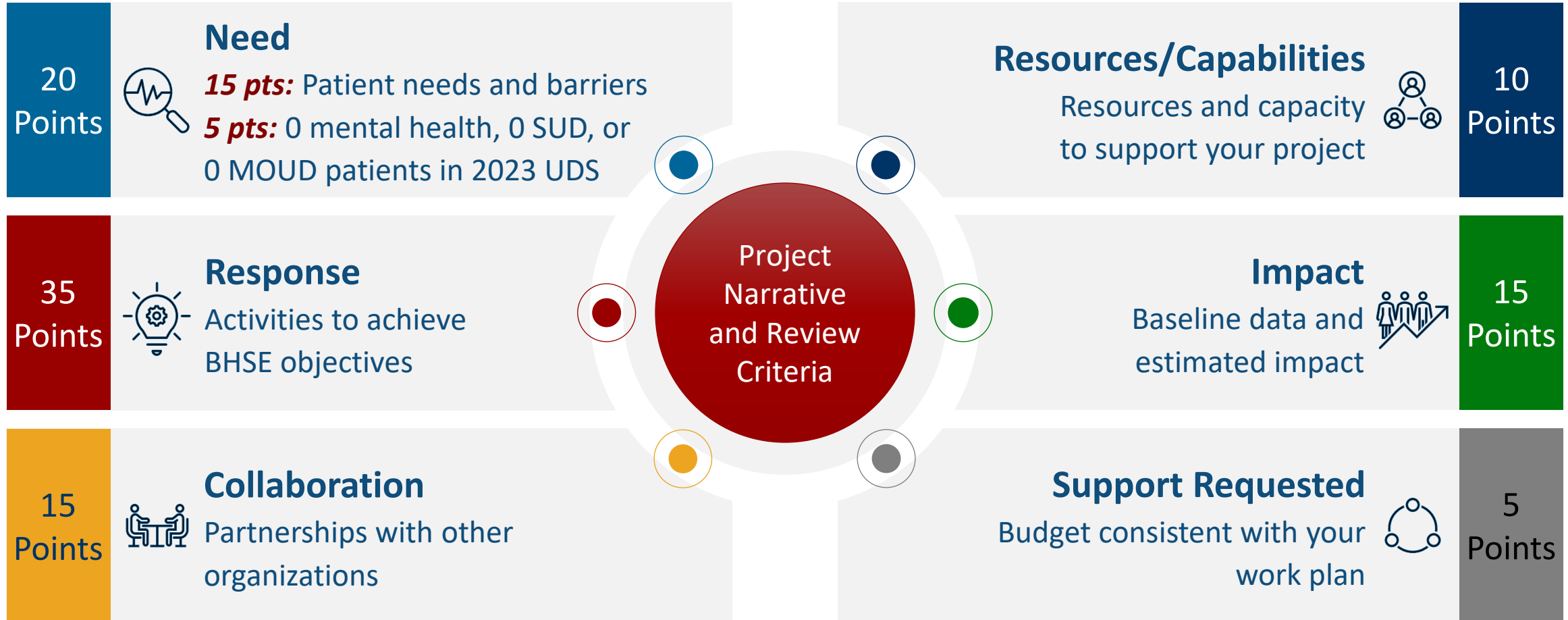- Grants.gov Lobbying Form
- Key Contacts

## Phase 2 - EHBs

### *Due: June 21, 2024, at 5 p.m. ET.*

- Project Narrative
- SF-424 Budget Information Form
- Budget Narrative and Personnel Justification Table
- Program-Specific Forms
- Attachments, if applicable

*The application page limit is 50 pages. See Appendix A in the NOFO for a page limit worksheet.*

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# NOFO Sections and Scoring

**Need**

20 Points

*15 pts:* Patient needs and barriers
*5 pts:* 0 mental health, 0 SUD, or 0 MOUD patients in 2023 UDS

**Resources/Capabilities**

10 Points

Resources and capacity to support your project

**Response**

35 Points

Activities to achieve BHSE objectives

**Impact**

15 Points

Baseline data and estimated impact

**Collaboration**

15 Points

Partnerships with other organizations

**Support Requested**

5 Points

Budget consistent with your work plan

Project Narrative and Review Criteria

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# EHBs Checklist

- ☐ Project Narrative
- ☐ SF-424A: Budget Information Form
- ☐ Budget Narrative with Personnel Justification Table
- ☐ Project Overview Form
- ☐ Staffing Impact Form
- ☐ Patient Impact Form
- ☐ Form 1B: Funding Request Summary
- ☐ Minor Alteration/Renovation (A/R) Information (if applicable)
- ☐ Equipment List (if applicable)
- ☐ Attachment 1: Other Relevant Documents (if applicable)

For sample forms and other resources, see the **BHSE TA webpage**

# SF-424A: Budget Information Form (1 of 2)

*Year 1 (up to $600,000)*

- **Section A:** Enter your federal and non-federal funding requests in the same subprogram (CHC, MHC, HCH, PHPC) proportions as your H80 grant

- **Section B:** Provide a breakdown of federal and non-federal funds by object class categories, for example, personnel, equipment, supplies

- **Section C:** Enter your non-federal funds by subprogram and source

- **Section D:** Leave blank

# SF-424A: Budget Information Form (2 of 2)

*Year 2 (up to $500,000)*

- **Section E:** In the 'First' column only, provide a breakdown of federal funds broken out by subprogram

  - Leave the other columns blank

# Budget Narrative

Detailed line-item budget ✓

Outlines and explains all federal and non-federal expenses ✓

Breakdown of each year of the 2-year period of performance ✓

Year 1 breakdown consistent with the SF-424A, Section B ✓

Includes personnel justification table ✓

# Project Overview Form: Work Plan

## BHSE Objective

Select which objective your activity targets:

- Increasing patients receiving mental health services
- Increasing patients receiving SUD services

## Focus Area

Pick the area your activity will focus on:

- Quality Care, Safety, and Integrated Services
- Access and Affordability
- Workforce
- Patient Experience

*Select only one*

## Activity Category

Tell us if your activity is considered:

- Treatment
- Recovery and Support Services

*Select only one*

## Activity

Describe your activity in detail. You must include:

- Two or more activities for each objective
- At least one Treatment activity per objective

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# Staffing Impact Form

- List only personnel you will support using federal BHSE funds
- Enter all direct hire personnel and/or contractor FTEs supporting BHSE objectives

Visit the BHSE TA webpage to see a sample Staffing Impact Form

**Personnel Categories**
- Mental Health Services
- SUD Services
- Professional Services
- Enabling Services
- Other

# Form 1B: Funding Request Summary

## *Equipment and Minor A/R Funding*

- Up to $250,000 for equipment and/or minor A/R in **year 1**
- Select the option that describes your request:
  - Equipment (no minor A/R)
  - Minor A/R with equipment
  - Minor A/R without equipment
  - Not applicable

Complete your SF-424A: Budget Information Form before you complete Form 1B

# Patient Impact Form

## 2023 Baseline Behavioral Health Services Patients

- Mental Health Services (UDS Table 5, Line 20)
- SUD Services (UDS Table 5, Line 21)
- Patients Receiving Treatment with MOUD (UDS Appendix E, Question 1b)

## New Behavioral Health Services Patients in 2025

- Mental Health Services (UDS Table 5, Line 20)
- SUD Services (UDS Table 5, Line 21)
- Patients Receiving Treatment with MOUD (UDS Appendix E, Question 1b)

## Patient Target Impact

- Unduplicated estimated number of new patients
  - *Estimated new patient number may be added to your H80 patient target*

# Minor A/R and Equipment

## Minor A/R:

Alteration/Renovation Project Cover Page

- Environmental Information and Documentation Checklist
- A/R Project Budget Justification
- Floor Plans/Schematic Drawings

Other Requirements for Sites

- Property Information
- Landlord Letter of Consent, as applicable

## Equipment

Equipment List Form

You may only plan minor A/R for sites currently in your scope

# Ineligible Costs

- Costs not related to BHSE purpose
- Costs paid by other Health Center Program funds
- Vehicles or opening new sites (other than mobile units)
- Services not provided directly by or on behalf of the health center
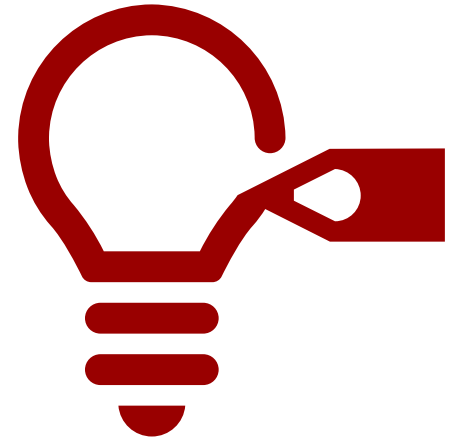- Construction and major A/R greater than $1M
- Activities inconsistent with scope of project requirements
- Needles and syringes for illegal drug injection

# Other Considerations and Reporting

# Award Factors

Continued H80 grant status

No 30-day requirement-related conditions

Rural/urban funding considerations

# Reporting

***Periodic Progress Reports***

- Accomplishments and barriers

- Informed by BHSE work plan

***Non-Competing Continuation (NCC)***

- Year 2 budget and updated work plan

# Funding Beyond 2-Year Period of Performance

**We will use 2025 UDS data demonstrating:**

- Increases in the number of **patients** receiving mental health and SUD services, including patients receiving treatment with MOUD
- Increases in the number of **visits** for mental health and SUD services

# Key Dates

May 24, 2024: Application due in Grants.gov by 11:59 p.m. ET

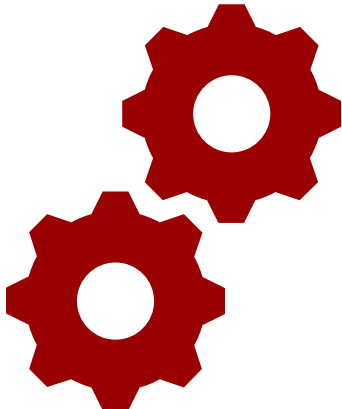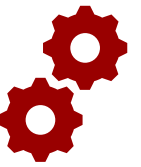June 21, 2024: Application due in EHBs by 5 p.m. ET

September 1, 2024: Award start date

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# Technical Assistance Resources

# BHSE TA Webpage

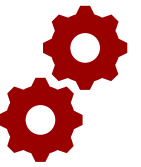| | | |
|---|---|---|
| **BHSE Notice of Funding Opportunity** | **TA Presentation Slides and Recordings** | **Key Funding Details** |
| **Example Budget Narrative and Sample Forms** | **FAQs** | **Track Your Grant Application** |

**BHSE TA Webpage**

# Technical Assistance Contacts

**Application Questions**

BPHC Contact Form

Under Funding, Applications for NOFOs/BHSE

**Change in Scope Questions**

BPHC Contact Form

Under Program Monitoring H80, Change in Scope

**Grants.gov Questions**

Grants.gov Support Center

support@grants.gov

1-800-518-4726

**Budget Questions**

Doris Layne-Sheffield

dlayne-sheffield@hrsa.gov

India Blankenship

iblankenship@hrsa.gov

**EHBs Questions**

BPHC Contact Form

Under Technical Support, EHBs Tasks/ EHBs Technical Issues

1-877-464-4772

# Thank You!

***BHSE Technical Assistance Team***

Bureau of Primary Health Care (BPHC)

Health Resources and Services Administration (HRSA)

[BPHC Contact Form](#)

Under Funding, Applications for NOFOs, BHSE

[bphc.hrsa.gov](#)

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