Jumpstarting Your Garrett Lee Smith Campus Suicide Prevention Grant

October 2, 2018, 2:00 – 3:30 pm Eastern Time

Substance Abuse and Mental Health Services Administration (SAMHSA) Suicide Prevention Resource Center (SPRC)

If you are experiencing technical difficulties, please go to: http://www.livemeeting.com/ask or call 866.493.2825 (toll free in the US) Dial-In: 1-800-619-3395 Passcode: 4972647



ICF

WebX Support

WebEx Required Download:

To use WebEx for your operator-assisted conferences, presenters and participants alike <u>must</u> have the WebEx Event Manager installed prior to joining. To download the Event Manager, see the instructions on the <u>WebEx Downloads</u> page.

Press *0 on your phone for immediate assistance





Agenda

- Welcome to the Garrett Lee Smith Community
- Introduction to Federal Partners (SPRC & ICF)
- Introduction to Grants Management
- Setting Up Your Account
- Notice of Award
- Continuation/Carryover Funding
- Special Terms and Conditions
- Budget Monitoring
- Reporting Requirements
- Resources
- Next Steps



Your SAMHSA Campus Government Project Officers



Rosalyn Blogier, LCSW-C Campus Team Coordinator Rosalyn.Blogier@samhsa.hhs.gov 240-276-1842

Cohort 12 Assignments:

Cleveland State University Iowa State University of Science and Technology Kent State University National University Northwest Missouri State University Ohio Northern University SUNY Stony Brook University of Hawaii at Hilo University of Wisconsin Eau Claire



Portland Ridley Portland Ridley@samhsa.hhs.gov 240-276-1848

Cohort 12 Assignments:

Azusa Pacific University Gettysburg College Miami Dade College Rollins College San Jose University St. Petersburg College University of Arizona Valparaiso University



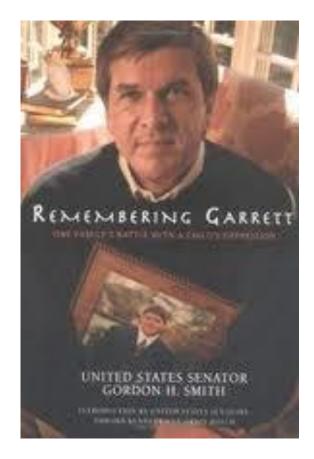
Jennifer Cappella, MPA Jennifer.Cappella@samhsa.hhs.gov 240-276-1857

Cohort 12 Assignments:

Boise State University Connecticut College Marshall University Monmouth University National-Louis University Old Dominion University Texas A&M University College Station



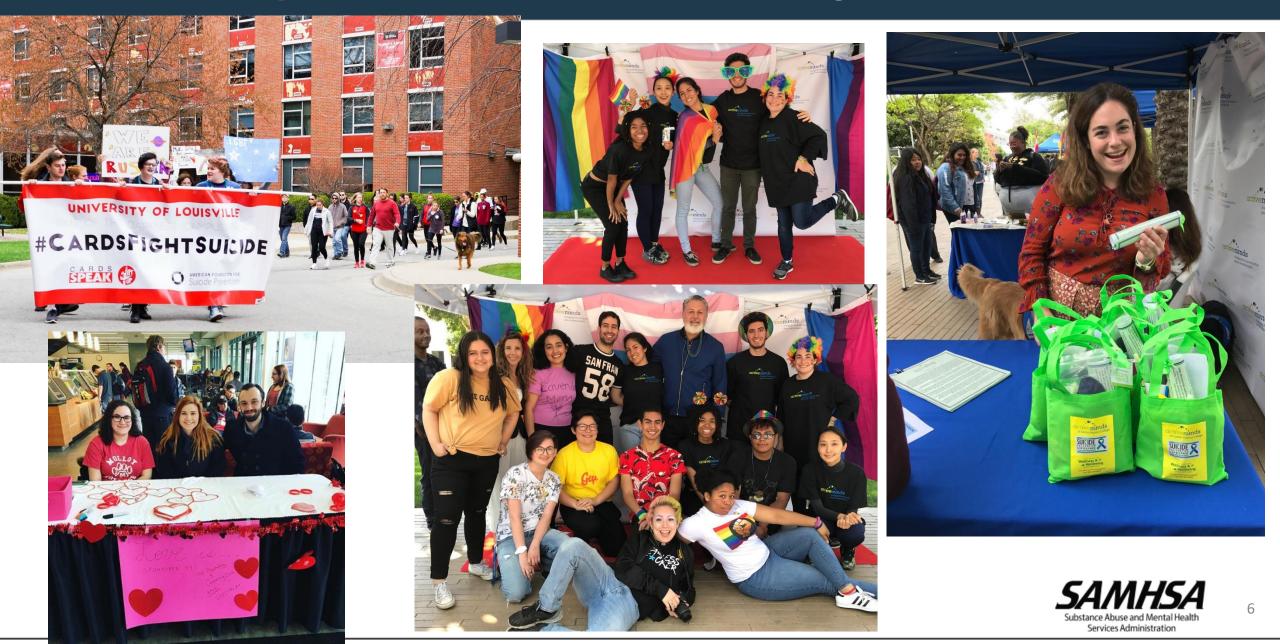
Garrett Lee Smith Memorial Act (GLS)



- GLS Campus Suicide Prevention Grant Program
- GLS State & Tribal Youth Suicide Prevention Grant Program
- Suicide Prevention Resource Center (SPRC)



GLS Campus Suicide Prevention Program



Active GLS Campus Grantees

Alabama

University of South Alabama

Arizona

University of Arizona

California

Azusa Pacific University California State University Monterey Bay National University Feather River Community College Humboldt State University San Jose State University

Connecticut

Central Connecticut State University Connecticut College

Florida

College of Central Florida Miami-Dade College Rollins College St. Petersburg College University of Central Florida

Georgia

Clark Atlanta University

Hawaii

University of Hawaii at Hilo

lowa

Iowa State University of Science and Technology University of Northern Iowa

Idaho

Boise State University

Illinois

National-Louis University Northern Illinois University Southern Illinois University

Indiana

Valparaiso University

Kansas

University of Kansas **Kentucky**

Eastern Kentucky University Gateway Community College

Maryland Johns Hopkins University

Michigan

Grand Rapids Community College University of Michigan Wayne State University



Active GLS Campus Grantees

Minnesota

Carleton College Metropolitan State University

Missouri

Northwest Missouri State University

North Carolina

North Carolina Central University

Nebraska

Southeast Community College Oregon

New Jersey

Monmouth University Montclair State University

New York Molloy College SUNY Stony Brook Ohio Cleveland State University Kent State University Ohio Northern University

Oklahoma College of Muscogee Nation East Central University

lege **Oregon** Western Oregon University

> Pennsylvania Gettysburg College

La Salle University

Rhode Island Providence College Tennessee University of the South

Texas

Texas A&M University CollegeStationMTexas A&M University CorpusBChristiMUniversity of Texas Rio GrandeMValleyUniversity of Texas San Antonio

Virginia Old Dominion University

Washington State University

Wisconsin University of Wisconsin Eau Claire

West Virginia Bluefield State College Marshall University



GLS Campus Suicide Prevention: Cohort 12

- Azusa Pacific University
- Boise State University
- Cleveland State University
- Connecticut College
- Gettysburg College
- Iowa State University of Science and Technology
- Kent State University
- Marshall University
- Miami-Dade College
- Monmouth University
- National University
- National-Louis University

- Northwest Missouri State University
- Ohio Northern University
- Old Dominion University
- Rollins College
- San Jose State University
- St. Petersburg College
- SUNY Stony Brook
- Texas A&M University College Station
- University of Arizona
- University of Hawaii at Hilo
- University of Wisconsin Eau Claire
- Valparaiso University



Active State & Tribal Grantees

State Grantees

- Alabama
- Arkansas
- Colorado
- Connecticut
- Delaware
- Florida
- Georgia
- Indiana
- Kentucky
- Mariana Islands
- Maryland
- Massachusetts
- Michigan
- Minnesota
- Missouri
- Montana
- Nebraska
- Ohio
- Oklahoma

- Oregon
- Pennsylvania
- Rhode Island
- South Carolina
- South Dakota
- Tennessee
- Virginia
- Washington
- West Virginia

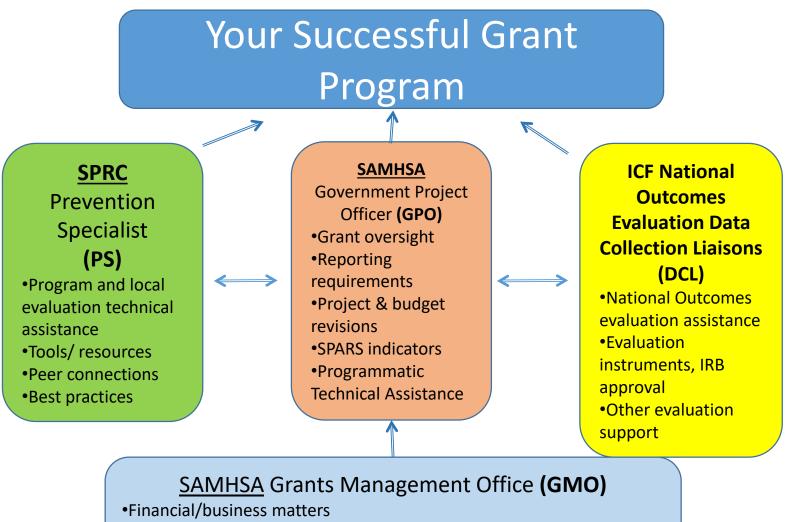
Tribal Grantees

- American Indian Health & Family Services of SE Michigan, Inc.
- Choctaw Nation Oklahoma
- Confederated Salish and Kootenai Tribes
- Fairbanks Native Association
- Kawerak, Inc.
- Muscogee (Creek) Nation
- Native American Health Center, Inc.

- Native Americans for Community Action, Inc.
- NDN Rehab Association of the Northwest
- NW Portland Area Indian Health Board
- Pueblo of San Felipe
- Southcentral Foundation
- Tanana Chiefs
- Tribes & Banks of the Yakama Nation
- United Indian Health Services, Inc.
- Wichita and Affiliated Tribes
- Yellowhawk Tribal Health Center



Meet Your Support Team



- •Liaison with Campus Business Office
- •Authorizing official for funding and program/budget changes
- •Receipt point for reporting requirements



Role of Your SAMHSA Government Project Officer (GPO)

- Serve as Primary Contact for your grant
- Monitor activities and progress of the project
- Provide programmatic technical assistance
- Review requests for changes to the project
- Help navigate the Federal system and your Federal team
- Assist with, review and approve submissions for Standard and Special Terms and Conditions
- Review required reports and provide feedback.
- Share announcements
- Overseeing and approving SPARS goals and quarterly data submission



Role of SAMHSA Grants Management Officer (GMO)



Benjamin Hunter 240-276-2257 E-Mail: <u>benjamin.hunter@samhsa.hhs.gov</u>

- Serves as Primary Contact for your Financial or Business Office
- Responsible for all business/financial matters
- Enforces grants administration policies & regs
- Authorizes approval to issue funds, carry over monies & no- cost extensions
- Coordinates with SAMHSA GPO



Suicide Prevention Resource Center



Bonnie Lipton

Senior Prevention Specialist Grantee and State Initiatives Team blipton@edc.org 617-618-2472

If you are experiencing technical difficulties, please go to: http://www.livemeeting.com/ask or call 866.493.2825 (toll free in the US)



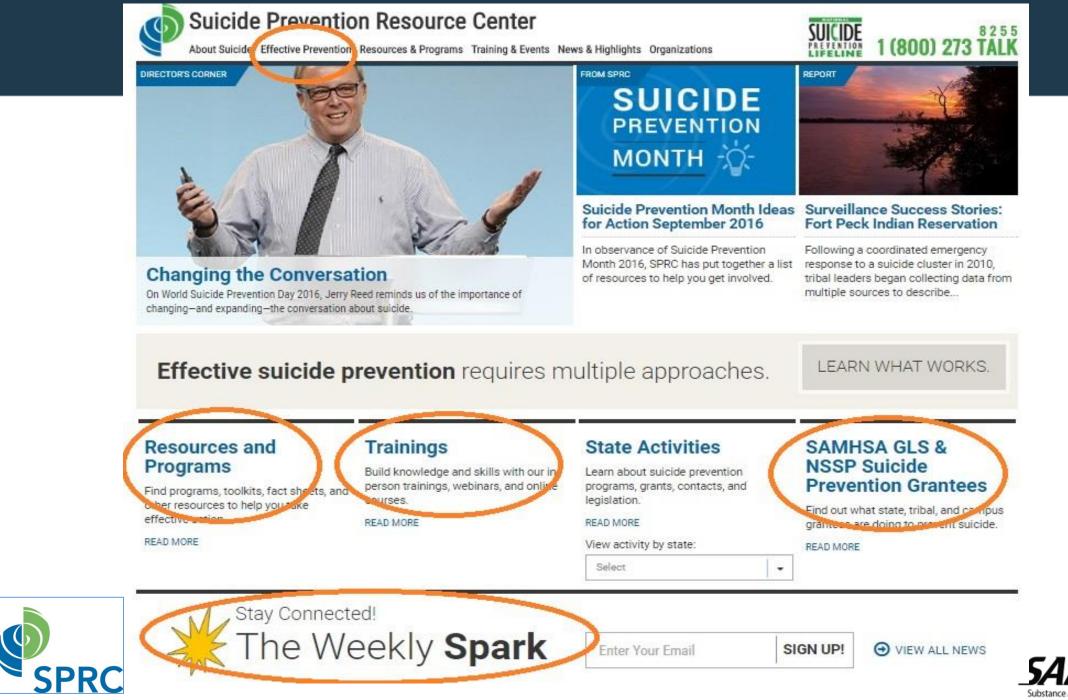
SAMHSA Substance Abuse and Mental Health Services Administration

What is SPRC?

- ✓ National Resource Center
- ✓ Support and TA for SAMHSA Grantees
- Health and Behavioral Health settings
- National Action Alliance for Suicide
 Prevention







AMHSA stance Abuse and Mental Health Services Administration

www.sprc.org

Suicide Prevention Resource Center

About Suicide Effective Prevention Resources & Programs Training & Events News & Highlights Organizations

Also in This Section

Colleges and Universities

Colleges and Universities

- Scope of the Problem
 Consequences of Student
- Mental Health Issues
- Getting Started
- ➔ Campus Examples

Featured Tool



Virtual Learning Lab: Campus Suicide Prevention

This online learning lab consists of different modules that can assist colleges and universities with setting goals, planning, and implementing effective suicide prevention programs and trainings. Suicide and suicidal behaviors are a major concern for colleges and universities. Suicide is a leading cause of death among college and university students in the United States (see Scope of the Problem section).¹ In addition to the students who die by suicide, many others struggle with suicidal thoughts and other mental health problems. Fortunately, colleges and universities also provide unique opportunities for comprehensive suicide prevention planning.

Recognizing the importance of addressing suicide prevention in these settings, the Substance Abuse and Mental Health Services Administration (SAMHSA) has provided grants to support suicide prevention in campus communities since 2005. For more on the Garrett Lee Smith Suicide Prevention Program, see our Grantees page.

Why Address Suicide Prevention

- » Mental health issues often first appear between the ages of 18 and 24, so colleges are uniquely situated to help these young people.²
- » Students' mental health can affect their academic performance.
- » Suicidal thoughts and behaviors can impact the entire campus community.

How Colleges and Universities Can Take Action

The best way to prevent suicide is to use a comprehensive approach that includes these key components:

- » Promote social networks and connectedness
- » Improve access to mental health services on and off campus
- » Identify and assist students who may be at risk for suicide
- » Be prepared to respond when a suicide death occurs



Q SEARCH ABOUT SPRC CONTACT US LOGIN

SUICIDE

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8255

1 (800) 273 TALK





Virtual Learning Lab: Campus Suicide Prevention

4 Modules:

- \checkmark Collaboration
- ✓ Crisis Protocols
- ✓ Mental Health Resources
- ✓ Prevention Planning

Do your protocols clearly and consistently describe what to do when someone is in crisis?

NEW TO THIS MODULE?	SEEN THIS BEFORE?	
Get started »	Go to steps »	
	the second	1

SPRC | VIRTUAL LEARNING LAB | CRISIS PROTOCOLS

Choose your strategies

💮 🛛 Back to step

Successfully preventing suicide requires a variety of strategies that complement each other and are part of a comprehensive approach.

When choosing your strategies, consider best practices for prevention: select programs and trainings that incorporate the principles of effective prevention, that follow safe messaging guidelines, and that have evidence of effectiveness. *** READ MORE**

Select any of the common questions about this step to learn more.

- What are the best practices for program and trainings?
- Are all gatekeeper trainings similar?
- How can I make sure the program I select is a good fit?



+ Prev Next +



http://go.edc.org/VLL



SPRC Services for Grantees





Training and Orientation

SAMHSA Campus Suicide Prevention Program Orientation and Training Series

Grantees must participate in all of the webinars, monthly individual calls with your grant support team, self-paced webinar highlight clips and exercises.

October 2018	November 2018	December 2018	January 2019	February 2019	March 2019
October 2 2:00-3:30pm ET SAMHSA Webinar: Jumpstarting your Garrett Lee Smith Campus Suicide Prevention Grant October 30 2:00-3:30pm ET SAMHSA Webinar: SPARS Annual Goals and Budget Estimate Training	November 15 2:00-3:30pm ET ICF Webinar: Overview of the GLS National Outcomes Evaluation (NOE) and IRB Processes	December 4 2:00-3:30pm ET ICF Webinar: GLS National Outcome Evaluation Data Collection Instruments and Data Submission Processes SPARS Annual Goals and Budget due December 31, 2018	January 31 2:00-3:30pm ET SAMHSA Webinar: SPARS Quarterly Data Entry Requirements Training	February 11 2:00-3:30pm ET SPRC Webinar: Care Transitions: Creating a Safety Net with On- and Off-Campus Partners	
Self-paced Exercises: Review Top 10 Reasons to Visit the SPRC Website www.sprc.org	Self-paced Exercises: V Watch webinar highlight clips on <u>"Lessons Learned"</u> from former campus grantees V Watch webinar highlight clip on "Strategies for Effective Communication" (link forthcoming)	Self-paced Exercises: Segin reviewing Virtual Learning Lab: Campus Suicide Prevention Modules on 1. Collaboration, 2. Crisis Protocols, 3. Mental Health Resources, and 4. Prevention Planning	Self-paced Exercises: Your Choice \checkmark Review Virtual Learning Lab Module topic of your choice for TA call with SPRC this month \checkmark SPRC Scan of Grantee Needs: Complete a survey on your TA needs		Self-paced Exercises: Care Transitions ✓ Fill out worksheet before TA call with SPRC (link forthcoming)



You can find everything online at the *New Garrett Lee Smith Campus Grantees Training Supplement!*

- Contact information for your Grantee
 Support Team
- ✓ Orientation and Training Calendar
- Suicide prevention training activities
- Contact information for other Garrett Lee Smith Grantees
- ✓ …and more!



Your Support Team: SPRC Prevention Specialists



Irene Cho, Ed.M Prevention Specialist icho@edc.org 617-618-2720

Cohort 12 Assignments:

- Cleveland State University
- Gettysburg College
- Kent State University
- Ohio Northern University
- Valparaiso University



Ashleigh Husbands, MA Prevention Specialist <u>achusbands@edc.org</u> 202-572-3769

Cohort 12 Assignments:

- Boise State University
- National-Louis University
- Old Dominion University
- Rollins College
- St Petersburg College
- University of Arizona





Your Support Team: SPRC Prevention Specialists



Bonnie Lipton, MPH

Sr. Prevention Specialist <u>blipton@edc.org</u> 617-618-2472

Cohort 12 Assignments:

- Azusa Pacific University
- Miami Dade College
- Monmouth University
- National University
- San Jose State University
- Univ. of Wisconsin Eau Claire
- University of Hawai'i at Hilo



Amy Loudermilk Mgr., Grantee & State Initiatives aloudermilk@edc.org

202-572-3742

Cohort 12 Assignments:

- Connecticut College
- Marshall University





Your Support Team: SPRC Prevention Specialists



Kerri Nickerson, LCSW, MPH Director, Grantee & State Initiatives knickerson@edc.org 617-618-2738

Cohort 12 Assignments:

- Iowa State University
- Northwest Missouri State University
- SUNY Stony Brook



Adam Swanson, MPP

Senior Prevention Specialist aswanson@edc.org 651-247-7035

Cohort 12 Assignments:

• Texas A&M College Station





We can help with that!







ICF National Outcomes Evaluation

Taylor Moore, Ph.D. Manager

If you are experiencing technical difficulties, please go to: http://www.livemeeting.com/ask or call 866.493.2825 (toll free in the US)



SAMHSA Substance Abuse and Mental Health Services Administration

ICF National Outcomes Evaluation (NOE) Support

The NOE collects information on grantee activities in order to build knowledge about the effectiveness and impact of the GLS suicide prevention program.

ICF has conducted the NOE since 2005.

ICF provides technical assistance to grantees to support their participation in the NOE.



NOE Support Provided by ICF

ICF's support to grantees includes:

- Maintaining the Suicide Prevention Data Center (SPDC): an online data management system where grantees may upload and download data, monitor data submissions, and find evaluation resources (e.g., data collection manuals and FAQs)
- Generating grantee-level and cohort-level quarterly data summary reports and infographic reports
- Hosting data collection training webinars and saving recordings on the SPDC
- Providing points of contact for questions related to specific data collection instruments (Data Collection Liaisons) and for general NOE questions (Technical Assistance Liaison)





NOE Support Provided by ICF

Technical Assistance Liaison: General NOE Questions/Support





Connie Maples, MS Connie.maples@icf.com 956-722-0474



NOE Support Provided by ICF

Data Collection Liaisons: Instrument Specific Questions/Support



Nora Kuiper, MPH PSI Instrument Questions Nora.Kuiper@icf.com 404-592-2139



Jessie Rouder, MA SBHF Instrument Questions Jessie.Rouder@icf.com 516-887-3201



Brandee Hicks, MPH TASP Instrument Questions Brandee.Hicks@icf.com 404-592-2198





Questions?





Notice of Award (NOA)

Official document that issues and awards funding for each budget year

See your NOA for:

- Your SAMHSA Grant Number (SM12345)
- Award Amount & Budget/Project Period
- Allowable & non-allowable activities, regulations, & restrictions
- Reporting Requirements
- Standard & Special Terms & Conditions of award

NOAs are sent to the project director and business official as identified in your proposal



NOA: Finding your Grant Number



Notice of Award Campus Suicide Prevention Issue Date: Department of Health and Human Services Substance Abuse and Mental Health Services Administration Center for Mental Health Services

Project Title:			
	antee Address	Business Address	

09/30/2013

Budget Period: 09/30/2013 - 08/31/2014 Project Period: 00/30/2013 - 08/31/2016



How to Set Up Your Account and Draw Down Funds

- Payments are made electronically via HHS Division of Payment Management System (DPM)
- Your grant or campus Business Office must set up an account with DPM in order to draw down funds
- A 12 digit Entity Identification Number (EIN) is assigned to your grant

To create and manage your DPM account, contact: HHS Division of Payment Management (DPM) 1-877-614-5533 Website Address: www.dpm.psc.gov



Project Period

Sept. 30, 2018 - Sept. 29, 2021

Budget Year

Budget Year 1: Sept. 30, 2018 - Sept. 29, 2019

Budget Year 2: Sept. 30, 2019 - Sept. 29, 2020

Budget Year 3: Sept. 30, 2020 - Sept. 29, 2021



Grantees must submit non-competing continuation applications to receive each subsequent years' funding, beyond year 1.

See your Grantee Handbook



Standard & Special Terms and Conditions

SECTION III – TERMS AND CONDITIONS – 1U79SM061440-01 This award is based on the application submitted to, and as approved by, SAMHSA on the above-title project and is subject to the terms and conditions incorporated either directly or by reference in the following: SECTION IV – SM Special Terms and Condition – 1U79SM061440-01

REMARKS:

Health and Human Services (HHS) is initiating the policy to assign "P" accounts to all grantees including Universities and Educational institutions. The following is an excerpt from Section 25 of the Standard Terms of Award: "The Division of Grants Management created a Public Assistance (P) Account in the Division of Payment Management's (DPM) payment management system to provide a separate accounting of federal funds per SAMHSA grant. When discussing your account with the DPM's Account Representative, provide the document number identified on Page 2 of the Notice of Award under Section I - AWARD DATA, Fiscal Information."



Submit a Statement that discusses:

- Sub-population vulnerable to disparities as identified in your proposal, including a proposed number of students to be reached;
- 2. A quality improvement plan based on data collection;
- 3. A description of how your grant will adhere to *The National* Standards for Culturally and Linguistically Appropriate Services in Health and Health Care.

Recipients are expected to plan their work to ensure that funds are expended within the 12month budget period reflected on this Notice of Award. If activities proposed in the approved budget cannot be completed within the current budget period, SAMSHA cannot guarantee the approval of any request for carryover of remaining unobligated funding.



Questions?





Funds can be moved within and between approved cost categories *without* prior approval, if the amount being adjusted is less than 25% of total annual budget.

Adjustments should be "reasonable, allowable, and allocable"

Always alert your GPO if you plan to adjust your budget, even when below the 25% threshold



Match Requirement

Must be met annually



Funding Restrictions

- Grants funds must be used to supplement and not supplant any other Federal, State, or local funds available to carry out activities under the grant
- Data collection & evaluation costs: cannot exceed 20% of your annual budget
- Grantees must comply with SAMHSA's standard funding restrictions (Appendix H)

These non-fundable activities cannot be used toward match costs/ in- kind contributions



Supplantation is not allowed

- Grants funds must be used to supplement -- "add to" -- current campus suicide prevention programs and resources
- Federal law prohibits grantees from supplanting "replacing" state, local, or agency funds with federal funds, that is-
- Existing funds for a project, staff, resources may not be displaced by SAMHSA funds and reallocated for other campus operational expenses.
- Using Federal grant funds to defray any costs that the recipient already is obligated to pay



Other Funding Restrictions

- Tuition waivers, tuition reimbursement, remission
- Scholarships, Fellowships, Student Aid
- Stipends
- Curriculum fees
- Incentives for staff and faculty members
- Meals, sporting events, recreation, entertainment

These non-fundable activities cannot be used toward match costs/ inkind contributions **SAMHS**

Funding Restrictions

- Grants funds must be used to supplement and not supplant any other Federal, State, or local funds available to carry out activities under the grant
- Data collection & evaluation costs: cannot exceed 20% of your annual budget
- Grantees must comply with SAMHSA's standard funding restrictions (Appendix H)

These non-fundable activities cannot be used toward match costs/ in- kind contributions



 Incentives for students ONLY (\$30 non-cash value) per student per event

 Snacks and light refreshments (\$3.00 per participant)



Required and Allowable Activities

Required Activities:

- Create a network infrastructure
- Train college students, faculty, and staff
- Provide mental and substance use disorder screenings and assessment
- Reach out to students about available resources
- **Allowable Activities:**
- Educate and disseminate informational materials
- Promote National Suicide Prevention Lifeline 1-800-273-8255 (TALK).
- Provide services
- Conduct Research to improve student mental health
- Support campus groups
- Implement best practices



Reporting Requirements

Submit to DPM ✓ PSC-272, Quarterly Financial Reports

Submit via eRA

- Continuation Application/Progress Report
- ✓ Annual Report
- ✓ SF-425, Annual Federal Financial Report



Actions Requiring Prior Written Approval

- Change in Scope
- Change in Key Personnel
 - Project Director
- Re-Budgeting of Funds
 - Cumulative amount of transfers among direct/indirect cost categories exceeding 25% of the total annual budget year
- Extension of the Budget Period with or without Additional Funds
- Carryover > 10% of annual budget

See Grantee Handbook for instructions on requesting prior written approval



All post-award processes will be managed exclusively through the eRA system which requires the approved Program Director/Project Director (PD) to be registered in eRA Commons.



Questions





Grants Management Website: www.samhsa.gov





Resources to Keep Handy

- 1. Notice of Award (NOA)
- 2. Grantee Handbook
- 3. Summary Table of Federal Reporting Requirements
- 4. Approved Budget and Application
- 5. Approved Workplan



Next Steps

- **Be in touch with your GPO**
- **Read your Notice of Award (NOA).**
- **Set up your DPM account.**
- **D** Participate on SAMHSA Team Call
- **Read Handbook; Complete the Checklist**
- Submit an official response to your Standard and Special Terms and Conditions (outlined in your NOA) to your SAMHSA GPO & GMO by deadline



Questions

Contact your GPO and/or Benjamin Hunter Grants Management Specialist

Office Number: 240-276-2257

E-Mail: <u>benjamin.hunter@samhsa.hhs.gov</u>



Questions







SAMHSA's mission is to reduce the impact of substance abuse and mental illness on America's communities.

www.samhsa.gov

1-877-SAMHSA-7 (1-877-726-4727) • 1-800-487-4889 (TDD)

