



COLORADO
Department of Education

School Professional Grant Program

PURSUANT TO: 22-96-101 through 22-96-105 C.R.S.

Phyllis Reed, Health and Wellness Unit
Nicole Dake, Competitive Grants and Awards

Introduction

The legalization of retail marijuana in the state of Colorado is anticipated to increase the availability of marijuana to underage youth. Marijuana use by minors can have immediate and lasting health implications, and many youth who engage in substance abuse develop or have underlying behavioral health needs. School professionals are in a unique position to educate, assess, and assist youth who have substance abuse or behavioral health issues.

This funding opportunity is designed to provide matching funds to eligible Education Providers pursuant to the requirements of the Behavioral Healthcare Professional Matching Grant Program (C.R.S. 22-96-101 through 22-96-105). This program will enhance the presence of school professionals in schools K-12 throughout the state to facilitate better prevention education, screening for early identification, and referral care coordination for K-12 school students with substance abuse and other behavioral health needs.

Purpose

This matching grant program exists to help K-12 schools:

1. Increase the presence of school professionals in K-12 schools to provide substance abuse and behavioral health care to students who are enrolled in elementary and/or secondary schools and have substance abuse or other behavioral health needs;
2. Provide training and resources for the newly hired school professionals, other behavioral health school team members, and school staff on the implementation of evidence-based programming on substance abuse prevention education and behavioral health education for all students who are enrolled in K-12 schools; and
3. Allow school professionals to provide care coordination and connect students who are enrolled in K-12 schools with services that are provided by community-based organizations for treatment and counseling for students who are at risk for substance abuse and behavioral health needs.

Eligible Applicants

Education Providers (on behalf of K-12 schools) are eligible to apply for this opportunity in order to enhance the presence of school professionals in their K-12 schools. An eligible Education Provider is:

- A school district;
- A Board of Cooperative Services (BOCES);
- A Charter school authorized by a school district; or
- A Charter school authorized by the Charter School Institute.

Applications will not be accepted from individual schools, but must be authorized and submitted through the Education Provider. A charter school authorizer will be the fiscal agent, if funded.

Eligible Applicants (cont.)

Previously Funded Applicants:

- Existing grantees can apply for supplemental funds through this new grant opportunity, which does not affect current grant activities or funds.
- For applicants that have previously received funding from the School Professional Grant Program, the expectation is that the application narrative will include references to that award, where applicable.
- In particular, applicants should demonstrate ongoing and improved capacity in the program (including expanded or augmented grant activities) and describe those grant priorities that have improved their infrastructure to address students behavioral health needs.

Priority Consideration

Available grant funding will be distributed to Education Providers on behalf of school(s) based on the demonstration of the following priority considerations:

- Need for additional school professionals, demonstrated by data regarding marijuana use and behavioral health needs of students. Other examples to demonstrate need may include descriptions of school climate surrounding availability, prevalence, usage, attitudes of students and community, and increases in disciplinary action related to substance use.
- Existence of a successful school health team in Education Provider's school(s).
- Education Provider's emphasis and commitment to implement evidence-based programs and strategies. "Evidence-based" is defined as programming and strategies that evaluation research has shown to be effective. For the purposes of this grant, promising and best practices should be identified as such.
- Likelihood that the Education Provider will continue to fund the increases in the level of school professional services following expiration of the grant.
- Amount of the matching funds that the Education Provider is able to commit.

Duration of Grant

- Grants will be awarded for a three-year term beginning in the 2019-2020 fiscal year.
- Additional grant funding for subsequent years will be contingent upon annual appropriations by the State Legislature and grantees fulfilling all program and fiscal reporting requirements.
- Funded applicants for the 2019-2020 school year are not guaranteed any additional funding beyond the 2019-2020 year at this time.
- Funds from year one of the grant must be expended by June 30, 2020. **There will be no carryover of funds.**

Available Funds and Matching Funds

The anticipated level of funding is approximately \$2.28 million for the 2019-2020 school year.

Applicants must demonstrate a match of 10% of the funds requested. Federal funds may not be used for matching funds.

The matching funds can come from state dollars, local government dollars, private dollars, or in-kind support. Matching funds may include both in-kind and cash matches. Examples of in-kind matches are salaries (staff stipends), computers, or telephones for newly hired school professionals.

Continued on next slide...



Required Grant Activities

For all grantees, attendance is required at a state-wide training meeting in fall of 2019, provided by CDE in the Denver metro area.

There may be one to two other training meetings throughout the grant cycle.

CDE recommends that school professionals and administrators/coordinators of the grant activities attend. Grant funds may be used for mileage, accommodations, per diem, etc. for CDE meeting(s).

Comprehensive Health Standards

The Colorado Comprehensive Health Academic Standards (Standard 3- Social and Emotional Wellness and Standard 4- Prevention and Risk Management) support the work of the school professionals.

<http://www.cde.state.co.us/StandardsAndInstruction/>

It is the intent of CDE's Health & Wellness office to provide ongoing professional development to support standards alignment for K-12.

Allowable Use of Funds

Allowable grant activities include:

- Hiring school based FTEs may include State Certified School Psych, Social Worker, Nurse, Counselor or other DORA licensed or State certified School Professional.
- Staff training and professional development and associated travel costs, including attendance at required grantee meeting in Fall 2019 in the Denver metro area;
- Resources for school staff on the implementation of evidence-based programming on substance abuse prevention education;
- Screening, early identification practices and referrals for students.

Allowable Use of Funds (cont.)

**Individuals who will fill these positions under this grant must be currently licensed through the Colorado Department of Education or have a license through DORA and must be able to obtain a license within 30-60 days of being hired through this grant. Positions for school professionals who are not licensed through the Colorado Department of Education and/or DORA will not be funded through this grant.*

Funding *may not* be used for hiring for district-level positions, administrative costs, incentives for students, or for therapy services for students.

An Education Provider that receives a grant under the program must use the funds to increase the level of funding for K-12 school professionals to provide substance abuse and behavioral health care to students prior to receiving the grant and not to replace other funding allocated to provide school professionals.

Evaluation and Reporting

Mid-year Progress Report: Due by January 31, 2020

- Please include the following information and any applicable data in your report/ Scorecard:
- Describe the progress on the budget spending through January.
- Describe the progress/completed work that has been done as it aligns with this year's work plan.
- Indicate which participants have been involved with work and/or trainings so far this year.
- Describe the projected goals you plan to have completed/accomplished by the end of this school year.
- Describe any current unexpected roadblocks that have occurred so far this year that is hindering the goals of the work plan.

Evaluation and Reporting (cont.)

End-of year program report: Due by June 1, 2020

- Please include the following information and any applicable data in your report/Scorecard
- The number of school professionals hired;
- A list and explanation of the services provided;
- Resources used to support the program;
- Professional development received for school professionals, faculty and staff;
- Students served

Data Privacy

CDE takes seriously its obligation to protect the privacy of student and educator Personally Identifiable Information (PII) collected, used, shared, and stored. Therefore, CDE provides a secure system to collect information, survey responses, and PII for this grant program. PII will be collected, used, shared, and stored in compliance with CDE's privacy and security policies and procedures.

Documents submitted in support of the application must not contain any personally identifiable student or educator information including names, identification numbers, or anything that could identify an individual. All data should be referenced/included in the aggregate and the aggregate counts should be redacted to remove small numbers under 16 for students or 5 for educators.

Required Elements

The format outlined below must be followed in order to assure consistent application of the evaluation criteria. See evaluation rubric for specific selection criteria needed in Part II (pages 13-17).

Part I: Application Introduction (not scored, does not count toward page limit)

IA: Cover Page

Page IB: Recipient School Information and Signature

IC: Assurances Form

Executive Summary (no more than 1 page)

Required Elements (cont.)

Part II: Narrative (cannot exceed 10 pages)

Priority Considerations

Section A: Needs Assessment

Section B: Proposed Program Description

Section C: Partnerships

Section D: Sustainability

Section E: Budget Narrative and Electronic Budget
Form (form does not count toward page limit)

Application Format

The total narrative (Part II) of the application cannot exceed **10 pages**. Please see below for the required elements of the application.

Typed applications are strongly preferred and should be submitted in 12-point font and single-spaced with 1-inch margins and numbered pages.

All pages should be on standard letter size paper, 8-1/2" x 11."

The signature page must include original signatures of the lead organization/fiscal agent.

Submission Process and Deadline

An electronic copy of the application (in PDF format) and electronic budget (in Excel format) must be submitted to CompetitiveGrants@cde.state.co.us by Thursday, March 21, 2019 by 11:59 pm.

Faxes will not be accepted. Incomplete or late applications will not be considered.

Application materials and budget are available for download on the CDE website at <http://www.cde.state.co.us/healthandwellness/schoolhealthprofessionalgrantprogram>.

Review Process and Timeline

Applications will be reviewed by CDE staff, the School Professional Grant Advisory Board, and peer reviewers to ensure they contain all required components.

This is a competitive process - applicants must score at least 70 points out of the 100 possible points to be approved for funding (70% of the possible total points).

There is no guarantee that submitting an application will result in funding or funding at the requested level. **All award decisions are final.**

Applicants that do not meet the qualifications may reapply for future grant opportunities.

Applicants will be notified of final award status no later than May 30, 2019.

Scoring Rubric

Previously Funded Applicants

For applicants that have previously received funding from the School Professional Grant Program, the expectation is that the application narrative will include references to that award, where applicable.

For example, discuss how the funds contributed to the program and what still needs to be accomplished.

In particular, applicants should demonstrate ongoing and improved capacity in the program (including expanded or augmented grant activities) and a well-developed plan for sustainability.

Priority Considerations

- Describe the Education Provider's need for additional school professionals, demonstrated by data regarding marijuana and behavioral health needs. Other examples to demonstrate need may include descriptions of school climate surrounding availability, prevalence, usage, attitudes of students and community, and increases in disciplinary action related to substance use.
- Describe the existence of, or intent to develop and implement, a successful school health team in Education Provider's recipient school(s).

Priority Considerations (cont.)

- Describe the Education Provider's emphasis and commitment to implement evidence-based programs and strategies. "Evidence-based" is defined as programming and strategies that evaluation research has shown to be effective.
- Describe the likelihood that the Education Provider will continue to fund the increase(s) in the level of school health professional services following expiration of the grant.

8 Points

Matching Funds

List the anticipated amount and source(s) of matching funds that the Education Provider intends to provide to augment any grant money received.

There is a required 10% match of funds in order to be awarded grant funds through this program.

Section A: Needs Assessment

1. Using data where applicable, describe the extent to which the Education Provider has seen increased incidence of disciplinary actions for:
 - a) drug use; and/or
 - b) selling drugs.
2. Describe the nature of current substance abuse and behavioral health care strategies in recipient K-12 school(s), to include:
 - a) screenings,
 - b) referrals to community organizations, and
 - c) prevention education and training on substance abuse and behavioral health issues.
3. Describe the nature of current behavioral systems in place in recipient K-12 school(s), to include:
 - a) early intervention or disciplinary action,
 - b) Multi-Tiered System of Supports (MTSS),
 - c) Alternatives to Suspension, and
 - d) training for these programs for students and staff, related to substance abuse and behavioral health issues.

Section A: Needs Assessment (cont.)

4. Using data where applicable:

- a) identify current gaps in substance abuse and behavioral health care services, and
- b) explain current trends or reasons for the gaps in these services.

5. Describe the Education Provider's current school health team in its recipient K-12 school(s), including:

- a) the number,
- b) roles/job titles, and
- a) responsibilities of current behavioral/health care professionals.

OR

If Education Provider does not currently have a team in place, describe plans to create and implement a team at the onset of this grant, if awarded.

Section B: Proposed Program Description

Describe the Education Provider's:

- a) intended recipient K-12 schools,
- b) current and proposed number of professionals employed in the recipient K-12 schools, and
- c) current and proposed reduced ratio of students to school health providers in the recipient K-12 schools.

Describe the Education Provider's plan to:

- a) increase the presence of school professionals in identified K-12 schools, and
- b) provide substance abuse and behavioral health care to K-12 students who have substance abuse or other behavioral health needs.

Describe the Education Provider's plan to provide training and resources for:

- a) the newly hired school professionals,
- b) other behavioral health school team members, and
- c) school staff on the implementation of evidence-based programming on substance abuse prevention education and behavioral health education for all K-12 students.

Section B: Proposed Program Description (Cont.)

4. Describe the Education Provider's plan to:
 - a) allow school professionals to provide care coordination, and
 - b) connect students who are enrolled in K-12 schools with services that are provided by community-based organizations for treatment and counseling for students who are at risk for substance abuse.
5. Provide a clearly detailed work plan for implementation using the SMART Goals template (provided on next slide). Template and timeline should be consistent with desired outcomes of the grant, including increasing the capacity (hiring school professional FTEs, etc.) and effectiveness (with the support of evidence-based training and programming, for example) of the substance abuse and behavioral health care services in K-12 school(s).

Section B: Proposed Program Description (Cont.)

SMART Goal

(Specific, Measurable, Achievable, Relevant, Time-phased)

What data will you collect that will indicate the objective has been achieved?
Number participating/in attendance will be counted (for example)

Activity	Date to be completed (in chronological order)	Job Title of Person Responsible
Contact XXXX.	Month Day, Year	
Plan XXXX.	Month Day, Year	
Contact community partner to support XXXX.	Month Day, Year	

Section C: Partnerships

1. Describe the extent to which the Education Provider has developed or plans to develop community partnerships to serve:
 - a) substance abuse and
 - b) behavioral health care needs of its K-12 students.
2. Describe the extent to which the Education Provider has planned to involve the following in increasing the capacity and effectiveness of the substance abuse and behavioral health care services provided to K-12 school students:
 - a) Leaders at recipient K-12 school(s),
 - b) Faculty at recipient K-12 school(s),
 - c) Leaders in the surrounding community,
 - d) Parent and family engagement, and
 - e) Youth as partners.

10 Points

Section D: Sustainability

Describe a clear and well-conceived plan for how the proposed project will be continued once the grant dollars have expired.

For example, how will quality behavioral health care services continue to serve K-12 students once the grant has expired?

10 Points

Section E: Budget Narrative & Electronic Budget Form

Complete and attach the Budget Spreadsheet (Excel file). List costs of the proposed project as presented that are reasonable, necessary and are calculated to show how amounts are determined.

The budget should:

- be sufficient in relation to the objectives, design, scope, and sustainability of project activities, and
- demonstrate how funds will be used for supplementary services.

Item Description Example:

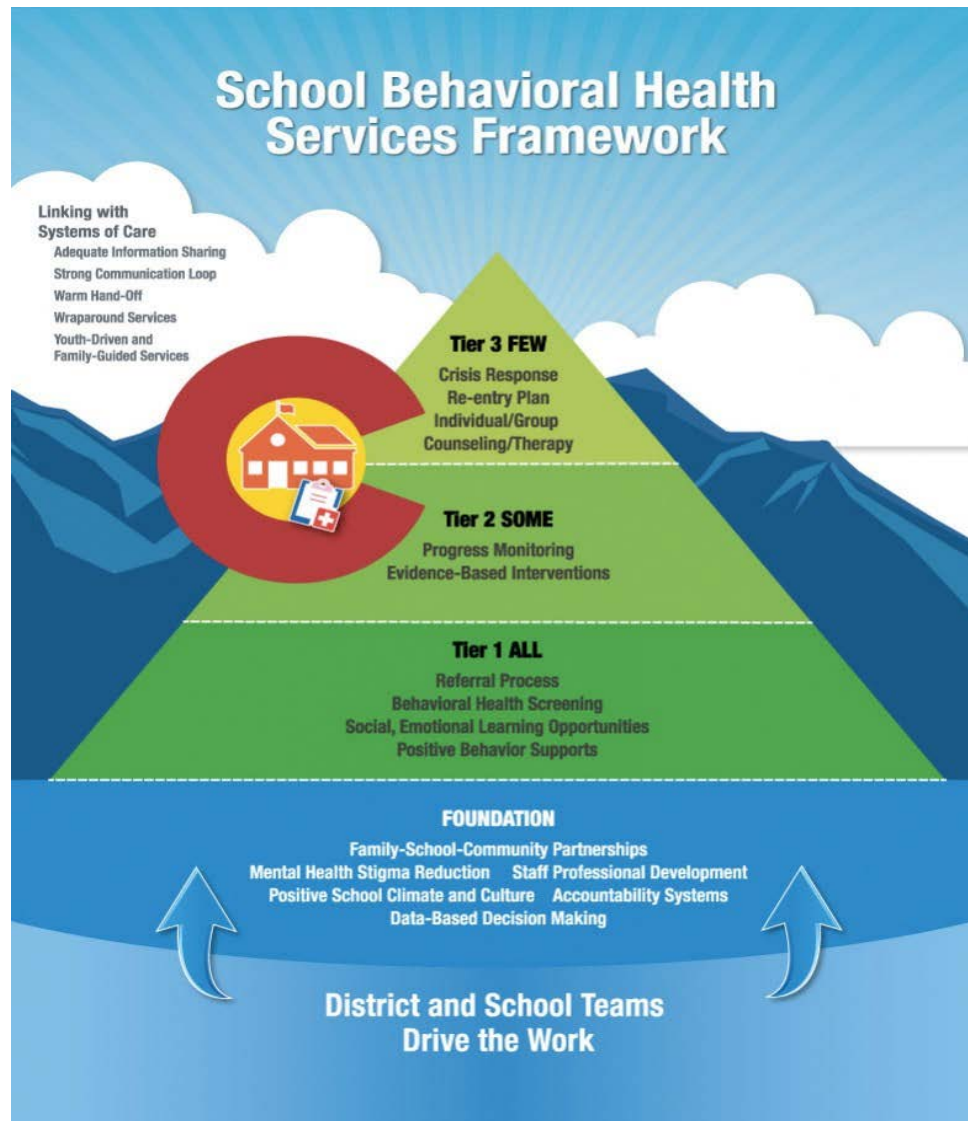
.X FTE for [role or title] at \$xxxxxx per [hour or month or year] times [x per hours or months or year]

Section E: Budget Narrative & Electronic Budget Form (cont.)

1. Included in the electronic budget, include a Budget Narrative in a narrative format that addresses the following criteria:
 - a) Provide an explanation that summarizes the proposed uses of grant funds by budget category and is tied to the Proposed Project Description (Section B).
 - b) Include the cost of the instructional and student support program that the applicant plans to implement using the grant funds.
2. Demonstrate how the funds awarded under the program:
 - a) will be used to supplement the level of funds available for authorized programs and activities, and
 - b) will not supplant federal, state, local, or non-federal funds.

20 Points

School Behavioral Health Services Framework



Questions?

Interested in Applying?

Please submit a Letter of Intent to apply for the School Professional Program is due **Tuesday, February 19, 2019 by 11:59 pm.**

Submit online via SurveyMonkey at:

<https://www.surveymonkey.com/r/SchoolProfessionalGrant2019>

Contact Information

For program questions contact:

Phyllis Reed, Health and Wellness Unit

Reed_P@cde.state.co.us | 303-866-6593

For fiscal/budget questions contact:

Marti Rodriguez, Office of Grants Fiscal Management

Rodriguez_M@cde.state.co.us | 303-866-6769

For RFP-specific questions contact:

Nicole Dake, Competitive Grants and Awards

Dake_N@cde.state.co.us | 303-866-6250

Thank you
for joining us today!

