



Jeffrey A. Meyers
Commissioner

Katja S. Fox
Director

FIS 18-175
REPLACEMENT

mae

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR BEHAVIORAL HEALTH

11

129 PLEASANT STREET, CONCORD, NH 03301
603-271-9544 1-800-852-3345 Ext. 9544
Fax: 603-271-4332 TDD Access: 1-800-735-2964

August 27, 2018

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court, and

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

Christopher T. Sununu 9/2/18
Approved by Fiscal Committee Date

REQUESTED ACTION

1. Pursuant to RSA 14:30-a, VI, authorize the Department of Health and Human Services, Division for Behavioral Health, Bureau of Mental Health Services to accept and expend ProHealth NH Grant funds from the Substance Abuse and Mental Health Services Administration in the amount of \$1,508,931 effective upon date of Fiscal Committee and Governor and Executive Council approval, through June 30, 2019, and further authorize the funds to be allocated as follows. Grant funds awarded for periods after SFY 2019 will be included in the future operating budgets for SFY 2020 and SFY 2021. 100% Federal Funds.
2. Pursuant to the provisions of NH RSA 124:15, Positions Restricted, and subject to the approval of item 1 above, authorize the Department of Health and Human Services, Division for Behavioral Health, Bureau of Mental Health Services to establish one full-time, temporary position utilizing ProHealth NH grant funds effective upon date of Fiscal Committee and Governor and Executive Council approval, through June 30, 2019.

05-95-92-922010-23400000 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: BEHAVIORAL HEALTH DIV, BUREAU OF MENTAL HEALTH SERVICES, PROHEALTH NH GRANT

Class/Object	Class Title	Current Authorized Budget	Increase/ (Decrease) Amount	Revised Modified Budget
SFY 2019				
000-400146	Federal Funds	\$0	\$1,508,931	\$1,508,931
	General Funds	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Total Revenue		\$0	\$1,508,931	\$1,508,931

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020-500200	Current Expenses	\$0	\$320	\$320
037-500173	Technology - Hardware	\$0	\$1,400	\$1,400
038-500175	Technology - Software	\$0	\$243	\$243
039-500188	Telecommunications	\$0	\$670	\$670
041-500801	Audit Fund Set Aside	\$0	\$1,476	\$1,476
042-500620	Additional Fringe Benefits	\$0	\$3,624	\$3,624
059-500117	Temp Full Time	\$0	\$34,749	\$34,749
060-500602	Benefits	\$0	\$17,008	\$17,008
070-500704	In State Travel	\$0	\$1,370	\$1,370
102-500731	Contracts for Program Svcs	\$0	\$1,448,071	\$1,448,071
Total Expense		\$0	\$1,508,931	\$1,508,931

EXPLANATION

The Department of Health and Human Services, Division for Behavioral Health, Bureau of Mental Health Services seeks approval to accept and expend ProHealth NH federal funds in the amount of \$1,508,931 from the Center for Mental Health Services, Substance Abuse and Mental Health Service Administration (SAMHSA). This request represents year 1 of a multi-year grant (September 30, 2018 – September 29, 2023). This grant does not have a matching funds requirement. A copy of the grant award is attached.

The ProHealth NH grant will be used to improve the health and wellness of young people with Severe Emotional Disturbance (SED) and Serious Mental Illness (SMI) ages 16-35 in New Hampshire. We will provide integrated physical health care and incentivized wellness interventions in combination with comprehensive behavioral health care within community mental health centers for young people with SED and SMI who have been hard to engage. Community health workers employed by the Community Mental Health Centers (CMHCs) will be used to engage cultural and linguistic minorities that are not yet engaged. The goal is to provide integrated screening, detection and treatment of physical health conditions and to improve and prevent future health conditions by implementing a wellness and health behavior change program to address obesity and smoking in their population.

Funds will be used for:

Class 020 General office supplies.
Class 037 Purchase of laptop computer.
Class 038 Purchase of computer software.
Class 039 Cell phone and conference calling expenses.
Class 041 Audit fund set aside expense.
Class 042 Additional fringe benefit expense.
Class 059 Salary expense of position requested above.
Class 060 Benefits for the requested position.
Class 070 Local travel to attend meetings and project activities.
Class 102 Contract payments to providers.

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The following information is provided in accordance with the Comptroller's instructional memorandum dated September 21, 1981:

1) List of personnel involved:

Full-time, Temporary Administrator II, LG 29, Position # 9T2927

2) Nature, need and duration:

Full-time, Temporary Administrator II, LG 29, Position # 9T2927.

The Administrator II position is essential to provide oversight for all aspects of development, implementation, coordination, evaluation and reporting of the ProHealth NH grant. The position will also work with DHHS, contracted community partners and evaluators to ensure that the project goals and objectives for service delivery, patient enrollment, information technology and Electronic Health Record development, and health and outcome data collection and reporting are met and SAMHSA requirements are satisfied. The duration of the position is through the length of the project period, September 29, 2023.

3) Relationship to existing agency programs:

The Administrator II position will increase capacity and accessibility to integrated care for a sub-population of youth with mental health conditions. The position will promote the coordination of mental and physical health integration efforts including projects currently underway through the Integrated Delivery Networks. It will develop processes and share data and best practices across the vendor network and throughout the Department to improve integration efforts statewide. The identified Community Mental Health Centers, Federally Qualified Health Care Centers, and Dartmouth Hitchcock evaluators are existing partners and will work directly with this position to ensure the grant deliverables are actualized. The position will also work closely with the Bureau of Mental Health Services, Children's Behavioral health, Substance Use Disorders, Public Health, Housing Supports, Developmental Services, and the Office of Health Equity.

4) Has similar program been requested of the Legislature and denied? No

5) Why wasn't funding included in the agency's budget request?

These funds were awarded effective September 30, 2018. It was not known that these funds would be available at the time the agency established its SFY 2018-2019 biennial budget. The grant will be included in the SFY 2020-2021 biennial budget request.

6) Can portions of the grant funds be utilized for other purposes?

This request is 100% federally funded and can only be used for the purpose of the grant award.

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7) Estimate the funds required to continue these positions:

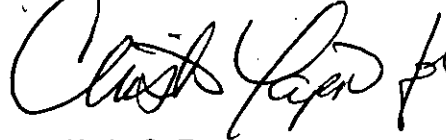
Position (Salary & Benefits)	SFY 2019	SFY 2020	SFY 2021	SFY 2022	SFY 2023	SFY 2024
Administrator II	\$51,757	\$96,226	\$99,676	\$103,316	\$107,058	\$45,667

Area served: Manchester, Nashua and Dover.

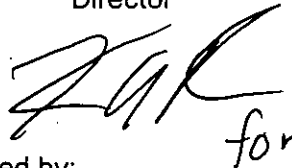
Source of Funds: 100% Federal from Substance Abuse and Mental Health Service Administration.

In the event that federal funds become no longer available, general funds will not be requested to support the program expenditures.

Respectfully submitted,



Katja S. Fox
Director



Approved by:

Jeffrey A. Meyers
Commissioner

Division for Behavioral Health
Bureau of Mental Health Services

ProHealth NH Grant

Fiscal Situation

010-095-092-922010-23400000

Year 1 Grant Award	\$ 1,999,414
Allocated Cost Adjustment	<u>(\$ 5,780)</u>
Available to Accept	\$ 1,993,634
Year 1 Award to be budgeted in FY2019	<u>(\$1,508,931)</u>
Balance to be budgeted in SFY 2020	<u>\$ 484,703</u>



State Of New Hampshire
DIVISION OF PERSONNEL
Department of Administrative Services
State House Annex – 28 School Street
Concord, New Hampshire 03301

CHARLES M. ARLINGHAUS
Commissioner
(603) 271-3201

CAROL B. JERRY
Acting Director
(603) 271-3261

Date 8/24/18

Marilyn G. Doe, Administrator IV
Bureau of Human Resources
Department of Health & Human Services
129 Pleasant St.
Concord, NH 03301

Regarding: Request to establish a full time temporary ADMINISTRATOR II pay schedule A000 – position #9T2927

Dear Ms. Doe:

The Division of Personnel approves your request received on 8/17/18 for the Department of Health and Human Services to establish position #9T as a full-time temporary ADMINISTRATOR II, LG 29 pending approval of funding. This position is being established in response to the ProHealth NH Grant.

This position number will be inactive until you receive funding approval from the Fiscal Committee per RSA 124:15.

It will be your responsibility to bring the request for funding before the Fiscal Committee. You may use this letter as confirmation of our decision. Once you have obtained Fiscal Committee approval, please notify the Classification Section with documentation.

Thank you.

Sincerely,

Marianne Rechy
Classification & Compensation Administrator

Cc: Carol B. Jerry, Acting Director of Personnel



Promoting Integration of PBHC
Department of Health and Human Services
Substance Abuse and Mental Health Services Administration

Notice of Award

Issue Date: 08/08/2018

Center for Mental Health Services

Grant Number: 1H79SM080245-01
FAIN: H79SM080245
Program Director: Karl Boisvert

Project Title: ProHealth NH: New Hampshire Partnerships to Improve Health & Wellness for Young People with SED and SMI.

Grantee Address	Business Address
NH state Dept/Public Health Donna Walker Financial Manager 129 Pleasant Street Concord, NH 033013852	Donna Walker Financial Manager NH Dept of Health and Human Services 105 Pleasant Street Concord, NH 033013852

Budget Period: 09/30/2018 – 09/29/2019
Project Period: 09/30/2018 – 09/29/2023

Dear Grantee:

The Substance Abuse and Mental Health Services Administration hereby awards a grant in the amount of \$1,999,414 (see "Award Calculation" in Section I and "Terms and Conditions" in Section III) to NH state Dept/Public Health in support of the above referenced project. This award is pursuant to the authority of Sec 9003 21 Century Cures Act PL114-255 & Sec 520K PHS Act and is subject to the requirements of this statute and regulation and of other referenced, incorporated or attached terms and conditions.

Award recipients may access the SAMHSA website at www.samhsa.gov (click on "Grants" then SAMHSA Grants Management), which provides information relating to the Division of Payment Management System, HHS Division of Cost Allocation and Postaward Administration Requirements. Please use your grant number for reference.

Acceptance of this award including the "Terms and Conditions" is acknowledged by the grantee when funds are drawn down or otherwise obtained from the grant payment system.

If you have any questions about this award, please contact your Grants Management Specialist and your Government Project Officer listed in your terms and conditions.

Sincerely yours,
Gwendolyn Simpson
Grants Management Officer
Division of Grants Management

See additional information below

SECTION I – AWARD DATA – 1H79SM080245-01

Award Calculation (U.S. Dollars)

Salaries and Wages	\$63,500
Fringe Benefits	\$35,465
Personnel Costs (Subtotal)	\$98,965
Materials & Supplies	\$2,523
Contractual	\$1,886,864
Travel	\$1,605
Other	\$3,677
Direct Cost	\$1,993,634
Indirect Cost	\$5,780
Approved Budget	\$1,999,414
Federal Share	\$1,999,414
Cumulative Prior Awards for this Budget Period	\$0
AMOUNT OF THIS ACTION (FEDERAL SHARE)	\$1,999,414

SUMMARY TOTALS FOR ALL YEARS	
YR	AMOUNT
1	\$1,999,414
2	\$1,837,682
3	\$1,999,999
4	\$1,999,999
5	\$1,999,700

*Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project.

Fiscal Information:

CFDA Number: 93.243
 EIN: 1026000618B3
 Document Number: 17SM80245A
 Fiscal Year: 2018

IC	CAN	Amount
SM	C96J690	\$1,999,414

IC	CAN	2018	2019	2020	2021	2022
SM	C96J690	\$1,999,414	\$1,837,682	\$1,999,999	\$1,999,999	\$1,999,700

SM Administrative Data:

PCC: PIPBHC / OC: 4145

SECTION II – PAYMENT/HOTLINE INFORMATION – 1H79SM080245-01

Payments under this award will be made available through the HHS Payment Management System (PMS). PMS is a centralized grants payment and cash management system, operated by the HHS Program Support Center (PSC), Division of Payment Management (DPM). Inquiries regarding payment should be directed to: The Division of Payment Management System, PO Box 6021, Rockville, MD 20852, Help Desk Support – Telephone Number: 1-877-614-5533.

The HHS Inspector General maintains a toll-free hotline for receiving information concerning

fraud, waste, or abuse under grants and cooperative agreements. The telephone number is: 1-800-HHS-TIPS (1-800-447-8477). The mailing address is: Office of Inspector General, Department of Health and Human Services, Attn: HOTLINE, 330 Independence Ave., SW, Washington, DC 20201.

SECTION III – TERMS AND CONDITIONS – 1H79SM080245-01

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:

- a. The grant program legislation and program regulation cited in this Notice of Award.
- b. The restrictions on the expenditure of federal funds in appropriations acts to the extent those restrictions are pertinent to the award.
- c. 45 CFR Part 75 as applicable.
- d. The HHS Grants Policy Statement.
- e. This award notice, INCLUDING THE TERMS AND CONDITIONS CITED BELOW.

**Treatment of Program Income:
Additional Costs**

In accordance with the regulatory requirements provided at 45 CFR 75.113 and Appendix XII to 45 CFR Part 75, recipients that have currently active Federal grants, cooperative agreements, and procurement contracts with cumulative total value greater than \$10,000,000 must report and maintain information in the System for Award Management (SAM) about civil, criminal, and administrative proceedings in connection with the award or performance of a Federal award that reached final disposition within the most recent five-year period. The recipient must also make semiannual disclosures regarding such proceedings. Proceedings information will be made publicly available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)). Full reporting requirements and procedures are found in Appendix XII to 45 CFR Part 75.

SECTION IV – SM Special Terms and Conditions – 1H79SM080245-01

REMARKS

New Cooperative Agreement

This Notice of Award (NoA) is issued to inform your organization that the application submitted through the Promoting Integration of Primary and Behavioral Health Care (PIPBHC) funding opportunity SM-17-008 has been selected for funding. The PIPBHC Program, as authorized by the section 9003 of the 21st Century Cures Act, P.L. 114-255, and section 520K of the Public Health Service Act, as amended, included funds to:

- (1) promote full integration and collaboration in clinical practice between primary and behavioral healthcare;
- (2) support the improvement of integrated care models for primary care and behavioral care to improve the overall wellness and physical health status of adults with a serious mental illness (SMI) or children with a serious emotional disturbance (SED); and
- (3) promote and offer integrated care services related to screening, diagnosis, prevention, and treatment of mental and substance use disorders, and co-occurring physical health conditions and chronic diseases. SAMHSA expects that a continuum of prevention, treatment and recovery support services will be offered to consumers within the PIPBHC grant program.

The DIS should be consistent with information in your application regarding access, *service use and outcomes for the program and include three components as described below. Questions about the DIS should be directed to your GPO. Examples of DIS can be found on the SAMHSA website at <http://www.samhsa.gov/grants/grants-management/disparity-impactstatement>.

*Service use is inclusive of treatment services, prevention services as well as outreach, engagement, training, and/or technical assistance activities.

The disparity impact statement consists of three components:

1. Proposed number of individuals to be served and/or reached by subpopulations in the grant implementation area should be provided in a table that covers the entire grant period. The disparate population(s) should be identified in a narrative that includes a description of the population and rationale for how the determination was made.

2. A quality improvement plan for how you will use your program (GPRA) data on access, use and outcomes to monitor and manage program outcomes by race, ethnicity and LGBT status, when possible. The quality improvement plan should include strategies for how processes and/or programmatic adjustments will support efforts to reduce disparities for the identified sub-populations.

3. The quality improvement plan should include methods for the development and implementation of policies and procedures to ensure adherence to the Enhanced Culturally and Linguistically Appropriate Services (CLAS) Standards and the provision of effective care and services that are responsive to:

- a. Diverse cultural health beliefs and practices;
- b. Preferred languages; and
- c. Health literacy and other communication needs of all sub-populations within the proposed geographic region.

SPARS

All SAMHSA recipients are required to collect and report certain data so that SAMHSA can meet its obligations under the Government Performance and Results Act (GPRA) Modernization Act of 2010. These data are gathered using SAMHSA's Performance and Accountability Reporting System (SPARS). PIPBHC recipients will be expected to complete Annual Goals and Budget training no later than December 30, 2018, and will be expected to enter Annual Goals and Budget information and data no later than January 30, 2019.

SPECIAL CONDITIONS

Revised Budget

By *October 30, 2018*, submit to the Program Official and Grants Management Specialist through eRA Commons:

- 1) An updated budget and budget narrative for the 9/30/2018 - 9/29/2019 budget period.

Submit Indirect Cost Rate

By October 30, 2018, you must submit an indirect cost rate agreement or cost allocation plan,

via eRA Commons.

Marginal

By October 30, 2018, submit via eRA Commons.

The application received a Marginal Rating for Section B: Proposed Implementation Approach.

Reviewers noted the following:

Although the applicant organization provides three clear goals with several objectives, it does not seem to provide a measure for those objectives. In addition, it does not provide who will be responsible for each of the activities and provides statements instead as "CMHC staff" or "FQHC planning team". It is not clear whether or not the primary care and behavioral health direct services will begin no later than month four after grant award. For example, the Integrated Primary Care Milestones Recruitment (On site Primary Care provider) appears to be under months 7-9. The applicant organization also does not link the screening to treatment approaches. Although it states that it will use community health workers to engage deaf, LGBT and immigrant and other vulnerable populations, it does not describe how people with SMI and SED will be recruited or retained. Additionally, the applicant organization mentions deaf and immigrant communities; however it does not clearly take into consideration the language, beliefs, norms, values, and socioeconomic factors of these populations. Moreover, it does not describe how it calculated the projected number of unduplicated patients. The applicant organization does not discuss types, numbers of services or anticipated outcomes. Further, it does not provide a breakdown of how many clients will be enrolled in each of the three CMHCs. Although the applicant organization states that it will obtain releases to share information reciprocally among partners, it does not describe how consent will be tracked between agencies.

To ensure that the recipient meets acceptable standards for this section, by October 30, 2018 you must submit in eRA (SAMHSA's Electronic Research Administration System) for review and approval a written response on the following:

- (1) Measurable performance measures for each of the three goals and related objectives.
- (2) Identification of staff responsible for each of the proposed project activities.
- (3) Clarification of when primary care and behavioral health direct services will begin to be provided to the population of focus.
- (4) A description of how client screening will link to the proposed treatment approaches.
- (5) A description of how individuals with SMI and SED will be recruited and retained in the project.
- (6) A description of how your organization calculated the number of unduplicated individuals to receive services, annually and over the life of the project.
- (7) A detailed breakdown of types of services to be provided and the anticipated outcomes of each.
- (8) A detailed breakdown of the number of clients to be enrolled in each of the three CMHCs.
- (9) A description of how client consents will be tracked across agencies.

STANDARD TERMS AND CONDITIONS

Standard Terms for Awards FY 2018

Your organization must comply with the Standard Terms and Conditions for grants awarded in Fiscal Year 2018 and the following award terms applicable to your award type as identified

Programmatic Performance Progress Reports

Submission of a Quarterly Programmatic Report is due no later than the dates as follows:

1st Report - January 30, 2019

2nd Report - April 30, 2019

3rd Report - July 30, 2019

4th Report - October 30, 2019

Note: Recipients must also comply with the GPRA requirements that include the collection and periodic reporting of performance data as specified in the FOA or by the Grant Program Official (GPO). This information is needed in order to comply with PL 102-62, which requires that Substance Abuse and Mental Health Services Administration (SAMHSA) report evaluation data to ensure the effectiveness and efficiency of its programs.

The response to this reporting term must be uploaded as a .pdf into the Terms Tracker in the eRA Commons Systems.

Additional information on reporting requirements is available at
<http://www.samhsa.gov/grants/grants-management/reporting-requirements>.

Compliance with Terms and Conditions

FAILURE TO COMPLY WITH THE ABOVE STATED TERMS AND CONDITIONS MAY RESULT IN ACTIONS IN ACCORDANCE WITH 45 CFR 75.371, REMEDIES FOR NON-COMPLIANCE AND 45 CFR 75.372 TERMINATION. THIS MAY INCLUDE WITHHOLDING PAYMENT, DISALLOWANCE OF COSTS, SUSPENSION AND DEBARMENT, TERMINATION OF THIS AWARD, OR DENIAL OF FUTURE FUNDING.

All previous terms and conditions remain in effect until specifically approved and removed by the Grants Management Officer.

Staff Contacts:

Kate Schlatter, Program Official
Phone: 240-276-2013 Email: Kate.Schlatter@samhsa.hhs.gov

Salvador Ortiz, Grants Specialist
Phone: (240) 276-1421 Email: salvador.ortiz@samhsa.hhs.gov Fax: (240) 276-1430