



# School Mental Health Expansion Grant

Applicant's Conference

April 8, 2024

SCHOOL  
MENTAL  
HEALTH

NYC  
Health  
Office of School Health

Fund for  
Public  
Health NYC  
Health is everybody's business.

# Thank you for joining us

## *A few logistics before we get started:*

- Today's webinar is being recorded. The recording and slides will be posted to FPHNYC's webpage.
- Participant audio will be muted during the presentation to minimize background noise and feedback.
- Please submit questions in the chat box in the lower left corner of your screen at any time. Questions will be answered during the Q&A portion of the session.
- Any questions not answered today will be included in the Q&A posted on Friday, April 12<sup>th</sup>.
- All slides, recordings, and documents will be shared after the webinar. To access the RFP and all resources, please visit: <https://fphnyc.org/get-involved/requests-proposals/>



# Welcome & Introductions

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# Introductions

Rebecca Scefonas

Central Team-Strategic Partnerships, School Mental Health, Office of School Health

Dr. Erica Lynne Smith

Director, School Mental Health, Office of School Health

Rebecca Adeskavitz

Chief Operating Officer, Fund for Public Health in New York City

# Agenda:

- About FPHNYC, DOHMH & OSH: SMH
- Roles & Responsibilities
- Scope of Work & Program Goals
- Award Details
- Data Reporting
- Eligibility
- Application and Review Process
- Timeline
- Q & A

# Fund for Public Health in NYC

## Mission

To incubate innovative public health initiatives that lead to improved health for all New Yorkers.

## Impact

**20+**

years of advocating for cutting-edge public health programming

**\$500M**

in public and private funds raised

**450+**

grants supporting innovative projects supporting public health





The Department of Health and Mental Hygiene works every day to protect and promote the health of New York City's 8 million residents. With an annual budget of \$1.6 billion and more than 6,000 employees throughout the five boroughs, the NYC Health Department is one of the largest public health agencies in the world.

## School Mental Health

is a division within the NYC Health Department that is responsible for promoting the health of over one million school children enrolled in approximately 1,800 public and non-public schools in New York City. Services to students include case management of chronic health problems, preventive health screening, urgent care, medication administration, preventive counseling, health education, referral for care and assurance of ongoing effective treatment.

# Roles & Responsibilities for the School Mental Health Expansion Program

## OSH: SMH

- Provides strategic direction
- Oversees project planning and implementation
- Provides technical assistance
- Monitors program activities
- Monitors contractor performance
- Collects data
- Handles reporting and evaluation

## FPHNYC

- Issues and manages RFP process
- Provides administrative and financial oversight of the project
- Creates and executes formal contracts
- Monitors compliance throughout contract lifecycle
- Handles invoicing and payment



# School Mental Health Expansion Grant



# The School Mental Health Expansion Program

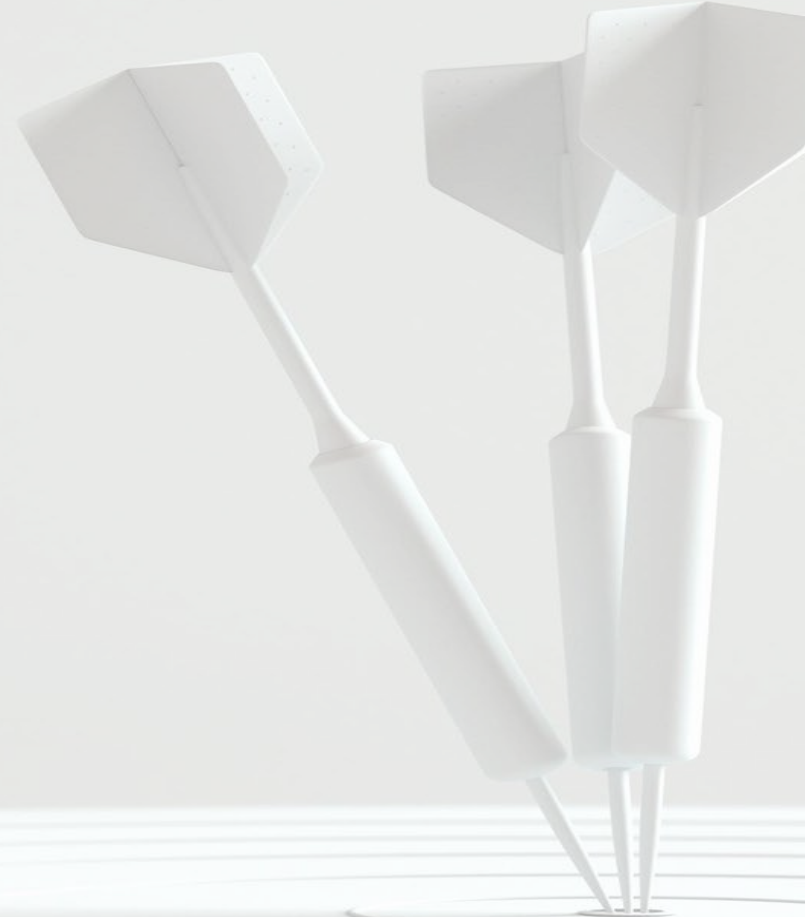
*aims to expand, strengthen and sustain school based mental health services for up to 5,000 NYC Public School students.*

This Pilot program will work to expand school-based mental health services in 4 clusters of schools (total of 12 schools on 10 school campuses).



# Program Goals:

1. Access to Services
2. Financial Sustainability
3. Policy Impact



# Scope of Work: School Based Services



# Scope of Work: Sustainability & Evaluation

- Four technical assistance events
- One year of intensive technical assistance
- Policy translation
- Program evaluation



# Award Details Per School Cluster

- ★ **1 Community Based Organization will be contracted per school cluster. CBOs may apply for more than one school cluster; however, a separate proposal must be completed and submitted for each cluster.**
- ★ **Clusters contain 2-3 school campuses and a total enrollment of 1,250 students or less.**
- ★ **Schools in each cluster are located close geographically.**

Project Year	Dates	Funding Amount
Year 1	6/17/24 – 6/30/25	\$120,000
Year 2	7/1/25 – 6/30/26	\$22,675

# Use of Funds

This award is intended to be utilized as gap funding to cover services that are not able to be billed to or reimbursed through a third party (Medicaid, private health insurance).

Year 1	Year 2
Grant funding will support:	Grant funding will support:
One FTE non-clinical position, minimum salary of \$60,000 per year	Non-billable work generated through and in support of the Article 31 clinic.
0.25 FTE clinical staff	Staffing patterns determined by the CBOs sustainability plan.
0.10 FTE clinical supervisor	* Article 31 clinics must continue operation

# Data Reporting

*CBOs will be required to submit service data through the Office of School Health's online data portal.*

Reportings will include, but are not limited to:

- Utilization and service delivery
- Billing reimbursement data for funded programs
- Year-end review





# Who Should Apply

To be eligible for this funding, organizations must:

1. Be tax exempt under 501(c)(3) of the Internal Revenue Code. Individuals are not eligible to submit proposals for this RFP.
2. Possess an Article 31 license\* under the New York State Mental Hygiene Law to open a clinic and provide treatment services **AND** currently be operating an Article 31 PAR clinic with a New York City public school.
3. Have a minimum of three (3) years of successful experience providing services of a similar nature and scope as those required in this RFP, preferably in an urban setting, to a large, socioeconomically and culturally diverse school, school system(s) and/or community-based organization(s).
4. Be located within the five (5) boroughs of New York City to enable in-person meetings and site visits to be scheduled within 24 hours' notice.

\*Pursuant to Section 41.03 (3) and 41.03 (12) of the New York State Mental Hygiene Law, an Article 31 license is required for entities to provide services at a school based mental health clinic.

# How to Apply

- The submission deadline is Friday, April 26, 2024 by 11:59 p.m. ET.
- Proposals must be submitted via email to [procurement@fphnyc.org](mailto:procurement@fphnyc.org) with the subject line “School Mental Health Expansion Grant.”
- After submitting the proposal package, Applicants will receive an email confirming receipt.
- Proposals must include the section/subsection headings (e.g., “Organizational Experience and Capacity”) and numbering format as shown in the RFP.
- Each page of the Proposal Narrative should be consecutively numbered.
- Please see additional instructions in Section IV: Completing the Proposal (page 15).

# Proposal Contents

- ✓ Proposal Submittal Form (Attachment A)
- ✓ Proposal Narrative, *including*:
  - Organizational Experience and Capacity
  - Organization-level Org. Chart
  - Project-level Org. Chart
  - Program Plan
  - Demonstrated Effectiveness
- ✓ Line-item Project Budget
- ✓ Budget Justification
- ✓ Sustainability Plan
- ✓ 3 Letters of Reference
- ✓ IRS Form W-9

# Timetable

March 29, 2024	Request for Proposals (RFP) issue date
April 8, 2024, 2:00-3:00 p.m. ET	An Applicant Information Session (remote and recorded) will be held for interested organizations to learn more about the RFP.
April 18, 2024 at 11:59 p.m. ET	Final day to submit written questions All questions must be submitted in writing to <a href="mailto:procurement@fphnyc.org">procurement@fphnyc.org</a> with the subject line "School Mental Health Expansion Grant."
April 22, 2024	Final Q&A posted
<b>April 26, 2024 at 11:59 p.m. ET</b>	<b>Submission deadline</b>
May 15, 2024 (estimate)	Notification of awards
June 17, 2024	Anticipated project start date
June 30, 2026	Anticipated project end date

# Review Process

The Evaluation Committee will evaluate and rate all qualified proposals based on the criteria below:

Organizational Capacity and Experience	20
Program Plan	35
Demonstrated Effectiveness	20
Budget and Sustainability Plan	25
Total Points Possible	100

# Questions & Answer

Please enter your questions or comments into the chat box.



Thank you

