



**COLORADO**  
Department of Education

# Funding Opportunity

Applications Due: **Tuesday, March 24, 2020, by 11:59 pm**

Application Information Webinar: **Tuesday, February 11, 2020, from 12–1 pm**

Intent to Apply Due: **Tuesday, February 18, 2020, by 11:59 pm**

## School Health Professional Grant Program

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



### Program Questions:

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# School Health Professional Grant Program

Applications Due: Tuesday, March 24, 2020, by 11:59 pm

## Introduction

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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 youths who engage in substance abuse develop or have underlying behavioral health needs. School Health 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 Health Professionals in K-12 schools 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

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

- 1) Increase the presence of school health professionals in K-12 schools to provide substance abuse and behavioral health care to students who are enrolled in elementary and secondary schools and have substance abuse or other behavioral health needs;
- 2) Provide training and resources for the school health professionals, other behavioral health school team members, and school staff on the implementation of evidence-based programming (defined as programming that evaluation research has proven to be effective) on substance abuse prevention education and behavioral health education for all students who are enrolled in K-12 schools; and
- 3) Allow school health 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.

**Only applicants that address all the above will be considered.** See **Attachment A** for the Rules for Administration of this grant program.

## Program Definitions

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The definition of “school health professional” refers to any licenses and certificates issued by the State, including those issued by the Department of Regulatory Affairs (DORA), to provide support services to children and adolescents in grades K-12.

## Eligible Applicants

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Education Providers (on behalf of K-12 schools) are eligible to apply for this opportunity in order to enhance the presence of school health 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 non-charter schools within a school district or BOCES. Applications must be authorized and submitted through the district or BOCES. A charter school’s authorizer will be the fiscal agent, if funded.

Applicants that have received funds from this grant program in previous years may apply for the current funding opportunity. Existing grantees can apply for new funds through this grant opportunity, which does not affect current grant activities or funds.

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

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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 health professionals, demonstrated by data regarding marijuana use and behavioral health needs of students. Other examples to demonstrate need may include:
  - Descriptions of school climate;
  - Availability, usage, and attitudes of students and community towards drugs and alcohol; and
  - Increases in disciplinary action related to substance use.
- Development/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 can commit.

## Available Funds and Matching Funds

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**This application is being released but is contingent upon approved appropriations to the School Health Professional Grant (Behavioral Health Care Professional Matching Grant) for the 2020-2021 school year.**

The anticipated level of funding is approximately \$9.2 million for the 2020-2021 school year.

**Note:** 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 health professionals.

## Required Grant Activities

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For all grantees, attendance is required at a state-wide professional development conference provided by CDE in the fall of each grant year. Additionally, there may be one to two other training meetings throughout the grant cycle. CDE recommends that school health professionals and administrators/coordinators of the grant activities attend. Grant funds may be used for mileage, accommodations, per diem, etc. for the CDE meeting(s).

## Allowable Use of Funds

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**Allowable grant activities include:**

- Hiring School Health Professionals which may include a State Certified School Psychologist, Social Worker, Nurse, Counselor, or other DORA licensed or State certified School Health Professional.

- Staff training and professional development and associated travel costs, including attendance at a required grantee conference in the fall of each grant year;
- Resources for school staff on the implementation of evidence-based programming on substance abuse prevention education;
- To provide behavioral health care services at recipient schools, including but not limited to screenings, counseling, therapy, and referrals to community organizations.

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, or must be able to obtain a license within 30-60 days of being hired through this grant. **Note:** Positions for school health professionals who are not licensed through the Colorado Department of Education and/or DORA will not be funded through this grant.

**Unallowable grant activities include:**

- Funding may not be used for hiring for district-level positions, administrative costs, incentives for students, indirect costs, licensing, or costs associated with credentials that require graduate coursework.

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

**Duration of Grant**

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Grants will be awarded for a three-year term beginning in the 2020-2021 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 2020-2021 school year are not guaranteed any additional funding beyond the 2020-2021 year at this time. Funds from year one of the grant must be expended by June 30, 2021.

**Evaluation and Reporting**

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Each Education Provider that receives funds through this grant program will be asked to submit the following information:

**Mid-Year Progress Report: Due January 31, 2021**

Please include the following information and any applicable data into the SHPG Scorecard (Evaluation and Scorecard training will be provided to all grantees at the beginning of the school year):

1. Provide data in the SHPG Scorecard that will help with strategic planning, data-driven decision-making, quality improvement, and evaluation. The data will tell how well programs are serving the students by answering these questions: How much was done? How well was it done? Is anyone better off?; and
2. Indicate which participants have been involved with work and/or trainings so far this year.

Submit work plan update with the following information:

1. Describe the progress on the projected goals you plan to have completed/accomplished by the end of this school year; and
2. Describe any current unexpected roadblocks that have occurred so far this year that are hindering the goals of the work plan.

**Interim Financial Report (IFR): Due January 31, 2021**

Submit the progress on the budget spending through January (generated from the grantee’s fiscal office).

### **End-of-Year Program Report: Due June 30, 2021**

Please include the following information and any applicable data into the SHPG Scorecard:

1. Resources used to support the program;
2. The number of school health professionals hired;
3. A list and explanation of the services provided;
4. Professional development received for school health professionals, faculty, and staff; and students served; and
5. Data in the SHPG Scorecard will help with strategic planning, data-driven decision-making, quality improvement, and evaluation. The data will tell how well programs are serving the students by answering these questions: How much was done? How well was it done? Is anyone better off?

Submit work plan update with the following information:

1. Describe the progress on the projected goals you plan to have completed/accomplished by the end of this school year; and
2. Describe any current unexpected roadblocks that have occurred so far this year that is hindering the goals of the work plan.

### **End-of-Year Annual Financial Report: Due September 30, 2021**

Submit the progress on the budget spending for the grant year (Completed on Colorado Department of Education Annual Financial Report document).

1. Annual Financial Report due on September 30, 2021.

Grantees will also collaborate with CDE program staff on an annual site visit with the SHPG program manager and other key staff.

## **Data Privacy**

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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.

**Note:** Documents submitted 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 n=16 for students or n=5 for educators.

## **Technical Assistance and Intent to Apply**

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An application training webinar will be held on **Tuesday, February 11, 2020, from 12-1 pm** at <https://zoom.us/j/883356486>.

If interested in applying for this funding opportunity, please submit the Intent to Apply (see **Attachment B**) at [www.surveymonkey.com/r/shpg2021\\_loi](http://www.surveymonkey.com/r/shpg2021_loi) by **Tuesday, February 18, 2020, by 11:59 pm**. The Intent to Apply is encouraged, but not required to submit an application.

## **Review Process and Timeline**

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Applications will be reviewed by CDE staff and peer reviewers to ensure they contain all required components. Applicants will be notified of final award status no later than **Friday, May 29, 2020**.

**Note:** This is a competitive process – applicants must score at least 75 points out of the 120 possible points to be recommended for funding, and all required elements must be addressed (see Selection Criteria and Evaluation Rubric on pages 12-15). Applications that score below 120 points may be asked to submit revisions that would bring the application up to a fundable level. 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.

## Submission Process and Deadline

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An electronic copy of the application (in PDF format) and electronic budget (in Excel format) must be submitted to [CompetitiveGrants@cde.state.co.us](mailto:CompetitiveGrants@cde.state.co.us) by **Tuesday, March 24, 2020, by 11:59 pm**. The electronic version should include all required narrative components of the application as one document. Please attach the electronic budget workbook in Excel format as a separate document. Faxes will not be accepted. Incomplete or late applications will not be considered. If you do not receive an email confirmation of receipt of your application within 24 hours after the deadline, please email [CompetitiveGrants@cde.state.co.us](mailto:CompetitiveGrants@cde.state.co.us). Application materials and budget are available for download on the CDE website at [www.cde.state.co.us/healthandwellness/schoolhealthprofessionalgrantprogram](http://www.cde.state.co.us/healthandwellness/schoolhealthprofessionalgrantprogram).

Submit the electronic copy of the application and electronic budget to:

[CompetitiveGrants@cde.state.co.us](mailto:CompetitiveGrants@cde.state.co.us)

By: **Tuesday, March 24, 2020, by 11:59 pm**

## Application Format

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- The total narrative (Part II) of the application cannot exceed 10 pages. Please see below for the required elements of the application. **Note:** Applications that exceed 10 pages will not be reviewed.
- All pages must be standard letter size, 8-1/2" x 11", using 12-point font, single-spaced with 1-inch margins and numbered pages.
- The signature page must include original signatures of the lead organization/fiscal agent.

## Required Elements

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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 12-15).

**Part I: Application Introduction:** [Not included in 10-page limit]

Part IA: Cover Page - Applicant Information

Part IB: Recipient School Information Page

Part IC: Program Assurances Form

Executive Summary [May not exceed 1 page]

- Provide a brief description of the program to be supported by this funding.

**Part II: Narrative:** [May not exceed 10 pages]

Priority Considerations

Section A: Needs Assessment

Section B: Program Description

Section C: Partnerships

Section D: Sustainability

Section E: Budget Narrative and Excel Budget Workbook

- Budget Narrative does count towards 10-page limit.
- Excel Budget Workbook does not count towards 10-page limit.

**School Health Professional Grant Program**  
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**Part IA: Cover Page - Applicant Information**

Lead Local Education Provider (LEP)/BOCES Information			
LEP/BOCES Name:			LEP/BOCES Code:
Mailing Address:			
Type of Education Provider			
(check box below that best describes your organization or authorizer)			
<input type="checkbox"/> School District	<input type="checkbox"/> BOCES	<input type="checkbox"/> District Charter School	<input type="checkbox"/> CSI Charter School
Region			
(indicate region of Colorado this program will directly impact)			
<input type="checkbox"/> Metro	<input type="checkbox"/> Pikes Peak	<input type="checkbox"/> North Central	<input type="checkbox"/> Northwest
<input type="checkbox"/> West Central	<input type="checkbox"/> Southwest	<input type="checkbox"/> Southeast	<input type="checkbox"/> Northeast
Recipient Schools			
(list all schools impacted by this funding – additional rows may be added)			
Authorized Representative Information			
Name:			Title:
Telephone:			E-mail:
Program Contact Information			
Name:			Title:
Telephone:			E-mail:
Fiscal Manager Information			
Name:			
Telephone:			E-mail:
Funding			
Amount of Funding Requested:	\$	Amount of Matching Funds:	\$
Previous Grant Information			
(the following information will be verified by CDE and considered in the funding decision)			
Has the applicant previously received funds from the School Health Professional Grant?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
If previously funded, were funds expended in a timely manner?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
If previously funded, were any unspent funds reverted to CDE?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
If Yes, please enter the year(s) and amount(s) below:			
Year(s):			Amount(s):



## Part IB: Recipient Schools Information

Complete and attach after Cover Page. If needed, additional copies of this page should be attached in order to include each participating school.

Recipient School Information			
School Name:		School Code:	
Mailing Address:		Charter School:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Principal Information			
Name:			
Telephone:		E-mail:	

Recipient School Information			
School Name:		School Code:	
Mailing Address:		Charter School:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Principal Information			
Name:			
Telephone:		E-mail:	

Recipient School Information			
School Name:		School Code:	
Mailing Address:		Charter School:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Principal Information			
Name:			
Telephone:		E-mail:	

Recipient School Information			
School Name:		School Code:	
Mailing Address:		Charter School:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Principal Information			
Name:			
Telephone:		E-mail:	

Recipient School Information			
School Name:		School Code:	
Mailing Address:		Charter School:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Principal Information			
Name:			
Telephone:		E-mail:	

## Part IC: Program Assurances Form

The appropriate Authorized Representatives must sign below to indicate their approval of the contents of the application for the School Health Professional Grant Program, and the receipt of program funds.

On \_\_\_\_\_ (date) \_\_\_\_\_, 2020, the Board of \_\_\_\_\_ (district/BOCES/CSI) \_\_\_\_\_ hereby agrees to the following assurances:

- 1) Grantee will annually provide the Colorado Department of Education all required evaluation and reporting information (see Evaluation and Reporting section on page 5).
- 2) Attendance is required at the annual CDE Fall conference, provided by CDE, as well as up to two additional training meetings throughout each year.
- 3) Grantee will not discriminate against anyone regarding race, gender, national origin, color, disability, or age.
- 4) Funds will be used to supplement and not supplant any funds currently being used to provide school health professionals or services for students in secondary schools and grant dollars will be administered by the appropriate fiscal agent.
- 5) Funded projects will maintain appropriate fiscal and program records and fiscal audits of this program will be conducted by the grantees as a part of their regular audits.
- 6) If any findings of misuse of these funds are discovered, project funds will be returned to CDE.
- 7) Grantee will maintain sole responsibility for the project even though subcontractors may be used to perform certain services.
- 8) Grantee will ensure compliance with Article V, Section 50, of the Constitution of the State of Colorado.

The Colorado Department of Education may terminate a grant award upon thirty days' notice if it is deemed by CDE that the applicant is not fulfilling the requirements of the funded program as specified in the approved project application, or if the program is generating less than satisfactory results.

Project modifications and changes in the approved budget must be requested in writing and be approved in writing by CDE before modifications are made to the expenditures. Please contact Marti Rodriguez ([Rodriguez\\_M@cde.state.co.us](mailto:Rodriguez_M@cde.state.co.us), 303-866-6769) and Phyllis Reed ([Reed\\_P@cde.state.co.us](mailto:Reed_P@cde.state.co.us), 303-866-6593) for any modifications.

_____ Name of Organization Board President (School Board, BOCES, Charter School)	_____ Signature	_____ Date
_____ Name of Organization Authorized Representative (Superintendent, Charter School Institute, BOCES Executive Director)	_____ Signature	_____ Date
_____ Name of LEP Program Contact	_____ Signature	_____ Date

**Note:** If grant application is approved, funding will not be awarded until all signatures are in place. Please attempt to obtain all signatures before submitting the application.

**School Health Professional Grant Program**  
**Applications Due: Tuesday, March 24, 2020, by 11:59 pm**

**Application Scoring**

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CDE Use Only

<b>Part I:</b>	<b>Application Introduction</b>	Not Scored
<b>Part II:</b>	<b>Narrative</b>	
	Priority Considerations:	/10
	Section A: Needs Assessment	/35
	Section B: Program Description	/30
	Section C: Partnerships	/10
	Section D: Sustainability	/15
	Section E: Budget Narrative and Excel Budget Workbook	/20
	<b>Total:</b>	<b><u>/120</u></b>

**GENERAL COMMENTS:** Please indicate support for scoring by including overall strengths and weaknesses. These comments will be provided to applicants with their final scores.

**Strengths:**

- 
- 

**Weaknesses:**

- 
- 

**Required Changes:**

- 
- 

**RECOMMENDATION:**    Funded \_\_\_\_\_    Funded with Changes \_\_\_\_\_    Not Funded \_\_\_\_\_

## Selection Criteria and Evaluation Rubric

### Part I: Application Introduction [Not Scored]

Cover Page, Recipient School Information, Program Assurances, and Executive Summary

### Part II: Narrative [120 Points]

The following criteria will be used by reviewers to evaluate the application. For the application to be recommended for funding, it must receive at least 75 points out of the 120 possible points and all required elements must be addressed. An application that receives a score of zero on any required elements will not be funded.

**For those applicants that have previously received funding from the School Health Professional Grant Program, the expectation is that the 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. Applicants should demonstrate ongoing and improved capacity in the program and a well-developed plan for sustainability.**

### Scoring Definitions

Minimally Addressed or Does Not Meet Criteria - information not provided

Met Some but Not All Identified Criteria - requires additional clarification

Addressed Criteria but Did Not Provide Thorough Detail - adequate response, but not thoroughly developed or high-quality response

Met All Criteria with High Quality - clear, concise, and well thought out response

Priority Considerations	No Description OR Does Not Demonstrate Commitment to Priority	Description Demonstrates Commitment to Priority	TOTAL
1) Describe the Education Provider’s need for additional school health professionals, demonstrated by data regarding marijuana and behavioral/mental 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.	0	2	
2) Describe the existence of, or intent to develop and implement, a successful school health team in Education Provider’s recipient school(s).	0	2	
3) 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.	0	2	
4) 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.	0	2	
<b>Matching Funds</b>			
5) List the anticipated amount and source(s) of matching funds that the Education Provider intends to provide to augment any grant money received. <b>Note:</b> There is a required 10% match of funds in order to be awarded grant funds through this program.	<10% Match, unallowable sources, or not listed	10% Match and allowable source(s)	
	0	2	
<b>Reviewer Comments:</b>			
			<b>Total</b> /10

Section A: Needs Assessment	Minimally Addressed or Does Not Meet Criteria	Met Some but Not All Identified Criteria	Addressed Criteria but Did Not Provide Thorough Detail	Met All Criteria with High Quality	TOTAL
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.	0	3	5	7	
2. Describe the nature of current substance abuse and behavioral/mental 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.	0	3	5	7	
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.	0	3	5	7	
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.	0	3	5	7	
5. Describe the Education Provider's current school health team in its recipient secondary school(s), including: a) the number, b) roles/job titles, and c) responsibilities of current behavioral/health care professionals. <b>OR</b> 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.	0	3	5	7	
<b>Reviewer Comments:</b>					
					<b>Total</b> /35

Section B: Program Description	Minimally Addressed or Does Not Meet Criteria	Met Some but Not All Identified Criteria	Addressed Criteria but Did Not Provide Thorough Detail	Met All Criteria with High Quality	TOTAL
1. 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.	0	2	4	6	
2. Describe the Education Provider's plan to:	0	2	4	6	

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/mental health needs.					
3. Describe the Education Provider’s plan to provide training and resources for: a) the newly hired school health 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/mental health education for all K-12 students.	0	2	4	6	
4. Describe the Education Provider’s plan to: a) allow school health 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.	0	2	4	6	
5. Provide a clearly detailed work plan for implementation using the SMART Goals template provided below. Template and timeline should be consistent with the desired outcomes of the grant, including increasing the capacity (hiring school health professional FTEs, etc.) and effectiveness (with the support of evidence-based training and programming, for example) of the substance abuse and behavioral/mental health care services in K-12 school(s). <b>Example:</b>	0	2	4	6	

<b>SMART Goal</b> (Specific, Measurable, Achievable, Relevant, Time-phased)		
<b>What data will you collect that will indicate the objective has been achieved?</b> Number participating/in attendance will be counted (for example)		
<b>Activity</b>	<b>Date to be completed (in chronological order)</b>	<b>Job Title of Person Responsible</b>
Contact XXXX.	Month Day, Year	
Plan XXXX.	Month Day, Year	
Contact community partner to support XXXX.	Month Day, Year	
<b>Reviewer Comments:</b>		<b>Total</b> /30

<b>Section C: Partnerships</b>	Minimally Addressed or Does Not Meet Criteria	Met Some but Not All Identified Criteria	Addressed Criteria but Did Not Provide Thorough Detail	Met All Criteria with High Quality	<b>TOTAL</b>
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/mental health care needs of its K-12 students.	0	1	3	5	
2. Describe the extent to which the Education Provider has planned to involve the following in increasing the capacity and effectiveness of substance abuse and behavioral/mental health care services provided to K-12 school students:	0	1	3	5	

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.					
<b>Reviewer Comments:</b>					<b>Total</b> /10

<b>Section D: Sustainability</b>	Minimally Addressed or Does Not Meet Criteria	Met Some but Not All Identified Criteria	Addressed Criteria but Did Not Provide Thorough Detail	Met All Criteria with High Quality	TOTAL
1. Describe a clear and detailed plan for how the proposed project will be continued once the grant dollars have expired. For example, how will quality behavioral/mental health care services continue to serve to K-12 students once the grant has expired?	0	5	10	15	
<b>Reviewer Comments:</b>					<b>Total</b> /15

<b>Section E: Budget Narrative and Excel Budget Workbook</b>	Minimally Addressed or Does Not Meet Criteria	Met Some but Not All Identified Criteria	Addressed Criteria but Did Not Provide Thorough Detail	Met All Criteria with High Quality	TOTAL
<b>Items 1-2 do count toward the 10-page limit.</b>					
1. Provide a <b>Budget Narrative</b> 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 Program Description (Section B). b) Include the cost of the instructional and student support program that the applicant plans to implement using the grant funds.	0	3	5	7	
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.	0	1	2	3	
<b>Item 3 does not count toward the 10-page limit.</b>					
3. Complete and attach the <b>Excel Budget Workbook</b> . List costs of the proposed programming as presented that are reasonable, necessary, and are calculated to show how amounts are determined. The budget should: a) be sufficient in relation to the objectives, design, scope, and sustainability of project activities, and b) demonstrate how funds will be used for supplementary services.	0	4	7	10	
<b>Item Description Example:</b> .X FTE for [role or title] at \$xxxx per [hour or month or year] times [x per hours or months or year]					
<b>Reviewer Comments:</b>					<b>Total</b> /20

## Attachment A: Rules for Administration

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### DEPARTMENT OF EDUCATION

#### Colorado State Board of Education

### RULES FOR THE ADMINISTRATION OF THE SCHOOL HEALTH PROFESSIONAL GRANT PROGRAM

#### 1 CCR 301-97

#### 1.00 Statement of Basis and Purpose.

The School Health Professional Grant Program, sections 22-96-101 through 22-96-105, C.R.S., requires the State Board of Education to promulgate rules for the implementation of the program, including but not limited to: the timeline for submitting applications to the Department; the form of the grant application and any information in addition to that specified in section 22-96-104 (2), C.R.S. to be included in the application; any criteria for awarding grants in addition to those specified in section 22-96-104 (3), C.R.S.; and any information to be included in the Department's program report in addition to that required in section 22-96-105, C.R.S.

#### 2.00 Definitions.

2.00(1) Behavioral health care: Services to prevent, identify, and treat substance use disorders, substance misuse, and mental health disorders, including services to support social-emotional health.

2.00(2) Department: The Department of Education created and existing pursuant to section 24-1-115, C.R.S.

2.00(3) Education provider: A school district, a board of cooperative services, a charter school authorized by a school district pursuant to Part 1 of Article 30.5 of Title 22 C.R.S., or a charter school authorized by the State Charter School Institute pursuant to Part 5 of Article 30.5 of Title 22 C.R.S.

2.00(4) School health professional: A state-licensed or state-certified school nurse, school psychologist, school social worker, school counselor, or other state-licensed or state-certified professional qualified under state law to provide support services to children and adolescents, including mental health professionals licensed pursuant to article 43 of title 12, C.R.S.

2.00(5) School: A public elementary, middle, junior high, or high school.

2.00(6) State Board: The State Board of Education created pursuant to Section 1 of Article IX of the State Constitution.

#### 2.01 Implementation Procedures.

2.01(1) Application Timeline. Grants will be awarded for an initial term of one year. Grantees may receive funds for up to two additional years, based on annual approval by the Department and available appropriations. Applications will be due to the Department on or before May 1 of each funding cycle, subject to available appropriations. The Department will make funding available to grantees on or before June 30 of the same fiscal year.

2.01(2) Application Procedures. The Department will be the responsible agency for implementing the School Health Professional Grant Program. The Department will develop a Request for Proposal (RFP), pursuant to the Department's RFP process and pursuant to the requirements and timelines found in 22-96-104, C.R.S. If the Department determines an application is missing any information required by rule to be included with the application, the Department may contact the education provider to obtain the missing information. As applicable, each grant application, at a minimum, shall specify:



2.01(2)(a) The intended recipient schools, the number of health professionals employed by the education provider in schools prior to receipt of a grant, and the ratio of students to school health providers in the schools operated by or receiving services from the education provider;

2.01(2)(b) The education provider's plan for use of the grant moneys, including the extent to which the grant moneys will be used to increase the number of school health professionals at recipient schools and to provide behavioral health care services at recipient schools, including but not limited to screenings, counseling, therapy, referrals to community organizations, and training for students and staff on behavioral health issues;

2.01(2)(c) The education provider's plan for involving leaders at the recipient schools and in the surrounding community and the faculty at recipient schools in increasing the capacity and effectiveness of the behavioral health care services provided to school students enrolled in or receiving educational services from the education provider;

2.01(2)(d) The extent to which the education provider has developed or plans to develop community partnerships to serve the behavioral health care needs of all of the students enrolled in or receiving educational services from the education provider;

2.01(2)(e) The extent to which the education provider has seen increased incidence of disciplinary actions for drug use or selling drugs, suicide attempts, deaths by suicide, bullying, adverse childhood experiences, or other factors that affect students' mental well-being;

2.01(2)(f) The extent to which the education provider has an existing program that can be expanded to increase the availability of school health professionals;

2.01(2)(g) The amount of matching funds that the education provider intends to provide to augment any grant moneys received from the program and the anticipated amount and source of any matching funds; and

2.01(2)(h) The education provider's plan for continuing to fund the increase in school health professional services following expiration of the grant.

2.01(3) **Application Priority Criteria**. In reviewing applications and making recommendations to the State Board, the Department shall prioritize applications based on the following criteria:

2.01(3)(a) The education provider's need for additional school health professionals in schools, demonstrated by the local school and community data regarding student alcohol or drug use, access to behavioral health care provider, or other data showing the need for a school health professional;

2.01(3)(b) The existence of a successful school health team in the education provider's school or schools;

2.01(3)(c) The amount of the matching money that the education provider or a community partner is able to commit;

2.01(3)(d) The education provider's emphasis and commitment to implement evidence based and research-based programs and strategies;

2.01(3)(e) The likelihood that the education provider or community partner will continue to fund the increases in the level of school health professional services following expiration of the grant;

2.01(3)(f) The extent to which the education provider prioritizes use of grant money for staff training related to behavioral health supports; and

2.01(3)(g) Whether the education provider has an established process for a parent or legal guardian to opt their child out of a health course or part of the health curriculum.

2.01(4) **Additional Review Criteria.** The Department and the State Board shall consult with experts in the area of school health professional services when establishing any additional criteria for awarding grants and in reviewing applications and selecting grant recipients.

2.01(5) **Duration, Amount, and Use of Grant Funding.** Subject to available appropriations, the State Board shall award grants to applying education providers pursuant to 22-96-104, C.R.S. The State Board shall base the grant awards on the Department's recommendations. Each grant shall have an initial term of one year and may be renewed for two subsequent years based on annual approval by the Department and available appropriation. In making the award, the State Board shall specify the amount of each grant.

2.01(5)(a) An education provider that receives a grant under the program shall use the money to increase the level of funding the education provider allocates to school health professionals to provide behavioral health care to students prior to receiving the grant and not to replace other funding sources allocated to provide school health professionals for students in schools.

2.01(5)(b) An education provider may use the money to contract with a community partner for behavioral healthcare services, including hiring private health care professionals, training, screening, and preventive supports. Additionally, the education provider may use the money to provide direct services or consultation by a school health professional through telehealth technology.

2.01(6) **Reporting.** In any fiscal year in which the general assembly makes an appropriation to the department for the purposes of the program, each education provider that receives a grant through the program shall report the following information to the department each year during the term of the grant:

2.01(6)(a) The number of school health professionals hired using grant moneys; and

2.01(6)(b) A list and explanation of the services provided using grant moneys.

2.01(7) **Evaluation of Program.** On or before May 1, 2015, and on or before May 1 in each fiscal year thereafter in which the general assembly makes an appropriation to the Department for the purposes of the program, the Department shall submit to the Education Committees of the Senate and the House of Representatives, or any successor Committees, a report that, at a minimum, summarizes the information received by the department pursuant to subsection (1) of this 22-96-105, C.R.S. The Department shall also post the report to its web site.

## Attachment B: Intent to Apply

The Intent to Apply for the School Health Professional Grant Program is due **Tuesday, February 18, 2020, by 11:59 pm.** Submit online at [www.surveymonkey.com/r/shpg2021\\_loi](http://www.surveymonkey.com/r/shpg2021_loi). Below is a screenshot of the information requested. The Intent to Apply is encouraged, but not required to submit an application.

Name of Lead Applicant (District/BOCES/CSI)

\_\_\_\_\_

Schools to be Served (if known)

\_\_\_\_\_

Name of Authorized Representative

\_\_\_\_\_

Name of Application Contact

\_\_\_\_\_

Contact E-mail Address

\_\_\_\_\_

Contact Phone Number

\_\_\_\_\_

I affirm that I am the named Authorized Representative, or the Authorized Representative is aware and has approved of the intent to apply for this funding opportunity.

If No, please explain.

\_\_\_\_\_