



Safer Communities Project

Webinar for Interested Applicants

March 21, 2024

Millersville University

Millersville University

- This webinar is being recorded and will be posted on Millersville University's Safer Communities Grant webpage once the recording is available.
- Please check your audio settings to make sure you are able to hear today's presentation using your computer or other device.
- You will be able to submit questions through the Q&A feature in the live event. Questions submitted through this feature will not be visible to all participants, but will be shared by the moderator and responded to by the panelists.
- We will allot time at the end of the webinar to answer questions submitted through the Q&A feature.
- In the interest of providing consistent and equitable access to information, we are unable to respond to questions about individual programs.
- If there are more questions beyond the time allotted for today's webinar, responses to those questions along with questions submitted by April 1st to Safer.Communities@millersville.edu will be posted on the Safer Communities Grant webpage.

Moderator and Panelists



- **Victor DeSantis**, Ph.D., Vice President of Community Relations and Strategic Initiatives and Safer Communities Principal Investigator, Millersville University
- **Denise Muller**, M.P.H, M.A., Safer Communities Program Director, University Relations and Strategic Initiatives, Millersville University
- **Jeffry Porter**, M.S., CRA, Associate Vice President, Office of Grants, Sponsored Programs, and Research, Millersville University
- **Ruth Sheetz**, Procurement Director, Millersville University
- **Kelly Feltault**, Ph.D, Principal and Executive Director, Cultural Crossings Consulting, LLC
- **Tasha Parker**, Ph.D., LSCSW, M.P.A., ACHT, Principal and Founder, Institute and Development, LLC
- **Sarah Williams Leng**, M.A., CAPM, Owner and Principal, Sarah Williams Leng Consulting, LLC
- **Scot Seitz**, Ph.D., Co-Owner and Principal, Lumen Guidance & Consultation, LLC

Agenda



Project Background and Purpose

Applicant Eligibility

Application Selection Process

Awarding Contracts

Required Meetings

Narrative Statement

Budget with Justification

Submission Requirements

Evaluation Activities

Q&A

Background and Purpose

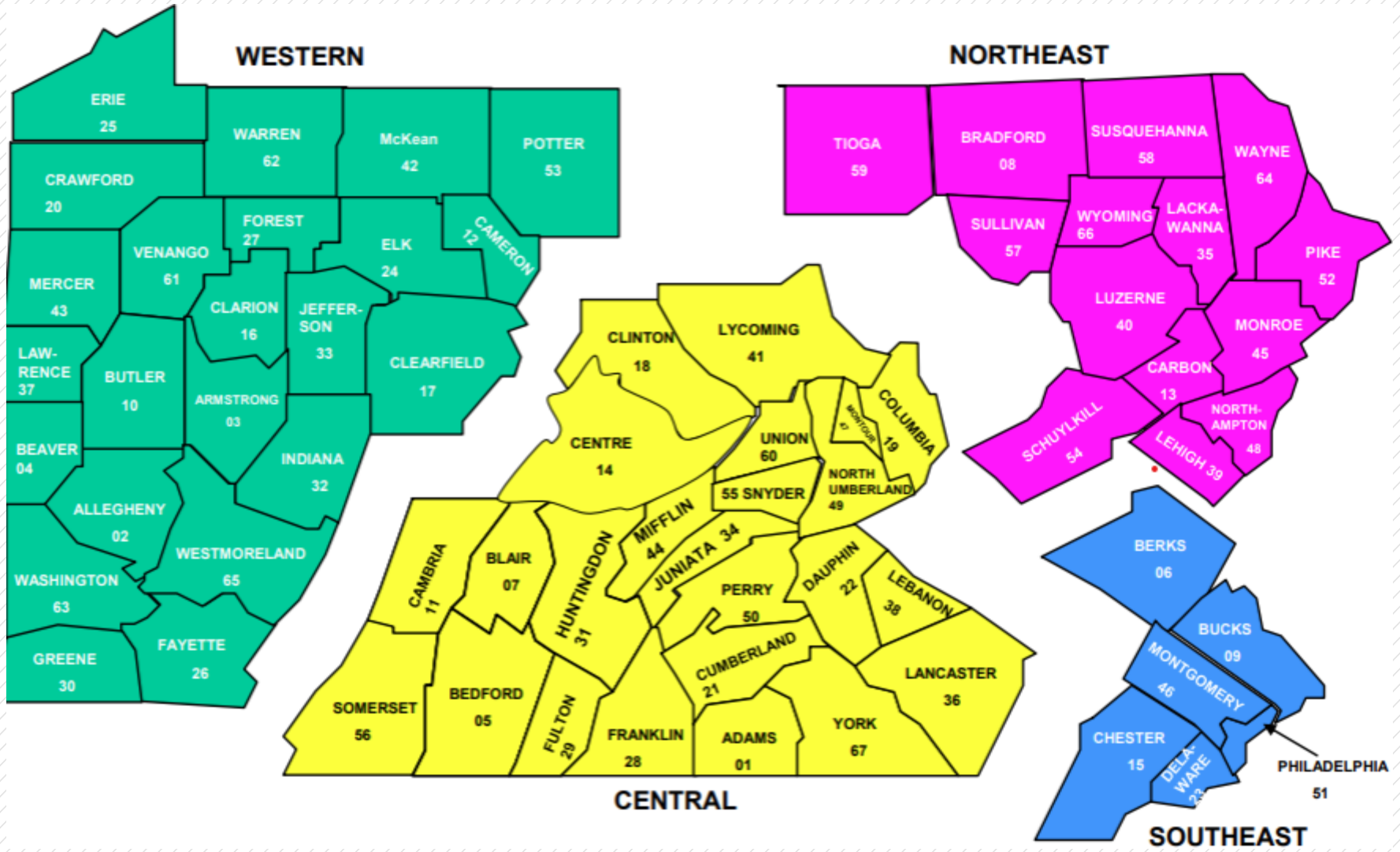


- Federal government created additional provisions for use of Medicaid funds
- The Pennsylvania Dept. of Human Services, Office of Mental Health and Substance Abuse Services (OMHSAS) is investigating the viability of creating Medicaid criteria for reimbursing for these services in Pennsylvania.
- OMHSAS received federal funding to evaluate peer-to-peer mental health support services for people who have experienced gun violence.
- OMHSAS contracted with Millersville University to administer a competitive grant for nonclinical nonprofit organizations currently implementing these types of programs in order to evaluate these programs
- External evaluation team will collaboratively work with grantees
- Final evaluation report with recommendations for expanding the Medicaid criteria

To be eligible, an applicant must meet the following criteria:

- 501c3 organization in good standing in the State of Pennsylvania.
- Be a current provider of nonclinical, community-based peer-to-peer individualized and/or small group mental health support services for survivors of gun violence that will be implemented continuously throughout the grant period.
- Be able to allocate staff for project management, fiscal management, data stewardship, and program implementation.
- Be ready and willing to actively participate in the evaluation as a collaborative partner and to submit timely, accurate programmatic and financial reports
- Be able to provide contact information for current and past staff, past clients, and partners of the program dating back at least one year.
- *Please note, programs implemented by staff who are already able to bill for Medicaid are **not eligible***

Geographic Distribution



Selection of Applications



Awarding Contracts

- The University anticipates awarding **10 to 15 grantees** whose applications best meet the financial, technical, and programmatic requirements of this grant
- An applicant selected through the competitive process will be required to sign a contract in order to be awarded.
- An applicant can apply for up to **\$150,000 for the initial 12-month period**
- The University anticipates executing contracts in June 2024.
- Anticipated timeline for contracts is June 2024 – May 2025, with the possibility of amendment extending the contract through Dec 2025
- The contract amendment is contingent on OMHSAS approving an extension to the Intergovernmental Agreement with Millersville University
- If contracts are amended, a grantee may receive up to an additional \$100,000, for a total budget of \$250,000

Reporting Requirements

- Submit quarterly programmatic reports to the University at safer.communities@millersville.edu
- Submit quarterly invoices with receipts for reimbursement of prior month or prior quarter to the University at safer.communities@millersville.edu and accounts.payable@millersville.edu



Required Virtual and In-Person Meetings



Grantees will be required to participate in all in-person and virtual meetings.

- Grantees will participate in a two-hour virtual Grantee Convening meeting once the awards have been made. **(June 2024)**
- Grantees will participate in a one-day Outcomes Scoping Workshop held in-person at Millersville University to collaboratively develop the key evaluation questions and jointly identify the outcomes common across their organizations and the services they believe produce those outcomes. **(July/Aug 2024)**
- Grantees will participate in a one-day Summit Workshop I held in-person at Millersville University. Grantees will provide feedback and contribute to the interpretation of research findings. **(Spring 2025)**
- Grantees will participate in a two-hour virtual Summit Workshop II. This workshop will present the findings and recommendations from the evaluation and the capacity assessment. Grantees will provide feedback included as part of the report. **(Fall 2025)**

- A. Governance Structure and Staffing Plan (25 points)
- B. Program Description (40 points)
- C. Program Connection with Local Community (10 points)
- D. Demonstration of Community Need (15 points)
- E. Budget with Budget Justification (10 points)

• (1) Describe the organization's governance structure and how the structure will ensure program deliverables will be achieved and funding requirements will be followed. (2) Describe the staffing plan for the Safer Communities Project. Specify the name, title, phone number, and email address for each staff member who will fill each of the following positions:

- The **Project Manager** (10-20% FTE)
- The **Financial Manager** (10-15% FTE)
- The **Evaluation Liaison** (30-40% FTE)
- The **Peer-to-Peer Support Worker(s)** (100% FTE)

Include in each listing the amount of time the person will devote to the project and include an explanation of how they will ensure their responsibilities are fulfilled. The Project Manager and the Financial Manager can be the same person or different people on staff. The Evaluation Liaison and the Peer-to-Peer Support Worker position should each be filled by two other staff members.

(1) Describe the nonclinical, community-based organization's community violence intervention (CVI) program focused on peer-to-peer mental health support services for victims of gun violence and the services that are provided. Programs may include screening and assessment services, individual and/or small group mental health support, crisis intervention, conflict mediation, and case management. *Programs implemented by staff who can bill for Medicaid are ineligible; in the program description please specify that the staff who implement the program are currently ineligible to bill through Medicaid.* (2) Specify if services are provided to individuals, small groups, or both and the frequency and duration that the individual or group accesses the services; (3) Describe how many clients on average are served on an annual basis; (4) Describe how people with lived experience of gun violence and trauma are selected to become peer-to-peer support workers; and (5) Describe if the program partners with other organizations, identify the other organizations, describe their roles, and describe the history of working together. If the program does not partner with other organizations, describe how the organization successfully implements its program independent from other organizations.

Program Connection with Local Community



Describe the community that is served through the CVI program focused on peer-to-peer mental health support services. Include (1) geographic information such as the city(ies), town(s), and/or neighborhood area(s) served; (2) demographic information of clients including age range, race and ethnicity, and language(s) spoken; (3) how the program focuses on individuals at highest risk of experiencing gun violence; and (4) how the program is culturally responsive to the specific needs of the community being served.

Demonstration of Community Need



Provide data from multiple sources illustrating the prevalence of gun-related violence in the county and/or community(ies) being served by the peer-to-peer program. Homicide, suicide, and/or firearm-related violence data from sources such as the Pennsylvania Department of Health Vital Statistics ([EDDIE \(pa.gov\)](https://www.pa.gov)), [county-level firearm death rates](#), local hospital firearm-related data, Uniform Crime Report (UCR) data, and other data sources can be used to demonstrate the community has a high rate of gun violence. Describe historic, recent, and current gun violence trends in the targeted area, noting if gun-related violence incidents have increased in recent years.

- Pennsylvania Dept. of Health, [Enterprise Data Dissemination Informatics Exchange \(EDDIE\)](#)
- Everytown for Gun Safety, [State and County Firearm Deaths and Injury Data](#)
- Pennsylvania Dept. of Health, Pennsylvania Violent Death Reporting System (PA-VDRS) [VDRS \(pa.gov\)](#)
- Pennsylvania State Police, Uniform Crime Reporting (UCR) System [Home \(pa.gov\)](#)

Budget

Provide a narrative description of the proposed budget including an explanation of how the figures were calculated. Please also be sure to complete the required budget table

Budget Categories	June 2024 – May 2025	June 2025 - Dec 2025	Total Anticipated Budget June 2024 - Dec 2025
Personnel			
Project Manager % FTE	\$	\$	\$
Finance Manager % FTE	\$	\$	\$
Evaluation Liaison % FTE	\$	\$	\$
Peer-to-Peer Support Worker 100%	\$	\$	\$
Personnel Total	\$	\$	\$
Benefits (specify % benefits)			
Project Manager	\$	\$	\$
Finance Manager	\$	\$	\$
Evaluation Liaison	\$	\$	\$
Peer-to-Peer Support Worker	\$	\$	\$
Benefits Total	\$	\$	\$
Travel			
Mileage # of miles x \$0.67/mile	\$	\$	\$
Lodging # of rooms x # of nights x \$	\$	\$	\$
Per Diem	\$	\$	\$
Travel Total	\$	\$	\$
Other Direct Costs			
Subcontracts	\$	\$.	\$
Total Direct Costs (Personnel, Benefits, Travel, Subcontracts)	\$	\$	\$
Indirect Cost	\$	\$	\$
Total Budget (Total Direct and Indirect)	\$	\$	\$

Budget Justification

- **Personnel:** Provide salary and percentage of time for Safer Communities Project staff being charged to this grant.
- **Benefits:** Provide a description of calculation of staff benefits. Include percentage of benefits for each staff member based on percentage of staff time being charged to this grant.
- **Travel:** Include separate line items for lodging, mileage, and per diem. Mileage rate for a personal vehicle is \$0.67/mile. Per diem for meals when traveling to both one-day meetings is reimbursed as \$13 (breakfast), \$15 (lunch), and \$26 (dinner).
- **Subcontracts:** Grantees may establish subcontracts with partner organizations essential for conducting the CVI program focused on peer-to-peer mental health support services. If providing funds to a subcontractor provide a detailed description of services being paid through the subcontract including the calculations for the budgeted amount. Services provided by subcontractors must not currently be eligible for billing through Medicaid.
- **Indirect:** Grantees may allocate a reasonable amount of funds to cover indirect expenses such as office-relate expenses. Please include calculations for the determined indirect cost.

Application Submission



Submit application as a PDF document

Email received at safer.communities@millersville.edu by 4:00 pm EDT on Monday, April 15, 2024

Written in 12-point font and not exceed 25 pages single spaced including budget table and budget justification.

Include the organization's name, mailing address, email, and phone number

Include a link to the organization's nonprofit notation (e.g., Guidestar profile) or supporting documentation demonstrating registered 501c3 status.

Consist of a complete response to the requirements outlined in the RFA

<https://www.millersville.edu/ceged/safer-communities/safer-communities-grant.php> Grant Information | Millersville University

Evaluation Activities



The Evaluation Team



PhD
Cultural Crossings Consulting

Sr. Evaluator



Tasha Parker, PhD,
LCSW, MPA
Institute for Development

Sr. Evaluator



Sarah Williams Leng, MA,
CAPM
SWL Consulting

Assoc. Evaluator



Scot Seitz, PhD
Lumen Guidance &
Consultation

Data Analyst

Agenda

Collaborative Outcomes
Reporting

Capacity Assessment

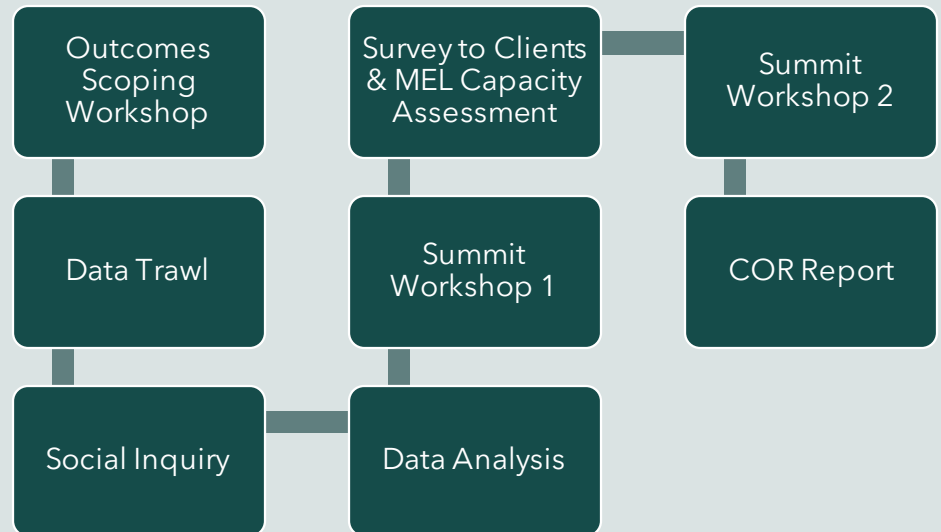
Evaluation Activities

Data Management &
Confidentiality



Collaborative Outcomes Reporting (COR)

- Participatory, grantees are evaluation partners
- Measures outcomes across organizations
- Mixed methods
- Survey to participants
- COR Report



Monitoring, Evaluation, and Learning (MEL) Capacity Assessment

GOAL

- To identify **organizational capacities and needs** related to collecting and reporting data for Medicaid reimbursement

ACTIVITIES

- **Mapping** current data collection and management processes
- **Reviewing historical data** related to data collection and reporting
- Conducting **interviews** with key personnel

REPORT

- Outline **current MEL capacity** broadly
- **Recommendations** to State for strengthening organizational systems to meet the reporting requirements for Medicaid reimbursement

Evaluation Liaison Activities

Evaluation Liaisons will:

- Attend **evaluation-focused meetings**
- **Co-develop the evaluation** and the **MEL Capacity Assessment**
- **Community liaison** communicating with the evaluation team, program staff members, and participants
- **Support data collection:**
 - *Gather & share existing program data*
 - *Logistics of interviews/focus groups*
 - *Distributing survey to current and past participants*



Data Management & Confidentiality

CONFIDENTIALITY

- Unique ID numbers, not names & not published
- Aggregate data only in reports
- Copies of transcripts to interviewees
- Summaries of focus groups to participants

DATA MANAGEMENT

- Encrypted, password protected systems
- Access only by Evaluation Team

CONSENT

- Interviewees & focus group participants
- Informed consent:
Voluntary participation
Data use & ownership
Confidentiality



Questions?