

# **MENTAL HEALTH STUDENT SERVICES ACT**

## **Request for Applications**

RFA\_MHSSA\_003

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## ATTACHMENT 6: APPLICATION COVER SHEET

### Mental Health Student Services Act Grant Application Cover Sheet/Minimum Requirements (MHSSA\_001 GRANTEES)

Provide the information related to the partnership below.

Name of County and/or City Mental Health/Behavioral Health Department	Director/Designee or Lead Agency Director/Designee Name and Title
Ventura County Behavioral Health	Loretta L. Denering, DrPH, MS, Assistant Director Ventura County Behavioral Health
Director/Designee or Lead Agency Director/Designee Signature	Date

I HEREBY CERTIFY under penalty of perjury that I have the authority to apply for this grant and that this grant Application is consistent with the terms and requirements of the Commission's Request for Application for the Mental Health Student Services Act.

Applicant/Lead Grant Coordinator Contact Information:

Name:	<b>Dr. Jamie Rotnofsky</b>
Title:	<b>Senior Manager, Ventura County Behavioral Health, MHSA</b>
Email:	<a href="mailto:Jamie.Rotnofsky@ventura.org">Jamie.Rotnofsky@ventura.org</a>
Phone Number:	(805) 981-2262

## ATTACHMENT 7: SCHOOL DISTRICTS/SCHOOLS

### (MHSSA\_001 GRANTEES)

School Districts/Schools		
If Applicant is adding more school districts/schools to their existing program, list the new school districts/schools		
<b>VIII.B.</b>	1.	<div style="display: flex; justify-content: space-between;"> <div style="width: 65%;"> <p>School Districts:</p> <p>1) Conejo Valley Unified School District</p> <p>2) Oak Park Unified School District</p> <p>3)</p> <p>4)</p> <p>5)</p> <p>(Add rows as needed)</p> </div> <div style="width: 30%;"> <p>Enrollment:</p> <p>1) 17,397</p> <p>2) 4,355</p> <p>3)</p> <p>4)</p> <p>5)</p> </div> </div>
	2.	<div style="display: flex; justify-content: space-between;"> <div style="width: 65%;"> <p>School:</p> <p>1) Ventura High School (Existing school district - Ventura Unified School District)</p> <p>2) Foothill Technology High School (Existing school district - Ventura Unified School District)</p> <p>3) Pacific High School (Existing school district - Ventura Unified School District)</p> <p>4) Newbury Park High School (Conejo Valley Unified School District)</p> <p>5) Thousand Oaks High School (Conejo Valley Unified School District)</p> <p>6) Westlake High School (Conejo Valley Unified School District)</p> <p>7) Oak Park High School (Oak Park Unified School District)</p> <p>(Add rows as needed)</p> </div> <div style="width: 30%;"> <p>Enrollment:</p> <p>1) 2,124</p> <p>2) 1,013</p> <p>3) 168</p> <p>4) 2,338</p> <p>5) 2,019</p> <p>6) 2,198</p> <p>7) 1,420</p> </div> </div>

## ATTACHMENT 8: PROPOSED PLAN (MHSSA\_001 GRANTEES)

Proposed Plan	
VIII.C.	<p>Provide a brief proposed plan/narrative that describes how the additional grant funds will be spent in support of the current MHSSA program.</p> <p>Additional grant funds will be used to expand the current, Ventura Behavioral Health (VCBH) and Ventura County Office of Education (VCOE) Wellness Center model to additional school districts and schools in Ventura County. With these additional funds, we will have Wellness Centers in 6 of the 8 school districts that serve high school students throughout Ventura County. These additional funds will also support our current grant by expanding on the existing service model by funding additional clinicians to support early identification and linkage to services to help mitigate the progression of mental illness.</p> <p>Annually, at least 1,700 vulnerable youth are expected to seek mental health services and support at proposed new Wellness Centers. At least an additional 11,280 students will be impacted through the program's awareness, education, and outreach services with this new funding.</p> <p>Services provided through the Wellness Center Program will continue to address: 1) mental health services provided on school campuses; 2) suicide prevention services; 3) drop-out prevention services; 4) outreach to high-risk youth and young adults, including, but not limited to, foster youth, youth who identify as LGBTQ+, and youth who have been expelled or suspended from school; and 5) placement assistance and development of a service plan that can be sustained over time for students in need of ongoing services.</p> <p>The current and proposed Wellness Center model specifically improves timely access to mental health services by:</p> <ul style="list-style-type: none"><li>• Establishing a “one-stop” location where needed services can be accessed, similar to a mental health clinic</li><li>• Locating services where it is convenient to students – where they attend class every day</li><li>• Eliminating identified barriers of cost, transportation, and time off work by parents</li><li>• Reducing perceived stigma that would prevent students from accessing services through a communication plan designed to address that issue</li><li>• Introducing new population-specific mental health awareness education so that students will understand if an issue is related to mental illness early before symptoms can become acute</li><li>• Scheduling “office hours” for needed professionals and experts to facilitate easy access</li><li>• Enabling access to services by allowing appointments with professionals, if needed</li></ul>

- Ensuring that students know about the center and the services available through a Wellness Peers-led communication plan

Through both on-campus programming and community-based partnerships, students will receive coordinated health/mental health and other support services to maximize student engagement and success. Services will include mental health screening, intervention, counseling, education, and referrals; crisis intervention; linkages and access to a vast network of counseling and mental health treatment/services; placement assistance and service planning; coordination with health, educational, and other community services; suicide prevention; drop-out prevention; and outreach to high-risk youth.

Additional funds will allow us to onboard two new school districts (Conejo Valley Unified School District and Oak Park Unified School District) and expand in one existing school district (Ventura Unified School District). Within these districts we will be opening seven new Wellness Centers at the following school sites:

- 1) Ventura High School (Ventura Unified School District)
- 2) Foothill Technology High School (Ventura Unified School District)
- 3) Pacific High School (Ventura Unified School District)
- 4) Newbury Park High School (Conejo Valley Unified School District)
- 5) Thousand Oaks High School (Conejo Valley Unified School District)
- 6) Westlake High School (Conejo Valley Unified School District)
- 7) Oak Park High School (Oak Park Unified School District)

Along with adding seven new Wellness Centers, additional funding will also support a VCBH Administrative Assistant who will work to establish the development, implementation, and coordination of new Wellness Centers throughout various schools within Ventura County. This includes ensuring close collaboration between VCBH staff, VCOE staff, School District Administrators, and State level officials including the MHSOAC. Duties include (but are not limited to): establishing efficient communication between parties, setting up and running or attending planning meetings as well as attending MHSOAC state-level meetings. This position is also responsible for providing all necessary reporting up to the State agencies per the State's posted reporting guidelines. Reports include: a monthly "check-in" report, quarterly hiring reports as well as annual fiscal reports. These reports will be accomplished by working with appropriate team members. The position will interface and coordinate with our 3rd party evaluator/contractor, Evalcorp, to help ensure State data gathering requirements and evaluation requirements are met in a timely manner.

This position is also in charge of uploading data elements to the State through a secure portal. In addition, this position will approve monthly invoices, and may assist with budgetary planning and sustainability efforts.

The additional objectives of facilitating linkages and access to ongoing services are designed to meet the program's goals of 1) preventing mental illness from becoming severe and disabling; 2) reducing risk factors that negatively affect mental health and academic success; and 3) improving access to school-based mental health services. These additional objectives include:

**Objective 1:** Provide linkages to program services to students on campuses.

**Outcomes:** 1) Start program services within thirty (30) days by launching the communication program to announce the Wellness Center and its services, communicating where to access services prior to the centers' opening, providing mental health awareness messaging, and recruiting Wellness Peers; 2) At least 10% of students at each high school will be served through Wellness Center services during each program year; 3) At least 60% of students who access Wellness Center services will improve in measures of well-being by the end of each school year, as assessed by a well-being measurement tool developed with the consultation of Evalcorp.

**Objective 2:** Provide linkages to suicide prevention services.

**Outcomes:** 1) At least 75% of students who are referred, or express suicidal ideation, may be assessed as needed each program year; 2) At least 75% of students who are identified as high-risk will be provided a Brief Intervention and will have a Safety Plan developed and implemented each program year; 3) At least 75% students who screen high-risk on the may be linked with ongoing services through county providers each program year.

**Objective 3:** Provide linkages to drop-out prevention services.

**Outcomes:** 1) At least 5% students at each high school will be evaluated for drop-out prevention interventions based on risk factors, attendance, or repeated suspensions each program year; 2) At least 50% of students who are determined to be at risk of dropping out will be linked with ongoing drop-out prevention services each program year.

**Objective 4:** Provide linkages to placement assistance and development of a service plan that can be sustained over time for students in need of ongoing services.

**Outcomes:** 1) At least 50% of students who have been assessed/screened for mental health treatment needs may be linked to further services.

**Objective 5:** Provide linkages to outreach to high-risk youth and young adults, including, but not limited to, foster youth, youth who identify as LGBTQ+, and youth who have been expelled or suspended from school.

**Outcomes:** 1) At least 50% of targeted special populations will be connected with the Wellness Center and receive mental health screenings; 2) At least 50% of targeted special populations who access Wellness Center services will be connected with a linkage to ongoing community services, such as support groups, community-based mental health providers, and Student Success Teams.

To ensure that these objectives are implemented within each Wellness Center, a full-time Wellness Center Coordinator will oversee all activities to achieve the program's desired goals and objectives. The Wellness Coordinator will: 1) provide mental health resources, linkage, and access; 2) provide mental health education and training; 3) coordinate early intervention services/short-term counseling; 4) support crisis intervention as needed; 5) develop and implement the school-based communication program in our previous application; 6) provide ongoing supervision and program management of Wellness Peers; 7) maintain service data to support program evaluation; and 8) arrange Brief Interventions for alcohol and drug offenses. Wellness Coordinators will refer students with more intensive mental health needs to the specific services to provide linkages to care providers and a more complete evaluation and assessment of a youth's needs.

It is anticipated that each new Wellness Center will have ten Wellness Peers. Peer mentoring will allow the Wellness Centers to create safer and more nurturing environments to help support students' social and emotional needs and general wellbeing. Wellness Peers will be high school students, juniors, and seniors. The role of the Wellness Peers will be to: provide support to Wellness Center participants (in and out of the center), suggest ways of managing symptoms, de-escalate emotional situations, refer students to the center, promote the center through events and communication plan activities, provide mental health education to student audiences, announce, and participate in Wellness Center workshops and events, and distribute information about on-site resources. In summer months prior to when instruction starts, peers will participate in a three-day training, which will include: *SafeTALK* to help recognize symptoms and assist in the de-escalation of suicidal students, *Power over Prodromal Psychosis* (VCPOP) to recognize early psychosis prodromal symptoms, cultural and linguistic competency, trauma-informed practices, restorative justice practices, and employment skills.

The Wellness Center direct services staff will be supported by a Wellness Operations Specialist who will facilitate community resource and training scheduling, cover absences, train, and provide ongoing professional development for Wellness Coordinators, create, and provide Wellness Peers training sessions, ensure data collection is maintained, track site operations, and facilitate site logistics. The Wellness Program Manager will hire program staff, coordinate recruitment, visit sites, and review site implementation and operations for adherence to the program plan, link services with VCBH technical support, provide performance reviews, ensure that program reporting, and other grant requirements are completed, conduct sustainability planning, and be the liaison with Evalcorp to determine program impact and the need for quality improvements. The Wellness Program Manager will oversee grant budget tracking, invoices, purchasing for VCOE, and will ensure that budgeting and reporting is in alignment with MHSOAC requirements. The Wellness Program Director (in-kind) will ensure that the program is integrated with VCOE services and policies, connect services through communications with community and Partnership leaders, report progress to the Partnership, evaluate outcomes, and approve or decide on needed programmatic changes.

The existing VCOE Administrative Assistant will continue to provide clerical services, process timecards, keep program records, order supplies, and provide additional support for all additional Wellness Centers.

Wellness Clinicians will be hired or remain on staff in order to provide additional oversight and provide direct services to at-risk youth. The additional funding will also be used to support summer and winter training sessions for the Wellness Peers, professional development, and costs associated with equipping the Wellness Centers with the supplies, technology, and supports needed to keep them running efficiently.

Since access to services was the greatest gap in mental health services according to our most recent needs assessments utilizing the current Wellness Center model will most directly impact early identification and intervention. Wellness Center integrated care will provide short-term individual, group, and family mental health services in responsive outpatient holistic care settings that also incorporate other services to support a student's full well-being. The Ventura County Wellness Centers Program will provide safe places, qualified Wellness Peers, and professionals, where youth will be able to go for help with mental health questions and challenges.



## ATTACHMENT 9: BUDGET WORKSHEET (MHSSA\_001 GRANTEES)

ATTACHMENT 9 BUDGET WORKSHEET MHSSA_001 GRANTEES (Whole Dollars)							
<i>Note - Proposed budget should represent what an Applicant can spend</i>							
<b>Applicant: Ventura County Behavioral Health Department</b>							
Hire Staff (list individual role/classification) (add rows as needed)	Hiring Month	Year 1	Year 2	Year 3	Year 4	Year 5	Total All Years
VCBH Administrative Assistant (FT)	1	76,644	80,476	82,890	85,377	42,689	368,076
Subtotal - Personnel Services Salaries		76,644	80,476	82,890	85,377	42,689	368,076
Add: Personnel Services Benefits		23,929	25,126	25,879	26,656	13,328	114,918
Total Personnel Services		100,573	105,602	108,770	112,033	56,016	482,994
Hire Contractors or other non-staff (If applicable, list individual role/classification) (Add rows as needed)	Hiring Month	Year 1	Year 2	Year 3	Year 4	Year 5	Total All Years
Wellness Coordinators (FT)	2	820,596	820,596	820,596	820,596	410,298	3,692,682
Wellness Clinician	3	915,000	915,000	915,000	915,000	457,500	4,117,500
Wellness Operations Specialist (PT)	2			99,014	99,014	49,507	247,535
VCBH Administrative Assistant II (PT)	2			84,227	84,227	42,113	210,567
Wellness Program Manager/Coordinator (PT)	2			41,648	41,648	20,824	104,120
Wellness Peers	3	75,600	75,600	75,600	75,600	37,800	340,200
Peer Summer Training	3	14,000	14,000	14,000	14,000	7,000	63,000
Peer Winter Training	6	14,000	14,000	14,000	14,000	7,000	63,000
Evaluator (Evalcorp)	1	10,000	10,000	10,000	10,000	5,000	45,000
Total Contracted Services		1,849,196	1,849,196	2,074,085	2,074,085	1,037,042	8,883,604
Total Personnel/Contracted Services		1,949,769	1,954,798	2,182,855	2,186,118	1,093,059	9,366,598
Other Costs (non-staff and non-contracted services)	Expense Month	Year 1	Year 2	Year 3	Year 4	Year 5	Total All Years
Professional Development	2-12	6,000	4,000	4,000	4,000	2,000	20,000
Staff and Peer Training Supplies	2-12	35,000	35,000	35,000	35,000	17,500	157,500
Rental Costs for Training Rooms	2-12	3,500	3,500	3,500	3,500	1,750	15,750
Wellness Center Workshops/Guest Speakers	3-12	21,000	21,000	21,000	21,000	10,500	94,500
Food and snacks for Wellness Center Workshops	3-12	10,500	10,500	10,500	10,500	5,250	47,250
Program Supplies	1-12	35,000	28,000	21,000	10,500	5,250	99,750
Technology	1-12	49,000	14,000	14,000	14,000	7,000	98,000
Office Supplies	1-12	7,000	7,000	7,000	7,000	3,500	31,500
Transportation for Trainings	1-12	7,000	7,000	7,000	7,000	3,500	31,500
Food for Staff Trainings	1-12	3,000	3,000	3,000	3,000	1,500	13,500
Program Communications Plan Supplies	2-12	35,000	21,000	21,000	21,000	10,500	108,500
Travel	1-12	5,100	5,100	5,100	5,100	2,550	22,950
Total Other Costs		217,100	159,100	152,100	141,600	70,800	740,700
Total Program Costs before Administration		2,166,869	2,113,898	2,334,955	2,327,718	1,163,859	10,107,298
Administration (includes indirect costs and overhead, limited to 15%)		325,030	317,085	350,243	349,158	174,579	1,516,095
Total Proposed Program Costs		2,491,899	2,430,983	2,685,198	2,676,876	1,338,438	11,623,393

## ATTACHMENT 14: FINAL SUBMISSION CHECKLIST

Complete this checklist to confirm the items in your application. Place a check mark or “X” next to each item that you are submitting to Commission. For your application to be complete, all required attachments along with this checklist shall be returned with your application package.

### MHSSA\_001 GRANTEES

Check	DESCRIPTION
X	Attachment 6: Application Cover Sheet/Minimum Requirements
X	Attachment 7: School Districts/Schools
X	Attachment 8: Proposed Plan
X	Attachment 9: Budget Worksheet
X	Attachment 14: Final Submission Checklist