

# Letter of Interest

## School Based Mental Health Services Project

Letter is Due:  
March 7, 2022

**Funding Period:** April 1, 2022 through  
September 30, 2022

**Letter:** Each school district or Charter Authority will submit **ONE** letter on behalf of eligible schools. Letters should be submitted electronically to:

Ruby Kelly, EPP - School Based Mental Health Services Grant Project Coordinator

[kellyr@doe.nv.gov](mailto:kellyr@doe.nv.gov)

Issued by the:

Nevada Department of Education (NDE)

Office for a Safe and Respectful Learning Environment (OSRLE)



Please address questions to:

[kellyr@doe.nv.gov](mailto:kellyr@doe.nv.gov)

**Restrictions/Conditions:** This letter of interest to participate is open to all Nevada school districts and charter academies that meet the need and capacity qualifications described in section A, B and C. These funds are reserved for very specific work force development strategies and will be allocated until the funding is depleted for that specific year. These funds come with a 25% match requirement.

## OVERVIEW

The purpose of the School-Based Mental Health Services Grants program is to increase the number of qualified mental health service providers that provide school-based mental health services to students in local educational agencies with demonstrated need. To accomplish this goal, two strategies will be emphasized; 1) recruitment and 2) retention of school based mental health services professionals (SB- MHSPs) in high need schools. Data will be collected and reported in compliance with the Government Performance Results Act (GPRA) measures, as stated below in Section II.E.

## INSTRUCTIONS AND REQUIREMENTS

### A. Eligible LEAs

This program is open to all Nevada school districts and Charter School Academies that are qualified based upon set criteria.

### B. Use of Funds

The following recruitment and retention activities are allowable for this program:

1. Stipends for Supervision of Practicum Students
2. Stipends for Clinical Supervision
3. Student Loan Partial Repayment
4. Employment Signing Bonus
5. Relocation Bonus
6. Stipends for Practicum Students
7. Stipends for Clinical Interns
8. Professional Development (CEUs)
9. Conference Registration
10. Licensing Exam Fees for counselors, social workers, and psychologists
11. Clinical Licensing Exam
12. Licensing Fee (State Board of Examiners: counselors and psychologists)
13. Recruitment and Marketing to Diverse Populations
14. Student Transportation: Dual Enrollment Students
15. Student Travel and Related
16. Printing (for Recruitment and Marketing)
17. Student Tuition
18. Dues and Fees (for professional association membership)

### **\*\*\*Licensing Exam Fees for school counselors, school social workers, and school psychologists –**

- Licensing Exam fees for school counselors, school psychologists, school social workers, and school mental health workers only, may be reimbursed up to \$230 per each new 1.0 FTE employee as a onetime reimbursement whether the exam is passed or not. Verification shall be requested.
- Clinical Licensing Exam - Clinical Licensing Exam fees for school social workers and school mental health workers only, may be reimbursed at \$260 per each 1.0 FTE

employee as a one-time reimbursement whether the exam is passed or not. Verification shall be requested.

- Licensing Fee (Social Work and other state behavioral health boards) - Licensing fees for Social Workers and other state behavioral health board licensees, (school social workers and school mental health workers only) may be reimbursed at \$225 per each 1.0 FTE employee as a one-time reimbursement. Verification shall be requested.
- Licensing Fee (State Board of Examiners: counselors and psychologists) - Licensing fees for School Counselors and School Psychologists may be reimbursed at \$180 per each 1.0 FTE employee as a one-time reimbursement. Verification shall be requested.

### **C. Match Requirements**

These funds have a federal match requirement of 25%. Match can come from any unmatched state dollars and should be illustrated in detail in your budget and contribute to the overall School Based Mental Health Services Project. Once the budget has been approved and sub-award granted, match will accompany all Request for Funds to NDE. NDE will request documentation of match for reporting purposes.

#### **D. Use of a Multi-Tiered System of Supports (MTSS)**

Research has consistently demonstrated that the use of a multi-tiered system of supports (MTSS) framework results in a more effective implementation of school based services, from academic supports to behavioral and mental health services. An MTSS approach to coordinated services and supports has also been recognized as a key element in reducing educator burn-out and overwhelm while maximizing efficient use of what are often limited resources.

As such, awarded districts and charters will be encouraged to ensure that practicum students, clinical interns, and supervisors that are funded by the project have access to trainings on MTSS, which will be provided by OSRLE and our partners at no cost to subgrantees.

#### **E. Data Recording and Reporting**

In order to support a robust program evaluation and reporting of outcomes under the School Based Mental Health Service Project, OSRLE will expect all grantees to provide data on the following GPRA measures.

1. The number of SB-MHSP recruited as a result of the grant.
2. The number of SB-MHSP retained as a result of the grant.
3. The reduction in the ratio of students to MH service providers for each LEA with demonstrated need served by the grant.
4. The increase in the number of SB-MHSP hired annually for each LEA with a demonstrated need served by the grant as compared with the average number of such providers hired in each LEA in the 5 years prior to receiving the grant.
5. The reduction in the annual attrition rate of SB-MHSP for each LEA with a demonstrated need served by the grant compared with the average attrition rate of such providers in each LEA in the 5 years prior to receiving the grant.

This data must be maintained within the provisions of all federal and state laws regarding student information and confidentiality (i.e., FERPA and HIPPA).

#### **F. Review Criteria**

Funding will be prioritized by need, ability to implement the strategies, ability to provide match, and in accordance with the Ranking Scale.

#### **G. Proposed Timeline**

<b>Date</b>	<b>Activity</b>
March 7, 2022	Letter of Interest and budget form Due
March 25, 2022	All budgets executed and finalized (based on timely receipt of approved budget templates, signatures, and Statement of Assurances)
October 2022	Fiscal Year 2022 Final Financial Report (FFR) due to NDE

# LETTER OF INTEREST AND SCOPE OF WORK

## Nevada Local Education Agencies and State Charter School Authority

Please complete this form with information regarding all funding portions your LEA has agreed to perform under the Nevada Department of Education's School Based Mental Health Services grant. This will become part of your packet materials and must provide a general summary of the activities that you plan to perform.

LEA Name:

Fiscal Year                      FY 2022

Contact Name

Contact Email

Contact Phone

School 1

School 2

School 3

School 4

School 5

School 6

School 7

## Recruitment Strategies

No, we **DO NOT** plan to initiate and support Early Recruitment activities within our Institution and WILL NOT direct funds towards that end.

Yes, **WE DO** plan to initiate and support Recruitment activities within our Institution and will direct funds towards that end.

Under this category activities **may** include:

Incentives for college-bound student enrollment in dual-enrollment courses through paid tuition and fees for students.

Student enrollment in dual-credit courses,

Recruitment and marketing of culturally and ethnically diverse students to mental health careers,

Other (See "List of Strategies"):

If you selected YES, please provide a summary of the specific Recruitment activities you intend to engage in, as indicated in the attached list of strategies. Please be detailed as possible in describing the strategies and activities. A "Use of Funds" list is available on Page 2 to refer to. If you need additional space, please attach a separate document.

## Retention Strategies

No, we **DO NOT** plan to initiate and support Retention activities within our Institution and WILL NOT direct funds towards that end.

Yes, **WE DO** plan to initiate and support Retention activities within our Institution and will direct funds towards that end.

Under this category, activities **may** include:

Stipends for Practicum and Clinical Internship Supervision

Student Loan Partial Repayments for school counselors, school psychologists, and school social workers employed in designated LEAs (with minimum time commitments)

Other (See "List of Strategies")

If you selected YES, please provide a summary of the specific Retention activities you intend to engage in, as indicated in the attached list of strategies. Please be detailed as possible in describing the strategies and activities. A "Use of Funds" list is available on Page 2 to refer to. If you need additional space, please attach a separate document.

**Agreement to Collect Data**

In order to meet federal requirements for the reporting of outcomes under the School Based Mental Health Service Project, all participants need to track the below data that is relevant to their strategies.

1. The number of SB-MHSP recruited as a result of the grant.
2. The number of SB-MHSP retained as a result of the grant.
3. The reduction in the ratio of students to MH service providers for each LEA with demonstrated need served by the grant.
4. The increase in the number of SB-MHSP hired annually for each LEA with a demonstrated need served by the grant as compared with the average number of such providers hired in each LEA in the 5 years prior to receiving the grant.
5. The reduction in the annual attrition rate of SB-MHSP for each LEA with a demonstrated need served by the grant compared with the average attrition rate of such providers in each LEA in the 5 years prior to receiving the grant.

Yes, we \_\_\_\_\_ plan to work with OSRLE to meet these data requirements.

**Agreement to Collect and Provide Match**

In order to meet federal requirements for the reporting of match under the School Based Mental Health Service Project, all participants need to show in their budget the sources of their 25% match, track that match and report it to NDE along with all RFFs.

Yes, we \_\_\_\_\_ plan to work with OSRLE to meet the 25% match requirements.

**Sign by Completing the Information Below:**

Signature of Authorized Representative

Name of Authorized Representative:

Title of Authorized Representative:

Email Address of Authorized Representative: