



**MEMORANDUM**

**TO:** Trustees

**FROM:** Julia López, Program Committee Chair **BOARD ACTION REQUIRED**

**DATE:** June 14, 2024

**SUBJECT:** Allocate \$35,750 from CCSF Emerging Needs to cover System of Care Partner Projects

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**BACKGROUND**

The Substance Abuse and Mental Health Services Administration (SAMHSA) has made considerable changes to the Children’s Mental Health Initiative System of Care. In the application review phase, we received a notice from the SAMHSA grant management system dated 8/8/23 stating that we needed to make the following three changes to our contractual budgets: (1) Youth in Need – remove \$3,000 for water bottles because “Food/meals/snacks are generally unallowable unless it’s an integral part of a conference grant or specifically stated as an allowable expense in the Notice of Funding Opportunity;” (2) Missouri institute for Mental Health – reduce the cost of survey incentives from \$50 to \$30; and (3) Vision for Children at Risk – remove rent and utilities as a direct expense. We emailed the Grants Officer to explain that the water bottles were reusable water bottles that would be distributed to homeless youth during outreach, not bottles of drinking water. They responded that we still needed to remove them from the budget. We made the required changes and resubmitted the budget on 8/10/23.

On 9/14/23, we received the Notice of Award from SAMHSA indicating that our project had been approved and the budget was conditionally approved pending two new changes in the Contractual category of the budget due back to SAMHSA by October 30, 2023. Those changes were a request to itemize the costs of the \$25,000 for communications and marketing support requested and to reduce the rate of childcare in the Vision for Children at Risk budget. We made those changes and resubmitted our budget in October. Since that time, we have met with our SAMHSA grants specialist nearly monthly to discuss programmatic changes that they are requiring of all grantees to increase their focus on evidence-based therapeutic services. In those meetings we regularly requested an update on the status of the budget revisions that were submitted in October and were not given a timeline on when the review would be complete. Without knowing if our Year 1 budget revisions had been accepted, we were required to submit a continuation application that was due on February 4 that included our budget for Year 2 (September 30, 2024 – September 29, 2025).

On May 23, 2024, we received notice that our Year 1 budget revisions had been rejected because they contained unallowable costs. These were two new items that were not identified in the application review process or the conditional award. We are now being asked to remove the costs for sensory items from the Youth in Need budget because SAMHSA deems these items to be promotional as stated in the correspondence - “Appropriated funds may not be used for advertising

and public relations designed solely to promote the organization or to purchase promotional or giveaway items other than program related informative brochures and documents.” The budget narrative that we submitted described the sensory items as stress balls and fidget spinners that could be distributed to youth during outreach. SAMHSA has also requested that we remove funding for a component of the Keys to Knowledge and Action budget that provides an urban farming apprenticeship program to LGBTQIA+ youth described as follows - “Participants will attend outdoor activities such as hiking, camping, and a float trip as well as monthly mental health check-ins with Occupational Therapist, Dr. Brittany Conners.” We plan to comply with the required changes, but we recognize that these activities are important to our strategy to reach our populations of focus, LGBTQIA+ youth and youth experiencing homelessness.

### **FUNDING REQUEST**

To ensure that the System of Care St. Louis has the best chance of reaching our populations of focus, we propose that \$35,750 be allocated from the Community Children’s Service Fund emerging needs fund to cover costs that SAMHSA will not cover. We request that Keys to Knowledge and Action receive \$29,775 to cover the costs of the Urban Farming Apprenticeship program this summer. The majority of this amount (\$26,250) will support the costs of ten youth to complete the program with additional costs (\$3,525) to cover administrative and indirect fees associated with the new contract. We also request awarding Youth in Need \$5,975 to cover the costs of sensory items and/or reusable water bottles that can be used for homeless street outreach. This one-time request will allow both partners to complete the required activities for the first federal project year ending September 29, 2024. This request does not include funding for the entire four-year project period. However, each partner is eligible to apply for funding during MHB’s regular competitive grant cycles.

**CITY OF SAINT LOUIS MENTAL HEALTH BOARD OF TRUSTEES**

**APPROPRIATE FUNDING FROM THE COMMUNITY CHILDREN'S SERVICES EMERGING NEEDS FUND TO SUPPORT SYSTEM OF CARE PARTNERS**

**RESOLUTION**

**WHEREAS**, the City of St. Louis, Missouri has levied taxes pursuant to the laws of the State of Missouri Sections 210.860 – 210.861 RSMo. (2005 and 2020) to fund the Community Children’s Services Fund (CCSF); and

**WHEREAS**, the Board is desirous to implement its responsibilities to ensure the provision of high-quality behavioral health, prevention, and early identification/intervention services for children and youth within the City of St. Louis; and


**WHEREAS**, the SAMHSA System of Care St. Louis is implementing a four-year project to improve the quality of mental health service delivery to youth who are disproportionately experiencing a serious emotional disturbance due to homelessness, gender identity, or sexual orientation in the St. Louis region; and

**WHEREAS**, key strategies to reach the population of focus include street outreach and non-traditional/non-clinical interventions;


**NOW THEREFORE BE IT RESOLVED:**

The Board awards up to \$29,775 in unallocated FY24 Community Children’s Services Emerging Needs Funding to Keys to Knowledge and Action to support the Urban Farmers Apprenticeship Program and up to \$5,975 to Youth in Need to purchase sensory items to be distributed during street outreach.

**APPROVED THIS 20<sup>th</sup> DAY OF JUNE 2024**

Board Chair/Officer Name (printed):	Signature: 
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**ATTEST:**

Board Officer Name (printed):	Signature: 
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