



Maryland

STATE DEPARTMENT OF EDUCATION

GRANT INFORMATION GUIDE

Behavioral Health Grant FY 2024

Maryland State Department of Education

200 West Baltimore Street

Baltimore, Maryland 21201

Deadline

April 12, 2024

No later than 5:00 p.m. EDT

MARYLAND STATE DEPARTMENT OF EDUCATION

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Interim State Superintendent of Schools

Geoff Sanderson

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Program Description

The Maryland State Department of Education (MSDE) is committed to improving the behavioral health of students and staff throughout schools in Maryland and believes that schools should provide safe and healthy learning environments for all students. MSDE supports access to critical behavioral health resources and is dedicated to empowering local education agencies (LEAs) to support students through the identification of behavioral health issues and referral to appropriate services within the school and the professional behavioral health community.

The Behavioral Health Grant FY 2024 focuses on the following key areas:

- Social Emotional Support
- Behavioral Health Support
- Mental Health Support

AUTHORIZATION

Blueprint for Maryland's Future

GRANT OVERVIEW

Name of Grant Program

Behavioral Health Grant FY 2024

Purpose

Under this grant program, MSDE is inviting LEAs to apply for funding for initiatives that develop training for school staff to support student behavioral health concerns. Monies will be allocated to LEAs who apply for funding to coordinate, support, and expand existing behavioral health services and referral procedures for behavioral health services within the LEA.

Dissemination

This Application for Participation was released on March 7, 2024.

Deadline

Proposals are due no later than 5pm on April 12, 2024

Grant Period

July 1, 2023 -June 30, 2024

Funding Amount Available

The total amount of funding available is \$700,000. Awards will be awarded in the amount of up to \$29,000 per LEA. Additional funds may be available if all funding is not exhausted.

Estimated Number of Grants

MSDE anticipates awarding grants to twenty-four (24) LEAs.

Eligibility

Funding eligibility is limited to Maryland LEAs. Only LEAs within the State of Maryland are eligible to apply for this funding opportunity. MSDE recognizes the unique needs and challenges faced by Maryland school communities and seeks to direct resources to support the enhancement of behavioral and mental health services within the State.

MSDE reserves the right to take into consideration geographic distribution when making awards.

Submission Instructions

This funding opportunity can be found on the MSDE Grants [webpage](#) and the Division of Student Support, Academic Enrichment, and Educational Policy webpage.

Grant applications must be submitted by 5:00 pm April 12, 2024, via email to doss.msde@maryland.gov.

PROGRAM CONTACT**Mary L. Gable**

Assistant State Superintendent

Division of Student Support, Academic Enrichment, and Educational Policy

Phone: (410) 767-0472

mary.gable@maryland.gov

State Responsibilities

MSDE is responsible for providing required information, data, documentation, and technical assistance to facilitate the grantee's performance of the work. MSDE program staff will be available and make every effort to support on demand additional assistance when requested throughout the grant period. In addition, MSDE will monitor program implementation throughout the grant performance period to ensure each LEA is on target to meet its goals and fully expend its awarded program resources.

Use of Funds

The following are examples of approved uses for the grant funds in accordance with the purpose of the grant. Other costs not listed here may be presented to the grant manager for determination of allowable expenditures.

Funds may be used for:

- Professional development for staff aligned to behavioral and/or mental health
- Professional development for families behavioral and/or mental health
- Life skills or social skills training for students
- Suicide prevention activities
- Restorative practices
- Conscious discipline training
- Resource fair for parents (academic enrichment, college and career, tutoring, mental health, physical health, substance abuse, or similar topics)
- Behavioral health resources for homeless families
- Behavioral health resources for military families
- School-based mental health activities
- Social emotional data collection
- Mental health and/or well-being training for staff or students

Funds may not be used for:

- Activities not related to behavioral health.

Project Proposal

GRANT APPLICATION

Applicants should complete the grant application found in Appendix A of this document. Applications should be no more than 10 pages or less.

Project Description

The project description should be factual, brief, and focused on the LEA's selected project. The Project Abstract should cover the core aspects of the proposed project, such as the populations served, a brief description of the goals, the strategies to meet identified goals, and intentional integration across departments.

Extent of Need

Identify a clearly defined problem, and how the use of these funds will address the problem. Applicants should include a brief overview of the target audience and expected outcomes.

Goals

State the overall goal(s) of the project. The goal should address the main problem identified at the beginning of the needs assessment. Include all relevant groups and individuals in the target population. While there should be at least one goal, it is possible to have multiple goals. Goals must have specific deadlines and include all relevant groups and individuals in the target population.

Measurable Outcomes

Measurable Outcomes are the anticipated outcomes to be accomplished for the term of the project and must be related to the goal(s). For instance, if the project seeks to increase student well-being by training related service providers, there must be outcomes for both students and related service providers.

Strategies

Strategies are broad approaches (methods, procedures, techniques) employed to realize outcomes, and ultimately accomplish goals. Applicants should begin this section with a justification as to why specific strategies were chosen, how they will help in accomplishing the stated goals, and the key personnel responsible for each strategy.

Evidence of Impact

Briefly discuss your history of impact on the target population, what has worked, what has not worked, and your track record in effectuating change. Document current or past efforts to address the problem. Discuss how past performance has informed the proposed activities, and the future impact your proposed key activities are likely to have on the target population. Briefly identify new or other proposed evidence-based strategies that will be implemented and how they will be measured to determine the impact on the target population.

Budget and Budget Narrative

The project's budget should detail all related project expenses in a separate itemized budget. All costs described in the project narrative should appear in the budget narrative and must have a corresponding entry in the itemized budget for that year. Reviewers should be able to see a clear connection between the management plan and the budget line items.

Begin the budget with a narrative, justifying any line-item expenses that are not obvious from the project narrative. Explain how the estimated cost of each line item was derived if the rationale is not obvious. Provide a completed, signed C-125 workbook.

The Review Process

The review of proposals will be a two-part process:

- A review committee established by MSDE will evaluate applications using the scoring rubric. The scoring rubric is tailored to the grant program, its intent, and intended impact on the target population.
- Final approval for awards will be determined by the review committee.

Behavioral Health Grant Scoring Rubric

EXTENT OF NEED

Level 3 Exceeds Criteria	Level 2 Meets Criteria	Level 1 Does Not Meet Criteria
<p>The main problem and contributing factors are clear, concise, and demonstrate considerable understanding of the issues.</p> <p>The proposal details who are affected by the problem, and when and where the problem exists, including historical impacts on the target population(s).</p>	<p>The main problem is clear and concise.</p> <p>The proposal identifies who is affected by the problem and when the problem exists.</p> <p>Data supports the identified problem. Local data is referenced to document the problem and includes demographic and other statistics.</p>	<p>The main problem is missing or is not clear.</p> <p>The proposal does not accurately identify the target population(s).</p> <p>Data has not identified or does not support the problem stated.</p> <p>The proposal lacks details of how the funds will address the problem.</p>

GOALS AND MEASURABLE OUTCOMES

<p>Level 3 Exceeds Criteria</p>	<p>Level 2 Meets Criteria</p>	<p>Level 1 Does Not Meet Criteria</p>
<p>The goal(s) are measurable, clearly aligned to the extent of need, and ambitiously focused on effectuating change.</p> <p>Realistic and attainable outcomes illustrate a distinguishable effort to significant progress.</p>	<p>The goal(s) are measurable and aligned to the extent of need.</p> <p>Outcomes are realistic and attainable.</p>	<p>The goal(s) are not measurable are not clearly aligned to the extent of need.</p> <p>Outcomes are not realistic or attainable.</p>

STRATEGIES

<p>Level 3 Exceeds Criteria</p>	<p>Level 2 Meets Criteria</p>	<p>Level 1 Does Not Meet Criteria</p>
<p>The proposal provides several rationales for selecting specific, evidence-based strategies, and precisely how they will be implemented to ensure outcomes are achieved.</p> <p>Multiple broad strategies are identified with detailed and systematic methods, procedures, or techniques for successful implementation.</p>	<p>The proposal provides a clear rationale for selecting a specific strategy and how it will help achieve the outcome.</p> <p>Applicant provides broad strategies and includes the methods, procedures, techniques for implementation.</p>	<p>No rationale for selecting specific strategies and how they will help achieve the outcome.</p> <p>Applicant only states some of the strategies, but does not include the necessary methods, procedures, or techniques for implementing.</p>

BUDGET AND BUDGET NARRATIVE

<p>Level 3 Exceeds Criteria</p>	<p>Level 2 Meets Criteria</p>	<p>Level 1 Does Not Meet Criteria</p>
<p>The budget narrative is detailed and comprehensive of all activities necessary for successful implementation of proposal. The budget aligns directly to the proposal and does not rely entirely on grant funds for successful implementation. There are no mathematical errors, and all expenses are cost effective and appear necessary.</p>	<p>The budget narrative is complete. The budget aligns to the proposal and is free of mathematical errors. Expenses are reasonable and allowable.</p>	<p>Budget does not align with the proposal, includes cost that are not reasonable or allowable, or has several mathematical errors.</p>

Grant Application Timeline

Date	Timeline Event
March 7, 2024	The Grant Information Guide and the application for participating are released.
Week of March 11, 2024	MSDE virtual customer service support session for interested applications
March 19, 2024	Additional MSDE will hold a virtual customer service support session for interested applicants.
April 12, 2024	The grant application is due.
April 19, 2024	MSDE will notify applicants of the award status.
June 30, 2024	The grant period ends.
September 30, 2024	Funds will need to be liquidated.

Non-Discrimination Statement

The Maryland State Department of Education does not discriminate on the basis of age, ancestry/national origin, color, disability, gender identity/expression, marital status, race, religion, sex, or sexual orientation in matters affecting employment or in providing access to programs and activities and provides equal access to the Boy Scouts and other designated youth groups. For inquiries related to Department policy, please contact:

Equity Assurance and Compliance Office
Office of the Deputy State Superintendent for Finance and Operations

Maryland State Department of Education
200 W. Baltimore Street - 2nd Floor
Baltimore, Maryland 21201-2595
410-767-0123 - voice
410-767-0431 - fax
410-333-6442 - TTY/TDD

Customer Service Support Session

MSDE will hold one customer service support session for interested applicants. During this session, MSDE personnel will provide an overview of the application process. The session will be on:

Friday, March 15, 2024

2:00 – 3:00pm

Video call link: <https://meet.google.com/jhx-uedq-ejs>

Or dial: (US) +1 715-600-0047 PIN: 223 996 865#

Tuesday, March 19, 2024

10:00 a.m. – 11:00 a.m.

Video call link: <https://meet.google.com/pvu-gqxe-cwz>

Or dial: (US) +1 575-395-6511 PIN: 748 647 893#

MSDE staff will also be available to provide technical assistance throughout the grant application process. If you have questions about the application or the process, please contact:

Mary L. Gable

Assistant State Superintendent

Division of Student Support, Academic Enrichment, and Educational Policy

Phone: (410) 767-0472

mary.gable@maryland.gov

Appendix

Appendix A: [Grant Application](#)

Appendix B: [C-125 Form](#)