



DBH

DIVISION OF BEHAVIORAL HEALTH

Welcome Back!

MSPI & DVPI Projects Webinar: Project Year 2

Division of Behavioral Health
Indian Health Service

January 31, 2017



Agenda

- I. Background & Housekeeping Items
- II. Communication
- III. What to Expect: Project Year 2
- IV. Technical Assistance Providers for Evaluation
- V. Questions

I. Background Information & Housekeeping Items

Brief Background

Official Notice Of Award

NoA Special Terms & Conditions

MSPI & DVPI Funding Cycle

- Grant and federal program award process:
 - Grantees
 - IHS federal program awardees
- Five year funding cycle that runs from FY2015 – FY2020.
- Project Year 2 Timeline:
 - September 30, 2016 – September 29, 2017

Awarded Projects: MSPI

Four Purpose Areas:

- Purpose Area 1: 3
- Purpose Area 2: 46
- Purpose Area 3: 19
- Purpose Area 4: 88

Total Projects: 156

Total Funds Awarded: \$ 21,243,110

Awarded Projects: DVPI

Two Purpose Areas:

- Purpose Area 1: 51
- Purpose Area 2: 6

Total Projects : 57

Total Funds Awarded: \$ 7,596,000

Notice of Award

- All official Notices of Award (NoA's) have been disseminated via email:
 - Grantees: IHS Division of Grants Management (DGM)
 - IHS Federal Facilities: IHS Division of Behavioral Health (DBH)
- NoA's for Grantees were emailed by DGM to the individual(s) listed as the Project Director and/or the Authorizing Official.

NoA: Special Terms & Conditions

- Additional terms & conditions are included in your NoA.
Please review this information carefully!
- Standard Grant Conditions (Grantees):
 - Includes contact information for your IHS Program Official and IHS Grants Management Specialist (GMS), reporting requirements and deadlines, federal regulations, cost principals, when to obtain approval for changes to grant, audit requirements, etc.
- Programmatic Terms & Conditions (Grantees & IHS Federal Programs):
 - Includes program-specific requirements: submission of required reports and financial forms, submission of brief project overview, revisions to applications, continuation applications, kick-off meeting, required participation in national evaluation and technical assistance calls, and how/when to notify of personnel changes.

II. Communication

Division of Behavioral Health Staff (HQ)

Area Project Officers

Division of Grants Management Staff (HQ)

Official Contacts for Projects

MSPI & DVPI IHS Program Officials

IHS Program Officials:

- Division of Behavioral Health

MSPI Program Official	DVPI Program Official
Audrey Solimon Audrey.Solimon@ihs.gov	Selina Keryte Selina.Keryte@ihs.gov

- IHS Program Officials can assist with national programmatic inquiries.
- Contact information is also listed in the official NoA.

MSPI & DVPI Area Project Officers

Area Project Officers (APOs):

- Provide guidance on project activities and budget, provide general TA, and disseminate information on the project throughout the duration of the funding cycle to grantees and IHS Federal projects.
- Serve as your first line of contact for all questions related to your scope of work and any other programmatic activities.
- APOs are based at:
 - **Area Offices:** Alaska, Albuquerque, Bemidji, Billings, Great Plains, Navajo, Oklahoma City, and Phoenix
 - **IHS HQ:** California, Portland, Nashville, Tucson, and Urban

Area Project Officers

IHS Area	Area Project Officer	Email
Alaska	Elisa Bruns	Elisa.Bruns@ihs.gov
Albuquerque	Jennifer Nanez	Jennifer.Nanez@ihs.gov
Bemidji	Charles “Lee” Pelley	Charles.Pelley@ihs.gov
Billings	Elsie Joe	Elsie.Joe@ihs.gov
California	Steven Whitehorn	Steven.Whitehorn@ihs.gov
Great Plains	Bobbi Jo Peltier	BobbiJo.Peltier@ihs.gov
Nashville	Sean Bennett	Sean.Bennett@ihs.gov
Navajo	Patricia Olson	Patricia.Olson@ihs.gov
Oklahoma City	Karen Hearod	Karen.Hearod@ihs.gov
Phoenix	Thomas Walter	Thomas.Walter@ihs.gov
Portland	Georgianna Old Elk	Georgianna.OldElk@ihs.gov
Tucson	Steven Whitehorn	Steven.Whitehorn@ihs.gov
Urban	Steven Whitehorn	Steven.Whitehorn@ihs.gov

MSPI & DVPI Grants Management Specialists

MSPI

Donald W. Gooding, Jr.

Tel: 301-443-2298

Donald.Gooding@ihs.gov

Willis K. Grant

Indian Health Service

Tel: (301) 443-2298

Willis.Grant@ihs.gov

DVPI

Andrew Diggs

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Andrew.Diggs@ihs.gov

For MSPI: To identify your GMS by grant number click on the following link:

https://www.ihs.gov/mspi/includes/themes/newihstheme/display_objects/documents/gmslist1116.pdf

Official Communication

Grantees:

- Official contacts are listed in the official NoA as the **Project Director** and the **Authorizing Official**. These individuals receive all communication.
- If changes need to be made to official contacts listed in the NoA, please contact your assigned Grants Management Specialist for guidance on how to submit this request and update your Area Project Officer.

Federal Awardees:

- Your official contacts are those individuals that were listed in the continuation application submission.
- If you have changes to your official contacts, please notify your Area Project Officer **and** Shelly Carter at Shelly.Carter@ihs.gov.

III. What to Expect: Project Year 2

Required Reporting

(All Projects & Differences for Grantees vs. Federal Awardees)

MSPI & DVPI Online Data Portals

In-Person MSPI/DVPI Projects Meeting

Required Reporting – All Projects

- **SF-425 (financial report)**
 - Quarterly submissions
 - Reporting periods and due dates are listed in the official NoA.
- Submission of financial reports are different for grantees vs. federal awardees.

SF-425 Financial Report Submission Chart: September 30, 2016 – September 29, 2017

Calendar Year	Project Year 1 Start Date:	Quarter	Due Date of SF-425
	September 30, 2016		
2016	October 2016	Quarter 1	Quarter 4: October 31, 2017
	November 2016		
	December 2016		
2017	January 2017	Quarter 2	Quarter 1: January 31, 2017
	February 2017		
	March 2017		
2017	April 2017	Quarter 3	Quarter 2: April 30, 2017
	May 2017		
	June 2017		
2017	July 2017	Quarter 4	Quarter 3: July 31, 2017
	August 2017		
	September 2017		

SF-425 Submission: **GRANTEES**

- Submit financial reports to:
 - Payment Management System (PMS); and
 - GrantSolutions.
- **All grantees are required to draw down funds from PMS.**
- **Important Reminder:** Please connect with your Tribal Finance office to ensure that the project financial staff have access to PMS.

SF-425 Submission: **Federal Awardees**

- Submit financial reports to:
 - MSPI or DVPI online data portal
- **All Federal awardees** should have access to the MSPI or DVPI online data portal.
- **Important Reminder:** If you do not have access to the MSPI or DVPI online data portal please inform your Area Project Officer immediately to assist with obtaining access.

Required Reporting: Continuation Application Kit

- **Continuation Application Kit (CAK)**
 - To receive your Year 3 funds, all projects are required to submit a CAK.
 - Guidance will be given to all projects from your Area Project Officer.
- **Grantees:**
 - GrantSolutions submission
 - Official email notification from DGM
- **Federal Awardees:**
 - Submission via email
 - Official email notification from DBH

Required Reporting: Annual Progress Report

- **Annual Progress Report (APR)**
 - One (1) progress report per year
 - End of project year
 - Year 2 APR: September 30, 2016 – September 29, 2017
- Grantees and Federal Awardees complete the APR via the MSPI or DVPI online data portal.

MSPI & DVPI Online Data Portals

- MSPI and DVPI online data portals are open.
- Connect with your APO to assist with clarification on documents to be submitted to the online data portals.

MSPI & DVPI Online Data Portals (cont.)

- All project staff (project director, project coordinator, or similar) should have access to the portal(s).
- If you do not have access or have questions about access, contact your Area Project Officer **and** Steven Whitehorn at Steven.Whitehorn@ihs.gov.

MSPI/DVPI In-Person Meeting for all Projects

- Date: August 2017 (*specific date to be determined*)
- Location: *to be determined*
- All projects should have travel budgeted for an in-person meeting for the Project Director and/or Project Coordinator to attend or similar project staff.
- Information to be covered will include project implementation and planning, reporting requirements, data portal overviews, allowable budget costs, updates on staffing, available technical assistance, and the national evaluation plan and progress.

IV. Technical Assistance Providers for Evaluation

Update: TA Providers for Evaluation

What should I be working on with my TA
Provider for Evaluation?

Contact Information

Technical Assistance (TA) Providers for Evaluation

- Tribal & Urban Epidemiology centers (TECs)
 - TECs provide guidance on how to collect data and serve as your point of contact for all evaluation-related questions.
- The National Indian Health Board and the National Council of Urban Indian Health **no longer** provide TA for evaluation for MSPI and DVPI.

Tribal & Urban Epidemiology Centers

- Contact information for Tribal & Urban epidemiology centers by IHS Area:
 - MSPI: <https://www.ihs.gov/mspi/techassistance/taproviders/>
 - DVPI: <https://www.ihs.gov/dvpi/techassistance/taproviders/>
- Tribal & Urban epidemiology centers are available to provide **TA for evaluation for all MSPI & DVPI purpose areas.**

What should I be working on with my TA Provider for Evaluation?

- **Local Data Collection Plan**
 - Your plan for gathering local data, submitting data requirements, and data tracking and reporting. Tracking the core processes, outcomes, impacts and benefits of the project.
- Projects should be working on the Local Data Collection Plan with their TA Provider for evaluation.
 - Coordinating data collection efforts.
- **IMPORTANT:** TECs do not serve as your evaluator. They provide TA for evaluation activities you have planned.

Where can I find all this information?

- Project information and any upcoming technical assistance calls, webinars, and other general information can be found on the Division of Behavioral Health MSPI & DVPI webpages:
- MSPI: www.ihs.gov/mspi/
- DVPI: www.ihs.gov/dvpi/
- When you arrive at the MSPI & DVPI webpages, click on “Funded Projects”.

Contact Information

National MSPI Coordinator

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Public Health Analyst

Indian Health Service

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