2019 Mental Health Training Grant

FAQs

1. **What is the grant period?**

May 1, 2019 through September 30, 2020. All funds must be spent during this time.

1. **Who is eligible to receive the grant?**

All local corrections agencies that participate in the BSCC STC program including Probation Departments, Sheriff’s Offices and Police Departments that operate jails.

1. **How much money is each grant?**

Each agency will receive $270 per position to be trained as reported on their needs assessment survey. Additionally, agencies will receive reimbursement for all travel related expenses for one staff member to attend a master training course for the new Behavioral Health training contained in core training (if indicated on their needs assessment and contract).

1. **How can I spend awarded funds?**

Funds shall be spent on STC certified behavioral health training courses. All training must be delivered within the grant period and for new training efforts. Funds cannot be used to support existing training efforts or commitments (no subvention). Funding shall only be spent in in the four categories defined in the Grant Agreement, (Replacement, Tuition, Travel, & Per Diem). See link below for the definition of categories.

*Policy Website:*

<http://www.bscc.ca.gov/wp-content/uploads/1-Participating_Agncy_Manual_-6.12.18.pdf>

1. **Can the funds be spent on all staff members?**

Funds can only be spent on training for STC eligible employees that are included in your annual training plan (ATP). Refer to your agency’s ATP. This includes the positions defined in the participating agency manual, Administrators, Managers, Supervisors, Journey Adult Correctional Officers, Journey Juvenile Corrections Officer, Journey Probation Officer, Entry Adult/Juvenile Corrections Officer/ Probation Officer.

1. **What kind of training classes are eligible for funding?**

Behavioral health training is broadly defined to include classes or multiple class courses of training that include content such as signs and symptoms of mental illness, substance use disorder, trauma informed care, stigma and bias, crisis intervention, de-escalation techniques, suicide prevention and other courses with mental health related content. All courses shall be STC certified.

1. **When will funds be sent to awarded agencies?**

Once original signed contracts are received by BSCC, a check will be issued in the entire amount of the grant.

1. **How do we obtain a DUNS number?**

Your agency may already have one. If not, you must obtain a DUNS number from the website below. Please reference Federal Award Number 2016-DJ-BX-0446.

<https://www.dnb.com/duns-number/get-a-duns.html>

Toll free number: 1-888-814-1435

1. **What are the reporting obligations?**

* Quarterly reports to BSCC.
  + This report can be found at
* Quarterly reports to BJA
  + This requires logging in to <https://bjapmt.ojp.gov/> and entering your agencies grant activity.
  + The federal award number for this grant is 2016-DJ-BX-0446.
  + The program director received an email with log on instructions.
* A final close out report to BSCC due after completion of the grant period.

1. **Who is the program director?**

The agency administrator identified the program director when completing the needs assessment survey. Contact your STC field representative if you cannot determine the program director.

1. **What happens if we don’t spend all awarded funds?**

All funds that remain unspent by September 30, 2020 shall be returned to the BSCC.

1. **What if we spend all awarded funds but were unable to train the number identified in the needs assessment survey my agency completed?**

Agencies are not required to the number of position reported in the needs assessment. Agencies may find that the cost of their projection exceeds the amount provided by this grant. In those cases, the number of staff trained by the grant may be lower than what was reported on the needs assessment survey.

1. **What if we did not spend any funds in a reporting period?**

Regardless if funds were spent during a reporting period you must complete a quarterly report and indicate no funds spent.

1. **Is there a list of approved training courses?**

Refer to your agency’s training manager for access to STC approved trainings and training providers. Information is available in the STC Learning Portal.

1. **Who can complete the quarterly reports?**

The agency’s appointed project director has access to the reports. If another individual requires quarterly report access, the project director shall email a request to add another person to the system. Please include the Name, Email address, and Phone number of the additional person.

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