**Mental Health Field Response Teams Grant**

**Inquiries**

**Q1: Regarding the “Project Narrative”, is there a page limit or any formatting requirements (font, size, double spaced, etc.)?**

**A1:** There is no page limit, font, size, or any other formatting requirements for the Project Narrative or for any other document required to be uploaded or completed for the grant application. Documents uploaded must be legible. Grant proposals are not being evaluated based upon a certain type of formatting. (July 10, 2018)

**Q2: Can the grant request be for a non-mental health professional that supports an existing MHP? (We'd like funding for an ARNP to support our MHP's work.)**

**A2:** No, but if a grant proposal included a psychiatric ARNP, then that would be acceptable. The requirements of the grant are that "Grant recipients must include at least one mental health professional, as defined in RCW 71.05.020(38), who will perform field response professional services under the plan." Per RCW 71.05.020, a "Mental health professional" means a psychiatrist, psychologist, physician assistant working with a supervising psychiatrist, psychiatric advanced registered nurse practitioner, psychiatric nurse, or social worker, and such other mental health professionals as may be defined by rules adopted by the secretary pursuant to the provisions of this chapter. (July 11, 2018)

**Q3: Can the grant request include funding for a capital expense? (We'd like partial funding for a van to be used by a MHP and ARNP.)**

**A3:** Yes, an applicant may request such a capital expenditure in the grant application. The applicant should provide details in the Budget Worksheet and Project Narrative regarding how a van would be used in support of the program and whether a purchase, lease or rental is proposed. Proposals which prioritize mental health field response to crisis calls as the main component of the response plan for the agency will be prioritized. (July 11, 2018)

**Q4: If the department applying for the grant has already adopted or is in the process of adopting RideAlong, will this satisfy the grant requirement to adopt RideAlong technology?**

**A4:** No. The awarded grant recipient will be required to use WASPC's version of RideAlong, which is unique to this grant program. It is likely the applicant agency's version of RideAlong would not contain all required data fields to meet WASPCs data collection requirements. (July 11, 2018)

**Q5: Related to the RideAlong data collection tool, is the expectation that ALL officers use this app to document interactions with mental health subjects while working regular patrol shifts or can it be up to the agency receiving the grant how the data collection process goes; i.e. the mental health team/officers can do the entry?**

**A5:** WASPC expects that the successful grant applicant will deploy the application to ALL officers who are responding to calls for service, not just limited to the team of a MHP/Officer usage. (July 13, 2018)

**Q6:**  **The implementation date required is October 1, 2018. We are looking to apply for funding for an additional DMHP/DCR to improve on-duty coverage in our area. Does the implementation date require the hiring of this new employee by our services provider be completed by that date? Would it require that they be at work in the field by that date as well?**

**A6:** The statute and the grant application does not require the hiring or the fielding of an additional DMHP/DCR by October 1st, 2018. It does require that the grant recipient have a fully-executed contract to implement their project with WASPC in place by October 1st, in order to meet the statutory requirement that grant recipients must be selected and receiving funds no later than October 1, 2018 (see page 2, lines 18-19 of [HB 2892.SL](http://lawfilesext.leg.wa.gov/biennium/2017-18/Pdf/Bills/Session%20Laws/House/2892.SL.pdf)). See also the Project Timeline section of the grant application, where it reads in part, "Please provide a detailed outline citing to implementation activities and dates by month and year for the steps required to implement the proposed diversion program or service(s). This is also your opportunity to explain implementation challenges and how you plan to address these challenges. Please include an outline of steps that will be taken and the time frame needed to resolve these issues. Please list and explain any issues that may affect the timing of this project." (July 31, 2018)

**Q7: Is overtime for dedicated officer time an allowable expense?**

**A7:** The use of overtime is not prohibited in a grant proposal. The applicant agency will need to provide a detailed explanation for the request to use overtime to support their proposed program. (August 1, 2018)

**Q8: What are the follow-on costs (annual subscriptions, permanent license, etc.) for the RideAlong software after the conclusion of the grant period to each participating agency (multi-agency applications in particular)?**

**A8:** The term of the current agreement between WASPC and RideAlong provides for the use of the system through December 31, 2019 by WASPC and grant agencies. WASPC does not have information from RideAlong regarding the cost to maintain use of RideAlong services after the conclusion of the grant program. Should an agency or group of agencies wish to continue using the RideAlong product after the conclusion of the grant, those costs would need to be negotiated by each agency or group of agencies with RideAlong. Should an agency decide not to continue using RideAlong services at the conclusion of the grant, RideAlong will provide the agency with their data. (August 1, 2018)

**Q9: Are indirect costs authorized as a part of the budget to be reimbursed via grant funds, if an award is provided?**

**A9:** Indirect expenses are not allowable under the grant. (August 1, 2018)

**Q10: Rather than providing a hard match of a specified dollar amount, may we include in our program narrative and elsewhere in the application that we will contribute to our Mental Health Field Response Teams Program the work program of a locally budgeted commissioned member of our staff as the Project Manager of our Mental Health Field Response Teams Program and the work program of our locally budgeted commissioned members of Patrol as Mental Health Field Teams Program responders?**

**A10:** This is acceptable. It’s important the narrative is compelling and clearly articulates how the match will be applied. The narrative must include the names of these individuals so WASPC can verify they aren't included in any reimbursement requests inadvertently. The narrative must also quantify the dollar amount of this type of match. (August 1, 2018)

**Q11: Does RideAlong have to be connected to our Records Management System (RMS)? Our current provider has not connected to this program before and advised us it would require programming on RideAlong’s end. Do you know if they would be open to this?**

**A11:** Yes, RideAlong is open to this. They have a system set up to connect to RMS systems that is vendor-agnostic and expect to need to do this with the integrations in this grant**.** (August 1, 2018)

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