

# Attachment A

## APPLICATION FOR GRANT FUNDS: EXPANDING ACCESS TO MAT IN COUNTY CRIMINAL JUSTICE SETTING

### PROGRAM DESCRIPTION

The California Department of Health Care Services, under its federal funding for the State Opioid Response “Medication Assisted Treatment Expansion Project 2.0” has provided funds to be distributed to county teams participating in the first cohort of *Expanding Access to MAT in County Criminal Justice Settings*. The table below provides the maximum funding allocated to each eligible county.

Maximum Grant	Counties
\$110,000	Mono, Plumas, Siskiyou, Tehama, Nevada, Mendocino, Marin, Shasta, Imperial, Kings, San Louis Obispo
\$160,000	Placer, Solano, Santa Barbara
\$210,000	Contra Costa
\$260,000	Ventura, Kern
\$310,000	Alameda, Santa Clara, Riverside, Orange
\$340,000	Los Angeles

### FUNDING OBJECTIVES

Funds are intended to expedite implementation of SUD screening, assessment, treatment, and access to MAT in county jails and drug courts while local sustainable funds are secured. As each county has unique circumstance, there is flexibility in the use of funds so long as funds support the stated objective.

### ELIGIBILITY REQUIREMENTS

Only one agency may apply from each team. To be responsive to unique county needs, any agency represented on the County Team is eligible to be the applicant for the funds. The Lead Agency for the project is not required to be the applicant agency for this funding.

Eligibility is contingent upon submittal of data from the county jail(s) for at least the period November 2018 – January 2019 to include all the following data elements. Full 2018 reporting is preferred but not required, and applicants should provide data for as many months as possible. This data will be tracked aggregated and tracked across jails, and no jail identifiers will appear in any use of this data.

- Average daily population
- Number of intakes
- Monthly # intakes requiring detox/withdrawal protocol for:
  - Alcohol
  - Opioids
  - Benzodiazepines
  - Methamphetamine
  - Other

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- Monthly # persons withdrawn from methadone
- Monthly # persons withdrawn from buprenorphine
- Monthly # persons withdrawn from naltrexone
- Monthly # persons continued on methadone
  - Pregnant women
  - Others
- Monthly # persons continued on buprenorphine
  - Pregnant women
  - Others
- Monthly # persons continued on naltrexone
- Monthly # persons inducted on methadone
- Monthly # persons inducted on buprenorphine
- Monthly # persons inducted on naltrexone
- Monthly # persons given Vivitrol injections
- Monthly # drug overdoses in jail
- # units of naloxone provided at release and/or to visitors

PROJECT TIMEFRAME

Application submittal	Friday February 15, 2019 at 5:00 p.m.
Notice of funding approval	Friday March 1, 2019
MOU issued to applicant	Friday March 15, 2019
MOU signed and returned by applicant	Friday April 5, 2019
Initial funds disbursed	No later than Friday April 26, 2019
Interim report due	Friday July 26, 2019
Remaining funds disbursed	Friday August 16, 2019

FUNDING DECISIONS

DHCS reserves the right to approve or deny funds under this grant and to recoup unspent funds after the grant period ends.

GRANT PAYMENTS

HMA will disburse 50% of project funds to award agencies no later than Friday April 26, 2019. Pending receipt of an acceptable interim report no later than July 26, 2019 the remaining 50% of funds will be disbursed no later than August 16, 2019.

SPENDING TIMEFRAME

Counties are expected to spend these funds by January 31, 2020. A no-cost extension may be granted upon the agency's request, contingent on extending reporting requirements and appropriate oversight. Extension requests will likely occur in November-December. Agencies will forward requests to HMA and HMA will seek approval from DHCS.

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### ELIGIBLE EXPENSES

The following expenses are eligible for grant funds. Refer questions about other expenses to your HMA team coach.

- Salary and benefits for permanent or limited term county employees, for duties that address grant objectives.
- Staff contracted through county-approved contractors, for duties that address grant objectives
- Equipment required by employees or contractors in carrying out duties that address grant objectives. This may include computers or software.
- Professional materials related to grant objectives, including subscriptions, manuals, and reference materials.
- Training expenses related to grant objectives.
- Travel expenses for agency staff or MAT team members related to grant activities, within state allowances
- Patient education materials specific to MAT and OUD
- Indirect expenses not to exceed 5% of the grant total may be used for administration and overhead costs related to the grant.
- Cost of Sublocade or other subcutaneous or injectable MAT medications if under a pilot which includes measurable outcomes and a specific time period
- Medication safes and lock boxes
- Telehealth expenses for hardware and provider fees directly related to providing MAT
- Minor facility improvements to enable administration and safeguarding of MAT in jail or drug court
- Improvements to electronic health records such as templates and data sharing functionality related to MAT
- Hosting or conducting outreach, meetings, and other events to engage stakeholders and directly related to MAT expansion in criminal justice
- Promotional materials related to expanding MAT in criminal justice settings
- Other expenses approved by HMA

### INELIGIBLE EXPENSES

Funds may not be used to:

- Supplant existing activities or staff assignments
- Purchase methadone, oral or sublingual buprenorphine, oral naltrexone, or naloxone
- Supplant existing Vivitrol purchases
- Purchase equipment or supplies other than as noted above
- Indirect costs in excess of 5% of the grant total
- Telehealth kiosks
- Facility improvements unrelated to those named above
- Non-FDA approved medication or devices for treating OUD
- Alcoholic beverages

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### FEDERAL AND STATE OF CALIFORNIA REGULATIONS/FUNDING

Agreements are subject to the approval of and the receipt by HMA of funding from the State of California's Department of Healthcare Services (DHCS). DHCS' funding of the Expanding MAT in County Criminal Justice Program is federal pass-through money from the Substance Abuse and Mental Health Services Administration (SAMSHA), a branch of the U.S. Department of Health and Human Services

(DHSS). Accordingly, site agreements will include standard federal rules and regulations, notably 2 CFR 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, and applicable rules and regulations from the State of California. HMA will incorporate the applicable federal and state rules and regulations into the terms and conditions of the agreements.

Applicants are required to adhere to the budget guidelines included in the MAT in County Criminal Justice Program Budget Template (Attachment 2). Applicants must submit their budget in the template format. Applications that do not conform to this template may not be considered. All items budgeted must be inclusive of all costs, including taxes and fees, in US Dollars. Costs should remain valid for ninety (90) calendar days from application submission.

### REPORTING REQUIREMENTS

Grant recipients will be required to submit the following:

- Monthly statistics for the period February 2019 –project end date for the data points noted in Eligibility Requirements.
- Interim Project Status Report and Financial Report by July 26, 2019. Reporting templates will be provided.
- Final Project Report and Financial Report within 30 days of project end date.

### SUBMITTAL REQUIREMENTS

Applicant must submit the following completed forms via email to the County MAT HMA coach no later than Friday February 15 at 5:00 p.m.

- Attachment 1 Application Form
- Attachment 2 Project Budget
- Attachment 3 Jail Data (minimum Nov 2018 – Jan 2019)

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ATTACHMENT 1: APPLICATION FORM

**Section 1: Entity Information**

<b>Entity's Legal Name</b>	Santa Barbara Sheriff's Office
<b>Doing Business As (If Applicable)</b>	
<b>Street Address</b>	4434 Calle Real
<b>City, State, Zip / Country</b>	Santa Barbara , California, 93110 / United States of America
<b>Mailing Address, If Different</b>	
<b>Email Address</b>	Cr15034@sbsheriff.org
<b>Main Telephone Number</b>	805 698 8934

**Section 2: Entity Representatives**

<b>Primary Grant Director</b> Individual leading the implementation of this grant in the county		<b>Authorized Signatory</b> Individual authorized to sign on behalf of the applicant entity		<b>Contract Representative</b> Individual responsible for agreement processing and negotiations	
<b>Name</b>	Cherylynn Lee	<b>Name</b>	Bill Brown	<b>Name</b>	Jim Bartlett
<b>Title</b>	Behavioral Sciences Manager	<b>Title</b>	Sheriff, Santa Barbara	<b>Title</b>	Business Office- Sheriff's Office
<b>Email</b>	Cr15034@sbsheriff.org	<b>Email</b>	Wfb4029@sbsheriff.org	<b>Email</b>	Jwb4420@sbsheriff.org
<b>Phone</b>	805 698 8934	<b>Phone</b>	805 681 4100	<b>Phone</b>	805 681 4085

**Section 3: Grant Proposal**

**Objective:** State the specific objective(s) of the proposed activities.

- In order to expedite SUD screening assessment, treatment and access to MAT in our county jail and drug court system, Santa Barbara County proposes to hire a MAT Coordinator, preferably a licensed clinical professional, to develop policies and procedures, processes and programs to develop in custody MAT within the jail system and to link in custody clients with out of custody MAT treatment and ancillary services.

**Project activities:** State the specific activities that will be funded.

MAT Coordinator activities will include the following:

- 1) Develop policies, procedures and processes to develop MAT within the jail system.
- 2) Develop policies, procedures and processes to seamlessly link in custody clients with out of custody services
- 3) Identify clients who will meet criteria and benefit from MAT including screening, assessment and referral to treatment options.
- 4) Provide individual counseling, case management and care coordination to individual clients as indicated.
- 5) Support travel between clinic locations, jail and drug courts.

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- 6) Organize formal regional trainings around MAT and the coordination of services within the criminal justice system and out in the community.
- 7) Support ongoing education and associated travel for current learning collaborative participants.
- 8) Create an internal, Santa Barbara Learning Collaborative that will host and conduct outreach, meetings and media campaigns to accomplish the above goals.

**Impact:** Describe the precise desired impact of the proposed activities and how many persons in the jail and/or drug courts will gain increased access to MAT as a result of the activities. For activities that involve administering MAT, identify which medications will be used, the target population(s) and the number of people you will try to maintain and/or induct on MAT.

- We propose to develop criteria in which targeted individuals within the jail and drug court system will be administered American Society of Addiction Medicine (ASAM) screenings and multi-dimensional assessments to determine MAT suitability. Considering the extent of the opioid use disorder (OUD) problem within Santa Barbara County, we anticipate that half of the clients screened and assessed will gain access to MAT treatment including Suboxone, methadone and Vivitrol within the jail, county entities and or community based organizations (CBO's). We anticipate, based on the numbers we have gathered already, we would be reaching out to a targeted population of approximately two hundred and fifty (250) individuals, linking one hundred and twenty five (125) of them with MAT services.

Santa Barbara MAT Protocol and Target Population:

- 1) Target population will include any and all clients with moderate to severe opioid use disorder (OUD) who may benefit from MAT. Any and all pregnant clients with mild, moderate or severe OUD will be the highest priority.
- 2) Assigned Jail staff will inquire on past or current substance use. Arrest records and charges can be used as part of the inquiry. If there is a suspicion of current opioid use disorder (OUD), or information gathered indicates a current OUD, Client will be screened and or assessed using the American Society of Addiction Medicine (ASAM) Criteria.
- 3) If ASAM criteria indicates and or confirms OUD, assigned screening and or assessing staff will administer *Readiness of Medication Assisted Treatment (MAT) Survey* (see attached) to determine eligibility and readiness for MAT services.
- 4) Prior to commencing MAT services, assigned jail staff will
  - A) Obtain voluntary, written informed consent to treatment from the client before admission to MAT treatment.
  - B) Obtain a treatment agreement outlining the responsibilities and expectations of the treatment team and the client.
  - C) Make reasonable efforts to obtain releases of information (ROI) for any health care providers or others important for the coordination of care to the extent allowed by Welfare and Institutions Code (WIC) HIPAA and 42CFR, Part 2.
- 5) For Suboxone, induction can occur in jail or at community based treatment provider.
- 6) Assigned medical Wellpath staff will begin prescribing Suboxone and or Vivitrol as needed while client is in custody or will coordinate the prescription and administration of said medications with specific community based treatment provider.
- 7) If medication(s) is prescribed in jail and client is referred to community based treatment provider, said provider will assume responsibility for medication prescription and medication management once client has been released from jail and enrolls in treatment at said provider.
- 8) Jail discharge planning staff will coordinate services, including transportation services, to ensure seamless transition of care with community based treatment provider.
- 9) All MAT clients must receive behavioral treatment in addition to medication(s) which may include but is not limited to the following:

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- A) Comprehensive Assessment;
  - B) Psychiatric assessment, if indicated;
  - C) Treatment plan;
  - D) Individual and group counseling;
  - E) Ongoing medication management and support;
  - F) Case management;
  - G) Drug testing as indicated;
  - H) Recovery services.
- 10) Assigned jail and community based treatment provider will assist Primary Grant Director to collect and analyze project data.

**Project oversight:** Describe the oversight of these activities and how the agency and the County MAT in CJ Team will be kept apprised of project development, implementation, and outcomes.

- Project oversight and program quality care management (QCM) will be a priority. The County of Santa Barbara Behavioral Wellness Department, in coordination with the MAT coordinator, the Sheriff's Office and Wellpath, the contracted mental health provider within the jail, will provide intensive oversight including administrative and clinical triage of all activities. Oversight will include policy and procedure compliance, multidisciplinary staffing, and care coordination between the jail system and treatment providers. In addition, regular data reports will be provided internally as well as with the funding source. The MAT coordinator will utilize existing Behavioral Wellness Department reports, such as CALOMS, and required Title 22 rules and regulations. Any Drug Medi-Cal (DMC) eligible client who receives DMC services out of custody will be included in the strict QCM and Utilization Management and Review standards of the Santa Barbara County Organized Delivery System, resulting in even more intensive project oversight. Policies and procedures will be mutually agreed upon by the collaborative partners and subject to change as needed.

**Project Staffing:** For any staffing covered by these funds, describe the following for each position

- MAT Coordinator
  - Permanent or contracted
- Hiring and/or contracting timeframes
  - Within 3-6 months of funding award
  - 100% MAT Coordinator
  - If contracted prospective applicants will be recruited from a large body of licensed clinical professionals within the county. Recruiting can be internal or from local graduate programs (Antioch and Pacifica Graduate Institute).
- Location
  - Sheriff's Office and in the field
- Supervision
  - Would fall under the supervision of the Primary Grant Director

**Time Line and Milestones**

Provide a timeline for the period April 2019 – January 2020 that includes key project activities and milestones.

- April through July 2019 – recruit and hire MAT Coordinator



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- Supervision
  - Would fall under the supervision of the Primary Grant Director

**Time Line and Milestones**

Provide a timeline for the period April 2019 – January 2020 that includes key project activities and milestones.

- April through July 2019 – recruit and hire MAT Coordinator
- September 2019 - development of policies and procedures, processes and programs, including data collection
- September 2019-November 2019- development of training and outreach activities
- October 2019- January 2020- Screening, Assessment, Counseling and enrolling of clients into expanded MAT system of care.

**Sustainability Plan**

Describe intent to secure permanent funding for successful activities that arise from this grant.

- The County of Santa Barbara commits to sustaining the funding for this project. We believe this grant will be successful and therefore we will be able to sustain funding at current levels by blending county general fund, Behavioral Wellness and Sheriff's office funding. Since a significant amount of the out-of-custody clinical activities will be funded through DMC, it is anticipated that CBOs will be more integrated into the CJ system of care.

**SIGNATURES**

Do you certify that the funding received by your organization from HMA would be allocated solely for the programmatic implementation of the Expanding MAT in County Criminal Justice Systems?

YES       NO

Do you certify that the funding received by your organization from HMA would be allocated solely to increase access to treatment for persons presenting to the jail or drug courts with opioid addiction?

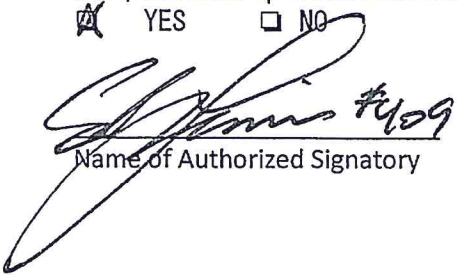
YES       NO

Do you certify that the individuals listed in this application budget (including employees, independent contractors, or third-party contractors) will receive the funding as outlined?

YES       NO

Do you certify that to the best of your knowledge, the information included in this application form, budget form, and back-up documents are complete and accurate?

YES       NO

  
Name of Authorized Signatory

SOL LINDNER  
Signature

2-15-19  
Date

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<b>Salary</b>				
Position Title	% MAT Coordinator	Annualized Salary	Number of Months	Project Cost
MAT Coordinator	100%	\$70,000	12	\$70,000
AOP1	.20%	\$8,897	12	\$8,897
<b>Subtotal Salary</b>				<b>\$78,897</b>
<b>Fringe Benefit Cost</b>				
Position Title	Fringe Rate			Project Cost
MAT Coordinator	25%	\$47,479	12	\$47,479
AOP1	25%	\$3,208	12	\$3,208
<b>Subtotal Fringe Benefit</b>				<b>\$50,687</b>
<b>Total Personnel (subtotal salary + subtotal fringes)</b>				<b>\$129,584</b>
<b>Contractor/ Consultant</b>				
Position Title	Hours/month	Number months	Hourly rate	Project Cost
<b>Total Contractor/Consultant</b>				

Travel Expense

<b>Other Cost</b>				
Supplies- Paper, toner, pens, thumb drives , printed programming material				\$3,000
Equipment				
Other (describe) Transportation				\$5,000
Other (describe) Outreach/ events				\$10,400
Other (describe) Training				\$4,401

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Subtotal Other				
Indirect	Rate			Project Cost
	\$7,615.55			\$7,615.55
<b>TOTAL PROJECT COST^</b>				<b>\$160,000</b>

\* % (FTE x annualized salary)/12 months x # months

Example .8 FTE at \$60,000 per year for 7 months:  $(.8 \times \$60,000)/12 \times 7 = \$28,000$

\*\* Project cost for salary x fringe rate

Example \$28,000 project cost for example above with fringe rate 32% =  $\$28,000 \times .32 = \$8,960$

\*\*\* Contractor project cost = hours per month x # months X hourly rate

Example 80 hours per month x 7 months \$ \$125 per hour = \$7,000

\*\*\*\* Indirect cost = Indirect rate X cost to which it is applied

Example = Indirect rate 5% applied to personnel costs of \$130,000 = \$6,500

^ TOTAL PROJECT COST = Total Personnel + Total; Fringes + Total Contractors + Other + Indirect

Budget Narrative

- For each line in the budget, provide a narrative description of the expense, in reasonable detail.
- For travel expense, provide detail on mileage (reimbursed at state rate of \$0.545 per mile), lodging, meals, cab fare, parking, plane fare, and all other expenses.
- For Indirect, detail the expenses on which indirect costs are applied.

-MAT coordinator will be paid to complete all actives outlines on page 5

- The AOP will be responsible for; printing materials, taking minutes at meetings, scheduling appointments.

- The Primary Grant Director will provide administrative and clinical supervision to the MAT coordinator. Will be responsible for interfacing with the funder, including providing reports and fielding calls

- Transportation (.58/mi), size of the county \*The MAT coordinator will be making trips at least weekly of 140 miles between Santa Barbara and Santa Maria at 58cents per mile. We anticipate the MAT coordinator will attend trainings in Sacramento, or other locations requiring overnight travel, at least twice during this grant period. Airfare will be \$500 approximately for each trip. Lodging will be approximately \$150/night. Cab fare and or parking will be approximately \$100 per trip. Per Diem rates for the County of Santa Barbara are as follows: \$ 14 breakfast, \$18 lunch \$37 dinner (\$69 per day)

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ATTACHMENT 3 JAIL DATA

- Applicants must provide data for all lines in the table below, for the period November 2018 – January 2019, at a minimum.
- A full year of data is preferred by not required. Add additional columns to report for more than six months.
- If some data elements are not available, enter NA and develop a means of collecting and reporting the element in the future.
- This data will be tracked aggregated and tracked across jails, and no jail identifiers will appear in any use of this data.

JAIL DATA REPORTING TEMPLATE						
COUNTY:	Oct 18	Nov 18	Dec 18	Jan 19	Insert month	Insert month
Average daily population	996	939	1007	955		
Intakes	1050	953	1000	1054		
Intakes requiring detox or monitoring for:						
Alcohol	80	69	85	68		
Opioids	59	70	70	82		
Benzodiazepines	8	6	10	9		
Methamphetamine	0	0	0	35		
Other						
Withdrawn from methadone	n/a	n/a	10	3		
Withdrawn from buprenorphine	n/a	n/a	10	12		
Withdrawn from naltrexone	0	0	0	0		
Continued on methadone						
Pregnant	0	0	0	1		
Not pregnant	0	0	0	0		
Continued on buprenorphine						
Pregnant	0	0	0	0		
Not pregnant	0	0	0	0		
Continued on naltrexone	0	0	0	0		
Inducted on methadone	0	0	0	0		
Inducted on buprenorphine	0	0	0	0		
Inducted on oral naltrexone	0	1	0	0		
Received Vivitrol injections	0	0	1	0		
Drug overdose (fatal and nonfatal)	0	0	0	2		
Units naloxone given to detainees and/or visitors	0	0	0	1		