



STATE OF ALABAMA
DEPARTMENT OF EDUCATION



Eric G. Mackey, Ed.D.
State Superintendent of Education

June 26, 2024

Alabama
State Board
of Education

MEMORANDUM

Governor Kay Ivey
President

TO: City and County Superintendents of Education

Jackie Zeigler
District I

FROM: Eric G. Mackey *EGM*
State Superintendent of Education

Tracie West
District II
Vice President

RE: Competitive Grant Supporting the Mental Health Services Coordinator Initiative

Stephanie Bell
District III

The Building Capacity and Expanding the LEA Mental Wellness Plan is a competitive grant and a companion to the Fiscal Year (FY) 2024 Mental Health Services Coordinator Grant that may be used to provide K-12 prevention activities and support services/programs/practices that promote a safe school environment and student wellness. Priority will be given to applications that address Tier I, Tier II, and Tier III supports of the *Comprehensive LEA Mental Wellness Plan* for all students. Any applicable prevention activity must be comprehensive and satisfy the following mandates: *Jamari Terrell Williams Act, Erin's Law, Price Hornsby Act, Jason Flatt Act*, and drug and alcohol education requirements for students. In addition, any program should be flexible enough to focus on addressing the greatest mental health needs at each individual school.

Yvette M. Richardson, Ed.D.
District IV

Tonya S. Chestnut, Ed.D.
District V
President Pro Tem

The attached application must be submitted no later than 12 noon on Friday, July 12, 2024, to Dr. Kay A. Warfield via email at kaw@alsde.edu. All funds must be expended by September 30, 2024. If you have any questions or need clarification, please contact Dr. Warfield by telephone at 334-694-4724 or at the email address listed.

Marie Manning
District VI

EGM/SJS/KAW

Belinda McRae
District VII

Attachment

Wayne Reynolds, Ed.D.
District VIII

cc: LEA Chief School Financial Officers
Charter Schools
Independent Public Schools
LEA Mental Health Services Coordinators
Mrs. Angela Martin
Dr. Brandon T. Payne

Dr. Melissa Shields
Mrs. Lynn Shows
Mr. Sean J. Stevens
Dr. Kay A. Warfield
Mrs. Tracey Goreed

Eric G. Mackey, Ed.D.
Secretary and
Executive Officer

FY24-2053

ALABAMA STATE DEPARTMENT OF EDUCATION
Instructional Services Section

**Building Capacity and Expanding the LEA Mental Wellness Plan:
Competitive Grant Supporting the Alabama Mental Health Services
Coordinator (MHSC) Initiative**

Application/Guidelines



Application Deadline

July 12, 2024

Applications must be received by this date.
(Submission guidelines are contained herein.)

Mail to:

**Alabama State Department of Education
Attention: Kay Atchison Warfield, Ed.D.
Instructional Services Section
3345 Gordon Persons Building
P. O. Box 302101
Montgomery, AL 36130-2101
Telephone: 334-694-4768**

Building Capacity and Expanding the LEA Mental Wellness Plan Application
Alabama State Department of Education
Instructional Services Section

Grant Proposal Guidelines

Purpose of the program:

The **Building Capacity and Expanding the LEA Mental Wellness Matters Plan** is a competitive grant and a companion to the FY2024 Mental Health Service Coordinator Grant awarded to 153 LEAs who employed a Mental Health Service Coordinator, unless otherwise approved by Alabama State Department of Education (ALSDE), that will be used to provide K-12 prevention and support services/services/practices to secure a safe school environment and student wellness. Funding for this grant is capped at \$4,500. Any applicable prevention curriculum must be comprehensive and satisfy the following mandates: *Jamari Terrell Williams Act*, *Erin's Law*, *Jason Flatt Act*, as well as the Drug and Alcohol Education requirements as they relate to the students. In addition, any program related to mental health should be flexible enough to focus on the greatest mental health needs for each individual school to include family engagement, mentorship, and community partnership. For accountability purposes, reporting data must include the number of students engaged in the services/services/practices, number of students supported, the number of students referred to as adults as at-risk and the number of recidivism students.

The selected program must include a minimum of the following with documentation to support:

- Grade-level service/best practice curriculum to address all four identified prevention mandates (bullying, abuse, substance use and suicide) in a comprehensive manner; Curriculum must be updated annually.
- Evidenced-based program.
- Addresses mental wellness supports on Tier 1 (all students-prevention) and Tier 2 (student peer support or targeted assistance) and Tier 3 (students referred to community mental health centers or other agencies).
- Continuous Professional Learning.

Only one grant is available per system. Each LEA that employs a Mental Health Service Coordinator is eligible to receive funding and system- wide implementation is preferred.

Eligibility:

- Only the 153 Alabama public-school systems/charters/independent schools who received the Mental Health Service Coordinator Funds in October 2023 are eligible.
- Applicants must complete the grant application.

Deadline for Applications: July 12, 2024

Building Capacity and Expanding the LEA Mental Wellness Plan Application
Alabama State Department of Education
Instructional Services Section

Submissions: Applications must be received by **12 noon on July 12, 2024**, to receive funding. *Applications* must be **Superintendent Approved**. Please include the following in your packet: cover sheet, rationale, brief description of services with documentation to support, budget sheet and signed assurances page. The applicant is responsible for ensuring the application is received by the deadline.

Expenditure Deadline: September 30, 2024

Duration:

The grant will need to be implemented during the 2023-2024 academic year. ***Funds do not rollover. All funds must be fully expended by September 30, 2024.*** The ALSDE requires reporting data to include the number of students engaged in the activity, number of students supported, and the number of students referred to as adults as at-risk. ALSDE staff may request photos, interim site visits, or any other documentation as requested to document successful implementation of funds spent. The LEA must submit an evaluation (anecdotal and/or data to support goals success) and expenditure report by **October 15, 2024**.

Budget Detail

Provide a line-item budget with a brief rationale and description for the proposed work using the budget spreadsheet section of the application. ALSDE Accounting will distribute the funds upon notification of acceptance.

Funding

The *Building Capacity and Expanding the LEA Mental Wellness Matters Plan* funds may only be used for evidence-based prevention and support services/resources/practices with required training which actively engages students K-12 with required reporting capabilities for accountability purposes. Services/Resources/Practices meeting all areas of minimum program requirements will be given priority in funding.

Notification of Award

After applications have been received and approved by the ALSDE, the LEA will be notified by email so they can proceed with purchases.

Building Capacity and Expanding the LEA Mental Wellness Plan Application



Alabama State Department of Education Instructional Services Application Cover Page

Part 1 - LEA Information

LEA Charter Independent School:	
Grant Request: Maximum of \$4,500	

Signature of Program Coordinator/Requestor

Typed Name of Program Coordinator/Requestor

Contact Phone Number and Email Address

Date

I certify that I am authorized by the governing board of the above-named school system or other eligible entity to submit this application or amendment; that all assurances, certifications, and disclosures submitted with the application will be observed; that the program will be implemented as described; and that the governing board is responsible for complying with all state and federal requirements, including any audit exceptions.

<p>FOR ALSDE USE ONLY: Approved:</p> <p>_____ Eric G. Mackey <i>State Superintendent of Education</i></p> <p>_____ Date</p>

Signature of Superintendent or Authorized Official

Typed Name of Superintendent/Authorized Official

Email Address of Superintendent/Authorized Official

Building Capacity and Expanding the LEA Mental Wellness Plan Application
Alabama State Department of Education
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Part 2 - Rationale and Justification

A. Provide a brief rationale in support of LEA selected evidence-based prevention and support resources/service.

B. Provide evidence that selected resources/services meets stated requirements.

Part 3 - Budget Detail:

Use the **Building Capacity and Expanding the LEA Mental Wellness Plan Spreadsheet** below to detail how funds will be used to purchase an evidence-based prevention and support service/resources/practice which actively engages students in Grades K-12.

Budget:

Building Capacity and Expanding the LEA Mental Wellness Plan

FY 2024

Revenue/Fund Source Code **1271**

School System: _____

Function	Program	Object		Unit Cost	Quantity	Total Cost (Please round to whole dollars.)
Code	Code	Code	Item Description			
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -

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Part 4 - Assurances

Certification: I certify that I am authorized by the governing board of the named school system to submit this application; that all certifications, and disclosures submitted with this application will be observed; that the activity will be implemented as described in the approved application; that the funds will be used in accordance with the laws, regulations, and provisions of this grant; and that the governing board is responsible for complying with all state and federal requirements.

Date **Signed Signature of LEA [Charter] Independent School Superintendent**

Date **Signed Signature of Program Coordinator**

Date **Signed Signature of Chief Financial Officer**

Alabama State Department of Education, Eric G. Mackey, State Superintendent of Education

The Alabama State Board of Education and the Alabama State Department of Education do not discriminate based on race, color, disability, sex, religion, national origin, or age in their programs, activities, or employment and provide equal access to the Boy Scouts and other designated youth groups. The following person is responsible for handling inquiries regarding the non-discrimination policies: Title IX Coordinator, Alabama State Department of Education, P.O. Box 302101, Montgomery, AL 36130-2101, telephone (334) 694-4717.