We thank you for your time spent taking this survey.
Your response has been recorded.

CYBHI School-Linked Partnerships & Capacity Grants: COE-Level Implementation Plan and Budget

County Offices of Education must submit a comprehensive implementation plan and detailed budget. Your implementation plan and budget should outline how the COE plans to distribute grant funds to each LEA in the county and describe the COE-led Priority Funding Activities that will promote operational readiness or expand behavioral health service capacity. All expenditures should be directly, demonstrably, and credibly related to achieving operational readiness, developing collective infrastructure, or improving equity, access, and range in school-linked behavioral health services.

Each COE will receive up to 40% of the funds allocated to them upon approval of the implementation plan and budget.

You may find the COE-Level Implementation Plan Planning Tool useful as you complete your Implementation Plan and Budget.

Contact Information

County Office of Education

> Los Angeles County Office of Education

Primary Point of Contact: *This should be the person who will act as the lead for your County Office of Education for the School-Linked Partnerships and Capacity Grant Program. This person would be expected to attend the collaborative learning and act as a liaison for the Program.*

Primary Contact First Name

> Kim

Primary Contact Last Name

> Griffin Esperon

Primary Contact Position/Title

> Project Director III, Mental Health and School Counseling

Primary Contact Email

> griffinesperon_kim@lacoe.edu

Primary Contact Phone

> (562) 922-7281

Secondary Point of Contact: *This should be a partner to the primary point of contact throughout this Grant Program.*

Secondary Contact First Name

Sonya

Secondary Contact Last Name

Smith

Secondary Contact Position/Title

Director III, Student Support Services

Secondary Contact Email

Smith_Sonya@lacoe.edu

Secondary Contact Phone

5629226782

> ***Respondents may find the following resources useful:***
> [*CYBHI School-Linked Partnerships & Capacity Grants Webpage*](#)
> ***For questions or support with completing this survey please email: capacitygrants@sccoe.org***

Capacity Grants Allocations

Please enter your county's budget allocation. It may be useful to reference the [Capacity Grants COE Allocations document](#) for your allocation as of April 2024.

What is your COE allocation? (Please enter dollar amount, numbers only)

$

86162624.00

What is the amount you are allocating to your LEAs (Please enter dollar amount, numbers only)

$

45480142.46

Fee Schedule Operational Readiness

The majority of the funding for this grant program is intended to go to Local Education Agencies (LEAs). LEAs may choose to delegate or defer to their COE to fulfill an objective in the priority funding activity. However, should a COE not fulfill activities on behalf of their LEAs, 80% of the funding is intended to flow directly to LEAs. As part of the COE implementation plan process, COEs must provide rationale for LEA allocations. Should COEs have a lower than 80% allocation overall to their LEAs, the Grant Administrator will require sufficient rationale for the COE role in LEA funding activities.

Please note that your responses in this section should focus on the activities that you will lead as a COE.

LEA Allocations

Please upload the LEA Allocations spreadsheet outlining your allocations to each LEA and the justifications for those allocations. Please see the template here.

LACOE CYBHI Allocation documents.zip

1.9 MB

application/zip

LEA Documentation

Please upload relevant documentation such as a signed letter from LEAs that have chosen to opt-in to the countywide strategy or opt-out of the program all together. Include documentation of outreach to LEAs that are not responsive. If there are multiple files, please include them all in one zip file.

LACOE Capacity Grants Outreach efforts 25 Sept 2024.xlsx

0.2 MB

application/vnd.openxmlformats-officedocument.spreadsheetml.sheet

Operational Readiness: Medi-Cal Enrollment

These activities are directly related to the process of an LEA or their designated providers/practitioners enrolling in Medi-Cal and operating in compliance with relevant state and federal regulations.

Priority Funding Activities (PFAs): Please select all the Priority Funding Areas that apply and list the anticipated deliverable for each.

- ☑ **Paying wages for staff time spent enrolling in Medi-Cal.**
- ☑ **Covering administrative costs related to enrolling in Medi-Cal (e.g. any fees or operational burdens).**

List the anticipated deliverables for: *Paying wages for staff time spent enrolling in Medi-Cal.*

Deliverable: Increase the number of LEAs that are Medi-Cal enrolled. Activities: Host two informational sessions and office hours, as needed. Provide differentiated technical assistance. Create one-pager for LEAs. Evidence: Personnel Activity Report documenting time spent in enrollment tasks. Online Management System registration and attendee data and consultation reports. List of new LEA NPI numbers. Deliverable: Increase the number of eligible students who are Medi-Cal enrolled throughout the county. Activities: Contract with community partners that have navigators and certified enrollment counselors on staff to attend resource fairs throughout the county. Connect families to partners to enroll students in Medi-Cal. Evidence: Monthly reports providing documentation of outreach efforts to students and families. Actual numbers (i.e. actual numbers of participants in an outreach activity) and estimated numbers (i.e., estimated numbers of participants at a district health fair) are included in the reports. Online Management System report of scheduled events.

Characters remaining: 3923

List the anticipated deliverables for: *Covering administrative costs related to enrolling in Medi-Cal (e.g. any fees or operational burdens).*

Deliverable: Explore feasibility of consortium model for LEAs, including affiliated providers. Activities: Hold information sessions to discuss requirements for the fee schedule. Provide direct assistance to LEAs that are not enrolled in Medi-Cal and to enroll LEA affiliated providers. Survey LEAs that are participating in the fee schedule once a comprehensive billing platform is in use. Evidence: BEST budget reports outlining administrative costs, such as operational burdens or fee incurred in the enrollment process. Completed compliance documents required for Medi-Cal enrollment requirements. Online Management System (OMS) registration and attendee data and consultation reports. Survey results with summary.

Characters remaining: 4281

What is the total budget for this operational readiness area **for funds remaining at the COE**? (Please enter dollar amount, numbers only)

$

1291037.37

Operational Readiness: Service Delivery Infrastructure & Capacity Building

These activities are directly related to LEAs efforts to meet DHCS-set thresholds to deliver needed behavioral health services to all students, including those without Individualized Education Plans.

Priority Funding Activities (PFAs): Please select all the Priority Funding Areas that apply and list the anticipated deliverable for each.

- [ ] Hiring and contracting with eligible providers to increase school or school-site capacity to deliver behavioral health services and grow the portfolio of behavioral health services.

- [x] **Contracting with community-based organizations, county behavioral health agencies, or other behavioral health providers to furnish covered school-based services to students.**

- [x] **Training COE, LEA or school-site staff to deliver evidence-based interventions in school-based behavioral health services (e.g. training costs for Cognitive Behavioral Intervention for Trauma in Schools, hiring supervisors to help staff get Pupil Personnel Services credentialed).**

- [x] **Building, modifying, furnishing, or preparing physical spaces to create rooms for on-site provision of behavioral health care services (e.g. creating a wellness room).**

- [x] **Purchasing supplies, technology, or tools that increase access to behavioral health services for students or improve service delivery (e.g. buying iPads so students can access virtual services while at school; buying books behavioral health or workbooks for students).**

- [x] **Funding clinical supervision services for individuals working towards their credentials or licensure.**

- [x] **Covering travel costs for providers and employees to participate in relevant training opportunities, including transportation, lodging, and food.**

List the anticipated deliverables for: *Contracting with community-based organizations, county behavioral health agencies, or other behavioral health providers to furnish covered school-based services to students*

Deliverable: Increase the number of eligible students who are Medi-Cal enrolled throughout the county. Activities: Contract with community partners that have navigators and certified enrollment counselors on staff to attend resource fairs throughout the county. Connect families to partners to enroll students in Medi-Cal. Evidence: List of existing and new contracted partners. Monthly reports providing documentation of outreach efforts to students and families. Actual numbers (i.e. actual numbers of participants in an outreach activity) and estimated numbers (i.e., estimated numbers of participants at a district health fair) are included in the reports. Online Management System report of scheduled events.

Characters remaining: 4285

List the anticipated deliverables for: *Training COE, LEA or school-site staff to deliver evidence-based interventions in school-based behavioral health services (e.g. training costs for Cognitive Behavioral Intervention for Trauma in Schools, hiring supervisors to help staff get Pupil Personnel Services credentialed).*

Deliverable: Increase number and frequency of trainings for school-based behavioral health staff (Wellness by Design, evidence-based practices, Coordination of Services Teams, Trauma Informed Practices/Wellspaces, Safe School Planning, Suicide Prevention, Threat Assessment, Crisis Response, etc.). Activities: Develop training matrix based upon Needs Assessment data. Execute contracts, if needed. Secure space. Assign dates/trainings. Plan for materials and food. Evidence: Summary of needs assessment data. Training matrix. Contracts, if applicable. Online Management System registration and attendee list. Deliverable: Establish continuing education program. Activities: Complete CEU application with CAMFT; schedule and advertise trainings; review trainers CEU packet; hold training; collect post-training surveys; issue CEUs. Evidence: Approved application. Training menu. Online Management System registration and participant list. Evaluation results.

Characters remaining: 4036

List the anticipated deliverables for: *Building, modifying, furnishing, or preparing physical spaces to create rooms for on-site provision of behavioral health care services (e.g. creating a wellness room).*

Deliverable: Create Wellness Centers at LEAs in five regions throughout the county to increase dedicated spaces where reimbursable services are provided. Activities: Determine sites for Wellness Centers. Hold information session to discuss elements of design, use of space, best practices. Review and approve proposals. Execute contracts. Order materials and supplies and work with sites on setting up centers. Convene Community of Practice with site-based staff. Evidence: Site proposals and budgets. Executed contracts. Online Management System registration and attendee list. Agendas and presentation. BEST requisitions and purchase orders. Visual artifacts.

Characters remaining: 4338

List the anticipated deliverables for: *Purchasing supplies, technology, or tools that increase access to behavioral health services for students or improve service delivery (e.g. buying iPads so students can access virtual services while at school; buying books behavioral health or workbooks for students).*

Deliverable: Purchase supplies, technology or tools for regional Wellness Centers. Activities: Determine sites for Wellness Centers. Hold information session to discuss elements of design, use of space, best practices. Review and approve proposals. Execute contracts. Order materials and supplies and work with sites on setting up centers. Convene Community of Practice with site-based staff. Evidence: Site proposals and budgets. Executed contracts. Online Management System registration and attendee list. Agendas and presentation. BEST requisitions and purchase orders. Visual artifacts.

Characters remaining: 4409

List the anticipated deliverables for: *Funding clinical supervision services for individuals working towards their credentials or licensure.*

Deliverable: Increase access to clinical supervision for those working towards credentials or licensure. Activities: Develop and execute university affiliation agreements and LEA no-cost agreements. Attend university recruitment events. Secure and train preceptors. Interview applicants; rate and match. Contract with interns. Onboard, train and place interns. Provide clinical supervision. Evidence: Executed university agreements. LEA no-cost agreements. Executed intern contracts. Intern roster/placement. Supervision logs.

Characters remaining: 4474

List the anticipated deliverables for: *Covering travel costs for providers and employees to participate in relevant training opportunities, including transportation, lodging, and food.*

Deliverable: Increase opportunities for professional development relevant to behavioral health systems. Activities: Investigate relevant professional development opportunities for mental health staff and clinicians; complete travel requests and post-conference briefs; share out with team. Evidence: Conference Attendance Report, including sessions attended, key takeaways, linked resources, plan for sharing and applying information.

Characters remaining: 4566

What is the total budget for this operational readiness area **for funds remaining at the COE**? (Please enter dollar amount, numbers only)

$

14318778.08

Operational Readiness: Data Collection and Documentation

These activities are directly related to activities designed to meet DHCS guidelines on LEA ability to maintain and transmit data on student health and healthcare coverage, service-level data, and the LEA's eligible practitioners and affiliated or contracted school-linked providers.

Priority Funding Areas (PFAs): Please select all the Priority Funding Areas that apply and list the anticipated deliverable for each:

☑ **Purchasing software licenses to enable data collection and exchange (e.g. Electronic Medical Records or EMR, Electronic Health Records or EHR) and technology needed to use it (e.g. computers/tablets for providers to use intake software)** *Note: Electronic Medical Records or Electronic Health Records and other similar infrastructure can be purchased at the county level and shared among LEAs.*

☐ Recruiting, hiring, onboarding, and supporting salaries for medical administrative assistants or other employees focused on maintaining and transmitting data related to behavioral health care coverage and service delivery. Grants provide an opportunity for one-time funding to potentially expand the workforce. *Salaries for new employees may be able to be sustained through ongoing fee schedule reimbursement.*

☑ **Contracting for services related to data collection, storage, and transmission.**

☑ **Training providers or administrative employees on how to use data collection and exchange software (e.g. EMR/EHR).**

List the anticipated deliverables for: *Purchasing software licenses to enable data collection and exchange (e.g. Electronic Medical Records or EMR, Electronic Health Records or EHR) and technology needed to use it (e.g. computers/tablets for providers to use intake software)*

Deliverable: Vet, select and contract with integrated EHR/claims submission platform that could support multiple LEAs and can export specified data to different Student Information Systems. Activities: Work with Procurement to schedule demonstrations with companies that have piggybackable bids, or solicit public bids; invite Capacity Grant LEAs to demonstrations; discuss pros and cons of platforms and proposals; Cost will include: Per provider cost, Premium Support (e.g., on demand in-person and virtual training sessions, live customer support, etc.), and System Integration set-up. execute contract with selected vendor; develop implementation plan Evidence: Executed contract. Implementation plan. MOUs with participating LEAs, if applicable. Deliverable: Purchase technology to utilize platform. Activities: Assess technology needs based on selected vendor; secure quotes; place orders. Evidence: Survey results. BEST requisitions and purchase orders.

Characters remaining: 4036

List the anticipated deliverables for: *Contracting for services related to data collection, storage, and transmission.*

Deliverable: Train providers and administrators on effective use of contracted platform and standards of documentation. Activities: Work with selected vendor to schedule trainings; develop implementation toolkit, including standards of documentation; provide tiered support, as needed. Evidence: Training schedule. Online Management System registration and attendee data and consultations. Implementation toolkit. Claims analytics.

Characters remaining: 4567

List the anticipated deliverables for: *Training providers or administrative employees on how to use data collection and exchange software (e.g. EMR/EHR).*

Deliverable: Provide training for providers and administrators on best practices for using contracted platform. Activities: Work with selected vendor to schedule trainings; develop implementation toolkit, including standards of documentation, and user role Communities of Practice; assess reimbursement success, provide tiered support, as needed. Evidence: Training schedule. Online Management System registration and attendee data and consultations. Implementation toolkit. Claims analytics.

Characters remaining: 4505

What is the total budget for this operational readiness area **for funds remaining at the COE**? (Please enter dollar amount, numbers only)

$

3920082.37

Operational Readiness: Billing Infrastructure

These activities are directly related to activities designed to meet DHCS guidelines on LEAs' ability to file claims and communicate necessary data to utilize the fee schedule. This includes having the resources and tools to maintain, select, and transmit service level data for billing purposes.

Priority Funding Areas (PFAs): Please select all the Priority Funding Areas that apply and list the anticipated deliverable for each:

- ☑ **Recruiting, hiring, onboarding, and supporting salaries for billing specialists focused on operating data systems and claims filing.**

- ☑ **Purchasing needed software licenses and technology services/solutions to facilitate the billing and claims process and additional technology needed for providers and LEAs to implement the solutions.**

- ☑ **Training providers or administrative employees on how to use billing software.**

- ☑ **Contracting with a full-service third-party billing vendor.** *Note: Billing vendors will need to submit information to the state's TPA in order to file claims and receive reimbursements.*

- ☐ Investing in systems infrastructure necessary to support claims transmission to the state's TPA vendor.

List the anticipated deliverables for: *Recruiting, hiring, onboarding, and supporting salaries for billing specialists focused on operating data systems and claims filing.*

Deliverable: Determine interest and explore feasibility of providing direct billing services to fulfill LEA needs. Activities: Needs assessment; collaborate with vendor on any necessary upgrades; execute third party DUAs with interested LEAs; train and onboard LEA staff. Evidence: Third party DUAs; OMS participant and attendee data; training materials; provider roster.

Characters remaining: 4629

List the anticipated deliverables for: *Purchasing needed software licenses and technology services/solutions to facilitate the billing and claims process and additional technology needed for providers and LEAs to implement the solutions.*

Deliverable: Vet, select and contract with integrated EHR/claims submission platform that could support multiple LEAs and can export specified data to different Student Information Systems. Activities: Work with Procurement to schedule demonstrations with companies that have piggybackable bids, or solicit public bids; invite Capacity Grant LEAs to demonstrations; discuss pros and cons of platforms; execute contract with selected vendor; develop implementation plan. Evidence: Executed contract; implementation plan; MOUs with participating LEAs, if applicable. Deliverable: Purchase technology to utilize platform. Activities: Assess technology needs based on selected vendor; secure quotes; place orders. Evidence: Survey results, BEST requisitions and purchase orders.

Characters remaining: 4224

List the anticipated deliverables for: *Training providers or administrative employees on how to use billing software.*

Deliverable: Train providers and administrators on effective use of contracted platform and standards of documentation. Activities: Work with selected vendor to schedule trainings; develop implementation toolkit, including standards of documentation, and user role Communities of Practice; assess reimbursement success, provide tiered support, as needed. Evidence: Training schedule; OMS registration and attendee data; toolkit; claims analytics; OMS consultations.

Characters remaining: 4535

List the anticipated deliverables for: *Contracting with a full-service third-party billing vendor.*

Deliverable: Vet, select and contract with integrated EHR/claims submission platform that could support multiple LEAs and can export specified data to different Student Information Systems. Activities: Work with Procurement to schedule demonstrations with companies that have piggybackable bids, or solicit public bids; invite Capacity Grant LEAs to demonstrations; discuss pros and cons of platforms; execute contract with selected vendor; develop implementation plan. Evidence: Executed contract; implementation plan; MOUs with participating LEAs, if applicable. PPAs and DUAs for participating LEAs.

Characters remaining: 4397

What is the total budget for this operational readiness area **for funds remaining at the COE**? (Please enter dollar amount, numbers only)

$

3920058.92

Respondents may find the following resources useful:
CYBHI School-Linked Partnerships & Capacity Grants Webpage
For questions or support with completing this survey please email:
capacitygrants@sccoe.org

Total Budget for Operational Readiness

This is the total budget you have allocated for Operational Readiness activities you will lead as a COE. If it is incorrect, please go back and check the budget amounts you entered for each of the Operational Readiness areas.

$23449956.74

Collective Impact

Up to 10% of each county's funding can be dedicated to projects that build a necessary collaborative infrastructure for coordinated systems that focus on the needs of children and families. This can come in the form of technical assistance, coaching, and implementation support. Investments in collective impact can contribute to fee schedule readiness and/or expanding service delivery beyond the minimum readiness requirements. Example efforts include developing and designing a common agenda and shared measurement system to track progress, integrating activities across systems, and including families and communities in supporting youth behavioral health.

Please select all areas of Collective Impact that apply and list the anticipated deliverable for each.

☐ Developing plans, policies, or procedures with a common goal that guides collaboration across systems and LEAs within a county.

☐ Purchasing and disseminating tools to measure success along shared collaborative goals (e.g. new tools to communicate between school providers, community and family supports, and payers).

☑ **Training or providing technical assistance to LEAs to share best practices and improve the county's ability to collaboratively provide behavioral health support to children and families.**

☑ **Implementing selected Evidence Based Practices and Community-Defined Evidence Practices (EBPs/CDEPs).**

☑ **Building and using the CYBHI Behavioral Health Virtual services platform and tools for students to access behavioral health services.**

☐ Establishing partnerships with managed care plans, county behavioral health, and community-based organizations to deliver behavioral health services.

☑ **Adopting an outsourced clinical training model to improve capacity and access to different treatment types (e.g. funding graduate students to provide behavioral health services on campus).**

☑ **Providing universal behavioral health screenings to identify emerging behavioral health needs in the student population.**

List the anticipated deliverable for: *Training or providing technical assistance to LEAs to share best practices and improve the county's ability to collaboratively provide behavioral health support to children and families.*

Deliverable: Host tiered Communities of Practice for district and charter leaders to facilitate implementation of Capacity Grants and fee schedule. Activities: Facilitate listening sessions based on direct allocations v. delegated allocations; assist with development of implementation plans, if applicable; develop and implement monthly tiered Communities of Practice; link to additional training opportunities and resources. Evidence: OMS attendee and participant data; CoP agendas, training materials; OMS consultations. Deliverable: Develop and implement Regional Provider Networks. Activities: Conduct needs assessment; determine emerging training topics; contract with speakers, as needed; create training materials and Resource Hub; reserve training facilities; arrange food; provide CEUs. Evidence: Needs assessment data; contracts, if applicable; OMS registration and attendee data; Resource Hub.

Characters remaining: 4093

List the anticipated deliverable for: *Implementing selected Evidence Based Practices and Community-Defined Evidence Practices (EBPs/CDEPs).*

Deliverable: Train, coach and supervise staff and interns in implementation of EBPs, including those with CYBHI Rounds 2 and 5 grants. Activities: Contract with EBP trainers; agree on dates; reserve space; arrange food; publicize trainings; register participants; purchase materials, if necessary; hold training; administer post-training evaluation; provide CEUs, if applicable. Evidence: Contracts; OMS attendee and participant data; training materials; survey results.

Characters remaining: 4530

List the anticipated deliverable for: *Building and using the CYBHI Behavioral Health Virtual services platform and tools for students to access behavioral health services.*

Deliverable: Develop and disseminate behavioral health virtual tools for students, parents and staff. Market virtual tools. Activities: Complete TS project charter to include a Graphic and Web Designer; onboard designer; contract with PAC for marketing and social media; conduct needs assessment; collaborate to develop materials and toolkits; disseminate information through Communities of Practice, social media and other sources; provide training, as needed. Evidence: Project charter; Inter-Departmental Categorical Program Agreement; needs assessment data; toolkit.

Characters remaining: 4430

List the anticipated deliverable for: *Adopting an outsourced clinical training model to improve capacity and access to different treatment types (e.g. funding graduate students to provide behavioral health services on campus).*

Deliverable: Provide stipends for interns and advocate to DHCS to include interns in the fee schedule. Activities: Develop and submit intern contracts. Provide clinical supervision so interns fulfill university requirements. Submit completion paperwork and issue stipends. Continue to communicate with DHCS regarding importance of including mental health interns in the fee schedule. Evidence: Intern contracts, invoices. Deliverable: Develop Certified Wellness Coach program/pathway. Activities: Develop "how-to" instructional handouts to assist with the Wellness Coach Certification process; host LEA/site informational sessions for potential/qualifying staff eligible for certification; develop outreach material for LEAs/sites to raise awareness regarding certification. Evidence: Handouts and outreach materials. Online Management System registration and attendee data. Certification documents.

Characters remaining: 4100

List the anticipated deliverable for: *Providing universal behavioral health screenings to identify emerging behavioral health needs in the student population.*

Deliverable: Provide access to the California Healthy Kids Survey with the Behavioral Health module to all LEAs throughout the county. Activities: Recruit LEAs, contract with WestEd, provide training and technical assistance to LEAs, develop and implement Community of Practice, host LEA data workshops, integrate data into data visualization tools, utilize the data to determine LEA needs for training and program development. Evidence: Contract with WestEd, OMS attendance and participation reports, training materials, data visualization tool reports.

Characters remaining: 4446

What is the total budget for Collective Impact? This should not exceed 10% of the total budget. (Please enter dollar amount, numbers only)

$

8616262.40

Other Allocations and Total Budget

COE Administrative Costs: Should not exceed 10%. Indirect costs should be included in this section. Please see the guidance on indirect costs.

What is the budget for COE Administrative Costs? (Please enter dollar amount, numbers only)

$

8616262.40

Other Costs: Up to 10% of each county's funds can be dedicated to other expenditures that the COE deems necessary. DHCS and the grant administrator(s) will be required to approve other uses of funding through the implementation plan.

What is the budget for Other Costs? (Please enter dollar amount, numbers only)

$

0

List the anticipated deliverables for Other Costs.

NA

Characters remaining: 4998

Total Budget: LEA Allocation + Operational Readiness + Collective Impact (10%) + COE Administrative Costs (10%) + Other Costs (10%)

Please enter your total budget below. (Please enter dollar amount, numbers only)

$

86162624.00

Budget Check

Your entered budget amounts and your total budget are below. If any of the amounts are incorrect, please go back and check the budget amount(s) you have entered on previous pages.

Capacity Grants COE Allocation

$86162624.00

LEA Allocation Allocation

$45480142.46

Operational Readiness Budget

Medi-Cal Enrollment: $1291037.37

Service Delivery Infrastructure & Capacity Building: $14318778.08

Data Collection and Documentation: $3920082.37

Billing Infrastructure: $3920058.92

Collective Impact Budget

$8616262.40

Administrative Costs Budget

$8616262.40

Other Costs Budget

$0

Total Budget

$86162624.00