



# FY25 Pediatric Primary Care Mental Health Training Grants

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# Program Description

- The Pediatric Primary Care Mental Health Training Grant Program is authorized by [Minnesota Statutes Sec. 144.1509](#)
- Grants for the development of new or the expansion of existing pediatric mental health training programs located in outpatient primary care clinics
- Training programs are designed to increase confidence, skills, and awareness of mental health resources among pediatric primary care providers caring for the mental health needs of pediatric patients
- An overarching goal: pediatric patients will receive more effective, timely, longitudinal care for mental health needs

# Funds Available

Funding	Estimate
Estimated Amount to Grant	\$900,000
Estimated Number of Awards	4
Estimated Maximum Award	\$250,000
Estimated Minimum Award	\$50,000

- Funding is allocated through a competitive process
- No expenditures may be incurred before the grant agreement is fully executed and the start date arrives

# General Information

- There is no match requirement for this grant
- Project Dates:
  - **Applications are due to MDH by 4:30 pm Central Time on February 7, 2025**
  - Grant distribution announcement: late March 2025
  - Grant agreements begin (estimated): June 1, 2025
  - Grant agreements end: May 31, 2027
- Collaboration:
  - Higher education institutions and outpatient primary care clinics are encouraged to collaborate
  - Partnerships between training programs and community resources are required

## To be eligible for a grant, training programs must:

- Be located in an outpatient primary care clinic
- Focus on the training of pediatric primary care providers working with multidisciplinary mental health teams
- Provide training on conducting comprehensive clinical mental health assessments and potential pharmacological therapy
- Provide psychiatric consultation to pediatric primary care providers during their outpatient pediatric primary care experiences
- Emphasize longitudinal care for patients with behavioral health needs
- Develop partnerships with community resources.

Trainees of the grantees' programs may include, for example:

- Residents in Pediatrics, Family Medicine, or other primary care fields serving pediatric patients,
- Nurse practitioners in training,
- Physician assistants in training, and
- Already practicing physicians, nurse practitioners, and physician assistants providing pediatric primary care.

## The goals of the Pediatric Primary Care Mental Health Training Grant Program are to:

- Increase confidence, skills, and awareness of mental health resources among pediatric primary care providers caring for the mental health needs of pediatric patients.
- Provide training on conducting comprehensive clinical mental health assessments and potential pharmacological therapy.
- Provide psychiatric consultation to pediatric primary care providers during their outpatient pediatric primary care experiences, in real time when possible.
- Emphasize longitudinal care for patients with behavioral health needs.

## Grant outcomes will include:

- Pediatric primary care providers who participate in the training report increased confidence and skills when caring for the mental health needs of pediatric patients.
- Pediatric primary care providers who participate in the training report increased awareness of mental health resources.
- This grant program will begin to contribute to a decrease in pediatric mental health hospitalizations in the counties in which training sites are located.



- Eligible expenses include:

- Planning related to implementing or expanding pediatric mental health training in an outpatient primary care clinic setting;
- Training site improvements, fees, equipment, and supplies required for implementation of the training programs; and
- Supporting clinical training in the outpatient primary clinic sites.
- Indirect expenses are allowable but may not exceed 10% of direct costs or the organization's federally negotiated indirect cost rate

- Ineligible expenses include, but are not limited to:

- Fundraising.
- Taxes, except sales tax on goods and services.
- Lobbyists, political contributions.
- Bad debts, late payment fees, finance charges, or contingency funds.

# Grant Contractual Obligations

- Work may not start prior to the full execution of the grant agreement and the project start date (expected to be June 1, 2025)
- Grant activities approved for payment are outlined in Exhibits A & B of the contract
  - Any activities outside of this must be approved prior to action
- Grantees must report on financial and programmatic activities quarterly
  - January 20, April 20, July 20, October 20
- Grantees receiving over \$50,000 will have one grant monitoring visit and financial reconciliation per grant period
- Grantees receiving over \$250,000 will have one grant monitoring visit and financial reconciliation per year through the grant period

# Reporting on Grant Outcomes

Grantees will report to MDH on the following outcomes:

- Number of pediatric primary care providers completing training
- Types of providers completing training, their years of experience, and practice locations
- Information on the effectiveness of training methods and supports
- Percentage of providers reporting increased confidence and skills when caring for mental health needs of pediatric patients
- Percentage of providers reporting increased awareness of mental health resources

# Review Process

- MDH determines initial eligibility
- Review committee scores applications on the criteria in RFP Attachment A:
  - Organization Background and Capacity
  - Project Narrative and Work Plan
  - Budget Narrative
- Review committee and MDH determine grant awards
- MDH conducts due diligence and past performance review prior to entering into grant agreements

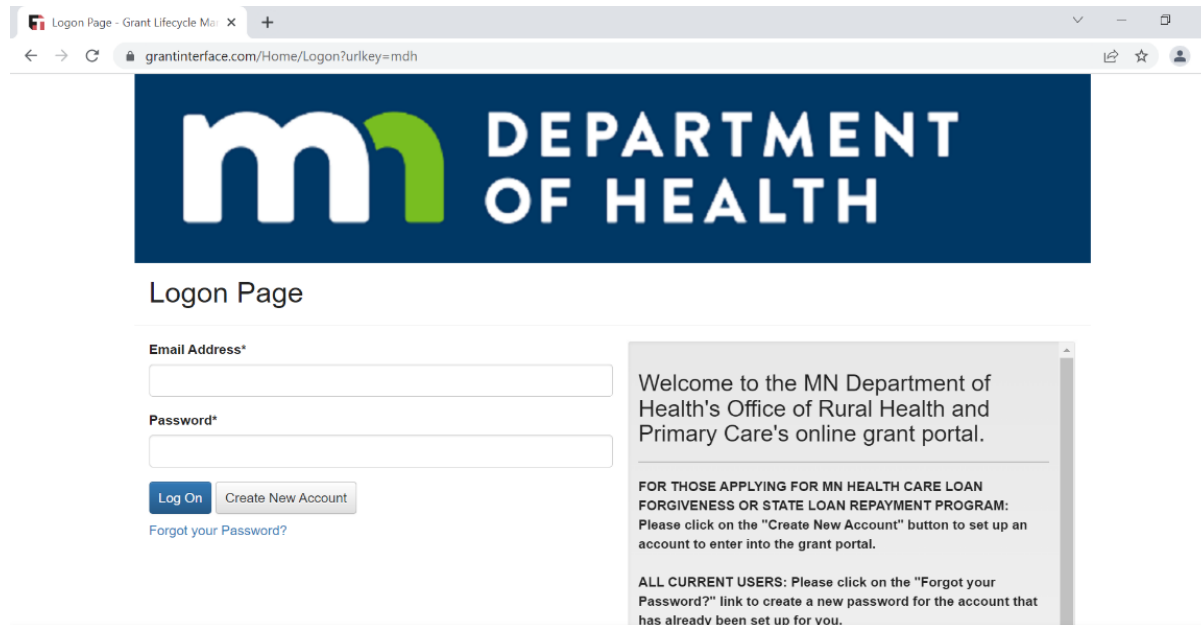
# Submitting Questions

- All questions regarding this RFP must be submitted via email to [Health.ORHPC.WorkforceGrants@state.mn.us](mailto:Health.ORHPC.WorkforceGrants@state.mn.us).
- Answers will be posted within 5 days on the [ORHPC Grants and Funding website](#).
- Please submit questions no later than 4:30 p.m. Central Time on January 24, 2025

# Application Submission

- Applications are due February 7, 2025 at 4:30 pm Central Time
- All applications will be completed and submitted via the online [ORHPC Grants Management System](#)
- The next slides show how to create a profile and begin an application in the online system

# Creating/Managing Users



The screenshot shows a web browser window with the URL `grantinterface.com/Home/Logon?urlkey=mdh`. The page features the MN Department of Health logo at the top. Below the logo, the text "Logon Page" is displayed. The login form includes an "Email Address\*" field, a "Password\*" field, and two buttons: "Log On" and "Create New Account". A link for "Forgot your Password?" is also present. A grey informational box on the right contains the following text:

Welcome to the MN Department of Health's Office of Rural Health and Primary Care's online grant portal.

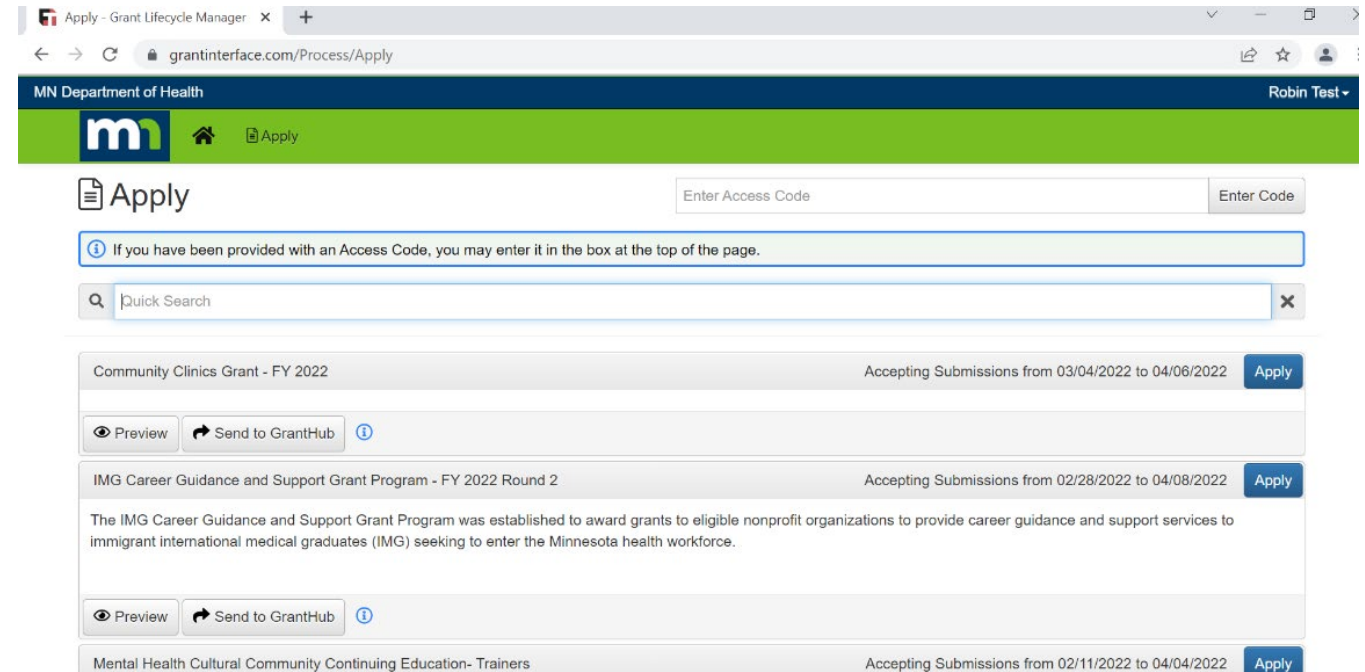
**FOR THOSE APPLYING FOR MN HEALTH CARE LOAN FORGIVENESS OR STATE LOAN REPAYMENT PROGRAM:** Please click on the "Create New Account" button to set up an account to enter into the grant portal.

**ALL CURRENT USERS:** Please click on the "Forgot your Password?" link to create a new password for the account that has already been set up for you.

- Existing Users: log in or use the forgot password button
- New Users: verify your organization has or doesn't have a profile & create profile(s)
- If you are unsure of organization's status, reach out to MDH

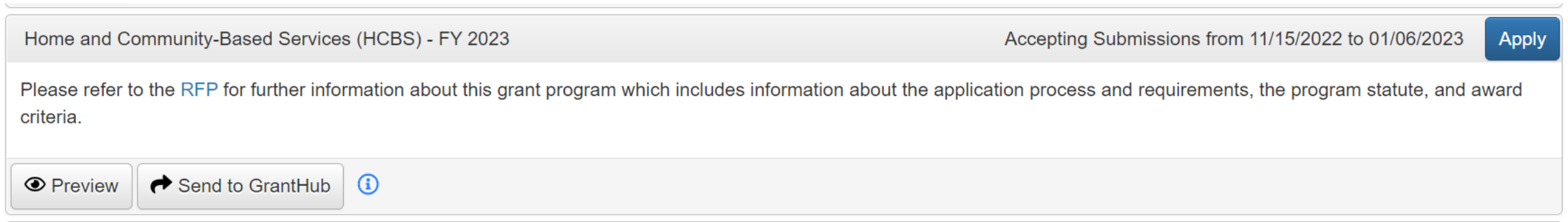
# Starting an Application

- On the home page of the portal, find the FY 2025 Pediatric Primary Care Mental Health Training Grant
- Click Apply



The screenshot shows a web browser window with the URL `grantinterface.com/Process/Apply`. The page header includes the MN Department of Health logo and the user name "Robin Test". Below the header, there is a navigation bar with "Apply" and "Enter Code" buttons. A search bar is present with the text "Quick Search". The main content area displays a list of grant opportunities:

- Community Clinics Grant - FY 2022**: Accepting Submissions from 03/04/2022 to 04/06/2022. Includes buttons for "Preview", "Send to GrantHub", and "Apply".
- IMG Career Guidance and Support Grant Program - FY 2022 Round 2**: Accepting Submissions from 02/28/2022 to 04/08/2022. Includes a description: "The IMG Career Guidance and Support Grant Program was established to award grants to eligible nonprofit organizations to provide career guidance and support services to immigrant international medical graduates (IMG) seeking to enter the Minnesota health workforce." and buttons for "Preview", "Send to GrantHub", and "Apply".
- Mental Health Cultural Community Continuing Education- Trainers**: Accepting Submissions from 02/11/2022 to 04/04/2022. Includes an "Apply" button.



This block shows a detailed view of a grant opportunity:

- Home and Community-Based Services (HCBS) - FY 2023**: Accepting Submissions from 11/15/2022 to 01/06/2023. Includes an "Apply" button.
- Description: "Please refer to the [RFP](#) for further information about this grant program which includes information about the application process and requirements, the program statute, and award criteria."
- Buttons: "Preview", "Send to GrantHub", and an information icon.



# Application Sections

> Application Instructions

> Section 1: Project Information

> Section 2: Organization and Applicant Information

> Section 3: Organization Background and Capacity

> Section 4: Project Narrative and Workplan

> Section 5: Budget

> Section 6: Required Attachments

> Applicant Conflict of Interest

> Certification

- 8 sections to complete
  - Section 1: Project Information
  - Section 2: Organization and Applicant Information
  - Section 3: Organization Background and Capacity
  - Section 4: Project Narrative and Work Plan
  - Section 5: Budget
  - Section 6: Required Attachments
  - Section 7: Conflict of Interest
  - Section 8: Certification
- Refer to RFP for instructions on narrative questions
- Complete at your own pace
  - Save button vs Submit button

# Application Sections 1 & 2

- Basic information about your organization
- Important to note that applicant will be the individual to whom reports are assigned
- Collaboration is possible: can add others as collaborators in portal
- SWIFT information is very important – this is how MDH contracts
  - If unsure – contact SWIFT help desk: 651-201-8100 or [swifthelpdesk.mmb@state.mn.us](mailto:swifthelpdesk.mmb@state.mn.us)

# Application Section 3. Organization Background and Capacity

## Organization Overview

- Provide an overview of your organization's history and service area(s). Describe the patients, and/or clients served, including a summary of their demographics, and any unique characteristics of your organization. Describe your staffing and administrative structure.
- Provide a brief overview of your existing health professional training program(s), including program history, the types of training and degrees offered, and the number of trainees in each area. Describe any existing partnerships for health professional training.

## Pediatric Mental Health Needs

- Provide an overview of the mental health needs of pediatric patients served by the clinic affiliated with your training program. Briefly discuss key factors contributing to the health needs of these patients.
- Discuss barriers to mental health care or service gaps that patients may be experiencing. Provide any available data on hospitalization and emergency service usage for mental health needs in pediatric patients.

# Organization Background and Capacity cont.

## Pediatric Mental Health Care

- Provide any available data from the outpatient primary care clinic(s) affiliated with your training program on the timeliness and effectiveness of the care pediatric patients receive for mental health needs. Provide any available data on longitudinal care pediatric patients receive for mental health needs.
- Discuss the mental health resources currently utilized by primary care providers at your clinic(s).

## Existing Community Partnerships

- Describe your outpatient clinic's existing connections to community resources for supporting mental health and well-being, especially for the pediatric population.

# Application Section 4. Project Narrative and Work Plan

## New or Expanding Program

- Indicate whether the proposal is for planning and implementing a new pediatric mental health training program for primary care providers or expanding an existing program.

## Clinic Location and Demographics

- Identify the outpatient primary care clinic(s) in which the training program is located. Describe the clinic location, patient demographics (race, ethnicity, gender identity, sexual orientation, disability status), and the demographics of the surrounding community (race, ethnicity, and any other known demographics).

## Number and Type(s) of Trainees

- Residents in Pediatrics, Residents in Family Medicine, Residents in another primary care field (please specify), Nurse Practitioners in training, Physician Assistants in training, Already practicing physicians in Pediatrics, Already practicing physicians in Family Medicine, Already practicing physicians in another primary care field (please specify), Already practicing Nurse Practitioners, Already practicing Physician Assistants, Other (please specify).

# Project Narrative and Work Plan cont.

## Trainee Confidence and Skills

- Describe how your program will increase confidence and skills among trainees (pediatric primary care providers) caring for the mental health needs of pediatric patients.
- Provide any available data on trainees' current confidence and skill level when treating mental health needs of pediatric patients.
- Describe how your program currently evaluates providers' confidence and skills in caring for the mental health needs of pediatric patients.
- Describe plans for gathering these data or enhancing existing data collection for the grant project.

## Trainee Awareness of Mental Health Resources

- Describe how your program will increase trainees' (pediatric primary care providers') awareness of pediatric mental health resources.
- Provide any available data on trainees' current awareness of pediatric mental health resources.
- Describe how your program currently evaluates providers' awareness of pediatric mental health resources.
- Describe plans for gathering these data or enhancing existing data collection for the grant project.

# Project Narrative and Work Plan cont.

## Required Training Components

- Describe the program's focus on training pediatric primary care providers working with multidisciplinary mental health teams. How will the multidisciplinary mental health teams be established and maintained throughout the project?
- Describe how the program will provide training on conducting comprehensive clinical mental health assessments and potential pharmacological therapy.
- Describe how the program will provide psychiatric consultation to pediatric primary care providers during their outpatient pediatric primary care experiences.
- Describe how the program will emphasize longitudinal care for patients with behavioral health needs.
- Describe how the program will develop partnerships with community resources to support pediatric patients' mental health and behavioral health needs. Consider how in some situations, community resources may be utilized as an alternative to hospitalization.

# Project Narrative and Work Plan cont.

## Timely and Effective Mental Health Care

- Describe how your program will result in more timely, effective care for the mental health needs of pediatric patients served by your outpatient primary care clinic(s). How will your program evaluate the timeliness and effectiveness of the care received by pediatric patients for their mental health needs?

## Serving Rural Communities

- Describe how your program will serve rural communities and train pediatric primary care providers to care for the mental health needs of patients in rural communities.

## Project Sustainability

- Describe your plan for maintaining the training program after the grant period ends.

## Work Plan

- List key project activities. For each activity, indicate the title/position of each person who will be involved and the expected timeline. Your work plan should include collecting and reporting the data required for this program.



# Application Section 5: Budget & Budget Narrative

- Provide a detailed justification of the estimated project expenses to successfully meet the goals of the proposed project.
- For each budget item, indicate any funding sources that will be used in addition to the grant funds.
- Include any expenses related to collecting and reporting the data required for this program.

## Budget categories:

- Salaries
- Fringe
- Travel
- Supplies
- Contracted Services
- Equipment
- Other

# Application Section 6: Required Attachments

- Audited Financial Statements
- Due Diligence Form
- Proof of Accreditation – Optional
  - Accredited educational institutions may include documentation of current accreditation or applicable documentation for an eligible provider type as defined in the request for proposal.

# Application Section 7: Conflict of Interest

- Complete prior to submission
- Should you be aware of any conflict of interest, this may not disqualify you for funding, but requires a mitigation plan to collaborate with MDH
- Reach out with any questions regarding conflict of interest

# Questions?

# Thank You!

**Siham Abdellah**

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