

# MONTANA MENTAL HEALTH TRUST

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## 2018 Grant Application Guidelines

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The Montana Mental Health Trust (the “Trust”) was created to support programs, services, and resources for the prevention, treatment, and management of serious mental illness of Montana children and adults, including programs, services, and resources for:

- Education and information for medical providers concerning appropriate prescribing practices for patients with mental illness;
- Training and education for Law Enforcement personnel and other persons concerning effective and appropriate crisis intervention techniques and resources;
- Crisis intervention service to persons supervised or managed by the criminal justice system;
- Transition funding for persons transitioning from an in-patient mental health treatment environment to an out-patient treatment and independent living environment;
- Children’s mental health programs; and
- Peer-to-peer services.

In furtherance of these purposes, the Trust shall apply these guidelines in considering 2018 applications for distribution of trust funds. Deviations from the guidelines shall be made infrequently and only in extraordinary circumstances. Extraordinary circumstances do not include mistake, inadvertence, or neglect.

### **Is your organization eligible to apply for a grant?**

Applications for grants are considered from public or private entities, whether organized for profit or for non-profit. The Trust will not grant funds to individuals. Individuals seeking trust funds may be able to join with an appropriate organization for purposes of submitting a proposal.

### **The following types of applications WILL NOT be considered:**

1. For the benefit of specific individuals.
2. For propagandizing or for influencing legislation and elections.
3. To organizations which, in policy or practice, unfairly discriminate on the basis of race, ethnic origin, sex, creed, religion, or gender identification.
4. To out-of-state organizations.
5. To projects that expend funds to assist persons who are not Montana residents.

## **General Grant Policies:**

Factors that will heavily influence consideration of applications include:

1. Providing services to those populations historically underserved or economic groups typically not eligible for traditional funding sources.
2. Innovative and creative ways to assist beneficiaries, which are shown to be well thought out, well planned, and feasible.
3. Collaboration with other programs, organizations, and entities, if such collaboration is appropriate to the proposed project or program.
4. Sustainability of the program or project if such is appropriate for the proposed project.
5. Leveraging of funds from the Trust with funds and assistance not provided by the Trust.
6. The completion of the services funded by the grant by December 31, 2019.

This list is not inclusive and other factors may be considered in evaluating an application for distribution of trust funds.

The grant application should indicate whether the funds should be disbursed in one lump sum or in the form of periodic payments. Unless a need for a lump sum distribution is demonstrated in the grant application, ordinarily grants will be disbursed in the form of periodic payments.

Applications that propose “indirect” or “overhead” costs of more than 5% of the requested amount will generally be given a low priority.

## **Have the trustees selected topics that they prefer to support in 2018?**

Yes, the trustees would prefer applications addressing one or more of the following topics:

1. Development of evidence based or promising novel programs to serve individuals with co-occurring disorders. This would include transitional youth, ages 16-24, with a substance abuse problem (use or disorder) and serious emotional disturbance (SED or SDMI diagnosis).
  - a. Many persons suffer from both mental illness and chemical addiction. Without a program to address both of these issues together, little progress can be made toward recovery. Programs that are currently providing such treatment, training, or programs wishing to begin these services should apply. The Trust is interested in fostering creative linkages between existing entities. Community based approaches will be more highly rated than inpatient models.

2. Provision of physical, psychological, and pharmacological services to all persons in Montana.
  - a. This could be a distance-based service to assure provision of expert advice to rural practitioners and their patients without requiring them to leave their communities. A recent grant has proven invaluable in providing psychological evaluation and advice to probation officers and local practitioners for treatment of persons under supervision of the Department of Corrections. It is anticipated that this concept could benefit all mentally ill persons in Montana and secure evaluations and recommendations for treatment by connection with specialists by electronic means. The patients could then secure their prescriptions and treatment locally in their own community.
  
3. Provide transitional housing for persons released from treatment/custodial facilities.
  - a. Many of the mentally ill released from prison, detention, and even involuntary treatment cannot secure adequate housing upon release and often return to custody because of that problem. Agencies or programs are encouraged to seek funding to match other sources to assure that those in transition will have housing so they can access their treatment needs and integrate back into the community.
  
4. Establishment and/or continuance of community crisis systems for law enforcement agencies, community organizations, and courts to divert mentally ill persons from incarceration.
  - a. Past and current grants have assisted in statewide crisis intervention training (CIT). A shortage of local funds must be replaced by other funds to provide training and implementation. While local matches are encouraged, any application will be considered if it furthers CIT in the state. With the current CIT operating in the state, it is hoped that all law enforcement and first responders will have an opportunity for training. It is further hoped that this funding could be used to support community-based approaches to diversion.

**Project Accountability and Reporting Requirements:**

Grants will be subject to audit.

All Grantees will be required to sign a contract outlining accountability and reporting requirements. One of the requirements usually included in the contract is for the recipients to submit reports periodically, typically quarterly. Other requirements may be included in the contract. Failure to submit timely, adequate reports may result in:

- cancelling the grant,

- not making future scheduled payments to the grantee, and/or
- requiring the grantee to return payments previously received.

All Grantees will be required to allow on-site visits and/or facility examination by the Trust Director or his designee.

Complete accounting records, including records of receipts and expenditures, and program records of all Grantees, must be maintained and be made available to the Trust Director or designee upon request.

Grantees will be required to repay any portion of a grant which is not used for the purposes of the grant.

### **Application Process Requirements:**

All Grant Applications must be signed by an individual authorized by the organization to do so and submitted to the Trust Director by attachment to an email sent to [MontanaMHT@gmail.com](mailto:MontanaMHT@gmail.com) in PDF format. Confirmation of receipt will be provided. If confirmation is not received within two business days after transmittal, the applicant should contact the Trust Director by email or by telephone at 406.399.5940. Other formats, telefax transmissions, hard copy submissions, or submissions by other means must have the prior approval of the Trust Director in order to be considered.

Grant Applications must be made on the form which is available at [www.mmht.org](http://www.mmht.org). Applicants must provide all information requested. Incomplete applications may be rejected.

After receipt of a Grant Application for distribution of trust funds, the Trust, in its discretion, may contact an applicant to ask questions, offer suggestions concerning the proposal, or request further information. The Trust may also request an updated application.

**The Deadline for Grant Applications is 5:00 p.m., Mountain Daylight Time on Friday, September 14th, 2018.** In the event that all trust funds are not distributed, another round of Grant Applications may be accepted at a future time.

Applicants are requested to refer to the Trust website at [www.mmht.org](http://www.mmht.org) for further information. If an applicant needs further information, or has questions, the applicant should contact the Trust Director, Hon. David G. Rice, at [MontanaMHT@gmail.com](mailto:MontanaMHT@gmail.com) or by telephone at 406.399.5940. Additionally, the applicant may write the Trust Director at:

Montana Mental Health Trust  
P.O. Box 8666  
Missoula, MT 59807

The Trust expects to award a total of \$500,000 of new grants in 2018. The Trust anticipates making decisions concerning the grants and notifying grant applicants by November 15, 2018.