

Appendix G – DMA Projects Scope of Work 2017-2018

1. Consolidated Agreement Guidelines

- (1) As part of the Consolidated Contract, all other requirements of the Intergovernmental Agreement funding shall be followed under the Guidelines for Indian Nation Consolidated Tribal Social and Health Services Plan August 2017- June 2018.

2. Dedicated Marijuana Account Tribal Px/Tx Project Service Delivery Guidelines

- (1) The Tribe will deliver either Prevention or Treatment services or both as identified in funding proposal which was approved by the Division of Behavioral Health and Recovery Prevention or Treatment staff.
- (2) Only approved projects shall be implemented using Dedicated Marijuana Account Tribal Px/Tx project funds within the fiscal year stated above.
- (3) Tribe will implement their identified Dedicated Marijuana Account Tribal Px/Tx project using maximum consideration amount of up to \$20,000.
 - a. No more than 8% of the maximum budget may be expended for Administrative Costs.
- (4) Projects for the Dedicated Marijuana Account Tribal Px/Tx project funds shall be completed by June 30, 2018.
- (5) All expenses for the approved project shall occur in the fiscal year August 1, 2017 to June 30, 2018.
- (6) DBHR reserves the right to negotiate with applicants for project scope and funding amounts.

3. Reporting Guidelines

- (1) Follow all reporting guidelines under the Guidelines for Indian Nation Consolidated Tribal Social and Health Services Plan page 7.
 - (a) Complete all Quarterly Expenditure Reports each quarter as according to timeline outlined in The Guidelines for Indian Nation Consolidated Tribal Social and Health Services Plan.
 - (b) Complete Annual Narrative each year according to timeline schedule outlined in The Guidelines for Indian Nation Consolidated Tribal Social and Health Services Plan.

Request for Applications – Tribal Dedicated Marijuana Account Youth Prevention and/or Treatment Projects 18/19-005

Washington State Department of Social and Health Services
Division of Behavioral Health and Recovery (DSHS/DBHR)
Funding for August 1, 2017 through June 30, 2018

Quarterly Expenditure Reports		
<u>Quarterly Period</u>	<u>Report Due</u>	<u>Due Date</u>
July 1 – September 30	Quarterly Expenditure Report	October 31
October 1 – December 31	Quarterly Expenditure Report	January 31
January 1 – March 31	Quarterly Expenditure Report	April 30
April 1 – June 30	Quarterly Expenditure Report	September 30
Annual Reports		
<u>Annual Period</u>	<u>Report Due</u>	<u>Due Date</u>
July 1 – June 30	Annual Reports	September 30

- (2) If implementing a prevention program the Tribe will document the following in the Substance Use Disorder Prevention and Mental Health Promotion Online Reporting System: Typical types of service entries are listed below.
- (a) Each training completed is entered into the Substance Use Disorder Prevention and Mental Health Promotion Online Reporting System.
 - i. Information for training includes participants in attendance, and funding amounts spent on the training. Demographic information of attendees will be included in the Substance Use Disorder Prevention and Mental Health Promotion Online Reporting System.
 - (b) Ensure that all service data is entered into the Substance Use Disorder Prevention and Mental Health Promotion Online Reporting System.
 - i. Information for all program participants involved in reoccurring services, including service date, participant attendance and demographic data.
 - ii. Service data on one-time only events including service data, participation number data, and attendee demographic information.
- (3) If implementing a youth treatment program, the Tribe will enter service data into the TARGET System.
- (4) Complete a 4-question Annual Narrative and provide information on project and outcomes of the program.