

SAMHSA OTAP

Guidance on Spending Your Grant Funds

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SAMHSA
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TOR Required Activities

Grantees must use SAMHSA's TOR grant funds primarily to support evidence-based prevention, treatment, and/or recovery support activities as described in Section Two of the funding opportunity announcement (FOA).

Grantees are expected to **select activities** from the list below on which your program will focus:

- Complete a comprehensive strategic plan to address the gaps in prevention, treatment, and recovery identified by the tribe.
 - **Examples: Work with consultant to develop strategic plan; cover costs of stakeholder meetings or focus groups; cover costs of community readiness assessment data collection.**

Strategic Plan Sample

2020 TOR Work Activities Planning Template

1. Required Activities				
Objective 1	Activities	Responsible Party(ies)	Target Date	Date Completed
	What specific activities need to be completed to meet the objective?			
	1.1.1:			
	1.1.2:			
	1.1.3:			
Objective 2	Activities	Responsible Party(ies)	Target Date	Date Completed
	What specific activities need to be completed to meet the objective?			
	2.1.1:			
	2.1.2:			
	2.1.3:			
Objective 3	Activities	Responsible Party(ies)	Target Date	Date Completed
	What specific activities need to be completed to meet the objective?			
	1.1.1:			

TOR Required Activities – Workforce Development

- Implement workforce development activities to ensure that individuals working in tribal communities are well versed in strategies to prevent and treat opioid and stimulant misuse.

Examples:

- Hold buprenorphine waiver trainings.
- Attend or host trainings for behavioral health staff on evidence-based practices such as CBT, MI, trauma-informed care; cultural practices; and telehealth.
- Hold peer recovery specialist trainings and PRSS certification.
- Cover for licensure and certification costs for clinical staff.
- Attend National, State, local conferences and training events.
- Attend training on billing policies/accounting.

TOR Required Activities – Prevention

- Develop effective prevention strategies. Develop strategies to purchase and disseminate naloxone and provide training on its use to first responders and other tribal members.

Examples:

- Hold youth/school-based or community-based prevention events.
- Purchase and distribute prevention education materials at events; Prevention Campaigns; Media Campaigns; Billboards.
- TV commercials; Video development; Radio advertising.
- Implement harm reduction programs.
- Purchase and distribute Fentanyl Test Strips, Deterra drug disposal pouches, medication lock boxes.
- Plan a Gathering of Native Americans (GONA).

TOR Required Activities - Treatment

- Implement service delivery models that enable the full spectrum of treatment and recovery support services that facilitate positive treatment outcomes and long-term recovery.

Examples:

- Purchase MAT medications and provide MAT with a qualified provider.
- Provide residential services, intensive outpatient services, brief intervention.
- Provide individual or group counseling.
- Providing screening and assessments, case management, referral to services, family services, toxicology screenings.
- Provide telehealth services.
- Provide detoxification services as part of the transition to MAT with extended release naltrexone.

TOR Required Activities - Recovery

- Implement community recovery support services such as peer supports, recovery coaches, and recovery housing.

Examples:

- Fund peer support specialist or recovery coach salaries.
- Fund recovery housing (transitional housing).
- Implement Wellbriety groups, 12-step support groups, relapse prevention, alumni groups.
- Plan alcohol and drug-free social activities.
- Fund nutrition, acupuncture, wellness programs, alternative treatments for pain management.

TOR Required Activities – Additional Assistance

- Provide assistance to patients with treatment costs and develop other strategies to eliminate or reduce treatment costs for under- and uninsured patients.
 - **Examples: Covering costs of MAT medications where not covered by insurance; covering copays and out of pocket costs; covering transportation costs for clients in treatment.**
- Provide treatment transition and coverage for patients reentering communities from criminal justice settings or other rehabilitative settings.
 - **Examples: Funding case management or recovery housing for clients leaving correctional facilities.**

TOR Required Activities (cont.)

- Assess the impact of the grant.
 - **Examples: Contracting with independent evaluator; working with a Tribal Epidemiology Center to evaluate your project. Hiring a GPRA data collection/data entry staff person.**
- Contracts
 - **Examples: Traditional healers, psychiatric services, cultural interventions, equine therapy, clinical services, prevention (multi-media campaigns).**

TOR Allowable Activities

- Incorporate culturally appropriate and traditional practices into your program design and implementation
 - **Examples: Covering costs of sweat lodges, talking circles, traditional healers; purchasing supplies for traditional crafts, pottery, basket weaving, beading; purchasing supplies for fishing, expeditions, retreats, equine therapy.**
- Support innovative telehealth strategies in rural and underserved areas to increase the capacity of communities to support OUD prevention, treatment, and recovery
 - **Examples: Purchasing phones or tablets for project staff; purchasing telehealth software contract.**
- Address barriers to receiving MAT by reducing the cost of treatment, developing innovative systems of care to expand access to treatment, and engage and retain patients in treatment
 - **Examples: Purchasing MAT medications; providing transportation assistance with gas cards, bus passes, rideshare rides; leasing or purchasing vehicles; implementing contingency management; providing light snacks not exceeding \$3.00 per person.**

TOR Allowable Activities (cont.)

Other forms of assistance may be provided to clients including:

- Skill building classes e.g. financial literacy, job readiness, parenting, nutrition classes.
- Treatment incentives e.g. hygiene products, gift cards, phone cards.
- Childcare assistance, transportation assistance, other assistance covering necessities.

Recovery Housing

- Recovery houses are safe, healthy, family-like substance-free living environments that support individuals in recovery from addiction. While recovery residences vary widely in structure, all are centered on peer support and a connection to services that promote long-term recovery. Substance-free does not prohibit prescribed medications taken as directed by a licensed prescriber.
- Grantees must ensure that recovery housing is in an appropriate and legitimate facility.
- Recovery Housing: Best Practices and Suggested Guidelines
<https://www.samhsa.gov/sites/default/files/housing-best-practices-100819.pdf>

COVID-19 Spending FAQs

TOR funds can be used to:

- Implement telemedicine and telehealth services.
- Hold virtual meetings and trainings.
- Purchase PPE for authorized grant personnel working in service of the grant.
- Purchase laptops, software, and other items to deliver training and services specified under the grant.
 - (SAMHSA grant funds cannot be used to purchase laptops and other devices for personal use or for clients. In addition, the purchasing of internet services for clients is not authorized)
- For more information, see: <https://www.samhsa.gov/sites/default/files/covid-19-faqs-samhsa-discretionary-grant-recipients.pdf>

Contingency Management

- TOR funding allows grantees to provide prevention, treatment, and recovery support services to address stimulant misuse and use disorders, including the use of contingency management strategies.
- Each individual contingency must be \$15 or less in value and each individual client may not receive contingencies totaling more than \$100 per year.
- [TOR Set for Success Contingency Management tool.](#)

GPRAs Incentives

- In addition to Contingency Management incentives, grantees may provide up to \$30 non-cash incentive to individuals to participate in required GPRAs data collection follow up and discharge interviews (\$60 per client).

Fentanyl Test Strips

- Grantees may use TOR funds to purchase fentanyl test strips as part of harm reduction efforts.
- Read the official announcement [here](#).
- Grantees are encouraged to reach out to state behavioral health agencies for more information on procuring fentanyl test strips:
<https://www.samhsa.gov/sites/default/files/ssa-directory.pdf>.

Spending Restrictions

- Up to a combined total of 25 percent of the total grant award may be used for Data Collection and Performance Assessment and Infrastructure Development.
 - **Examples: Working with Epidemiology Centers, hiring data entry staff**
- Only U.S. Food and Drug Administration (FDA) –approved products can be purchased with TOR grant funds.
 - **Buprenorphine, methadone, naltrexone**

Spending Restrictions (cont.)

SAMHSA grant funds may not be used to:

- Exceed Salary Limitation: Award funds may not be used to pay the salary of an individual at a rate in excess of Executive Level II.
- Pay for any lease beyond the project period.
- Pay for the purchase or construction of any building or structure to house any part of the program. (Applicants may request up to \$75,000 for renovations and alterations of existing facilities, if necessary and appropriate to the project.)
- Provide residential or outpatient treatment services when the facility has not yet been acquired, sited, approved, and met all requirements for human habitation and services provision.

Spending Restrictions (cont.)

SAMHSA grant funds may not be used to:

- Provide detoxification services unless it is part of the transition to MAT with extended release naltrexone.
- Make direct payments to individuals to enter treatment or continue to participate in prevention or treatment services.
- Meals are generally unallowable unless they are an integral part of a conference grant or specifically stated as an allowable expense in the FOA. Grant funds may be used for light snacks, not to exceed \$3.00 per person.
- Support non-evidence-based treatment approaches.
- For complete list, see Appendix H of TOR FOA.

Budget Revisions

- Grantees may make revisions to the TOR budget with SAMHSA approval.
- A Post Award Amendment Budget Revision is required for:
 - Reallocation of funds within a budget period that exceeds 25% of the approved total budget, or \$250,000, whichever is less.
 - The purchase of a unit of equipment exceeding \$25,000, such as a transport van, that was not previously approved in the funded application.
 - Rebudgeting of funds: the transfer of funds to cost categories that were not previously approved in the funded application.
 - **For example, if no equipment was requested in the approved application, but the recipient now wants to use funds to purchase an item of equipment, then a post award amendment needs to be submitted.**
- **If none of these conditions apply, funds can be reallocated without requiring a Post Award Amendment Budget Revision.**
- **Notify your GPO of any changes you plan to make to your budget.**

No-Cost Extension Budget Revisions

- Limited flexibility due to NCE restrictions.
- Grantees cannot submit formal budget revisions during NCE period.
- Some budget revisions allowable under 25% threshold.
 - Must fund previously approved line items.
 - No changes to “Contracts” category.
 - No equipment purchases over \$25,000.
- **Notify your GPO of any changes you plan to make to your budget.**

Questions?

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