

# SAMHSA OTAP

## Guidance on Spending Your Grant Funds

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**SAMHSA**  
Substance Abuse and Mental Health  
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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				
<b>Objective 1</b>	<b>Activities</b>	<b>Responsible Party(ies)</b>	<b>Target Date</b>	<b>Date Completed</b>
	What specific activities need to be completed to meet the objective?			
	1.1.1:			
	1.1.2:			
	1.1.3:			
<b>Objective 2</b>	<b>Activities</b>	<b>Responsible Party(ies)</b>	<b>Target Date</b>	<b>Date Completed</b>
	What specific activities need to be completed to meet the objective?			
	2.1.1:			
	2.1.2:			
	2.1.3:			
<b>Objective 3</b>	<b>Activities</b>	<b>Responsible Party(ies)</b>	<b>Target Date</b>	<b>Date Completed</b>
	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.](#)

# GPRRA Incentives

- In addition to Contingency Management incentives, grantees may provide up to \$30 non-cash incentive to individuals to participate in required GPRRA 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?

## Contact your GPO:

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