

**THIS FORM MAY NOT BE REPLICATED
AND UNDER NO CIRCUMSTANCES CAN THE LANGUAGE BE ALTERED**

**Board of Governor's, California Community Colleges
Chancellor's Office - 6870**

DISTRICT USE ONLY

District (Grantee): Chabot-Las Positas CCD
College: N/A

Contract (Grant) Agreement

BOG-CCCCO USE ONLY

Student Services Division

California Community College Mental Health Services Grant

Grant Agreement No.: 18 - 077 - 001

Funding Year
(Enactment Year)

2017-18 Total Amount Encumbered : \$ 350,000

RFA # 17 - 077 Articles I - Revised: 12 2017

Articles II - Revised: 05 2014

This grant is made and entered into, by and between, the Board of Governor's, California Community Colleges Chancellor's Office and the aforementioned district, hereafter referred to as the Grantee. The grant shall consist of this Grant Agreement face sheet and the Grantee's application, with all required forms. The RFA Specification and the Grant Agreement Legal Terms and Conditions (listed above), as set forth in the RFA Instructions are incorporated into this grant by reference.

The total amount payable for this grant shall not exceed the amount specified above as "Amount Encumbered".

The term of this grant shall be from July 1, 2018 to June 30, 2020. The Final Report must be submitted within thirty (30) days of the grant end date.

Funding under this grant is contingent upon the availability of funds, and is subject to any additional restrictions, limitations or conditions enacted in the state budget and/or Executive Orders that may affect the provisions, term, or funding of this agreement in any manner.

GRANTEE

Project Director: William Garcia, VP of Student Services

Total Grant Funds Requested: \$ 350,000

Signature, Chief Executive Officer (or authorized Designee)

Date:

Print Name/Title of Person Signing:

Ronald Gerhard, Vice Chancellor, Business Services

District Address: 7600 Dublin Blvd. 3rd Floor

Dublin, CA 94568-2909

STATE OF CALIFORNIA

Project Monitor:

Colleen Ganley, CCCC Student Services Specialist

Agency Address: 1102 Q Street, Suite 4400

Sacramento, CA 95811-6539

Bus. Unit	Ref No	Fund	FI\$Cal Prgm	SubTask	Index	Object	Chapter	Statute	Funding Year (Enactment Year)	Amount
6870	- 613	- 0001	- 5675043	- 203	- 5218	- 5432000	23	2017	2017-18	\$ 350,000
6870	-	-	-	-	-	-	-	-	-	-
Total Amount Encumbered : \$										350,000

Signature, Accounting Manager (or Authorized Designee) Budgeted funds are available for the period and purpose of the expenditures stated above.

Date:

Signature, Deputy Chancellor (or authorized Designee)

Date:

Print Name/Title of Person Signing:

Daisy Gonzales, Executive Vice Chancellor

Chancellor's Office
California Community Colleges

District: Chabot-Las Positas Community College District
College(s): Chabot College and Las Positas College
RFA Specification Number: 17-077

APPLICATION BUDGET SUMMARY

Object of Expenditure	Classification	Line	Total Grant Funds Requested	Total Additional Funding
1000	Instructional Salaries*	1	\$125,000	\$293,843
2000	Non-instructional Salaries	2	\$41,000	\$39,300
3000	Employee Benefits	3	\$12,260	\$40,388
4000	Supplies and materials	4	\$21,011	
5000	Other Operating Expenses and Services	5	\$128,268	
6000	Capital Outlay	6	\$9,000	
7000	Other Outgo	7		
	Total Direct Costs	8	\$336,539	\$373,531
	Total Indirect (4% of Line 8)	9	\$13,461	Not applicable
	Total Program Costs	10	\$350,000	\$373,531

Email Address: wgarcia@laspositascollege.edu Telephone: (925) 424-1405

I authorize this total costs proposal as the maximum amount to be claimed for this project and assure that funds shall be spent in compliance with state and federal regulations.

Project Director Name/Title: _____
Authorized Signature

Date: _____

District Chief Business Officer: _____
Authorized Signature

Date: _____

***Note: Grant funding cannot be used for classroom instruction. These costs must be paid through apportionment.**

Chancellor's Office
California Community Colleges

District: Chabot-Las Positas Community College District
College(s): Chabot College & Las Positas College
RFA Specification Number: 17-077

APPLICATION BUDGET DETAIL SHEET

Program Year: Year 1: July 1, 2018 – June 30, 2019

Source of Funds: Proposition 98 General Fund

Object of Expenditure	Classification	Budgeted Expenses
1280	Coordination: Jztino Panella and Tommy Reed - Music and Art Therapy, Justice Arts Collective Community, Equity-focused professional development (106 hrs x \$47/hr x 2 faculty)	\$ 10,000
1410	Coordination: Sadie Ashraf - Crisis Response, collateral materials and guides, mental health referral & resource (106 hrs x \$47/hr)	\$ 10,000
1280/5110	Coordination: Jztino Panella, Sadie Ashraf & Dayna Barbero - Relationship Building with outside agencies (100 hrs x \$47/hr x 2 faculty)	\$ 10,000
1480	Overload Hours (@ \$47/hr) for faculty participation in improving intake systems, participation in training and follow-up discussions, and curriculum development	\$ 30,000
	Subtotal	\$ 60,000
2303	IT Staff Overtime for Banner integration of Maxient software (\$60/hour x 100 hours)	\$ 6,000
2303	Institutional Research Staff Overtime to support data collection and reporting (\$40/hour x 75 hours x 2 campuses)	\$ 6,000
2340	Student Assistants: JAC Student Leaders workshop facilitation: Loss & Grief Ceremony; Stop the Violence; Chill and Chat; Umoja community workshops and attending training (\$10/hour x 100 hours x 10 students)	\$ 10,000
	Subtotal	\$ 22,000
3840 Consolidated Employee Benefits	Faculty Hourly @ 8% fringe benefit rate	\$ 4,800
3840	Classified Hourly @ 8% fringe benefit rate	\$ 960
3840	Student Assistant Fringe Benefits @ 2%	\$ 200
	Subtotal	\$ 5,960

4302	Printing and reproductions of collateral materials (toolkit, brochures, flyers, handouts, etc.)	\$ 6,511
4302	Instructional Supplies: Mental Health First Aid booklets (\$10 x 300 faculty/staff) for training & certification	\$ 3,000
4320	Program Operating Supplies for Mental Health and Human Services Advisory Board Meetings and Counseling Retreat [district-wide (quarterly) and campus (monthly) – 30 total meetings]	\$ 3,000
5811	Online Screening package: \$550 annual fee x 2 campuses;	\$ 1,100
5811	Maxient Software (Service/Licensing - \$14,000 and Setup Fee - \$10,000)	\$ 24,000
	Subtotal	\$ 37,611
5110	Mental Health Web Developer for both campuses	\$ 6,500
5110	Professional Facilitation of Follow-up Discussions from training/professional development: Pearl Yellowman	\$ 2,500
5110	Professional development and follow-up support: Theater of the Oppressed, Jiwon Chung [6-hour training; one Flex Day workshop (1½-3 hours)]	\$ 2,500
5110	Healthy Relationships workshops for Women's Group	\$ 2,000
5110	Niroga Institute Dynamic Mindfulness Training for Counseling Retreat	\$ 1,000
5110	Healing the Wounds of History and Playback Theater and follow-up support (Two 3-hour workshops; 1 full day workshop)	\$ 2,500
5110	Therapy Assistance Online (TAO Connect) subscription fee	\$ 10,180
5110	Expressive Arts (EXA) Therapy Online Training (LPC)	\$ 3,000
5110	Promotional Video Development for Music and Art Therapy program (Student Interviews, Filming & Production)	\$ 10,000
5110	Dialectical Behavior Therapy (DBT) online training for Mental Health Staff - DBT Skills online course (6 weeks, 12 hours: \$570 per participant x 6 participants)	\$ 3,420
5110	Dialectical Behavior Therapy (DBT) 2-day in-person training for Mental Health Staff - DBT Skills online course (\$375 per participant x 6 participants)	\$ 2,250
5220	Travel and Lodging for DBT Training: Airfare: \$400 x 6 tickets = \$2400; Hotel: 6 participants	\$ 5,600

	x 2 days x \$200/night = \$2400; Meals & Incidentals: 6 participants x 2 days x \$60/day = \$720	
5110	Transportation to off-campus sites for community building (\$1000/trip x 3 trips)	\$ 3,000
5110	Mileage for Counseling Retreat and site visits (24 staff x 100 miles x \$0.56/mi)	\$ 1,344
	Subtotal	\$ 55,794
6435	Musical Instruments for Music and Art Therapy program	\$ 4,500
	Subtotal	\$ 4,500
	Total Direct Cost	\$185,865
	Administration or Total Indirect Costs (4% of Direct Costs)	\$7,434
	Total Project Cost	\$193,299

Chancellor's Office
California Community Colleges

District: Chabot-Las Positas Community College District
College(s): Chabot College & Las Positas College
RFA Specification Number: 17-077

APPLICATION BUDGET DETAIL SHEET

Program Year: Year 1: July 1, 2018 – June 30, 2019
of Funds: General Fund District Match

Object of Expenditure	Classification	Gen. Fund Dist. Match
1230	Mental Health Counseling Services by FT Faculty: Juztino Panella (0.5 FTE * \$86,590), Sheena Turner-August (0.15 FTE*\$90,943), Heike Gecox (0.2 * \$90,943)	\$ 76,362
1202	Matt Kritscher/Chabot College VP of Student Services (0.05 FTE x \$171,000)	\$ 8,550
1202	William Garcia/LPC VP of Student Services (0.05 FTE x \$144,000)	\$ 7,200
	Subtotal	\$ 92,112
3840 Consolidated Employee Benefits	Faculty Hourly @ 8% fringe benefit rate	\$ 7,368
3840	Admin./Mgt. @ 35% fringe benefit rate	\$ 5,512
	Subtotal	\$ 12,881
	Total Direct Cost	\$104,993
	Administration or Total Indirect Costs (4% of Direct Costs)	
	Total Funding Cost	\$104,993

Chancellor's Office
California Community Colleges

District: Chabot-Las Positas Community College District
College(s): Chabot College & Las Positas College
RFA Specification Number: 17-077

APPLICATION BUDGET DETAIL SHEET

Program Year: Year 1: July 1, 2018 – June 30, 2019
of Funds: Match: Stanford Health Care ValleyCare

Object of Expenditure	Classification	Match Source: Stanford Valley Care
5110	Coordination: Dayna Barbero College and Rosafel Adriano - Professional Development (\$69/hr x 100 x 2 Directors)	\$ 13,800
5110	Coordination: Rosafel Adriano and Dayna Barbero - Screening and Intake systems (100 hrs x \$69/hr x 2 Contracted Directors)	\$ 13,800
1480/5110	Coordination: Dayna Barbero - Relationship Building with outside agencies (100 x \$69/hr 1 Director)	\$ 6,900
	Subtotal	\$ 34,500
3840 Consolidated Employee Benefits	Faculty Hourly @ 8% fringe benefit rate	\$ 2,760
	Subtotal	\$ 2,760
	Total Direct Cost	\$ 37,260
	Administration or Total Indirect Costs (4% of Direct Costs)	
	Total Funding Cost	\$ 37,260

Chancellor's Office
California Community Colleges

District: Chabot-Las Positas Community College District
College(s): Chabot College & Las Positas College
RFA Specification Number: 17-077

APPLICATION BUDGET DETAIL SHEET

Program Year: Year 1: July 1, 2018 – June 30, 2019
Source of Funds: Match: Student Health Fee

Object of Expenditure	Classification	Match Source: Health Fee
1410	Coordination: Veronica Macapagal - College and Mental Health Staff Professional Development	\$ 45,000
1410	Coordination: Sadie Ashraf - Crisis Response, collateral materials and guides, mental health referral & resource	\$ 22,750
	Subtotal	\$ 67,750
2340	Student Assistants: JAC Student Leaders workshop facilitation: Loss & Grief Ceremony; Stop the Violence; Chill and Chat; Umoja community workshops and attending training (\$10/hour x 100 hours x 10 students)	\$ 10,000
	Subtotal	\$ 10,000
3840 Consolidated Employee Benefits	Faculty Hourly @ 8% fringe benefit rate	\$ 5,420
3840	Student Assistant Fringe Benefits @ 2%	\$ 200
	Subtotal	\$ 5,620
	Total Direct Cost	\$ 83,370
	Administration or Total Indirect Costs (4% of Direct Costs)	
	Total Funding Cost	\$ 83,370

Chancellor's Office
California Community Colleges

District: Chabot-Las Positas Community College District
College(s): Chabot College & Las Positas College
RFA Specification Number: 17-077

APPLICATION BUDGET DETAIL SHEET

Program Year: Year 2: July 1, 2019 – June 30, 2020

Source of Funds: Match: Student Equity

Object of Expenditure	Classification	Match Source: Student Equity
2111	Campus Grant Project Coordinator: Robert Nakamoto (0.1 FTE x \$96,500) Provides day-to-day project coordination, program and fiscal reporting, and ensures project activities are implemented	\$ 9,650
	Subtotal	\$ 9,650
3840 Consolidated Employee Benefits	Admin./Mgt. @ 35% fringe benefit rate	\$ 3,378
	Subtotal	\$ 3,378
	Total Direct Cost	\$ 13,028
	Administration or Total Indirect Costs (4% of Direct Costs)	
	Total Funding Cost	\$ 13,028

Chancellor's Office
California Community Colleges

District: Chabot-Las Positas Community College District
College(s): Chabot College & Las Positas College
RFA Specification Number: 17-077

APPLICATION BUDGET DETAIL SHEET

Program Year: Year 2: July 1, 2019 – June 30, 2020

Source of Funds: Proposition 98 General Fund

Object of Expenditure	Classification	Budgeted Expenses
1280	Coordination: Juztino Panella and Tommy Reed - Music and Art Therapy, Justice Arts Collective Community, Equity-focused professional development (106 hrs x \$47/hr x 2 faculty)	\$ 10,000
1410/5110	Coordination: Veronica Macapagal - College and Mental Health Staff Professional Development (106 hrs x \$47/hr)	\$ 5,000
1410/5110	Coordination: Sadie Ashraf - Crisis Response, collateral materials and guides, mental health referral & resource (106 hrs x \$47/hr)	\$ 10,000
1230/5110	Coordination: Juztino Panella, Sadie Ashraf & Dayna Barbero - Relationship Building with outside agencies (100 hrs x \$47/hr x 2 faculty & 100 \$69/hr 1 Director)	\$ 10,000
1480	Overload Hours (incl. # hours, CAH, etc. calculations) for faculty participation in improving intake systems, participation in training and follow-up discussions, and curriculum development	\$ 30,000
	Subtotal	\$ 65,000
2303	IT Staff Overtime for Banner integration of Maxient software (\$50/hour x 100 hours)	\$ 6,000
2303	Institutional Research Staff Overtime to support data collection and reporting (\$40/hour x 75 hours x 2 campuses)	\$ 6,000
2340	Student Assistants: JAC Student Leaders workshop facilitation: Loss & Grief Ceremony; Stop the Violence; Chill and Chat; Umoja community workshops and attending training (\$10/hour x 100 hours x 10 students)	\$ 7,000
	Subtotal	\$ 19,000
3840 Consolidated Employee Benefits	Faculty Hourly @ 8% fringe benefit rate	\$ 5,200
Consolidated Employee Benefits	Classified Hourly @ 8% fringe benefit rate	\$ 960
3840 Consolidated Employee Benefits	Student Assistant Fringe Benefits @ 2%	\$ 140
	Subtotal	\$ 6,300

4302	Printing and reproductions of collateral materials (toolkit, brochures, flyers, handouts, etc.)	\$ 4,000
4302	Instructional Supplies: Mental Health First Aid booklets (\$10 x 300 faculty/staff) for training and certification	\$ 3,000
4320	Program Operating Supplies for Mental Health and Human Services Advisory Board Meetings and Counseling Retreat [district-wide (quarterly) and campus (monthly) – 30 total meetings]	\$ 1,500
5811	Online Screening package: \$550 annual fee x 2 campuses;	\$ 1,100
5811	Maxient Software (Service/Licensing - \$14,000)	\$ 14,000
	Subtotal	\$ 23,600
5110	Mental Health Web Developer for both campuses	\$ 2,500
5110	Professional Facilitation of Follow-up Discussions from training/professional development: Pearl Yellowman	\$ 2,500
5110	Professional development and follow-up support: Theater of the Oppressed, Jiwon Chung	\$ 2,500
5110	Healthy Relationships workshops for Women's Group	\$ 2,000
5110	Niroga Institute Dynamic Mindfulness	\$ 1,000
5110	Healing the Wounds of History and Playback Theater and follow-up support	\$ 2,500
5110	Tai Therapy Assistance	\$ 9,180
5110	Expressive Arts (EXA) Therapy Online Training (LPC)	\$ 3,000
5110	Promotional Video Development for Music and Art Therapy program (Editing, Finalizing)	\$ 6,244
5110	Mileage for Counseling Retreat and site visits (12 counselors x 100 miles x \$0.56/mi)	\$ 850
	Subtotal	\$ 32,274
6435	Musical Instruments for Music and Art Therapy program	\$ 4,500
	Subtotal	\$ 4,500
	Total Direct Cost	\$ 150,674
	Administration or Total Indirect Costs (4% of Direct Costs)	\$ 6,027
	Total Funding Cost	\$ 156,701

Chancellor's Office
California Community Colleges

District: Chabot-Las Positas Community College District
College(s): Chabot College & Las Positas College
RFA Specification Number: 17-077

APPLICATION BUDGET DETAIL SHEET

Program Year: Year 2: July 1, 2019 – June 30, 2020

Source of Funds: General Fund District Match

Object of Expenditure	Classification	Gen. Fund Dist. Match
1230	Mental Health Counseling Services by FT Faculty: Jztino Panella (0.5 FTE * \$86,590), Sheena Turner-August (0.15 FTE*\$90,943), Heike Gecox (0.2 * \$90,943)	\$ 76,362
1202	Matt Kritscher/Chabot College VP of Student Services (0.05 FTE x \$171,000)	\$ 8,550
1202	William Garcia/LPC VP of Student Services (0.05 FTE x \$149,000)	\$ 7,200
	Subtotal	\$ 92,112
3840 Consolidated Employee Benefits	Faculty Hourly @ 8% fringe benefit rate	\$ 7,369
	Subtotal	\$ 7,369
	Total Direct Cost	\$ 99,481
	Administration or Total Indirect Costs (4% of Direct Costs)	
	Total Funding Cost	\$ 99,481

Chancellor's Office
California Community Colleges

District: Chabot-Las Positas Community College District
College(s): Chabot College & Las Positas College
RFA Specification Number: 17-077

APPLICATION BUDGET DETAIL SHEET

Program Year: Year 2: July 1, 2019 – June 30, 2020

Source of Funds: Match: Stanford Health Care Valley Care

Object of Expenditure	Classification	Match Source: Stanford Valley Care
5110	Coordination: Dayna Barbero College and Rosafel Adriano - Professional Development \$69/hr x 100 x 2 Contracted Directors	\$ 13,800
5110	Coordination: Rosafel Adriano and Dayna Barbero - Screening and Intake systems (100 hrs x \$69/hr x 2 Directors)	\$ 13,800
1230/5110	Coordination: Jztino Panella, Sadie Ashraf & Dayna Barbero - Relationship Building with outside agencies (100 x \$69/hr x 1 Director)	\$ 6,900
	Subtotal	\$ 34,500
3840 Consolidated Employee Benefits	Faculty Hourly @ 8% fringe benefit rate	\$ 2,760
	Subtotal	\$ 2,760
	Total Direct Cost	\$ 37,260
	Administration or Total Indirect Costs (4% of Direct Costs)	
	Total Funding Cost	\$ 37,260

Chancellor's Office
California Community Colleges

District: Chabot-Las Positas Community College District
College(s): Chabot College & Las Positas College
RFA Specification Number: 17-077

APPLICATION BUDGET DETAIL SHEET

Program Year: Year 2: July 1, 2019 – June 30, 2020

Source of Funds: Match: Student Health Fee

Object of Expenditure	Classification	Match Source: Health Fee
1410/5110	Coordination: Veronica Macapagal - College and Mental Health Staff Professional Development	\$ 45,000
1410/5110	Coordination: Sadie Ashraf - Crisis Response, collateral materials and guides, mental health referral & resource	\$ 22,750
	Subtotal	\$ 67,750
2340	Student Assistants: JAC Student Leaders workshop facilitation: Loss & Grief Ceremony; Stop the Violence; Chill and Chat; Umoja community workshops and attending training (\$10/hour x 100 hours x 10 students)	\$ 10,000
	Subtotal	\$ 10,000
3840 Consolidated Employee Benefits	Faculty Hourly @ 8% fringe benefit rate	\$ 5,420
3840 Consolidated Employee Benefits	Student Assistant Fringe Benefits @ 2%	\$ 200
	Subtotal	\$ 5,620
	Total Direct Cost	\$ 83,370
	Administration or Total Indirect Costs (4% of Direct Costs)	
	Total Funding Cost	\$ 83,370

Chancellor's Office
 California Community Colleges

District: Chabot-Las Positas Community College District
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 RFA Specification Number: 17-077

APPLICATION BUDGET DETAIL SHEET

Program Year: Year 2: July 1, 2019 – June 30, 2020

Source of Funds: Match: Student Equity

Object of Expenditure	Classification	Match Source: Student Equity
2111	Campus Grant Project Coordinator: Robert Nakamoto (0.1 FTE x \$96,500) Provides day-to-day project coordination, program and fiscal reporting, and ensures project activities are implemented in coordination with VPSS's	\$ 9,650
	Subtotal	\$ 9,650
	Total Direct Cost	\$ 9,650
	Administration or Total Indirect Costs (4% of Direct Costs)	
	Total Funding Cost	\$ 9,650

District: Chabot-Las Positas Community College District
 College(s): Chabot & Las Positas Colleges
 RFA Specification Number: 17-077

Chancellor's Office
 California Community Colleges

APPLICATION ANNUAL WORKPLAN
 (BASED ON RFA SPECIFICATION, ONLY ONE OBJECTIVE PER PAGE. DUPLICATE FORM AS NEEDED.)

OBJECTIVE 1: Provide screening services to students receiving other health care services and provide linkages to services from the appropriate on- or off-campus mental health provider.

Activities	Measurable Outcomes	Timeline Month/Year	Responsible Person(s)
1a) Enhance intake process that integrates health and mental health screenings with a complete mental health screening questionnaire (i.e. PHQ-4) or an online mental health screening via Student Health Center website.	<i>Increase the number of students who are screened for mental health needs from 997 to 3,000.</i>	Every quarter starting Spring 2018 and continuous	Chabot/LPC Student Health Center – all staff involved in the screening process
1a) Develop mental health screening and referral language for intake applications used in First Year Experience (FYE)/Guided Pathway cohorts, learning communities, special programs and other cohort programs.	Utilize one standard online anonymous health-screening program (e.g., Screening for Mental Health Inc.) that is accessible to all programs to identify the level of risk for suicide or other MH crises.	May 2018 – Spring 2019	Health Center Nurse Practitioners (NPs) and Mental Health (MH) providers
1c) Include MH screening and referral information as part of the SSSP Online Student Orientation and student/faculty web interface (i.e., CLASS-Web).	Language developed and integrated into intake applications	September 2018 - June 2020 - continuous	Health Center NPs MH Counselors

Activities	Measurable Outcomes	Timeline Month/Year	Responsible Person(s)
2a) Meet with off-campus external agencies evaluate current referral and follow-up mechanisms	Conduct eight site visits to outside agencies and monthly Mental Health Advisory meetings	Fall 2018-June 2020 - continuously	MH Advisory Partners MH Counselors Health Center NPs Case managers
2b) Develop an effective referral system for those students referred.	<i>Increase in the number of students referred to and receiving <u>off-campus</u> mental health services from 57 to 100.</i>	Fall 2018	MH Advisory Partners MH Counselors Health Center NPs Case managers
2c) Adapt a universal referral form to be completed by NP and MH counselor for outside referral agency provider selected for each student referral.	Referral form developed and implemented	Fall 2018-Fall 2019	MH Advisory Partners MH Counselors & Interns Health Center Staff NPs Case managers
3a) Develop and disseminate a Crisis Response Plan to Campus Safety, Disabled Students Resource Center (DSRC), Veterans Center staff, and other on- and off-campus programs	Crisis Response Plan developed and disseminated to organizations operating on and off campus	May 2018-June 2019	MH Counselors & Interns Behavioral Intervention Response Team (BIRT)
3b) Update and complete resource and training materials for college faculty/staff: Distressed Student Guide, referral agency list, and MH First Aid Toolkit for faculty and students.	Updated or completed training and referral materials printed and posted on website	May 2018-June 2019	Health Center NPs MH Counselors & Interns Web Page Developer
3c) Update and maintain MH websites at colleges with current resource materials.	Websites updated each semester	May 2018-June 2019	Health Center NPs MH Counselors & Interns Web Page Developer

Activities	Measurable Outcomes	Timeline Month/Year	Responsible Person(s)
3d) Faculty and staff are trained in use of updated MH tools and service resources: Crisis Response Protocol, MH First Aid Toolkit for faculty and students, the Distressed Student Guide, and referral agency list.	150 college faculty and staff attend training regarding new resources	Summer – Fall 2018 Summer – Fall 2019 continually	Health Center NPs MH Counselors & Interns Campus Safety Behavioral Intervention Response Team (BIRT)
4a) Purchase Maxient software to support an integrated student records system.	Software purchased	May 2018-June 2019	Dayna Barbero, FNP-C Rosafel Adriano, FNP-C Maxient software vendor IT staff
4b) Work with District IT to setup software and integrate into existing Banner Student Information System.	Maxient software launched	May 2018-June 2019	Dayna Barbero, FNP-C Rosafel Adriano, FNP-C Maxient software vendor IT staff
4c) Conduct Maxient software training for authorized users (e.g., MH Counselors, Health Center Staff NPs, etc.).	150 faculty/staff attend training	Summer – Fall 2018 Summer – Fall 2019	Dayna Barbero, FNP-C Rosafel Adriano, FNP-C Maxient software vendor IT staff

District: Chabot-Las Positas Community College District

Chancellor's Office

California Community Colleges

College(s): Chabot & Las Positas Colleges

RFA Specification Number: 17-077

APPLICATION ANNUAL WORKPLAN

(BASED ON RFA SPECIFICATION, ONLY ONE OBJECTIVE PER PAGE. DUPLICATE FORM AS NEEDED.)

OBJECTIVE 2: Ensure that underserved and vulnerable student populations receive culturally competent mental health services and referral services.

Activities	Measurable Outcomes	Timeline Month/Year	Responsible Person(s)
1a) Adapt the Therapy Assistance Online program (TAO Connect) for evidence-based treatment that addresses the needs of online students and students with transportation issues.	200 students are referred to and receive <u>on-campus online mental health services</u> (disaggregated by race/ethnicity and DI groups: veterans, disabled students, foster youth).	Fall 2019 – Spring 2020	Health Center Staff NPs MH Counselors & Interns
1b) Train MH staff on telehealth and how to use TAO with students	All Health Center and Mental Health Staff are trained	Fall 2019 – Spring 2020	Health Center Staff NPs MH Counselors & Interns
1c) Conduct workshops for students to learn how to use TAO Connect online resources and video conferencing.	75 students attend TAO Connect workshops	Fall 2019 – Spring 2020	Dayna Barbero, FNP-C Sheena August-Turner MH Counselors & Interns

Activities	Measurable Outcomes	Timeline Month/Year	Responsible Person(s)
<p>2a) Expand the weekly Justice Arts Collective Community (JACC) Music Therapy Group that targets disproportionately impacted (DI) students who meet to engage with music as a medium for therapeutic transformation and healing with regard to:</p> <ul style="list-style-type: none"> • Stressor/trauma connected to racism, sexism and classism • Destigmatizing MH services • Creating a multicultural community engaged in help-seeking behavior, wellness and healing 	<ul style="list-style-type: none"> • Increased participation in JACC from 30 students to 60 students • Percent of participants who report JACC's efficacy by completing a retrospective survey • 300 students receive mental health peer-based support from Student Leaders 	<p>Sept 2018 – May 2020</p>	<p>Chabot College Juztino Panella LMFT (Mental Health Faculty) Tommy Reed (UMCJA Coordinator) Robert Nakamoto, Ed.D. (Equity Director)</p>
<p>2b) Recruit JACC participants to become student leaders who lead workshops and outreach to fellow students.</p>	<p>30 student leaders are recruited</p>	<p>May 2018 (baseline) and continuously thereafter</p>	<p>Chabot College Juztino Panella, LMFT (Mental Health Faculty) Tommy Reed (UMCJA Coordinator) Robert Nakamoto, Ed.D. (Equity Director)</p>
<p>2c) Increase participation in existing Small Group Therapy and support groups through targeted outreach to special populations.</p> <ul style="list-style-type: none"> • “Chill and Chat” Peer Support Group • Root2Rise Men’s Group 	<p>Increased participation from 40 students to 80 students in each support group</p>	<p>May 2018 – June, 2020 and continuously</p>	<p>Dayna Barbero, FNP-C MH Counselors & Interns Juztino Panella JACC Peer Leaders</p>

Activities	Measurable Outcomes	Timeline Month/Year	Responsible Person(s)
3a) Faculty complete Expressive Arts Therapy (EXA) online training	<ul style="list-style-type: none"> Faculty completes training 	Fall 2018 - Spring 2019	Heike Gecox
3b) Add monthly EXA workshops as part of the LPC's Smart Talk Workshop series	<ul style="list-style-type: none"> Monthly workshops are held Pre- and post- surveys of participants' emotional state 	Fall 2019 – Spring 2020	Heike Gecox
3a) Kickoff a new Women's Mental Health Support Group with a Healthy Relationships Series conducted by trained facilitators from the Asian Women's Shelter	<ul style="list-style-type: none"> 4 weekly meetings (2 hours each) are held 40 women complete the four-week series Participants report improved self-advocacy and skill development on retrospective survey 	Spring 2019	Kay Fischer, Ethnic Studies Sadie Ashraf, LMFT Veronica Macapagal, LMFT
3b) Establish regular Women's Group meetings	20 women regularly attend biweekly Women's Group meetings	Spring 2019 and continuously	Kay Fischer, Ethnic Studies Sadie Ashraf, LMFT Veronica Macapagal, LMFT
4a) FYE/Guided Pathways Mental Health Integration: Modify FYE Community Core Course curriculum for each FYE cohort (STEM, Health, General Studies, Psychology-Counseling).	<ul style="list-style-type: none"> FYE curriculum changed to provide improved awareness of and access to MH services 90% of FYE faculty express satisfaction and personal/professional benefit from the revised curriculum 	Fall 2018	Juztino Panella, LMFT
4b) Provide training to FYE instructors so they can offer adequate, culturally appropriate emotional support and referral.	Training provided to 16 FYE instructors per year	Spring 2020	Juztino Panella, LMFT

Activities	Measurable Outcomes	Timeline Month/Year	Responsible Person(s)
4c) Develop community of practice for FYE instructors to collaborate, engage, and develop/share best practices.	Convene meetings at least 3 times each semester	Fall 2018 through Spring 2020 and continuously thereafter	Juztino Panella, LMFT
4d) Offer modified content to new, incoming FYE students (e.g. stress reduction, test anxiety, interpersonal relationship building, sexual assault/harassment prevention, mindfulness practices, bias/discrimination, and "isms").	<ul style="list-style-type: none"> • 240 students engaged/year • All FYE and PSCN students are exposed to culturally appropriate MH resources 	Fall 2018 through Spring 2020 - continuous	FYE Faculty Instructors
5a) Refer students needing longer-term care to community partner agencies	<i>Increase in the number of students referred to and receiving off-campus mental health services from 57 to 100.</i>	Fall 2018-Fall 2019	MH Counselors & Interns Health Center Staff NPs MH Advisory Partners Agency Case managers
5a) Work with our community agencies to create a secure, HIPPA compliant, shared electronic follow-up list, stored on a secure server, to track the status of the referral within 2-4 weeks, based on acuity.	Follow up list developed and utilized.	Fall 2018-Fall 2019	MH Counselors & Interns Health Center Staff NPs MH Advisory Partners Agency Case managers
5b) Institutionalize the use of communication tools between Student Health Center NPs, MH counselors and the primary care provider for each student referral.	Tools are routinely used in the screening and referral process	Fall 2019-June 2020 - continuously	MH Counselors & Interns Nurse Practitioners MH Advisory Partners Agency Case managers

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OBJECTIVE 3: Reduce racial disparities in access to mental health services, and to prevention, early intervention, and suicide prevention training.

Activities	Measurable Outcomes	Timeline Month/Year	Responsible Person(s)
1a) Develop a calendar of MH workshops and events for students that is updated and posted online	Calendar created	Summer 2018 Summer 2019 updated continuously	MH Counselors
1b) Integrate MH calendar with Student Life calendar and post online as part of the larger College Events Calendar	Calendars integrated	Summer 2018 Summer 2019 updated continuously	Student Life Director Peer Leaders
2a) JACC Video Project: Creation of video documentary to be used as an outreach tool to promote college mental health services, small therapy support groups, and support groups like the JACC. Builds on award-winning music video focused on issues of systemic violence in communities of color (See current Facebook page with music video - justiceartscollective.org).	Video produced	Spring/Summer 2019	Juzfino Panella, LMFT Videographer JACC Students

Activities	Measurable Outcomes	Timeline Month/Year	Responsible Person(s)
<p>2b) Integrate the use of the JACC video at student outreach and program orientation events: Puente, Umoja, EOPS, DSPS, FYE, Dreamers Club, Active Minds Club, and other programs that target DI students.</p>	<ul style="list-style-type: none"> • Numbers of DI students accessing small group therapy programs increases from baseline • Increase from baseline the numbers of students of color accessing small group, multi-cultural therapy around issues such as historical trauma, adverse childhood experiences, women's and men's issues, etc. 	<p>Fall 2019 Spring 2020 Summer 2020</p>	<p>Juzino Panella, LMFT Tommy Reed Program Coordinators</p>
<p>2c) Print/post crisis hotlines and various communication platforms (Crisis Text Hotline, ULifeLine & Suicide Prevention Hotline) to spread suicide prevention awareness in a culturally and linguistically effective manner</p>	<p>The number of "hits" on MH social media platforms increases by 20% per year over the term of the grant</p>	<p>September 2018 and continuous</p>	<p>MH Counselors Student Leaders</p>
<p>2d) Finalize and disseminate Crisis Response Protocol, MH First Aid Toolkit for faculty and students, the Distressed Student Guide, and referral agency list among academic, administrative, and student services departments.</p>	<p>Handbook completed and disseminated</p>	<p>December 2018</p>	<p>Health Center NPs MH Counselors</p>

Activities	Measurable Outcomes	Timeline Month/Year	Responsible Person(s)
3a) Recruit Student Senate and JACC Student Leaders, Peer Advisors, tutors and other student leaders who are reflective of the gender, ethnic/racial, socioeconomic composition of the colleges to participate on the MH Task Force and actively involve themselves with MH promotion and suicide prevention activities.	<ul style="list-style-type: none"> • Formal establishment of MH College Mental Health Task Force • formed and meets quarterly 	Fall 2018-Fall 2020 and continuous	MH Counselors Student Life Director Mental Health Advisory members MH and NP providers
3b) Conduct student training on college mental health services and programs and how to access them.	240 students attend training	Spring 2019 Summer 2019 Summer 2020	Health Center NPs MH Counselors

Activities	Measurable Outcomes	Timeline Month/Year	Responsible Person(s)
<p>3c) Student Leaders lead an outreach and promotional campaign using the JACC video and other marketing materials to promote prevention, early intervention, and suicide prevention training and activities:</p> <ul style="list-style-type: none"> • Small group therapy support groups • Community-wide mental health and suicide prevention awareness events (e.g., Loss & Grief Ceremonies, Remembrance Events, Expression Sessions) that engage students in “open format” opportunities to reflect together • Annual Denim Day • Suicide Awareness Month • Annual Active Minds Club “Send Silence Packing” • Smart Talk Workshops “13 Reasons Why” Series 	<ul style="list-style-type: none"> • Increase participation in existing early intervention and prevention workshops targeting DI Groups facing depression, anxiety, and/or social isolation • Increased numbers of underserved students accessing prevention, early intervention and MH treatment services (establish baseline and then measure changes in participation over time) • Establish a baseline for these activities prior to program implementation. • Measure attendance to determine whether participation has grown • Measure participation by demographic variables when feasible 	<p>May 2018 – June, 2020 and continuously</p>	<p>Dayna Barbero, FNP-C Juztino Panella JACC Peer Leaders</p>
<p>4) Develop and administer pre- & post-participant surveys</p>	<p>NCHA/Student Satisfaction pre- post-surveys indicate reductions in feelings of depression, anger and stress/anxiety</p>	<p>September 2018 – June 2020 and continuously</p>	<p>Office of Institutional Research</p>

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OBJECTIVE 4: Develop and implement campus-based stigma reduction activities.

Activities	Measurable Outcomes	Timeline Month/Year	Responsible Person(s)
<p>1a) Hold new college-wide stigma reduction workshops focused on Historical Trauma</p> <ul style="list-style-type: none"> • <i>Healing the Wounds of History</i> (Armond Volkas, Executive Director of Living Arts Counseling Center) • <i>Theater of the Oppressed</i> [Jiwon Chang, Executive Director of Community Health for Asian Americans (CHAA)] – targeted outreach to undocumented students 	<ul style="list-style-type: none"> • Expand the number of college-wide mental health workshops from three events per year to six events per year. • The average number of student participants currently in each of these events is 35 students for a total of 105 students. • The goal would be to double the number of students served to 200 among the six events. • Increase in the number of faculty and staff participating in stigma reduction activities from 100 to 150 per year 	<p>Sept 2018 – May 2020 and continuously</p>	<p>Juztino Panella LMFT Sadie Ashraf LMFT Veronica Macapagal LMFT</p>
<p>1b) Each Historical Trauma workshop will be followed by formal discussion groups for faculty and staff (e.g., campus safety, financial aid and other front-line staff) to reflect and discuss how to apply training to the classroom and campus work environment. Professional facilitation will be provided.</p>	<p>Approximately 50% of the students and faculty that participate in the workshops will participate in the follow up groups – e.g., 50-75 faculty and 100 students.</p>	<p>Sept 2018 – May 2020 and continuously</p>	<p>Juztino Panella LMFT Sadie Ashraf LMFT Veronica Macapagal LMFT</p>

Activities	Measurable Outcomes	Timeline Month/Year	Responsible Person(s)
<p>1c) Develop marketing materials and promote mental health resources, stigma reduction events, workshops and activities:</p> <ul style="list-style-type: none"> ● Annual Denim Day ● Suicide Awareness Month activities ● Annual Active Minds Club "Send Silence Packing" ● Smart Talk Workshops "13 Reasons Why" Series ● JACC Open Mic Expression Sessions 	<p>Have MH brochures and collateral materials available in hard copy as well as online</p>	<p>June 2018</p>	<p>Health Center NPs MH Counselors Student Leaders</p>
<p>1e) Develop a professional development "passport" incentive program for faculty and staff to "earn" credits year-round for attending early intervention, suicide prevention and stigma reduction mental health workshops and events</p>	<p>Increase in the number of faculty, staff, and students participating in stigma reduction training/activities from 100 faculty and staff to 150 and from 200 students to 300 students.</p>	<p>September 2018 - June 2020 and continuously</p>	<p>Mental Health faculty and staff</p>

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OBJECTIVE 5: Implement education and training to faculty, staff, and students on early identification, intervention, and referral of students with mental health needs. College/Districts should focus on maximizing utilization of existing resources, including Kognito online suicide prevention gatekeeper training.

Activities	Measurable Outcomes	Timeline Month/Year	Responsible Person(s)
1) Develop a calendar of MH workshops and events for students that is updated and posted online (see Objective 3 for more detail)	Calendar created	Summer 2018 Summer 2019 updated continuously	MH Counselors
2a) Calendar all suicide prevention, stigma reduction, and early intervention activities for staff and students (topics: narrative therapy, cultural competency, etc.)	MH Events will be posted on Campus Wide Calendar	Summer/Fall 2018 and updated each semester	Sadie Ashraf, LMFT Juztino Panella, LMFT Veronica Macapagal, LMFT in collaboration with Health Center staff
2b) Integrate the college professional development calendar with the calendar of mental health awareness workshop and training events into one joint online up-to-date calendar	<ul style="list-style-type: none"> • Convene work group to coordinate mental health events • Joint calendar posted online • Integrated college Professional Development Calendar maintained 	Summer/Fall 2018 and updated each semester	Sadie Ashraf, LMFT Juztino Panella, LMFT Veronica Macapagal, LMFT Health Center NPs
2c) Share calendar with program coordinators and embed links on webpages for PSCN College Readiness courses, FYE/Guided Pathways, DSPS, learning community and other cohort programs	MH Events will be posted on Campus Wide Calendar and cohorts will be informed about various MH events.	Summer/Fall 2018 and updated each semester	Sadie Ashraf, LMFT Veronica Macapagal, LMFT

Activities	Measurable Outcomes	Timeline Month/Year	Responsible Person(s)
3a) Implement a professional development "passport" incentive program for faculty and staff to "earn" stamps year-round for attending early intervention, suicide prevention and stigma reduction mental health workshops and events	Increase participation in prevention and early intervention stigma reduction, suicide reduction, training/activities from 250 faculty/staff to 400; and from 200 students to 300 students.	September 2018 - June 2020 and continuously	Mental Health faculty and staff
4a) Provide Kognito training modules for faculty/staff that discuss specific topics and populations: substance abuse, Veterans, and LGBTQ students	150 faculty/staff participate in Kognito Training each year	Spring 2019 Flex Day Spring 2020 Flex Day	MH Counselors Health Center NPs
4b) Provide Kognito gatekeeper training modules for students targeting Student Leaders (e.g., Student Senate, JACC Student Leaders, Peer Advisors, student assistants, and tutors)	100 Student Leaders will attend	Spring 2019 Spring 2020	MH Counselors Health Center NPs
4c) Faculty and staff are trained in use of updated MH tools and referral resources: Crisis Response Protocol, MH First Aid Toolkit for faculty and students, the Distressed Student Guide, and referral agency list.	150 college faculty and staff attend training regarding new resources	Fall 2018 Flex Day Fall 2019 Flex Day and continually	Health Center NPs MH Counselors & Interns Campus Safety Behavioral Intervention Response Team (BIRT)

Activities	Measurable Outcomes	Timeline Month/Year	Responsible Person(s)
<p>4d) Offer MH First Aid training to all faculty/staff, administrators, student assistants and tutors targeting FYE instructors, campus safety and front-line staff. Topics include:</p> <ul style="list-style-type: none"> - Assisting someone experiencing a mental health or substance use-related crisis - Topics include: risk factors and warning signs for mental health and addiction concerns, strategies for how to help someone in both crisis and non-crisis situations, and where to turn for help 	<p>150 faculty/staff and administrators participate each year</p>	<p>Summer 2019 Summer 2020</p>	<p>Robert Nakamoto, Ed.D.</p>
<p>4e) Provide Dialectical Behavior Therapy (DBT) training for LPC Health Center and MH faculty, staff and interns (skills groups facilitators)</p>	<p>Six LPC faculty/staff will attend (Nurse Practitioners, Health Educators, Mental Health Interns, Behavioral Health outreach coordinator, and MFT intern supervisor)</p> <ul style="list-style-type: none"> • 86% of Chabot full-time counseling faculty will attend the retreat annually • 90% of participating counseling faculty indicate that their practice has benefitted from the training 	<p>May 2018 – June 2019</p>	<p>Dayna Barbero, FNP-C</p>
<p>5a) Chabot Counseling Faculty <u>Retreat:</u> Off-campus annual retreat for college counseling faculty to receive training on cultural competency and develop/ improve MH referral systems</p>	<p>• 86% of Chabot full-time counseling faculty will attend the retreat annually</p> <p>• 90% of participating counseling faculty indicate that their practice has benefitted from the training</p>	<p>Summer 2018 Summer 2019</p>	<p>Dean of Counseling MH Counselors Health Center Staff and NPs</p>

Activities	Measurable Outcomes	Timeline Month/Year	Responsible Person(s)
5b) Joint districtwide Counseling Faculty Retreat: Off-campus retreat annually for district counseling faculty to share best practices and resources, receive cultural competency training and improve MH referral systems used districtwide	90% of district full-time counseling faculty will attend the retreat annually	Summer 2018 Summer 2019	Vice Presidents of Student Services CLPCCD Deans of Counseling/Student Services MH Counselors Health Center Staff and NPs
5c) Conduct Niroga Institute Dynamic Mindfulness training at joint districtwide counseling faculty retreat	90% of district full-time counseling faculty will attend the retreat annually	July 2018 – June 2020	Robert Nakamoto, Ed.D.

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OBJECTIVE 6: Illustrate the existence or planned partnerships between the college district/college and the county behavioral health department to address complex mental health needs of students based on the extent to which there are students whose needs cannot be met through their health insurance or Medi-Cal.

Activities	Measurable Outcomes	Timeline Month/Year	Responsible Person(s)
1. Convene monthly Mental Health/Crisis Advisory Group meetings at each campus	Monthly meetings convened.	September 2018 and continuous	Juztino Panella, LMFT Sadie Ashraf, LMFT Dayna Barbero, FNP-C Rosafel Adriano, FNP-C
2. Convene quarterly district-wide Mental Health/Crisis Advisory Groups to review progress and share best practices	Quarterly meetings convened	September 2018 and continuous	Juztino Panella, LMFT Sadie Ashraf, LMFT Dayna Barbero, FNP-C Rosafel Adriano, FNP-C
3. Invite and have at least 3 new local and/or county mental health provider partners regularly attend campus-specific Mental Health/Crisis Advisory Groups	At least three new partners in attendance at each campus	September 2018 and continuous	Juztino Panella, LMFT Sadie Ashraf, LMFT Dayna Barbero, FNP-C Rosafel Adriano, FNP-C
4. Review and evaluate campus screening and referral tools with partners for input	Campus protocols reviewed and critiqued	May 2018 – September 2018	MH Advisory Partners MH Counselors & Interns Health Center Staff NPs Case managers
5. Revise current referral sheet and follow-up tracking system	New referral sheet and tracking system in place	May 2018 – September 2018	MH Advisory Partners MH Counselors & Interns Health Center Staff NPs Case managers

Activities	Measurable Outcomes	Timeline Month/Year	Responsible Person(s)
6. Improve current list of off-campus resources	New list of vetted providers	September 2018	MH Advisory Partners MH Counselors & Interns Health Center Staff NPs Case managers
7. Develop MOU's with local county agencies and community based organizations (CBO's) detailing obligations for referral and services for students with long-term mental health service needs and without access to MediCal or private insurance for MH coverage	<p>Establish eight MOUs with off-campus community-based and/or private sector service providers to include:</p> <ul style="list-style-type: none"> • ACCESS (Acute Crisis Care and Evaluation for System Wide Service) • Hayward Police Department • Alameda County Behavioral Health and Crisis Support Services • Tri-City Health Center • American Foundation for Suicide Prevention—San Francisco Bay Area Chapter • AXIS Community HealthCare • Livermore PD • Anthropo Counseling Center 	January 2019	Vice Presidents of Student Services Juztino Panella, LMFT Sadie Ashraf, LMFT Dayna Barbero, FNP-C MH Advisory Partners
8. Approve MOUs at respective agency Board meetings	MOUs ratified at all eight partner agencies	January 2019	Vice Presidents of Student Services Juztino Panella, LMFT Sadie Ashraf, LMFT Dayna Barbero, FNP-C Rosafel Adriano, FNP-C MH Advisory Partners