

1 **R277. Education, Administration.**

2 **R277-622. School-based Mental Health Qualified Grant Program.**

3 **R277-622-1. Authority and Purpose.**

4 (1) This rule is authorized by:

5 (a) Utah Constitution Article X, Section 3 which vests general control and supervision
6 over public education in the Board;

7 (b) Subsection 53E-3-401(4), which allows the Board to make rules to execute the
8 Board's duties and responsibilities under the Utah Constitution and state law; and

9 (c) Section 53F-2-415 which requires the Board to makes rules that establish:

10 (i) procedures for submitting a plan for the School-based Mental Health Qualified
11 Grant Program;

12 (ii) a distribution formula the Board will use to distribute funds to an LEA; and

13 (iii) annual reporting requirements for an LEA that receives funds pursuant to the
14 School-based Mental Health Qualified Grant Program.

15 (2) The purpose of this rule is to establish the procedures for an LEA to receive a
16 School-based Mental Health Qualified Grant including:

17 (i) plan submission process, format, and requirements;

18 (ii) funding distribution methods; and

19 (iii) additional requirements including reporting and accountability.

20 **R277-622-2. Definitions.**

21 (1) "Plan" means a School-based Mental Health Qualified Grant plan described in
22 Section R277-622-3.

23 (2) "Qualified Personnel" means the same as the term is defined in Subsection 53F-
24 2-415(1).

25 (3) "Related Services" means mental-health or school nursing services provided by
26 the local mental health authority or a private provider through a contract.

27 **R277-622-3. School-based Mental Health Plan.**

28 (1) To qualify for a School-based Mental Health Qualified Grant, an LEA shall submit
29 a plan to the Superintendent.

30 (2) The plan shall include:

31 (a) a three-year projection for the LEA's goals, metrics, and outcomes;

32 (b) requirements outlined in Subsection 53F-2-415(3);

33 (c) plan for prioritizing efforts to underserved and at risk populations;

34 (d) how qualified personnel will be involved in an inter-disciplinary consultation
35 process;

36 (e) a process for utilization of qualified personnel in participating with an LEA's care
37 team as outlined in R277-400;

38 (f) an outline of the plan implementation using a multi-level model of service delivery
39 such as multi-tiered systems of support;

40 (g) the source of the LEA's matching funds; and

41 (h) a timeline and process for stakeholder training in trauma-informed practices.

42 (3) Except as provided in Subsection (4), an LEA shall submit the LEA's plan no
43 later than May 31 for a funding distribution to be made for the upcoming school year.

44 (4) An LEA shall submit a plan no later than June 7 for a funding distribution to be
45 made in Fiscal Year 20.

46 (5) An LEA's approved plan is valid for three years and may be required to be
47 reapproved after three years of implementation.

48 **R277-622-4. Board Approval or Denial of LEA Plan.**

49 (1) The Board shall approve or deny each LEA plan submitted by the
50 Superintendent.

51 (2) If the Board denies an LEA's plan, the LEA may amend and resubmit the LEA's
52 plan to the Superintendent until the Board approves the LEA plan.

53 **R277-622-5. School-Based Mental Health Grant Distribution.**

54 (1) An LEA with an approved plan pursuant to subsection R277-622-4 shall receive
55 a School-based Mental Health Grant distribution.

56 (2) The funding amount distributed to an approved LEA shall be the sum of:
57 (a) \$25,000; and
58 (b) a per student allocation based on the number of students in an LEA divided by
59 the total available grant appropriation less the aggregate amount of appropriation allocated
60 as described in Subsection (2)(a).

61 (3) The number of students used in Subsection (2)(b) shall be:

62 (i) based on the October 1 headcount in the prior year; or

63 (ii) for a new LEA, based on the new LEA's projected October 1 headcount.

64 (4) An LEA may only receive an initial distribution totaling 25% of the allocation upon
65 plan approval.

66 (5) An LEA may receive a second distribution totaling 75% of the allocation upon
67 demonstration of hiring qualified personnel to the Superintendent.

68 **R277-622-6. Matching Funds.**

69 (1) To qualify for a School-based Mental Health Qualified Grant, an LEA shall
70 provide matching funds as required by Subsection 53F-2-415(4)(b).

71 (2) To qualify as matching funds the LEA's funds may be any one or more of the
72 following:

73 (a) prioritizing of existing unrestricted state or local funds including:

74 (i) an unrestricted donation; or

75 (ii) new funds available in the next fiscal year;

76 (b) funds generated from property tax;

77 (c) charter school local replacement funds;

78 (d) unrestricted MSP Basic program funds; or

79 (e) another source of unrestricted state funds or local funds as approved by the
80 Superintendent.

81 (3) Funds may not qualify as a match if:

82 (a) the funds are from restricted state funds including:

83 (i) funds granted to an LEA for a specific program created in statute or rule;

- 84 (ii) funds that have already been used as a match in a different state grant program;
85 or
86 (iii) funds from a federal source; or
87 (b) the funds are described in Subsection 53F-2-415(5).
88 (4) An LEA shall demonstrate that all matching funds fit within the scope of work for
89 school-based mental health and general health services as outlined in an LEA's plan.
90 (5) An LEA shall report revenues and expenditures of program funds by location
91 code according to the Board approved chart of accounts.

92 **R277-622-7. Allowable Uses of Funds.**

- 93 (1) An LEA that receives a distribution pursuant to Section R277-622-6 may only
94 use the funds for the following allowable uses:
95 (a) salary and benefits for the hiring of qualified personnel;
96 (b) up to 2% for associated costs for hiring of qualified personnel; or
97 (c) procuring a contract for related services;
98 (2) If an LEA fails to hire qualified personnel by January 31 the allocated funds shall
99 be returned to the Board.
100 (3) All unexpended funds distributed to an LEA shall be returned to the Board at the
101 end of the LEA's school year and redistributed in the following year's distribution.
102 (4) An LEA shall use the LEA's matching funds and allocation within the fiscal year
103 the funds are distributed.
104 (5) An LEA that has remaining balances at year end shall report the remaining
105 balances in the LEA's annual program report described in R277-484.
106 (6) An LEA with remaining balances shall receive a reduction totaling the remaining
107 balances in the LEA's award for the following fiscal year.

108 **R277-622-8. Annual Reporting and Accountability.**

- 109 (1) An LEA with an approved plan and funding amount shall provide the
110 Superintendent with an annual report no later than October 1 of each year.
111 (2) The annual report shall include:

- 112 (a) a total baseline count of qualified personnel in an LEA before receiving the initial
113 funding allocation;
- 114 (b) the number of qualified personnel hired above the baseline count using the
115 funding allocation;
- 116 (c) the progress made toward achieving goals and outcomes outlined in the LEA's
117 plan; and
- 118 (d) other information requested by the Superintendent.

119 **KEY: mental health, programs, reporting**

120 **Date of Enactment or Last Substantive Amendment:**

121 **Notice of Continuation:**

122 **Authorizing, and Implemented, or Interpreted Law: Art X Sec 3; ~~[53A-1-401]~~**

123 **53E-3-401; ~~[53A-1-603]~~53E-4-302(1)(a)**