

IDAHO YOUTH SUICIDE PREVENTION PROGRAM, SUICIDE PREVENTION SCHOOLS PROGRAM GRANT

Application Guidance



IDAHO DEPARTMENT OF EDUCATION
STUDENT ENGAGEMENT | IDAHO YOUTH SUICIDE PREVENTION PROGRAM

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INTRODUCTION

The Idaho Department of Education (the department) is pleased to announce the release of the Idaho Youth Suicide Prevention Program (IYSPP) Suicide Prevention Schools Program Grant Request for Application (RFA). This document contains the guidelines that should be followed when applying for a Suicide Prevention Schools Program grant.

IYSPP is a partnership between the Idaho Department of Education (the department) and the Idaho Department of Health and Welfare (IDHW). IYSPP is funded by IDHW's Suicide Prevention Program and two federal grants from the Substance Abuse and Mental Health Services Administration.

IYSPP's mission is to foster connectedness and resilience throughout Idaho school communities to prevent youth suicide.

This is IYSPP's 14th school cohort since the Project began in 2013, and we are excited to offer the opportunity to bring suicide prevention training and ongoing wellness to secondary schools.

Ten (10) secondary school applicants will be selected for the 2024/2025 Suicide Prevention Schools Program grant to receive Sources of Strength.

ELIGIBLE APPLICANT

The term "eligible applicant" means any Idaho public and charter middle, junior, or senior high school that has not previously received the Suicide Prevention Schools Program Grant for Sources of Strength.

Schools that have previously received the Suicide Prevention Schools Program grant for Sources of Strength **are not eligible** to apply. For previously trained schools, see Schools with Existing Programs below.

To be considered, eligible schools shall submit an electronic application to the department by midnight MDT, Monday, March 25, 2024.

Schools with Existing Programs

If your school is part of cohorts 1 – 12, and you need program support or training, please contact Hannah Crumrine. If your school is part of cohort 13 and was trained in the 2023/2024 school year, IYSPP will contact your school about receiving a free Sources of Strength Booster training fall 2024.

Elementary schools, please contact Hannah Crumrine for information about available training and materials.

APPLICATION TIMELINE

The timeline for the IYSP Suicide Prevention School Program Grant process:

- February 20, 2024 – Grant application published and application portal opens
- March 25, 2024 – Application must be submitted by midnight (MDT)
- March 25 through March 31, 2024 – Review of applications
- April 1 through April 12, 2024 – Award notifications
- Week of April 15, 2024 – Press release re: selected schools
- April 14 through May 17, 2024 – Webinar for new school co-leads
- April 14 through May 17, 2024 – Optional spring meetings with regional coordinators

GRANT REQUIREMENTS

Selected schools will be required to adhere to the following:

Participate in All-Staff Training

- Staff participation in **one 2.5-hour** Suicide Prevention Fundamentals Instruction: Schools™ training. This includes providing a location and assurance that **ALL** school staff will be in attendance. **This is a fundamental condition of participation in the grant program. We will work with you to fit this training into your schedule.**

Identify and Support Program Leadership Staff

- Identify and support **4 to 10** (depending on school size) Adult Advisors who represent the diversity of your school staff and who have high relational connectivity with students to participate in training and to carry out Adult Advisor responsibilities for the program, including
 - Attending one Adult Advisor training (1 full day)
 - Attending one Peer Leader training (1 full day)
 - And facilitating ongoing Sources of Strength activities with school Peer Leader teams (**approximately 3-4 staff hours per month**).
- Implementation by Adult Advisors and Peer Leaders of a minimum of four (4) Sources of Strength activities/campaigns during the school year.

- Participation by the school co-leads and the Adult Advisors (administrator-optional) in one 1-hour informational webinar.

Provide for Sufficient Project Implementation

- **Allow for time within the school day (not lunchtime) for program meetings and activities. Ensure school administration will allow for this requirement.**
- Collect and report data in collaboration with Sources of Strength and the department.
- Nominate and maintain student Peer Leader teams in alignment with Sources of Strength fidelity guidance, including a required **Peer Leader team of a minimum of 25 and maximum of 60 students.**
- Obtain active parental consent for student participation, and allow Peer Leaders to participate in trainings, meetings, and conduct messaging activities.
- Provide appropriate training space for all required trainings and youth activities.

GRANT AWARD

Selected schools will receive three (3) free trainings in Year 1 of implementation and one (1) free training in Year 2 of implementation as well as all program materials. In Year 1, financial assistance to purchase food during training days and to fund program implementation is available.

Ongoing support and technical assistance from IYSP and the national Sources of Strength organization will be provided indefinitely.

Year 1

Trainings and Licensing

Your school will receive one (1)

- Suicide Prevention Fundamental Instruction (SPFI)[™] training for all school personnel (\$700 value)
- Sources of Strength Adult Advisor training for all Adult Advisors (\$3,000 value)
- Sources of Strength Peer Leader training for all Adult Advisors and Peer Leaders (\$3,000 value)
- Sources of Strength New School License (\$750 value)
- Regular email communication to set up times for and requirements of the trainings

Food and Program Costs

Successful applicants may receive funding for food costs up to \$750 to purchase food for lunch and refreshments during the two (2) Sources of Strength trainings. The grant award will be based on the estimated number of Adult Advisors and Peer Leaders.

In addition, selected schools may request reimbursement up to \$2,500 for allowable program costs. At least \$500 must be spent on Peer Leader activities.

Year 2

Your school will receive one (1)

- Sources of Strength Booster training for all Adult Advisors and Peer Leaders (\$6,000 value)
- Sustaining School License (\$750 value)

Sources of Strength Licensing Fee Components

Both licensing fees provide your school with

- School year licensing of the Sources of Strength model for schools trained by a certified local trainer
- Access to front-end support resources including nomination, invitation, and permission letters – additional front-end support available upon request
- Training and campaign materials (materials differ between Year 1 and Year 2)
- Ongoing support resources and technical assistance

In Year 3 and following years of implementation, your school becomes responsible for paying the annual \$750 Sustaining School License Fee.

GRANT AWARD PAYMENT AND REIMBURSEMENT

The department will provide an informational webinar to successful applicants about how and when the grant award for the purchase of refreshments and lunch during the two (2) Sources of Strength training days will be allocated and distributed.

The webinar will include information about allowable and restricted program costs and how to request reimbursement for these costs through the Grant Reimbursement Application (GRA).

REVIEW PROCESS AND RUBRIC

Eligible applications submitted by the due date will be reviewed by department staff and independent contractors who support IYSP. Reviewers include those with expertise and knowledge in youth suicide prevention and well-being programming.

The grant application has three sections and will be scored using a rubric assessing six categories for a total of 22 points.

Rubric Category	Total Points
Need Essay	4
Existing Programs Essay	4
Leverage, Support, and Sustainability Essay	4
Special Populations Essay	4
Special Populations Data	2
Overall application	4
Total points	22

If your school reports a sudden student or staff death in the 2023/2024 school year, you will be prompted to complete a fourth section. This section is not scored and is used to help us understand your current school climate and needs.

ONLINE APPLICATION

All Suicide Prevention School Program Grant applications must be completed using the department's online application. School selections are based on merit and completeness of the application.

GRANT APPLICATION CONTENT AND SCORING

The following sections provide an overview of the online application questions, how the rubric is used to score specific questions, and the supplemental documentation that must accompany your application.

Section I. School Contact Information

1. **School Information**

District name and number

School physical address

Size of student body

Grades levels within school

How did you hear about the grant program?

2. **School Administrator Information**

Name

Email

Phone number

3. **1st Program Co-Lead/Contact Person**

Name

Title

Email

Phone number

4. **2nd Program Co-Lead/Contact Person (only one co-lead may be a school counselor)**

Name

Title

Email

Phone number

5. **Person Filling Out the Application (if different from above)**

Name

Title

Email

Phone number

Section II. Narrative

Responses to the questions below will be used to score your school's overall application. Incomplete responses will result in a lower overall score.

- 1. Please describe your school's need for the program. Include what you see as the primary issues for your students and staff and any other relevant issues which demonstrate need.**

This question will be used to score your school's need for the program.

Rubric Category	Inadequate	Average	Good	Exemplary
Need	1	2	3	4

- 2. Please describe any existing programs within the school which address behavioral health skills. If you have no current behavioral health skills programs, describe any past programs your school has implemented and the reasons for discontinuing those programs if no longer active. Please provide any information about your school's experience managing programs.**

This question will be used to score your school's previous and current experience managing programs successfully and as intended to ensure fidelity.

Rubric Category	Inadequate	Average	Good	Exemplary
Existing Programs	1	2	3	4

- 3. Program continuity and sustainability is a primary concern in selecting schools. Please describe your school's ability to provide and leverage support for the successful implementation and sustainability of the program. This is your Sustainability Plan.**
 - a. Describe administration and staff buy-in.**
 - b. Explain how you will allot time during the school day (not at lunchtime or after school for meetings) for program meetings and Peer Leader activities.**
 - c. Explain how your school will handle administrator or Adult Advisor turnover to ensure continuation of this program.**
 - d. Explain any other factors in place to ensure continuity and sustainability.**

This question will be used to score your school’s ability to develop a sustainability plan to ensure the program continues beyond the grant period. The required letter of approval from your school administrator will also be reviewed and scored under this category.

Rubric Category	Inadequate	Average	Good	Exemplary
Leverage, Support and Sustainability	1	2	3	4

4. **Take some time to consider students in your school who might be impacted by racial or ethnic diversity, socio-economic status, disabilities, refugee status, LEP, foster care status, deployed military family members and incarcerated parents/guardians, or any other relevant factors relating to special populations. Please describe all the subpopulations within your school that would benefit from suicide prevention and wellness activities and why, and your ability to reach out to these subpopulations.**

This question will be used to score your school’s ability to research and describe students who are at higher risk of suicidal behavior and how Sources of Strength will benefit these special populations of youth.

Rubric Category	Inadequate	Average	Good	Exemplar
Special Populations	1	2	3	4

Section III. Statistics

Responses to the questions below will be used to score your school’s overall application. Incomplete responses will result in a lower overall score.

There are some minority special populations of youth who are at higher risk of suicidal behavior. Please provide numbers and percentages where indicated for these groups. If unknown, please provide an estimate.

1. **Number of bullying or harassment incidents in the 2023/24 school year.**
2. **Number of bullying or harassment incidents in the 2022/23 school year.**
3. **Number of incidents of student suicide ideation in the 2023/2024 school year.**
4. **Number of incidents of student suicide ideation in the 2022/2023 school year.**

5. **Race**
6. **Special populations by percentage:**
 - a. **Refugee students**
 - b. **Students of incarcerated parents/guardians**
 - c. **Students experiencing homelessness**
 - d. **Students living in foster case**
 - e. **Students qualifying for free or reduce lunch**
 - f. **Students with LEPs**

Required Postvention Questions

These questions are required but are not scored, and your responses will not impact your eligibility or application in any way. If your school reports a suicide death in 2023/24, you will be prompted to provide additional information. Your responses will help provide important additional information about your school following a recent death.

1. **Number of suicide deaths among students, school personnel or others whose suicides significantly affected the school or school community.
2023/2024 school year and in which month(s)?
2022/2023 school year in which month(s)?**

Optional Postvention Questions

2. **Please provide the number of deaths and month(s) those deaths occurred among students, school personnel or others whose suicides significantly affected the school or school community during 2023/2024.**
3. **What effect did the death have on you school's student body?**
4. **What postvention measures were used to manage the effects of the death?**
5. **What is the current state of the student body and staff in terms of grieving and recovery? Please describe efforts to return to normalcy.**

ADDITIONAL REQUIREMENTS

Letter of Administrative Approval

A letter of approval from the school **principal/administrator must accompany your application**. Please share this correspondence with your school co-lead(s) contact for this submission. Applications without this attached letter will not be accepted.

District or School Suicide Prevention Policy

A copy of your district or school suicide prevention policy must accompany your application. Please share this correspondence with your school co-lead(s) contact for this submission. Applications that do not have an attached suicide prevention policy will not be accepted.

Acknowledgement of Terms

You will be asked to acknowledge and agree to the grant terms listed on pages 4 and 5 of this guidance document.

APPLICATION ASSISTANCE

- It is **HIGHLY** recommended that interested applicants visit the [Sources of Strength](#) website for more detailed information about the program.
- Consider inviting a few colleagues to work together on the application.
- During the narrative section, we strongly suggest answering questions as thoroughly as possible. This is a competitive application and schools that provide one or two sentence answers to the questions may not be competitive with other schools' submissions.
- If you have any questions during the application preparation, please reach out. We are happy to offer any applicant guidance on completing the application.
- For questions or more information about application content, visit the FAQs section at iyspp.idaho.sde.gov or contact Kim Kane at kkane.youthsp@gmail.com or Judy Gabert at jgabert.youthsp@gmail.com.
- For technical support about the online application submission, please contact Hannah Crumrine at hcrumrine@sde.idaho.gov.