



Trust Authority Grant Monitoring & Compliance

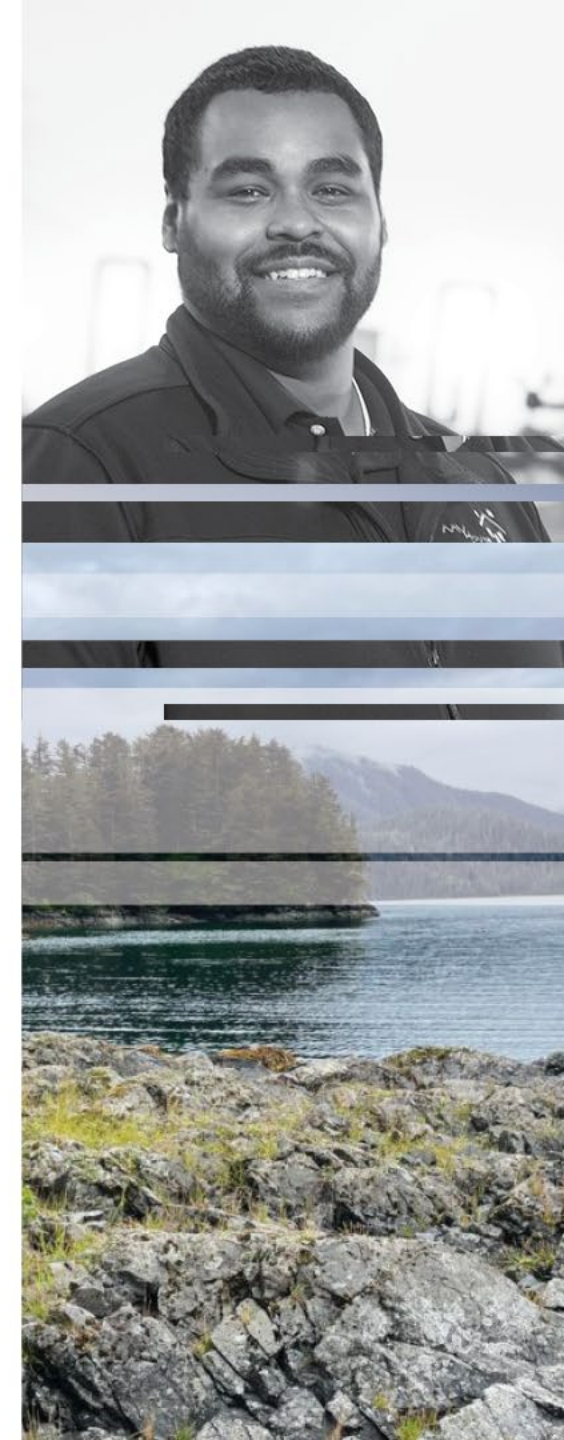
Trust
Alaska Mental Health
Trust Authority



FY24 Approved Budget

| A | B | C | D | E | F | G | N | O | P | Q | R | S | T | U | V | W | X |
|----|--|-------------------------------------|------------|------------|----------|--|------------------------------|------------------|-----------------|--------------|----------|-----------------------------------|------------------|-----------------|--------------|----------|---|
| 5 | Other Priority Areas | | | | | Type | FY24 Approved(8/25/2022) | | | | | FY25 Proposed Approved(8/25/2022) | | | | | |
| 6 | (amounts in thousands) | Dept/RDU Component (or recipient) | Trans Type | IncT Begin | IncT End | Operating (O) / Capital (C) / Non-Grant (NG) | Sum of MHTAAR/MHT Admin & AG | MHTAAR/MHT Admin | Authority Grant | GF/MH | Other | Sum of MHTAAR/MHT Admin & AG | MHTAAR/MHT Admin | Authority Grant | GF/MH | Other | |
| 36 | Improve social determinants of health for families and young children: Parenting & Family Supports, Home Visiting & related programs | | | | | AG | 265.0 | - | 265.0 | - | - | 265.0 | - | 265.0 | - | - | |
| 37 | Foster Care and Child Welfare Systems Improvements | | | | | AG | 500.0 | - | 500.0 | - | - | 500.0 | - | 500.0 | - | - | |
| 38 | Flex Funds for Transition Aged Foster Youth | DFCS/OCS | | | | O | 100.0 | 100.0 | - | 150.0 | - | 100.0 | 100.0 | - | 150.0 | - | |
| 39 | Early Childhood Governance: Public-Private Partnership | | | | | AG | 50.0 | - | 50.0 | - | - | 50.0 | - | 50.0 | - | - | |
| 40 | Kinship Foster Caregiver Support | Volunteers of America | | | | AG | 150.0 | - | 150.0 | - | - | 150.0 | - | 150.0 | - | - | |
| 41 | Family Services Training Center - 1115 Early Childhood Svcs Implementation | DOH/DBH | IncT | 2022 | 2027 | O | 200.0 | 200.0 | - | - | - | 200.0 | 200.0 | - | - | - | |
| 42 | Fostercare Youth Transition Coordinator | DFCS/OCS | | | | O | 135.0 | 135.0 | - | - | - | 135.0 | 135.0 | - | - | - | |
| 43 | Foster Care Health Record Linkage | DOH/DPH/WCFH | IncT | 2024 | 2027 | O | 100.0 | 100.0 | - | - | - | 100.0 | 100.0 | - | - | - | |
| 44 | ACEs Data Linkage and Analysis | DOH/DPH/WCFH | IncT | 2022 | 2027 | O | 100.0 | 100.0 | - | - | - | 100.0 | 100.0 | - | - | - | |
| 46 | Administration | | | | | | | | | | | | | | | | |
| 47 | Priority Area Administration | | | | | AG | 50.0 | - | 50.0 | - | - | 50.0 | - | 50.0 | - | - | |
| 48 | Subtotal | | | | | | 3,170.0 | 1,215.0 | 1,955.0 | 150.0 | - | 3,030.0 | 1,215.0 | 1,815.0 | 150.0 | - | |
| 49 | Other Priority Areas Total | | | | | | 4,727.5 | 2,622.5 | 2,105.0 | 400.0 | - | 4,937.5 | 2,972.5 | 1,965.0 | 450.0 | - | |

In FY24, Volunteers of America – Alaska was awarded a \$150,000 Authority Grant for the Kinship Caregiver Support project.





Grant Agreement

Each authority grant has an agreement, signed by both the Trust and the grantee, containing the following:

- I. General Agreement
- II. Project Description
- III. Project Performance Measures
- IV. Budget Agreement
- V. Payment Provisions
- VI. Reporting Requirements
- VII. Financial Requirements
- VIII. Program Requirements
- IX. Grant Recognition
- X. Other Special Conditions (optional)
- XI. Signatures

I & II: General Agreement & Project Description

I. General Agreement

The purpose of this agreement is to provide **Volunteers of America Alaska** with **\$150,000.00** from the **Alaska Mental Health Trust Authority (the Trust)** for the **Kinship Caregiver Support (FY24)**.

Volunteers of America Alaska and the **Trust**, in consideration of the funding of this project, establish the following agreed upon conditions.

II. Project Description

The purpose of the Kinship Program is to offer services that promote the health and wellness of relatives raising children in Alaska, as well as the children in their care. There are many reasons parents may not be able to care for their children, including substance use, mental illness, incarceration, or death. In these cases, when children enter the care of a relative (such as a grandparent, aunt or adult sibling), the family is eligible for enrollment in the kinship program at VOA Alaska. This project will support an array of services for the caregiver and children that include emotional support, information & assistance, case management, support groups, caregiver training, respite and other supplemental services.

These services will be delivered by a peer worker, who has lived experience as a child raised by a relative caregivers and experience as a relative caregiver. This position, called the Kinship Care Coordinator, will work to strengthen the community of relative caregivers around Alaska while addressing individual family needs. There are significant and unique challenges to raising relative children, including the stigma that is associated with substance use or mental illness of parents; confusing navigation of legal arrangements; caring for children with special needs; and the high level of family stress that accompanies the placement. The Kinship Care Coordinator will walk beside families and offer the support they need to navigate these many challenges, build meaningful connections with others who have shared experiences, and support the development of these vulnerable children.





III: Project Performance Measure

- Results Based Accountability Framework
- Individual aspects of each grant are considered
- Incorporate Trust program staff and grantee input

III. Project Performance Measures

How much did you do?

- a) Number (#) of children enrolled in the program.
- b) Number (#) of family units served during the reporting period.
- c) Number (#) and percentage (%) of children placed by relative type (grandparent, aunt/uncle, adult sibling, etc.)
- d) Number (#) of total peer to peer hours provided during the reporting period.

How well did you do it?

- a) Provide a brief narrative describing the activities, successes, challenges, and any lessons learned during the project. Be sure to describe the services that were offered for the caregiver and children (as well as their family members) during the reporting period.
- b) Number (#) and percentage (%) of participant relatives/guardians who were satisfied with the services received while participating in the project.
- c) Number (#) and percentage (%) of participant relatives/guardians who felt services were delivered in a respectful manner.

Is anyone better off?

- a) Number (#) and percentage (%) of relatives/guardians reporting an increase in their family's quality of life as a result of participating in the project.
- b) Two stories from participant relatives describing (in their own words) how their (or their family) quality of life has improved since participating in the project

Trust Grant Budget Overview

The detail of how Trust funds will be utilized by the grantee for the project.

- Taken from the grant approval document, or in the case of grantees named in the budget, developed by Trust staff with input from the grantee for the following categories:
 - Personnel
 - Space/Facilities
 - Travel
 - Equipment
 - Supplies
 - Other (specified in the grant agreement)



IV: Trust Budget Detail – Part 1

IV. Budget Agreement

The Trust agrees to fund Volunteers of America Alaska in the amount of \$150,000.00 with the understanding that funding is as outlined below:

| Project Budget | |
|--------------------------------|---|
| Personnel Services | \$141,000.00 |
| Personnel Services Description | <p>Family Care Coordinator (1.0 FTE) \$ 69,000.00 The Lead Family Care Coordinator works with relatives raising children in Alaska and is responsible for delivering and overseeing direct services to families enrolled in the program. This includes home visits, skill development, care coordination, staffing support groups, and providing information and access to internal and external resources. The total personnel cost includes salary plus fringe (7.65% FICA/Medicare, 2.8% workmen's compensation, and 16.55% health insurance and retirement benefits).</p> <p>Program Director of Family Services (0.1 FTE) \$ 10,000.00 The Program Director Family Services oversees the Kinship and Family Services Programs, and reports to the VP of Program Services. This position is responsible for the day-to-day operations of the Alaska Kinship Program and Family Services at VOA Alaska. This includes supervision of the Family Mental Health Clinician and Lead Family Care Coordinator. This position is the lead for family outreach, community partner development, program planning</p> |





IV: Trust Budget Detail – Part 2

| | |
|--------------------------------|---|
| | <p>and quality improvement activities. This position will also provide direct support services as needed, including, but not limited to client intake, developing family case plans, care coordination, information and assistance, and counseling. The total personnel cost includes salary plus fringe (7.65% FICA/Medicare, 2.8% workmen's compensation, and 16.55% health insurance and retirement benefits).</p> <p>Therapeutic Foster Care Coordinator (1.0 FTE) \$ 62,000.00 The TFC Coordinator will conduct orientation and training for therapeutic foster parents. This position will provide coaching, teaching, and promotion of family involvement activities to develop parenting skills. This position will perform the basic licensing process to include applications, background checks, foster parent interviews, etc. The TFC Coordinator will be responsible for licensing and maintaining Foster homes. Additionally, this position will provide training and consultation to an interdisciplinary team within the Family Services Department. The total personnel cost includes salary plus fringe (7.65% FICA/Medicare, 2.8% workmen's compensation, and 16.55% health insurance and retirement benefits).</p> |
| Supplies | \$5,000.00 |
| Supplies Description | <p>Family Services Program Supplies \$ 7,000.00 Program supplies are used to support family needs and to meaningfully engage families in services through connection activities such as support groups, family nights, and educational workshops. Supplies include, but are not limited to books, resource materials, activity supplies, curriculums, art supplies, office supplies, food and beverages.</p> |
| Other Costs | \$4,000.00 |
| Other Costs Description | <p>Direct Client Assistance \$ 2,000.00 Funds are used to ensure enrolled families have access to safe and affordable housing, home modifications, utility assistance, respite services and other requests for direct support.</p> |
| Grant Total for FY24 | \$150,000.00 |



V: Payment Provisions

- Payment provisions differ according to grant type.

V. Payment Provisions

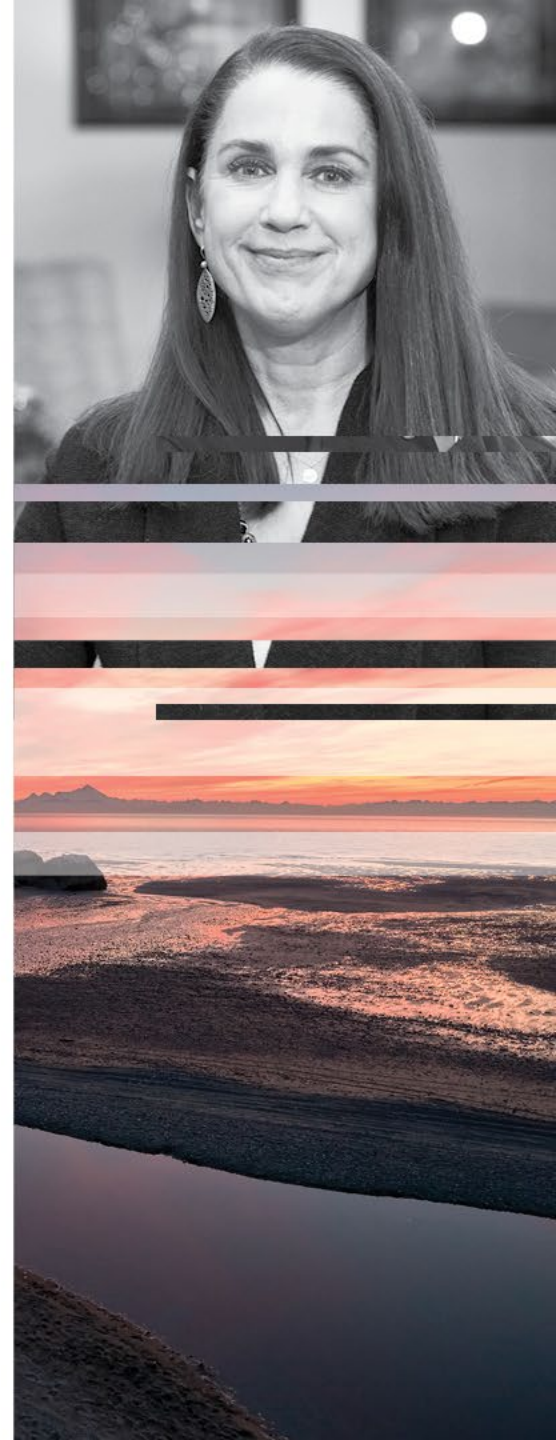
80% of grant funds will be advanced upon the Trust's receipt of the signed Grant Agreement and the signed Request for Advance form. Disbursement of the remaining 20% will be made upon project completion and approval of the final program and financial report by the Trust.

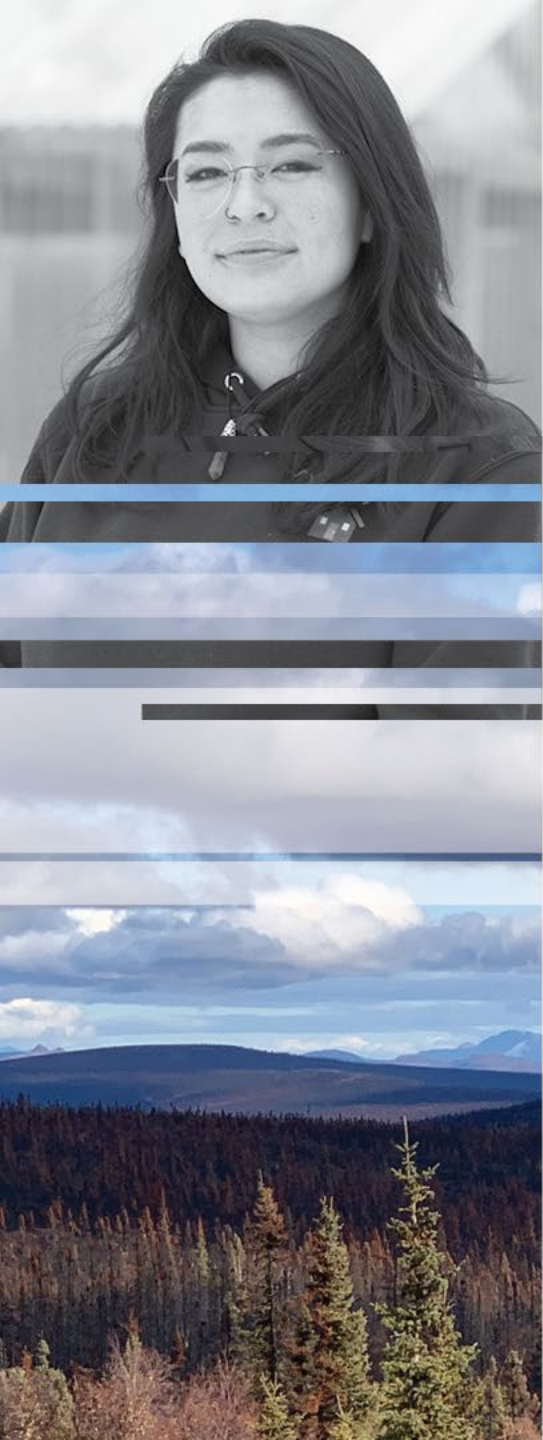
| Payment Schedule | |
|---------------------------|--------------|
| Advance Payment (80%) | \$120,000.00 |
| Final Grant Payment (20%) | \$30,000.00 |
| Grant Total for FY24 | \$150,000.00 |

Estimates, contracts, or receipts and other required information will be submitted to:
Lucas Lind, Grants Administrator
Alaska Mental Health Trust Authority
3745 Community Park Loop, Suite 200
Anchorage, AK 99508

Reporting Requirements

- All grants will have at least one final status report.
- Longer grants or more complex grants may have additional interim reports due.
- Most grants will also have ongoing communications between Trust program staff and grantees during the grant term.





VI: Reporting Requirements – Detail

VI. Reporting Requirements

Program and Fiscal Reports:

Volunteers of America Alaska will submit to the Trust, program and fiscal information as determined in this agreement.

A comprehensive final grant report will be due within 60 days of the conclusion of the project, on or before August 31, 2024.

All grant reports will be submitted online through IGAM, the Trust's online grant reporting application/reporting system.

The link to the online report can be found on the Trust's website (www.mhtrust.org) under the "grants" tab, or at our webpage: <http://mhtrust.org/current-grantees/>.

Please contact **Carrie Predeger, Grants Accountability Manager**, carrie.predeger@alaska.gov or (907-269-7965) with any questions about grant reporting.

| Project Reporting Schedule |
|----------------------------|
|----------------------------|

| |
|--|
| Final Project Report: On or Before August 31, 2024 |
|--|

Grant reports should contain the following information:

1. Responses to the performance measures found in Section III of this agreement.
2. A financial report showing expenditures to date. This report should utilize the same categories as listed in Section IV of this agreement.
3. If additional information is needed to respond to performance measures or to document expenses, please include this as attachments to the main report.

Compliance with specific terms and expenditures as required by the Trust are subject to approval by the Trust. Release of continued funding is conditional upon approval of this report by the Trust.

It is further understood all fiscal reports submitted to the Trust are subject to audit by the Trust or its designee.

Untimely reports may result in an interruption or delay in your receiving project funds.

Upon request, Volunteers of America Alaska will submit other information and reports relating to its activities under this project as requested by The Trust.

VII: Financial Requirements

VII. Financial Requirements

The Trust and **Volunteers of America Alaska** hereby agree that:

1. **Volunteers of America Alaska** and the Trust will comply with applicable laws, 20 AAC 40.010 - 20 AAC 40.990 and other applicable regulations and policies, and the terms and conditions contained in this agreement.
2. The Trust will provide **Volunteers of America Alaska** written notification if funding under this grant is revoked, rescinded, reduced, or otherwise withheld, and the reason and effective date of such action.
3. Funds awarded in this project may be suspended or terminated by written notice from the Trust to **Volunteers of America Alaska** any time for violation by **Volunteers of America Alaska** of any terms and conditions of this agreement.
4. Proposed changes in the approved project budget shall be submitted in writing by **Volunteers of America Alaska** and, if approved by the Trust, will be incorporated as a part of this project on the date of approval in writing by the Trust.
5. **Volunteers of America Alaska** will retain all receipts. Records must be maintained in a manner that would satisfy an audit conducted by **Volunteers of America Alaska** the Trust, the State of Alaska, or any other auditing entity.
6. Reimbursements must be requested by submission of written invoices.
8. Alaska Mental Health Trust Authority funds are state financial assistance and subject to state single audit requirements under 2 AAC 45. For more information about the state single audit program, please visit the state single audit website at: <http://doa.alaska.gov/dof/ssa/index.html> or contact the State Single Audit Coordinator at (907) 465-4666.
9. Unless notified by the Trust in writing, the state single audit program will be the only financial audit requirement for this grant.





VIII: Program Requirements – Part 2

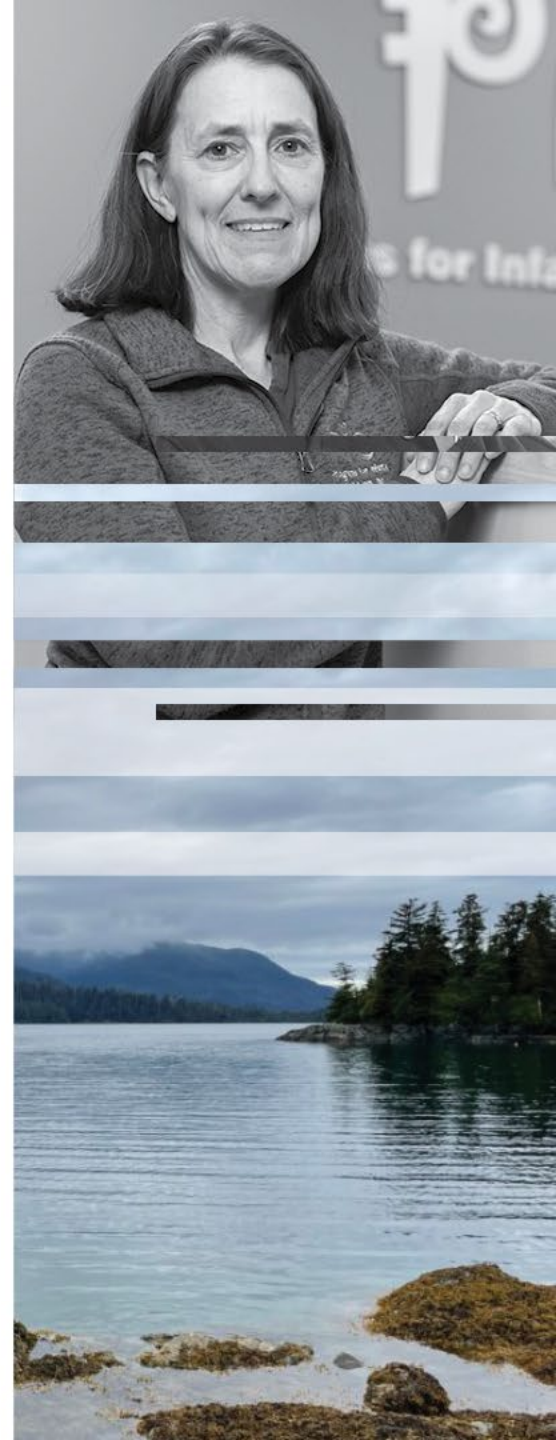
6. No part of funds paid under this Project shall be used for the purpose of lobbying activities before the Alaska State Legislature.
7. **Volunteers of America Alaska** will comply with all applicable State and Federal fire, health, safety, and sanitation codes.
8. All grant correspondence must contain this project's GIFTS ID #; 13234.02.
9. All changes of intent for this project, including budget modifications **must** be submitted in writing to the Trust for approval.

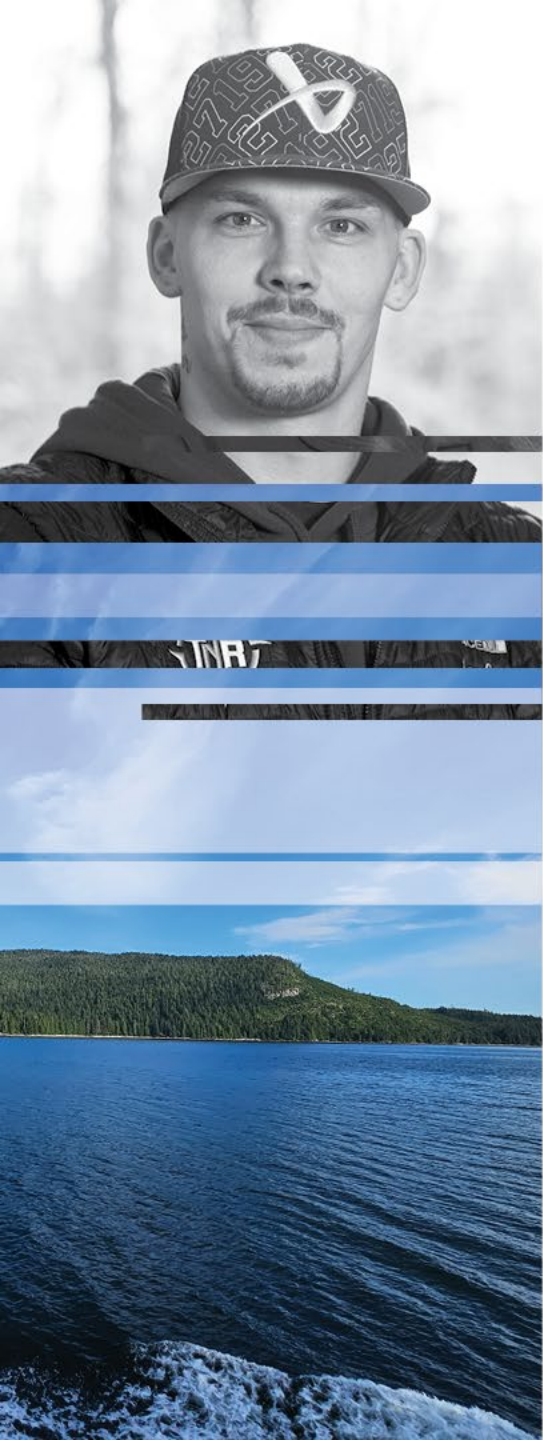
VIII: Program Requirements – Part 1

VIII. Program Requirements

Volunteers of America Alaska agrees to comply with the following terms and conditions and provide documentation of program compliance upon request:

1. **Volunteers of America Alaska** will provide the Trust copies of reports provided to other granting entities associated with this project.
2. The Trust has the right, either directly or through a designated representative, to visit **Volunteers of America Alaska** on site.
3. **Volunteers of America Alaska** will indemnify and hold the Trust harmless from claims arising from the **Volunteers of America Alaska** use of Authority Grant funds.
4. The **Volunteers of America Alaska** will comply with the requirements of the Civil Rights Act of 1964, as amended, the Employment Opportunity Act; the Age Discrimination Act of 1975; the Alaska Administrative Order 129; and Section 504 of the Rehabilitation Act of 1973 in employing staff, serving clients, and as otherwise appropriate.
5. **Volunteers of America Alaska** will provide a smoke free workplace for all clients and staff. This requirement is to ensure compliance with the federal "Certification Regarding Environmental Tobacco Smoke."





VIII: Program Requirements – Part 2

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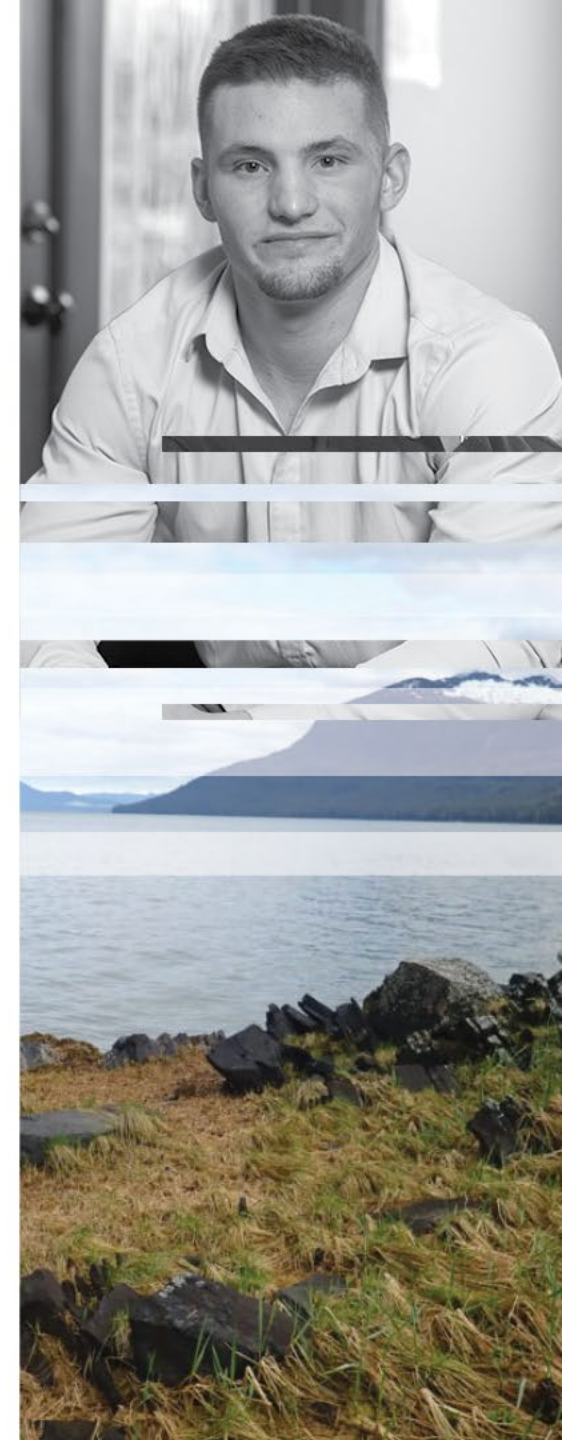
IX: Grant Recognition

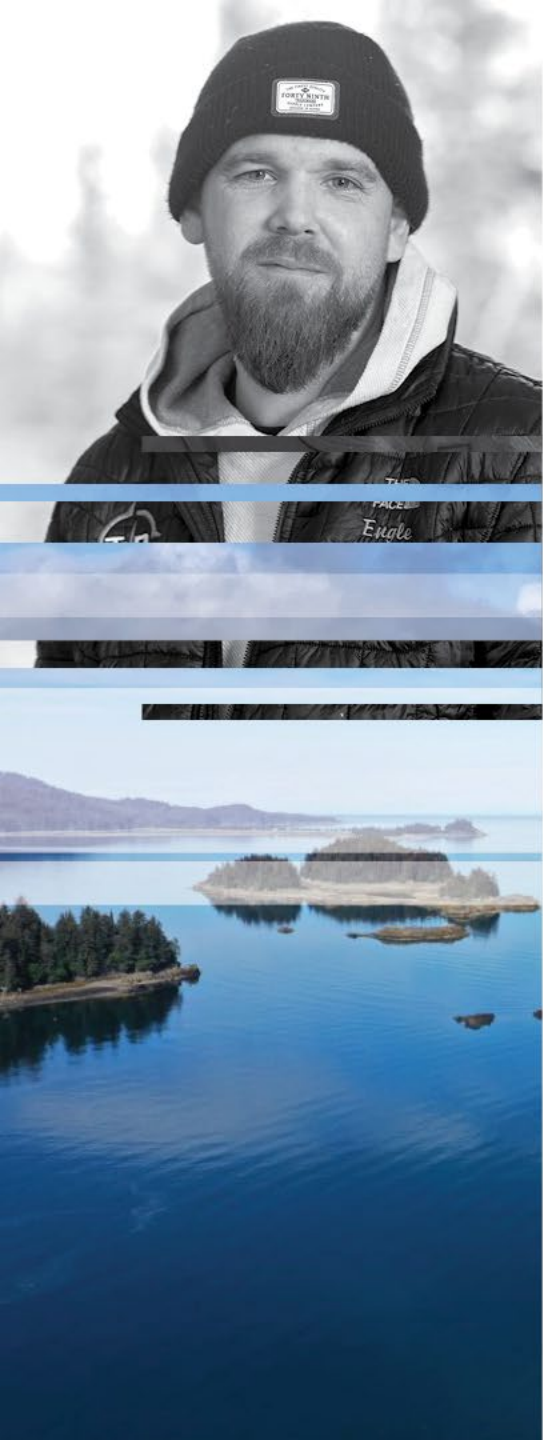
IX. Grant Recognition

The Trust encourages sharing information about projects and initiatives that are being supported by a grant from the Trust to help increase awareness about beneficiary needs and efforts to improve beneficiary outcomes. Recognition of Trust support also improves the public's understanding of the role of the Trust, and ways in the which the Trust can support beneficiaries across Alaska.

1. **Volunteers of America Alaska** accepts that the Trust may publicize this grant through media relations, quarterly grant reports that are posted to the Trust webpage, presentations to community organizations and partners, featured stories in publications such as the Trust annual report, and on the Trust website and social media accounts.
2. **Volunteers of America Alaska** shall acknowledge a grant from the Trust in whatever ways are within your organization's communications capabilities. This includes but is not limited to acknowledging the Trust as a funding partner in all written, print, broadcast or online materials related to this project, and during any speaking engagements before a civic, professional, or community group about your funded efforts. Your organization is also encouraged to mention and tag the Trust in social media posts about work that is being supported by your grant.
3. **Volunteers of America Alaska** is encouraged to send the Trust any press releases issued that reference work being accomplished through your grant, and copies of publications or media coverage that mention your Trust grant or work being supported through your Trust grant.

The Trust's Grant Recognition Guidelines Webpage has additional resources and information, and Trust logo files and usage guidelines. Communications inquiries can be directed to Allison Biastock, Chief Communications Officer, allison.biastock@alaska.gov or 907-334-2531.





Special Conditions

- Most grant agreements do not have this section, but it is available if a Trustee or Trust program staff has a special condition that they would like added to the signed agreement.

Grant Reporting - Requirements

Each grant report has a scheduled requirement in the Trust's grant management system.

Request - (13234.02) Volunteers of America Alaska

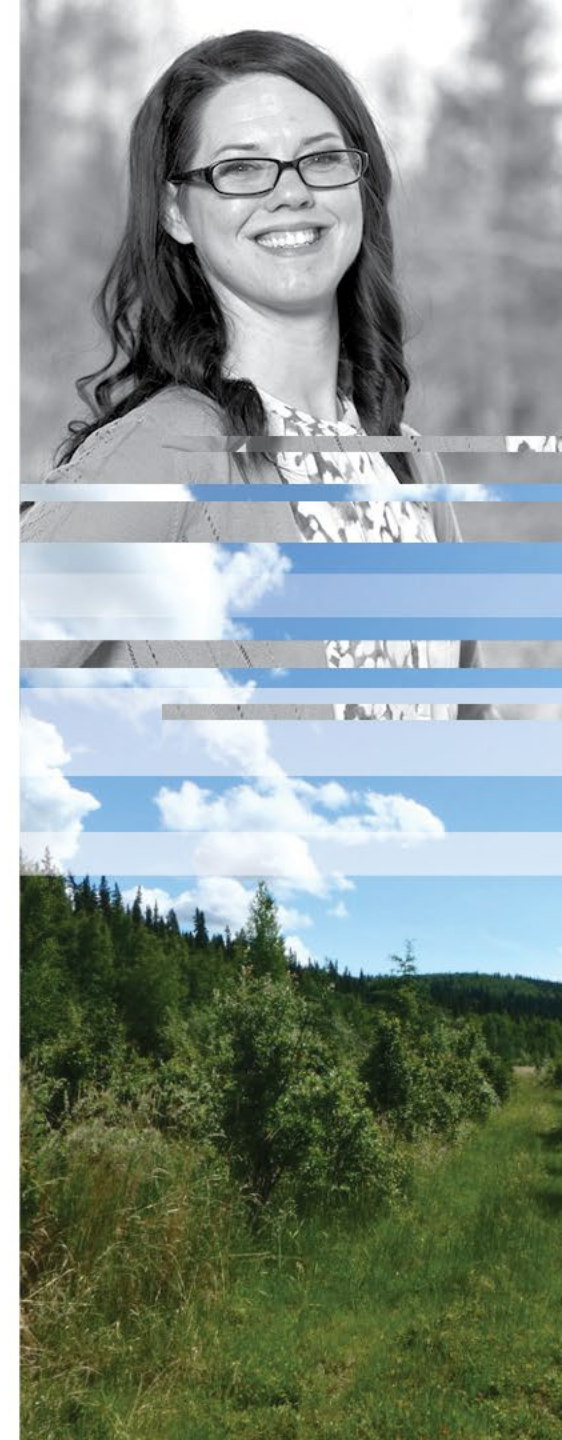
Organization: [Volunteers of America Alaska](#)

Contact: [Julia Luey](#)

✓ Approved for \$150,000.00 on 5/15/2023

Related requirements

| Locke... | What | When | With |
|--------------------------|---------------|---|--|
| <input type="checkbox"/> | Status Report | Due: 11/30/2024 Rec'd: 11/22/2024 Done: 12/9/2024 by CPREDEGER Staff: LLIND | Volunteers of America Alaska Luey, Julia -- Request [13234.02]: Kinship Caregiver Support (FY24) |





Grant Reporting – Compliance

- Overdue Reports
 - Tracked within database
 - Trust grants staff continually monitoring

Grant Reporting – Amendments

- Trust staff can amend up to 90 days.
- Any other adjustments must go to the Full Board of Trustees

I. Reason for Amendment of the General Agreement

This amendment extends the project term for the FY24 Kinship Caregiver Support grant until September 30, 2024. The final grant report is now due on or before November 30, 2024.

II. Project Description Amendment

No Change

III. Performance Measures Amendment

No Change

IV. Budget Agreement Amendment

No Change

V. Payment Schedule Amendment

No Change

VI. Reporting Requirement Amendment

Final grant report due on or before November 30, 2024.



Grant Reporting – The Report

- Grantees are required to submit the information as outlined in the agreement
 - Reports are submitted through the Internet Grant Application Manager (IGAM)
- Components:
 - Executive Summary
 - Performance Measure Responses
 - Beneficiaries & Non-Beneficiaries Served
 - Budget Expenditure Information

Grant Reporting – Monitoring

- All Trust grants are monitored for compliance with the grant agreement.
- Each grant is scored for compliance based on:
 - Timeliness of the report
 - Completeness of the executive summary
 - Responses to the performance measures
 - Financial reporting
 - The inclusion of any required supplementary documentation (photos, conference agendas, evaluations, etc.)



Grant Reporting – Compliance Scoring

- 1** - Grantee did not respond to any of the performance measures and did not comply with reporting deadlines as described in the grant agreement/Statement of Intent.
- 2** – Grantee did not completely and/or thoroughly respond to all performance measures and/or did not comply with reporting deadlines as described in the grant agreement/Statement of Intent.
- 3** – Grantee satisfactorily responded to all performance measures and complied with all reporting deadlines as described in the grant agreement/Statement of Intent.
- 4** – Grantee met or exceeded expectations in responding to all performance measures and complied with all reporting deadlines as described in the grant agreement/Statement of Intent.
- 5** – Grantee greatly exceeded expectations by thoroughly responding to all performance measures, providing additional data, support and/or documentation, and complied with all reporting deadlines as described in the grant agreement/Statement of Intent.



Grant Reporting – Financial Information

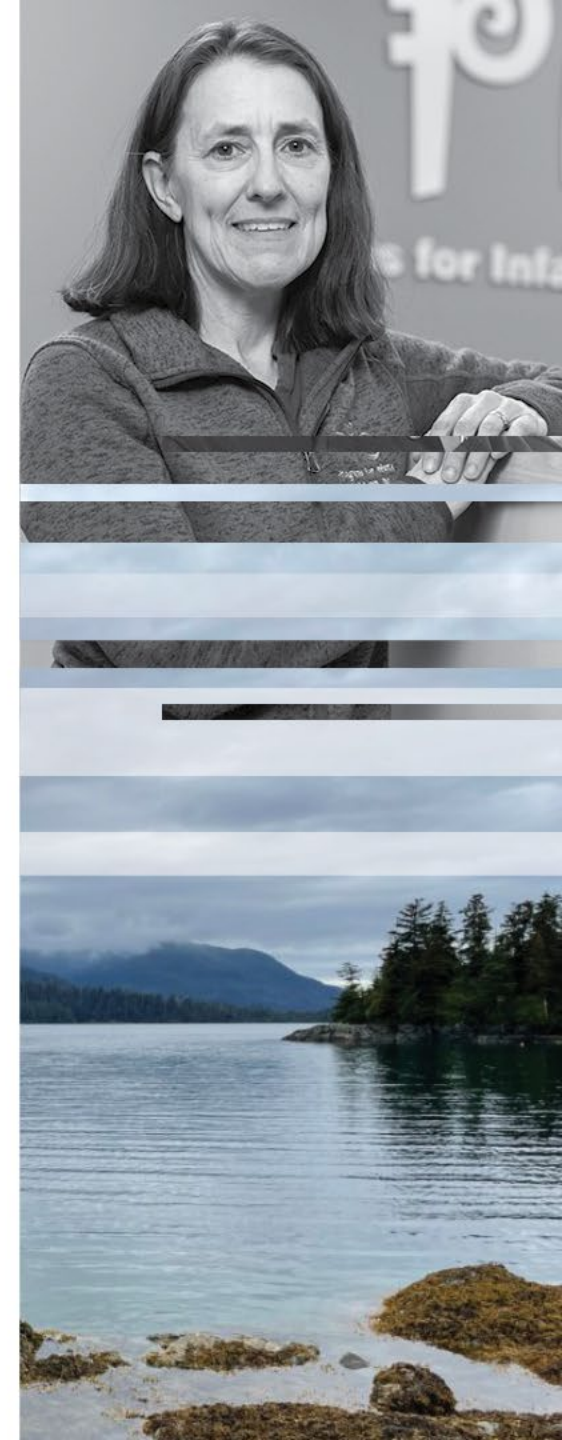
- All Authority Grants have a template attached with the final expenditures and any associated comments and supporting backup documents.

| | |
|---|--|
| Grantee Organization | Volunteers of America Alaska |
| Project Title | Kinship Caregiver Support (FY24) |
| Grant Amount | \$150,000.00 |
| Grant ID | 13234.02 |
| Requirement Received Date | 11/22/2024 |
| Financial Report Reviewed Date | 11/27/2024 |
| Respondent Name, Contact Information | Desiree Scott, Program Director of Family Services |
| Project Coding Information | <ul style="list-style-type: none"> • FY24 • Authority Grant • Early Childhood Intervention & Prevention |

Grant Financial Information

| Budget Category | Grant Agreement Amount | Category to Date, per report |
|--------------------|------------------------|------------------------------|
| Personnel Services | \$141,000.00 | \$141,881.93 |
| Supplies | \$5,000.00 | \$4,109.85 |
| Other | \$4,000.00 | \$4,008.22 |
| Total | \$150,000.00 | \$150,000.00 |

| | |
|-------------------------|--|
| Grant Status | Grant funds reported expended as agreed. Submitted backup is attached. |
| Reviewed by | LL 11/27/2024 |
| Amount Paid | \$30,000.00 |
| Amount Remaining | \$0 |



Grant Closeout

- Database scoring and comments
- Final grant payment or refund from grantee if necessary
- Grant records saved on Trust server
- Grant closed



Questions?

