

Implementation Site for Diabetes Prevention Program in Community Mental Health Setting

MINNESOTA DEPARTMENT OF HEALTH, DIABETES UNIT

Request for Application

November 9, 2016

DIABETES PREVENTION PROGRAM IN COMMUNITY MENTAL HEALTH SETTING
REQUEST FOR APPLICATION

Overview

Minnesota Department of Health (MDH), Diabetes Unit is seeking implementation sites that will recruit participants and provide the Diabetes Prevention Program (DPP) to prevent the occurrence of type 2 diabetes among individuals with pre-diabetes or at high risk for type 2 diabetes and serious mental illness. An implementation site will need to have regular contact with participants in order to ensure retention. For these reasons, we are looking for community mental health settings such as a clubhouse, member center, or drop-in centers. These are programs intended to assist individuals with serious mental illness (SMI) or serious and persistent mental illness (SPMI) with psychosocial skills and/or facilitate regular contact between clients and case managers.

The funding will support up to three community mental health settings for up to an 18-month period. Funds may be used to support staff salary and fringe benefits as well as program supplies and travel during the program period in order to implement the DPP in community mental health settings.

The funding for this program comes from Minnesota Department of Human Services (MDHS)-Mental Health Division. The MDHS-Mental Health Division staff will work in collaboration with the MDH Diabetes Unit to implement and support this project.

Implementation sites will receive training from MDH on how to facilitate the DPP curriculum, course curriculum for their participants, and technical assistance from MDHS and MDH. Host sites will hold up to two DPP cohorts over the course of a year, and report de-identified data on participation and outcomes. Implementation sites will also collaborate with MDH and MDHS staff to understand what challenges exist in using this curriculum for individuals living with serious mental illnesses, and what modifications are most helpful.

Background

Through national and Minnesota specific research, we know that individuals with SMI on public health programs die nearly 25 years before their peers who do not have SMI. One of the major causes of this early mortality is complications from diabetes. Individuals with SMI can have substantial weight gain from medications, and experience unemployment and food insecurity at higher rates than the general population which pose additional risk factors. As part of our commitment to Substance Abuse and Mental Health Services Administration's (SAMHSA) Wellness Initiative, which aims to reduce these disparities by restoring life expectancy to this community, DHS-Mental Health Division, and MDH-Diabetes Unit are pleased to collaborate in this project.

DIABETES PREVENTION PROGRAM IN COMMUNITY MENTAL HEALTH SETTING REQUEST FOR APPLICATION

The DPP is a CDC led evidence based program, nationally recognized to prevention type 2 diabetes. It is designed to assist adults at risk of type 2 diabetes to improve their risk factors by implementing healthier lifestyle strategies daily. The DPP is a one-year program where participants meet once a week for 16 weeks, then once a month for the remainder of the year to develop and maintain healthy eating and physical activity patterns. Participants learn and support each other in a group in-person setting to gain the skills needed to make lasting lifestyle changes. The program is led by a trained lifestyle coach.

Research examining the effects of the DPP showed that weight loss of just 5% to 7% of body weight (around 15 pounds for most people), achieved by reducing calories and increasing physical activity, reduced risk of developing type 2 diabetes by 58% in people at high risk for the disease. For people over age 60, the program reduced risk by 71%.¹ Even after 10 years, those who participated in the lifestyle change program had a 34% lower rate of type 2 diabetes.²

However, adults with serious mental illnesses face additional barriers in maintaining their physical health therefore, we want to pilot and evaluate potential modifications needed to make the DPP model work for the SMI/SPMI community.

For more information on DPP, visit: [National Diabetes Prevention Program](http://www.cdc.gov/diabetes/prevention/index.html)
<http://www.cdc.gov/diabetes/prevention/index.html>

Goal

The goal of the project is to gain an understanding of successes and challenges of implementing the DPP for people with SMI and SPMI, as well as develop a model for expansion.

- Improve adult with SMI and SPMI weight status
- Improve adult with SMI and SPMI risk for type 2 diabetes
- Improve the number of SMI and SPMI adults participating in DPP
- Increase referral to community mental health settings that provide the DPP
- Improve understanding of how the DPP can be successfully implemented for the SMI and SPMI population utilizing the community mental health settings

Awardee Support

MDH will provide resources and technical assistance to awardees to help them implement the DPP. This may include assistance in identification and recruitment strategies of participants as well as referring partner organizations, assistance with understanding and upholding DPP

¹ Knowler, WC, Barrett-Connor, E, et al. Reduction in the incidence of type 2 diabetes with lifestyle intervention or metformin. *N Engl J Med.* 2002;346(6):393–403.

² Diabetes Prevention Program Research Group. 10-year follow-up of diabetes incidence and weight loss in the Diabetes Prevention Program Outcomes Study. *Lancet.* 2009;374:1677–86.

DIABETES PREVENTION PROGRAM IN COMMUNITY MENTAL HEALTH SETTING
REQUEST FOR APPLICATION

standards, observing of occasional DPP sessions to monitor progress, and assistance with components of the evaluation process during and at the completion of the project period.

Evaluation

MDH will collect information from awardees to evaluate the level of success of the DPP in the community mental health setting. Along with meeting the defined goals and objectives (see goals and outcomes section) required as a part of the application, MDH expects awardees will:

- Participate in activities required for monitoring project progress
 - Meeting or calls with grant manager as needed
 - Potential periodic meetings with all grantees
 - Provide qualitative feedback and quantitative data through a variety of evaluation activities such as interviews with MDH, patient/client satisfaction surveys and data sharing
 - Fulfill reasonable requests for information and data related to evaluation of the project, including baseline data (see Tasks #4)
 - Work with MDH to develop a plan for collecting and reporting data on DPP participants
- Share resources developed and lessons learned during the grant period

Tasks

The following tasks are not all inclusive, additional tasks can be introduced by awardee or MDH.

1. Sites will make two staff available for 2 day training session to learn to facilitate the DPP curriculum.
2. Sites will recruit eligible individuals for a yearlong DPP course and/or partner with other organizations to refer eligible individuals to the DPP.
3. Refer interested individuals who are not eligible to participate to other community resources. Specifically, individuals who already have developed diabetes should be referred to other classes promoted by MDH grant activities, such as, Living Well with Chronic Conditions aka Chronic Disease Self-Management Program. If you are unaware of programs in your area please reach out to Houa Vue-Her at 651-201-5433 or houa.vue-her@state.mn.us.
4. Collect and share de-identified client data that tracks participation and outcomes for participants to MDH. This includes client eligibility determination (height, weight, age race, sex); participant attendance and weight; and self-reported physical activity minutes.
5. Sites will be asked to contribute to interview question development, be interviewed by MDH and engage key staff and experts in the community to be interviewed by MDH.
6. Responders are encouraged to propose additional tasks or activities if they will improve the results of the project.

DIABETES PREVENTION PROGRAM IN COMMUNITY MENTAL HEALTH SETTING
REQUEST FOR APPLICATION

Minimum Qualifications Required

1. Be an enrolled provider through MHCP for adult mental health services, or hold a current contract with a county or AMHI for community support services.
2. Demonstrated familiarity with SAMHSA Wellness initiative and physical co-occurring conditions for individuals living with mental illnesses.
3. Ability to recruit 8-10 adults at risk of type 2 diabetes to participate in DPP course.
4. Provide classroom space for participants to meet on a weekly basis. Cooking equipment and space is NOT required but may be beneficial.
5. Provide an instructor(s) to be trained by MDH to be certified as a DPP lifestyle coach to facilitate the DPP curriculum. Having 2 or more staff trained is preferred. The training is free. Training is 2 days and is held in various locations in Minnesota.
6. Provide a private area for participants to weigh-in at each session.
7. Be able to report de-identified data on participation and outcomes.
8. Have identified a community referral partner for individuals who are not eligible for the DPP project to participate in other health education programs.

Eligible Applicants

- Eligible applicants for this application include any Minnesota community mental health setting.
- Eligible applicants may receive up to \$10,000 over 18 month period (\$5,000 per fiscal year).
- An Annual Plan Agreement will be executed for each awarded applicant. Please note that applicants with existing Annual Plans for MDH or DHS for the same fiscal year cannot exceed a total of \$5,000 for all Annual Plans for a fiscal year.
- Eligible applicants need to be enrolled as a MHCP provider for adult mental health services, and/or have a current contract with a county or AMHI to provide services.

Available Funding and Estimated Awards

Release dates for this Request for Application and award amounts are subject to change based on available funding.

Diabetes Prevention Program in Community Mental Health Setting Request for Application

Application Release Date: November 9, 2016

Funding Period: January 1, 2017 –June 30, 2018

Total Funding Available: \$22,500

Estimated Number of Awards: Total of up to three (3) awards.

Maximum Award Amount: up to \$10,000 for 18 months, (\$5,000 per fiscal year)

DIABETES PREVENTION PROGRAM IN COMMUNITY MENTAL HEALTH SETTING
REQUEST FOR APPLICATION

Timeline

- Application posted: November 9, 2016
- Application due to MDH: December 2, 2016, by 4:00 p.m. CST
- Optional listening session: November 15, 2016, 9:00 a.m. CST
 - Conference call line: 1-888-742-5095; Code 447-860-1918
- Estimated notice of awards: December 19, 2016
- Estimated project start date: January 1, 2017
- Project end date: June 30, 2018

Application Instructions

Applicants should only submit the documents listed in the “Required Application Documents” section. Extraneous materials will be discarded and not passed on to reviewers.

Applicants must submit applications via email. Application forms must be completed using word processing and spreadsheet software. Narrative documents must be double-spaced with one-inch margins, and no longer than the designated page limit. The font size on forms and narratives must be 12-point font. All pages must be numbered sequentially with sections clearly marked. Proposals must be received by 4:00 p.m., December 2, 2016 at the email address listed below.

Email applications to:
Houa Vue-Her
Houa.vue-her@state.mn.us

Out of fairness to the other applicants, late proposals will not be considered.

Required Application Documents

Applications for the Diabetes Prevention Program in Community Mental Health Setting must include the components outlined below. Applications must not exceed 2.5 pages of double-spaced 12-point font. The 2.5 page limit includes only items 3-7 below.

1. Proposal Cover Form (see Appendix A)
2. Budget summary and budget narrative (see Appendix B)
3. Organizational background and alignment (1/2 page). Brief summary of your organization’s current work and how it aligns with the goals of this project; including Minnesota 10x10 or SAMHSA Wellness initiatives.
4. Expertise and experience (1/2 page). Please describe any experience working with prediabetes and/or diabetes in relation to the mental health community.
5. Capacity (1/2 page). Please describe your current staff capacity and skills to facilitate sessions and recruit participants for the DPP.

DIABETES PREVENTION PROGRAM IN COMMUNITY MENTAL HEALTH SETTING
REQUEST FOR APPLICATION

6. Recruitment and partnerships (1/2 page). Please describe your recruitment and outreach plan including partnerships you have or will obtain to successfully enroll participants into the DPP.
7. Community resources (1/2 page). Please describe what additional resources are in your organization or in the community you can refer participants to that have diabetes.

Proposal Review Process

Applications will be reviewed and evaluated by a panel of MDH and MDHS staff familiar with the mental health community and/or the DPP.

The application will be scored on a 100-point scale as listed below. Eligible applications must first meet minimum requirements (see Appendix A).

Criteria	Maximum Points
Meet minimum requirements	Yes NO
Organizational background and alignment	20 points
Expertise and experience	20 points
Capacity	30 points
Recruitment and partnerships	10 points
Community resources	10 points
Budget	10 points
Total	100 points

Contact Information

Questions about the application process should be directed in writing to:

NAME: Houa Vue-Her
Minnesota Department of Health
Email: houa.vue-her@state.mn.us
Phone: 651-201-5433

DIABETES PREVENTION PROGRAM IN COMMUNITY MENTAL HEALTH SETTING
REQUEST FOR APPLICATION

Appendix A

Proposal Cover Form

1. Applicant Organization - organization that will serve as the fiscal agent for project. Grant agreement will be executed with this organization

Legal Name:

Federal Tax ID#:

State Tax ID #:

2. Total amount of state grant funds applied for: \$

3. Contact Person for Further Information on Proposal:

Name:

Title:

Organization:

Address:

Phone:

Email:

Minimum requirements (check all that apply):

- Our organization is an enrolled provider through MHCP for adult mental health services, or holds a current contract with a county or AMHI for community support services.
- We are able to recruit 8-10 adults per class who are at risk of type 2 diabetes and have SMI or SPMI to participate in DPP course.
- We can provide a classroom space for participants to meet on a weekly basis.
- We will provide an instructor(s) to be trained by MDH on the DPP curriculum.
- We can provide a private area for participants to weigh-in.
- We are able to report de-identified data on participation and outcomes (attendance and weight loss) to MDH.

DIABETES PREVENTION PROGRAM IN COMMUNITY MENTAL HEALTH SETTING
REQUEST FOR APPLICATION

We have identified a community referral partner for individuals who have diabetes and are not eligible for the DPP project.

Additional Information (check one):

We will conduct 1 DPP course.

We will conduct 2 DPP courses.

I certify that the information contained herein is true and accurate to the best of my knowledge, and I have been authorized to submit this proposal on behalf of the applicant organizations listed above.

Signature of Authorized Official: _____

Title of Authorized Official:

Date:

Appendix B

What records do grantees have to keep?

Grantees are responsible for maintaining all pertinent records (including, but not limited to time certifications or time studies, payroll and purchase records) verifying the portion of administrative expenses that are billed to a specific grant program. These expenses are considered direct expenses of the grant, not indirect costs, and must be reflected on the appropriate budget line items (salaries and fringe, travel, office expense and supplies [see sample supplies and estimate cost below], etc.).

Budget Summary

Categories	Grant Funding Requested 2017* (up to \$5,000 annually)	Grant Funding Requested 2018** (up to \$5,000 annually)	Total
Salary			
Fringe			
Supplies			
Travel			
Other			
TOTAL			

*FY2017: January 1-June 30, 2017

**FY2018: July 1-June 30, 2018

Budget Narrative

DIABETES PREVENTION PROGRAM IN COMMUNITY MENTAL HEALTH SETTING
REQUEST FOR APPLICATION

Sample DPP supplies and estimated costs

Supplies	Estimated Cost
Weight Scale, required	\$200/organization
3 Ring Binder, required	\$2/participant
Calorie King or Health Cheque Book required	\$10/participant
Printing-Participant Handouts and food tracker, required	\$20/participant
Measuring Cups and Spoons, optional	\$10/participant
Food Scale, optional	\$20/participant
Exercise Band, optional	\$10/participant
Pedometer, optional	\$15/participant
Light, healthy snack for each session (24 sessions total), optional	\$30/session