



October 7, 2019

Paul Erlebach, Superintendent
Neah-Kah-Nie School District
504 N. Third Ave./PO Box 28
Rockaway Beach, OR 97136

Dear Mr. Erlebach,

The Adolescent and School Health Unit (ASH), within the Oregon Public Health Division, is pleased to announce the award of School Health Services Planning Grant funds to Neah-Kah-Nie School District (SD). Your proposal for Phase 1 of this opportunity will be awarded for amount of \$35,000 to support the completion of a needs assessment on student health services in Neah-Kah-Nie SD by June 30, 2020.

Neah-Kah-Nie SD will receive a contract in the coming months indicating the grant requirements and funding award for the purposes of conducting a needs assessment. In the meantime, here is an overview of the agreement:

Funds

Phase 1 Funds must be spent by June 30, 2020. The maximum amount of the award will be \$35,000 over the entire contract period (January-June 2020).

Expectations

Neah-Kah-Nie SD will:

- A. Complete the attached W-9 form and email back to sbhc.program@dhsosha.state.or.us as soon as possible. Once that is received we will begin drafting the grant agreement for the planning grant award.
- B. Conduct an in-depth needs assessment to evaluate site readiness and community need for school health services.
 - At minimum, grantees will assess available data as well as conduct in-depth interviews and focus group discussions with community members (including school employees, students, and parents), decision makers, and other stakeholders who will affect the planning process.
 - The needs assessment must assure representatives from the demographic groups of their school population are invited to participate/provide input and include information collected by the grantee to make equity-based decisions.
- C. Consult a nonprofit organization with experience in organizing community projects, or a local organization that coordinates with a statewide nonprofit organization to facilitate the planning process and to provide technical assistance.
- D. For areas with a Regional Health Equity Coalition (RHEC), solicit input from local RHEC in the needs assessment and planning processes. A list of RHECs and additional RHEC information can be found at: <https://www.oregon.gov/oha/OEI/Pages/RHEC.aspx>

E. Participate in check-in meetings (via phone, in-person or email) with the ASH Unit.

Reporting Requirements

- A. A needs assessment report will be due to the State Office no later than May 1, 2020.
- B. If the recipient determines that moving to Phase 2 is appropriate, they must develop a final plan that addresses the needs identified through the needs assessment and submit a Phase 2 proposal for a school-based health center or school nursing program no later than June 15, 2020. Up to 6 SBHCs and 4 School Nursing Pilot models will be funded for the Phase 2 Planning Phase. Continued funding for Phase 2 will be a competitive process and is not guaranteed to all proposers.

Technical Assistance

ASH Unit staff will provide ongoing technical assistance to support your District throughout Phase One. This includes participation in technical assistance calls with ASH staff who will support sites to meet needs assessment requirements.

Strengths and Areas for Improvement

Below are a few areas that stood out to the Proposal Review Committee. This list is not exhaustive and is meant to be a starting point for discussing next steps as your District develops a needs assessment plan.

Strengths

- Background work and activity with the advisory council already shows a good foundation has been started for a sustainable, integrated needs assessment process.
- Plans for community partnerships and youth engagement were well presented and can be built on.

Areas for Improvement

- Important to focus on the broader student health services needs assessment rather than planning for an SBHC.

Starting February 2020, Tara Miller, SBHC Systems Development Specialist, will be your primary contact at the State:

Phone: 971.673.1088

Email: tara.k.miller@dhsosha.state.or.us.

From Oct. 11-Feb. 4, 2020, Tara will be on maternity leave. Rosalyn Liu, SBHC Team Lead, is the interim point of contact. During this time, if a need regarding this grant arises, contact the SBHC program office: sbhc.program@dhsosha.state.or.us.

Thank you for your efforts to evaluate student health needs in your District. ASH staff look forward to working with you and your District in promoting health care access to youth in our schools.

Sincerely,



Jessica E.A. Duke, MPH
Manager, Adolescent and School Health Programs
Oregon Public Health Division