



# BJA FY 18 COMPREHENSIVE OPIOID ABUSE SITE-BASED PROGRAM

Pinellas Strategic Information Partnership

**Final Submitted Grant Application**

Department of Justice, Bureau of Justice Assistance

Category 6: Public Safety and Public Health Information Sharing Partnerships

06/18/2018

**Application for Federal Assistance SF-424**

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
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* 3. Date Received: <input type="text"/> Completed by Grants.gov upon submission.	4. Applicant Identifier: <input type="text"/>
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5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/>
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**State Use Only:**

6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>
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**8. APPLICANT INFORMATION:**

\* a. Legal Name:  Pinellas County dba Board of County Commissioners

* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text"/> 596000800	* c. Organizational DUNS: <input type="text"/> 0552002160000
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**d. Address:**

* Street1:	<input type="text"/> c/o Office of Management and Budget
Street2:	<input type="text"/> 14 S. Ft. Harrison Ave - 5th FL
* City:	<input type="text"/> Clearwater
County/Parish:	<input type="text"/>
* State:	<input type="text"/> FL: Florida
Province:	<input type="text"/>
* Country:	<input type="text"/> USA: UNITED STATES
* Zip / Postal Code:	<input type="text"/> 33756-5105

**e. Organizational Unit:**

Department Name: <input type="text"/> Human Services	Division Name: <input type="text"/>
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**f. Name and contact information of person to be contacted on matters involving this application:**

Prefix: <input type="text"/> Ms.	* First Name: <input type="text"/> Daisy
Middle Name: <input type="text"/>	
* Last Name: <input type="text"/> Rodriguez	
Suffix: <input type="text"/>	

Title:  Health Care Administrator

Organizational Affiliation:

* Telephone Number: <input type="text"/> 727-464-8434	Fax Number: <input type="text"/>
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\* Email:  darodriguez@pinellascounty.org

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

Bureau of Justice Assistance

**11. Catalog of Federal Domestic Assistance Number:**

16.838

CFDA Title:

Comprehensive Opioid Abuse Site-Based Program

**\* 12. Funding Opportunity Number:**

BJA-2018-13607

\* Title:

BJA FY 18 Comprehensive Opioid Abuse Site-based Program

**13. Competition Identification Number:**

BJA-2018-13892

Title:

Category 6: Public Safety and Public Health Information-sharing Partnerships

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Location.pdf

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

Pinellas County Strategic Information Sharing Partnership

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="999,960.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="999,960.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes  No

If "Yes", provide explanation and attach

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

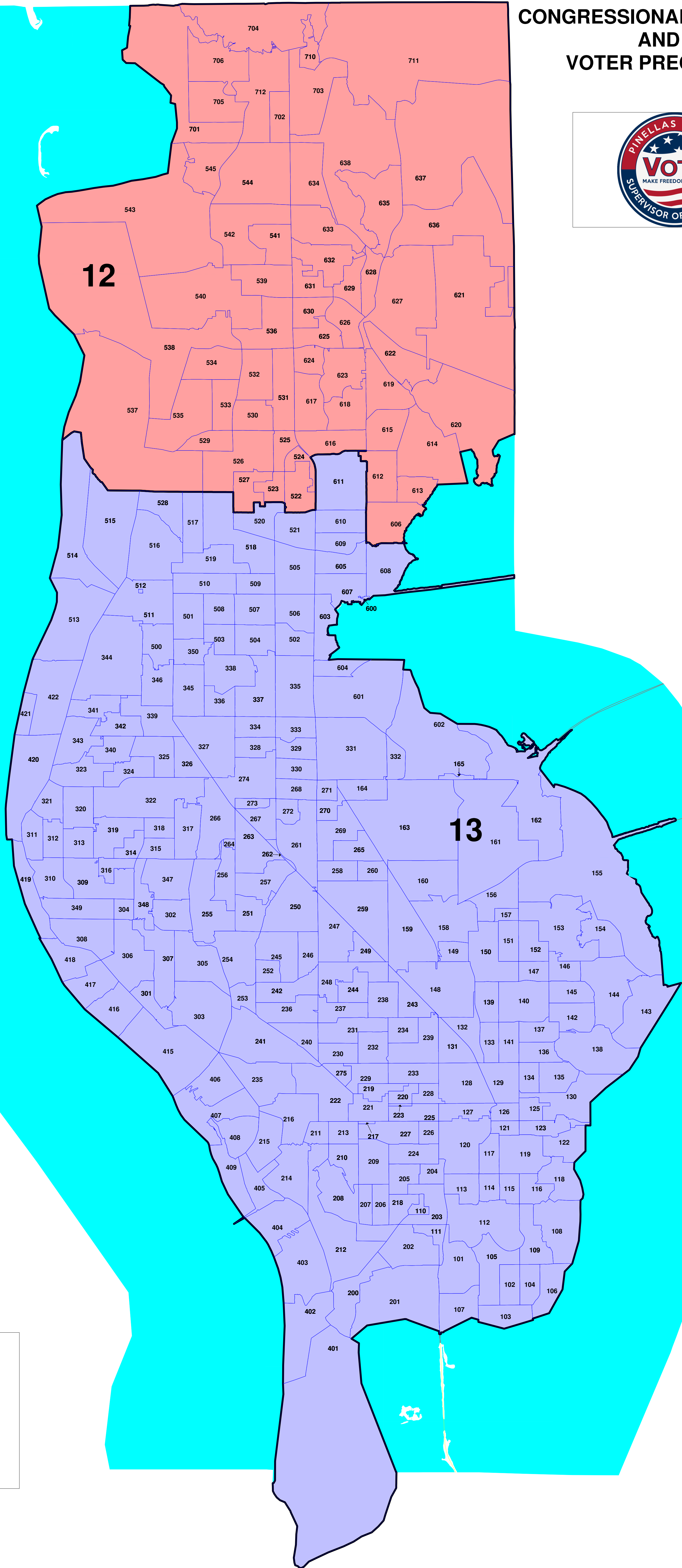
\* Signature of Authorized Representative:

\* Date Signed:

## Areas Affected by Project

Pinellas County, Florida

# CONGRESSIONAL DISTRICTS AND VOTER PRECINCTS



**Congressional Districts  
Pinellas County, Florida**

- 12
- 13

Precinct Lines

Major Roads

## ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

<p><b>SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL</b></p> <p>Completed on submission to Grants.gov</p>	<p><b>TITLE</b></p> <p>County Administrator</p>
<p><b>APPLICANT ORGANIZATION</b></p> <p>Pinellas County dba Board of County Commissioners</p>	<p><b>DATE SUBMITTED</b></p> <p>Completed on submission to Grants.gov</p>

Standard Form 424B (Rev. 7-97) Back



## Budget Narrative File(s)

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\* **Mandatory Budget Narrative Filename:**

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To add more Budget Narrative attachments, please use the attachment buttons below.

**The following attachment is not included in the view since it is not a PDF file.**

**Upon submission, this file will be transmitted to the Grantor without any data loss.**

**Pinellas County SIP - BudgetDetailWorksheet.XLSM**

Budget Summary

<b>Budget Summary</b>											
<i>Note: Any errors detected on this page should be fixed on the corresponding Budget Detail tab.</i>											
Budget Category	Year 1		Year 2 <i>(if needed)</i>		Year 3 <i>(if needed)</i>		Year 4 <i>(if needed)</i>		Year 5 <i>(if needed)</i>		Total(\$)
	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	
A. Personnel	\$48,000	\$0	\$50,000	\$0	\$52,000	\$0	\$0	\$0	\$0	\$0	\$150,000
B. Fringe Benefits	\$29,916	\$0	\$30,245	\$0	\$30,575	\$0	\$0	\$0	\$0	\$0	\$90,736
C. Travel	\$1,295	\$0	\$1,295	\$0	\$1,295	\$0	\$0	\$0	\$0	\$0	\$3,885
D. Equipment	\$17,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$17,000
E. Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
F. Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
G. Subawards (Subgrants)	\$198,494	\$0	\$196,261	\$0	\$200,584	\$0	\$0	\$0	\$0	\$0	\$595,339
H. Procurement Contracts	\$65,000	\$0	\$39,000	\$0	\$39,000	\$0	\$0	\$0	\$0	\$0	\$143,000
I. Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Direct Costs</b>	\$359,705	\$0	\$316,801	\$0	\$323,454	\$0	\$0	\$0	\$0	\$0	\$999,960
J. Indirect Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Project Costs</b>	\$359,705	\$0	\$316,801	\$0	\$323,454	\$0	\$0	\$0	\$0	\$0	\$999,960
Does this budget contain conference costs which is defined broadly to include meetings, retreats, seminars, symposia, and training activities? - Y/N										Yes	

# Budget Detail - Year 1

Does this budget contain conference costs which is defined broadly to include meetings, retreats, seminars, symposia, and training activities? - Y/N  
[\(DOJ Financial Guide, Section 3.10\)](#) Yes

## A. Personnel

Name <i>List each name, if known.</i>	Position <i>List each position, if known.</i>	Computation <i>Show annual salary rate &amp; amount of time devoted to the project for each name/position.</i>						
		Salary	Rate	Time Worked <i>(# of hours, days, months, years)</i>	Percentage of Time	Total Cost	Non-Federal Contribution	Federal Request
TBD	Human Services Program Analyst	\$48,000.00	yearly	1	100%	\$48,000	\$0	\$48,000
<b>Total(s)</b>						<b>\$48,000</b>	<b>\$0</b>	<b>\$48,000</b>

## Narrative

Human Services Program Analyst - The position will be housed within Pinellas County Human Services and the individual will be the liaison between the University of South Florida's Statistical Analyst, the Bureau of Justice Assistance, the Pinellas County Data Collaborative, and data contributors. Responsibilities are to include: coordination of contractual agreements deemed necessary for data integration and report access; facilitation of Data Collaborative workgroup and grant programmatic meetings; performance data compilation to meet grant requirements; coordination of education efforts for stakeholder groups regarding enhancements implemented to the system, to include: information housed in the system, access to specific information, and opportunities to utilize reports to inform programs; and other key activities necessary to coordinate grant funded activities. The budget is based on a base salary for similar positions within Pinellas County.

## B. Fringe Benefits

Name <i>List each grant-supported position receiving fringe benefits.</i>	Computation <i>Show the basis for computation.</i>				
	Base	Rate	Total Cost	Non-Federal Contribution	Federal Request
FICA, Retirement, Life and Long-term disability insurance	\$48,000.00	16.47%	\$7,906	\$0	\$7,906
Health, Dental, and Short-term disability insurance	\$22,010.00	100.00%	\$22,010	\$0	\$22,010
<b>Total(s)</b>			<b>\$29,916</b>	<b>\$0</b>	<b>\$29,916</b>

Purpose Area #4

<b>Narrative</b>										
<p>FICA, Retirement, Life and Long-term disability insurance the aggregate rate for Pinellas County positions include the following budgeted rates: 0.0765 for FICA taxes, 0.0817 for State Retirement Contributions, 0.0014 for Group Insurance-Life, and 0.0051 for Long Term Disability.</p> <p>Health, Dental, and Short-term disability insurance are a per position cost and include the following budgeted amounts: \$20,830 for Group Health Insurance, \$790 for Group Dental Insurance, \$390 for Short Term Disability.</p>										
<b>C. Travel</b>										
<b>Purpose of Travel</b>	<b>Location</b>	<b>Type of Expense</b>	<b>Basis</b>	<b>Computation</b>						
<i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	<i>Indicate the travel destination.</i>	<i>Lodging, Meals, Etc.</i>	<i>Per day, mile, trip, Etc.</i>	<i>Compute the cost of each type of expense X the number of people traveling.</i>						
				<b>Cost</b>	<b>Quantity</b>	<b># of Staff</b>	<b># of Trips</b>	<b>Total Cost</b>	<b>Non-Federal Contribution</b>	<b>Federal Request</b>
Required National Meeting	Washington, D.C.	Transportation	Round-trip	\$325.00	1	1	1	\$325	\$0	\$325
Required National Meeting	Washington, D.C.	Lodging	Night	\$229.00	3	1	1	\$687	\$0	\$687
Required National Meeting	Washington, D.C.	Transportation	Round-trip	\$35.00	2	1	1	\$70	\$0	\$70
Required National Meeting	Washington, D.C.	Meals	Day	\$51.00	3	1	1	\$153	\$0	\$153
Required National Meeting	Washington, D.C.	Other	N/A	\$60.00	1	1	1	\$60	\$0	\$60
<b>Total(s)</b>								<b>\$1,295</b>	<b>\$0</b>	<b>\$1,295</b>
<b>Narrative</b>										

Purpose Area #4

Required National Meeting: The FOA requires grantees to send a minimum of two (2) people to the grantee meetings held in each year of the award. Pinellas County Human Services will send one representative to accompany a representative from the organization's collaborative partner (travel under subaward budget). Total budgeted costs for one individual include:

- (1) Transportation - airfare @ \$325 round-trip
- (2) Lodging - hotel @ \$229 per night for 3 nights = \$687
- (3) Transportation - airport shuttle to/from hotel @ \$35 per way x 2 ways = \$70
- (4) Meals - per diem @ \$51 per day x 3 days = \$153

It is the policy of Pinellas County that all travelers be allowed the Federal M & IE Rates listed on the Federal M & IE Rate Table for various locations in the Continental United States. This is the FY 2018 Standard Rate.

- (5) Other - miscellaneous costs @ \$60 per trip

**D. Equipment**

Item	Computation				
<i>List and describe each item of equipment that will be purchased</i>	<i>Compute the cost (e.g., the number of each item to be purchased X the cost per item)</i>				
	# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
Statistical/Analysis Software	1	\$5,000.00	\$5,000	\$0	\$5,000
Hardware/Infrastructure	3	\$4,000.00	\$12,000	\$0	\$12,000
<b>Total(s)</b>			<b>\$17,000</b>	<b>\$0</b>	<b>\$17,000</b>

**Narrative**

Statistical/Analysis Software: Statistical and analysis software will be evaluated post award by the re-instated workgroup given software capabilities advance quickly. The workgroup will determine the reports and analyses desired to provide for a more informed team. This will guide the determination of which software application would be best suited.

Hardware/Infrastructure: Pinellas County, along with its Business Technology Services (BTS) and/or Office of Technology & Innovation (OTI), will coordinate with the re-instated Pinellas County Data Collaborative workgroup and our University of South Florida partners to determine the necessary data IT hardware and/or Infrastructure necessary to enhance the Strategic Information Partnership (SIP). Options will be discussed post award since IT hardware and infrastructure capacities and abilities advance quickly. Additional consideration for each partner organization's data reporting will be taken into consideration for funding to be utilized in the most judicious manner to meet the partnership's goals and objectives.

**E. Supplies**

Purpose Area #4

Supply Items		Computation				
<i>Provide a list of the types of items to be purchased with grant funds.</i>		<i>Describe the item and the compute the costs. Computation: The number of each item to be purchased X the cost per item.</i>				
		# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
				\$0		\$0
<b>Total(s)</b>				<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Narrative</b>						
<b>F. Construction</b>						
Purpose	Description of Work	Computation				
<i>Provide the purpose of the construction</i>	<i>Describe the construction project(s)</i>	<i>Compute the costs (e.g., the number of each item to be purchased X the cost per item)</i>				
		# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request
				\$0	\$0	\$0
<b>Total(s)</b>				<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Narrative</b>						

Purpose Area #4

Construction is not proposed in this grant application.

<b>G. Subawards (Subgrants)</b>										
<b>Description</b> <i>Provide a description of the activities to be carried out by subrecipients.</i>		<b>Purpose</b> <i>Describe the purpose of the subaward (subgrant)</i>			<b>Consultant?</b> <i>Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.</i>					
					<b>Total Cost</b>	<b>Non-Federal Contribution</b>	<b>Federal Request</b>			
Data development, implementation, analysis, and evaluation		University of South Florida, Florida Mental Health Institute			No		\$196,642	\$0	\$196,642	
					<b>Total(s)</b>	<b>\$198,494</b>	<b>\$0</b>	<b>\$198,494</b>		
<b>Consultant Travel (if necessary)</b>										
<b>Purpose of Travel</b> <i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	<b>Location</b> <i>Indicate the travel destination.</i>	<b>Type of Expense</b> <i>Hotel, airfare, per diem</i>		<b>Computation</b> <i>Compute the cost of each type of expense X the number of people traveling.</i>						
				<b>Cost</b>	<b>Duration or Distance</b>	<b># of Staff</b>	<b>Total Cost</b>	<b>Non-Federal Contribution</b>	<b>Federal Request</b>	
Required National Meeting	Washington, D.C.	Transportation		325	1	1	\$325	0	\$325	
Required National Meeting	Washington, D.C.	Lodging		229	3	1	\$687	0	\$687	
Required National Meeting	Washington, D.C.	Meals		36	3	1	\$108	0	\$108	
Required National Meeting	Washington, D.C.	Transportation		35	2	1	\$70	0	\$70	
Required National Meeting	Washington, D.C.	Other		30	3	1	\$90	0	\$90	
Meetings and Interviews	Tampa, FL to Pinellas County facilities	Local Travel		0.445	643	2	\$572	0	\$572	
							<b>Total</b>	<b>\$1,852</b>	<b>\$0</b>	<b>\$1,852</b>



<b>Narrative</b>	
	<p>University of South Florida (USF), Florida Mental Health Institute Data development, implementation, analysis, and evaluation costs include:            USF SUBAWARD COSTS INCLUDE: PERSONNEL, FRINGE BENEFITS, OTHER, AND INDIRECT COSTS. TRAVEL COSTS ARE SEPERATE LINE ITEMS (ABOVE AND BELOW).            USF PERSONNEL:</p> <p>(1) Principal Investigator, Charles Dion, MA - Annual Salary \$98,442 @ 20% level of effort for a cost of \$19,688            Charles Dion is the Director of the Policy and Services Research Data Center (PSRDC) in the Department of Mental Health Law and Policy at the Louis de la Parte Florida Mental Health Institute (FMHI) within the College of Behavioral and Community Sciences at the University of South Florida. His Master’s degree has a concentration in Statistics. Following the completion of his Master’s degree he went to work for Florida Medical Quality Assurance, Inc. (FMQAI), the Florida Medicare Quality Improvement Organization as a Data Analyst where he worked for fourteen years developing expertise in data mining and the statistical analysis of large administrative data bases, primarily Medicare claims data, and steadily increasing his level of responsibility, ultimately to Chief Analytic Officer, before leading the PSRDC. As the site Principal Investigator for USF, he will work with Pinellas County staff to identify data sources, develop data and report structures and develop the project plan. He will supervise the Statistical Analyst. He will work with Pinellas County Agencies to acquire the required data to accomplish the project objectives. Mr. Dion will travel to the annual conference, assist with dissemination activities and reporting requirements as necessary.</p> <p>(2) Statistical Analyst, TBD - Annual Salary \$65,000 @ 100% level of effort for a cost of \$65,000            The Statistical Analyst will have a Master’s degree in quantitative field and a minimum of three years of experience in data analysis with large data sets. Under the direction of Mr. Dion in PSRDC, this person will process (clean and format) incoming data and load it into the data structure; create defined reports; use web reporting software to publish reports to the web. S/he will collaborate with the county’s analyst on a consistent basis to ensure efficient and streamlined operations are occurring between both organizations.</p> <p>(3) Co-Investigator/Evaluator, Paul Stiles, JD, PhD - Annual Salary \$108,432 @ 10% level of effort for a cost of \$10,843            Dr. Stiles is an Associate Professor and Associate Chair in the Department of Mental Health Law and Policy at the Louis de la Parte Florida Mental Health Institute (FMHI) within the College of Behavioral and Community Sciences at the University of South Florida. He received his Ph.D. in Clinical Psychology from Hahnemann University and J.D. in Law from Villanova University Law School. Dr. Stiles has focused on research integrity and ethics. He has been principal investigator for an NIMH-funded project examining whether enhancements made to the form and process of information disclosure during informed consent procedures improve comprehension and understanding of the disclosures by mentally ill persons. He teaches courses on legal and ethical issues in aging, provides intensive workshops on research ethics, and formerly chaired the social-behavioral IRB for USF (which he still serves on) and currently chairs the USF Conflict of Interest Committee. Dr. Stiles’ responsibilities are entirely separate and independent from the work being conducted by Mr. Dion and the Statistical Analyst within PSRDC. Dr. Stiles will provide on-going assessments of the effectiveness of the proposed enhancements to the data collaborative and provide annual reviews to inform the working group to effect appropriate changes to the project. He will use a combination of key informant interviews, surveys of stakeholders and analysis of actual utilization/access numbers and outcomes for continuous improvement foci will be identified. Intelligence regarding effectiveness and usefulness of the new data framework will be collected through ongoing interaction and collaboration at regular stakeholder meetings. He will conduct formal assessments of satisfaction, perceived usefulness and effectiveness, and outcomes resulting from the information system annually through key informant interviews and stakeholder surveys. Evaluation findings will be disseminated through a variety of methods including regional and national conferences, and scholarly and trade journals.</p> <p>USF TOTAL PERSONNEL = \$95,532</p> <p>USF FRINGE BENEFITS:            Fringe benefit costs reflect the current rates for the University of South Florida as of June 1, 2018. Fringe benefit costs for employees in benefit earning positions is calculated at 19.00% and these include: employer contributions for FICA (6.20%); Medicare (1.45%); Worker’s Compensation, Unemployment Insurance, and Terminal Leave/Worker’s Comp (2.7%); and Retirement Contributions (8.65%). Fringe Benefits for Temporary Employees: costs for non-student temporary employees is calculated at 1.65%. Fringe Benefit for students is calculated at 0.2%, which includes Graduate Research Assistants.            Health insurance is a separate cost and is calculated depending on the type of coverage the employee carries. Annual employer costs for health insurance as of January 1, 2018 is \$8,467 for individual; \$9,455 for spousal; \$18,911 for family; and \$2,146 for student coverage. The cost of health insurance is calculated by multiplying the annual or monthly cost by the percent effort for each person.            Cost-Of-Living-Adjustment: A cost of living adjustment for salaries have been added in each budget year of 3% to all regular salary faculty personnel and 2% for all other regular salary personnel, except those that may exceed the current executive level salary cap, student employees and certain classes of hourly employees. A 3% cost of living adjustment for health</p>

#### Purpose Area #4

insurance has been added to all personnel in each budget year. This is within recommended standards of USF Office of Sponsored Research.

(1) Principal Investigator, Charles Dion, MA - Fringe =  $\$19,688 \times 19.00\% = \$3,741$  and Health Insurance =  $\$18,911 \times 20\% = \$3,782$  - Total Fringe (1) =  $\$7,523$

(2) Statistical Analyst, TBD - Fringe =  $\$65,000 \times 19.00\% = \$12,350$  and Health Insurance =  $\$18,911 \times 100\% = \$18,911$  - Total Fringe (2) =  $\$31,261$

(3) Co-Investigator/Evaluator, Paul Stiles, JD, PhD - Fringe =  $\$10,843 \times 19.00\% = \$2,060$  and Health Insurance =  $\$18,911 \times 10.00\% = \$1,891$  - Total Fringe (3) =  $\$3,951$

USF TOTAL FRINGE BENEFITS:  $\$42,735$

#### USF OTHER:

(1) High Performance Computer Cluster Workstation -  $\$4,800$

A high performance computer cluster workstation is needed for processing and storing large administrative datasets. The current specifications include: Intel® Core™ i7-7700 (QC/8MB/8T/3.6GHz/65W) or better with at least 1TB storage. However, other options will be considered at the time of funding, since IT hardware and software capacities advance quickly. Regardless, the security protocol will remain robust as it will be within the PSRDC framework. Information contained in the PSRDC repositized datasets is highly confidential; operating procedures ensure that privacy of individuals who appear in that data. Those procedures include: Password protection from unauthorized access; Placement of PSRDC computers behind the FMHI firewall in a highly secure area; Ongoing awareness training and education for PSRDC personnel about confidentiality, the ethics of administrative data analysis, and computer network/PC security issues; PSRDC supports the use of the FTP (File Transfer Protocol) to transfer files between the client and the server over the internet. FTP is used with user-based password authentication for security; and, For transfers of data, include strong industry standards encryption.

(2) Web Reporting Software and Hosting -  $\$2,500/\text{year}$

This project is about getting actionable information in front of front line staff. The best way to do this is to publish it to the web. This software will make it possible. The result will be that staff can see things happening in virtually real time and respond accordingly. We are currently considering Tableau as the tool that we will use, but will explore other options before making a final decision. The price points are relatively similar across the various options. The statistical analyst will post the data and create the reports. The reports will be available to staff identified by the county.

(3) Printing - Evaluation/Surveys/Assessments -  $\$60$

Evaluation instruments and necessary consent forms will be printed as needed at a cost of  $\$0.03$  per page. We anticipate evaluating approximately 100 people and are assuming 20 pages per evaluation (likely over multiple time points).  $\$0.03$  per page  $\times$  30 pages  $\times$  100 people =  $\$60$

(4) Printing - Evaluation Reports and Meeting Materials -  $\$100$

Evaluation Reports: Bound, full color evaluation reports will be printed at a cost of  $\$0.05$  per page. We anticipate each report to be 20 pages at a total cost of  $\$1.00$  each and plan to prepare 50 units per year for SIP stakeholders.  $\$0.05$  per page  $\times$  20 pages  $\times$  50 people =  $\$50$

Meeting and Presentation Material: An additional  $\$50$  has been allotted for printed material to be distributed at meetings and presentations. Cost per unit would be between  $\$0.03$  and  $\$0.05$  per page depending if it is black/white or color material. Unit cost is dependent on the number of meetings/presentations and is too variable to forecast. Total Cost =  $\$50$

USF TOTAL OTHER:  $\$7,460$

#### USF INDIRECT COST:

This project is considered by the University of South Florida as Other Sponsored Activity and is subject to 34.5% indirect cost rate under the negotiated rate agreement between the university and the Department of Health and Human Services dated 07/11/2017. The university uses Modified Total Direct Costs (MTDC), consisting of all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel and up to the first  $\$25,000$  of each subaward (regardless of the period of performance of the subawards under the award). Modified total direct costs shall exclude equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each subaward in excess of  $\$25,000$ . Other items may only be excluded when necessary to avoid a serious inequity in the distribution of indirect costs, and with the approval of the cognizant agency for indirect costs.

34.5% of the Modified Total Direct Cost  $\$147,549 = \$50,915$

USF TOTAL INDIRECT COSTS:  $\$50,915$

TOTAL USF SUBAWARD:  $\$198,494$  (includes travel detailed below)

Purpose Area #4

USF TRAVEL:

Required National Meeting: The FOA does require that grantees send a minimum of two (2) people to the grantee meetings held in each year of the award. Mr. Dion as the PI and SIP Collaborative Partner or Dr. Stiles as the Evaluator will accompany one project representative from Pinellas County. Total costs listed are for one grantee meeting.

(1) Transportation - Airfare Costs: Roundtrip airfare for one adult from Tampa International Airport (TPA) to Washington Dulles International Airport (IAD) or Ronald Reagan Washington National Airport (DCA). Total = \$325 per trip. 1 trips x \$325 = \$325.

(2) Lodging - Hotel Costs: Each conference trip is based on a 3 night stay at \$200 per night room rate (double occupancy). Costs include the 14.5% hotels and transient accommodations tax charged in Washington DC.  $\$200 \times 14.5\% = \$29$ .  $\$200 + \$29 = \$229$ .  $\$229$  per night x 3 nights. Total = \$687 per trip. 1 trip x \$687 = \$687.

(3) Meals - Per Diem: USF policy allows a daily meal per diem at the Florida statutory rates of \$6 for breakfast, \$11 for lunch and \$19 for dinner. One person at \$36 per day for 3 days per trip. Total = \$108 per trip.

(4) Transportation - Ground Transportation: Is based on transportation at \$35 each way from airport to the hotel and return per trip. Total per trip = \$70.

(5) Other - Incidentals: Actual incidental expenses incurred while on USF business will be reimbursed. Receipts must be obtained for reimbursement. Such incidentals may include, but are not limited to portage, internet access for official business/project use, parking, transportation to approved and sanctioned off-site events, etc. Total allotted = \$30 per day x 3 days per person. Total per trip = \$90

Total Required Travel = \$1,280

Local Travel: Local travel costs is based on Florida Statute and USF policies / procedures for privately owned vehicle reimbursement rate of \$0.445 per mile. The purpose of local travel from the USF Tampa Campus to Pinellas County facilities serves two purposes. The first is specifically for the SIP data collaborative component. Mr. Dion and/or the Statistical Analyst will meet with county staff for developmental meetings, securement of data agreements and assistance with data transfers. Dr. Stiles will travel to SIP stakeholder sites to conduct the evaluation component of the project. It is not possible to allocate how many trips will be needed for the data component and evaluation component at this time. However, we do anticipate that travel for the data component will be greater in the early stages of the project. As the project matures, the evaluation component will comprise more of the programmatic travel. It is important to note that a key assumption for budgeting purposes, was the number of miles used for the calculation was based solely on the distance from the USF-Tampa Campus to Pinellas County Human Services, located at 440 Court Street, Clearwater, FL, 33756. The average distance is 32.13 miles or 64.26 miles roundtrip. It has been determined that this distance would be sufficient to encompass all of the SIP stakeholders. The calculations is as follows. 64.26 miles per trip at \$0.445 per mile = \$28.60 per trip. 20 trips x \$28.60 per trip. Total Local Travel = \$572

USF TOTAL TRAVEL: \$1,852

Purpose Area #4

<b>H. Procurement Contracts</b>									
<b>Description</b> <i>Provide a description of the products or services to be procured by contract and an estimate of the costs. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source procurements in excess of the Simplified Acquisition Threshold (currently \$150,000).</i>		<b>Purpose</b> <i>Describe the purpose of the contract</i>		<b>Consultant?</b> <i>Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.</i>					
				<b>Total Cost</b>	<b>Non-Federal Contribution</b>	<b>Federal Request</b>			
Contracted Technology Services		Provide for technological expertise		Yes	\$50,000	\$0	\$50,000		
Trainer/Educator		Facilitate training and education		Yes	\$15,000	\$0	\$15,000		
				<b>Total(s)</b>	<b>\$65,000</b>	<b>\$0</b>	<b>\$65,000</b>		
<b>Consultant Travel (if necessary)</b>									
<b>Purpose of Travel</b> <i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>		<b>Location</b> <i>Indicate the travel destination.</i>		<b>Type of Expense</b> <i>Hotel, airfare, per diem</i>		<b>Computation</b> <i>Compute the cost of each type of expense X the number of people traveling.</i>			
				<b>Cost</b>	<b>Duration or Distance</b>	<b># of Staff</b>	<b>Total Cost</b>	<b>Non-Federal Contribution</b>	<b>Federal Request</b>
				<b>Total</b>		\$0	\$0	\$0	
<b>Narrative</b>									
<p>Contracted Technology Services: Funds in this line item are being budgeted to cover expenses associated with technology support to assist the project with data extraction, automation, and report design and development. It is anticipated that the cost will be more in year one as the project is in the planning and initiation phase. Year 1 is budgeted at \$50,000 and Years 2 and 3 are budgeted at \$39,000.</p> <p>Trainer/Educator: Pinellas County anticipates utilizing trainers and educators in year one of the project to ensure all organizational partners are well informed on items which may include: HIPPA, security protocols, data use and analyses, and/or electronic systems. Based upon past experiences, it is anticipated that there will be four (4) training at an approximate cost of \$3,750 per training.</p>									

Purpose Area #4

<b>I. Other Costs</b>							
<b>Description</b> <i>List and describe items that will be paid with grants funds (e.g. rent, reproduction, telephone, janitorial, or security services, and investigative or confidential funds).</i>	<b>Computation</b> <i>Show the basis for computation</i>						
	<b>Quantity</b>	<b>Basis</b>	<b>Cost</b>	<b>Length of Time</b>	<b>Total Cost</b>	<b>Non-Federal Contribution</b>	<b>Federal Request</b>
<i>Total(s)</i>					\$0	\$0	\$0
<b>Narrative</b>							
There are no other costs proposed in this application.							
<b>J. Indirect Costs</b>							
<b>Description</b> <i>Describe what the approved rate is and how it is applied.</i>	<b>Computation</b> <i>Compute the indirect costs for those portions of the program which allow such costs.</i>						
	<b>Base</b>	<b>Indirect Cost Rate</b>		<b>Total Cost</b>	<b>Non-Federal Contribution</b>	<b>Federal Request</b>	
<i>Total(s)</i>				\$0	\$0	\$0	
<b>Narrative</b>							

Purpose Area #4

Pinellas County is not requesting Indirect Costs for this grant proposal.

## Budget Detail - Year 2

Does this budget contain conference costs which is defined broadly to include meetings, retreats, seminars, symposia, and training activities? - Y/N <a href="#">(DOJ Financial Guide, Section 3.10)</a>	No
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### A. Personnel

Name <i>List each name, if known.</i>	Position <i>List each position, if known.</i>	Computation <i>Show annual salary rate &amp; amount of time devoted to the project for each name/position.</i>						
		Salary	Rate	Time Worked <i>(# of hours, days, months, years)</i>	Percentage of Time	Total Cost	Non-Federal Contribution	Federal Request
TBD	Human Services Program Assistant	\$50,000.00	yearly	1	100%	\$50,000	\$0	\$50,000
<b>Total(s)</b>						<b>\$50,000</b>	<b>\$0</b>	<b>\$50,000</b>

### Narrative

Human Services Program Analyst - The position will be housed within Pinellas County Human Services and the individual will be the liaison between the University of South Florida's Statistical Analyst, the Bureau of Justice Assistance, the Pinellas County Data Collaborative, and data contributors. Responsibilities are to include: coordination of contractual agreements deemed necessary for data integration and report access; facilitation of Data Collaborative workgroup and grant programmatic meetings; performance data compilation to meet grant requirements; coordination of education efforts for stakeholder groups regarding enhancements implemented to the system, to include: information housed in the system, access to specific information, and opportunities to utilize reports to inform programs; and other key activities necessary to coordinate grant funded activities. The budget is based on a base salary for similar positions within Pinellas County and includes a 3% increase of the paygrade midpoint for the job classification in years 2 and 3.

### B. Fringe Benefits

Name <i>List each grant-supported position receiving fringe benefits.</i>	Computation <i>Show the basis for computation.</i>				
	Base	Rate	Total Cost	Non-Federal Contribution	Federal Request
FICA, Retirement, Life and Long-term disability insurance	\$50,000.00	16.47%	\$8,235	\$0	\$8,235
Health, Dental, and Short-term disability insurance	\$22,010.00	100.00%	\$22,010	\$0	\$22,010
<b>Total(s)</b>			<b>\$30,245</b>	<b>\$0</b>	<b>\$30,245</b>

Purpose Area #4

<b>Narrative</b>										
<p>FICA, Retirement, Life and Long-term disability insurance the aggregate rate for Pinellas County positions include the following budgeted rates: 0.0765 for FICA taxes, 0.0817 for State Retirement Contributions, 0.0014 for Group Insurance-Life, and 0.0051 for Long Term Disability.</p> <p>Health, Dental, and Short-term disability insurance are a per position cost and include the following budgeted amounts: \$20,830 for Group Health Insurance, \$790 for Group Dental Insurance, \$390 for Short Term Disability.</p>										
<b>C. Travel</b>										
<b>Purpose of Travel</b>	<b>Location</b>	<b>Type of Expense</b>	<b>Basis</b>	<b>Computation</b>						
<i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	<i>Indicate the travel destination.</i>	<i>Lodging, Meals, Etc.</i>	<i>Per day, mile, trip, Etc.</i>	<i>Compute the cost of each type of expense X the number of people traveling.</i>						
				<b>Cost</b>	<b>Quantity</b>	<b># of Staff</b>	<b># of Trips</b>	<b>Total Cost</b>	<b>Non-Federal Contribution</b>	<b>Federal Request</b>
Required National Meeting	Washington, D.C.	Transportation	Round-trip	\$325.00	1	1	1	\$325	\$0	\$325
Required National Meeting	Washington, D.C.	Lodging	Night	\$229.00	3	1	1	\$687	\$0	\$687
Required National Meeting	Washington, D.C.	Transportation	Round-trip	\$35.00	2	1	1	\$70	\$0	\$70
Required National Meeting	Washington, D.C.	Meals	Day	\$51.00	3	1	1	\$153	\$0	\$153
Required National Meeting	Washington, D.C.	Other	N/A	\$60.00	1	1	1	\$60	\$0	\$60
<b>Total(s)</b>								<b>\$1,295</b>	<b>\$0</b>	<b>\$1,295</b>
<b>Narrative</b>										



Purpose Area #4

Required National Meeting: The FOA requires grantees to send a minimum of two (2) people to the grantee meetings held in each year of the award. Pinellas County Human Services will send one representative to accompany a representative from the organization's collaborative partner (travel under subaward budget). Total budgeted costs for one individual include:

- (1) Transportation - airfare @ \$325 round-trip
- (2) Lodging - hotel @ \$229 per night for 3 nights = \$687
- (3) Transportation - airport shuttle to/from hotel @ \$35 per way x 2 ways = \$70
- (4) Meals - per diem @ \$51 per day x 3 days = \$153

It is the policy of Pinellas County that all travelers be allowed the Federal M & IE Rates listed on the Federal M & IE Rate Table for various locations in the Continental United States. This is the FY 2018 Standard Rate.

- (5) Other - miscellaneous costs @ \$60 per trip

**D. Equipment**

<b>Item</b> <i>List and describe each item of equipment that will be purchased</i>	<b>Computation</b> <i>Compute the cost (e.g., the number of each item to be purchased X the cost per item)</i>				
	<b># of Items</b>	<b>Unit Cost</b>	<b>Total Cost</b>	<b>Non-Federal Contribution</b>	<b>Federal Request</b>
<i>Total(s)</i>			\$0	\$0	\$0

**Narrative**

Equipment costs are included in year 1 only.

**E. Supplies**

<b>Supply Items</b> <i>Provide a list of the types of items to be purchased with grant funds.</i>	<b>Computation</b> <i>Describe the item and the compute the costs. Computation: The number of each item to be purchased X the cost per item.</i>				
	<b># of Items</b>	<b>Unit Cost</b>	<b>Total Cost</b>	<b>Non-Federal Contribution</b>	<b>Federal Request</b>
<i>Total(s)</i>			\$0	\$0	\$0

Purpose Area #4

<b>Narrative</b>						
There are no supply costs proposed in this application.						
<b>F. Construction</b>						
<b>Purpose</b> <i>Provide the purpose of the construction</i>	<b>Description of Work</b> <i>Describe the construction project(s)</i>	<b>Computation</b> <i>Compute the costs (e.g., the number of each item to be purchased X the cost per item)</i>				
		<b># of Items</b>	<b>Cost</b>	<b>Total Cost</b>	<b>Non-Federal Contribution</b>	<b>Federal Request</b>
		<i>Total(s)</i>		\$0	\$0	\$0
<b>Narrative</b>						
Construction is not proposed in this grant application.						
<b>G. Subawards (Subgrants)</b>						
<b>Description</b>	<b>Purpose</b>	<b>Consultant?</b>				

Purpose Area #4

Provide a description of the activities to be carried out by subrecipients.		Describe the purpose of the subaward (subgrant)		Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.					
				Total Cost	Non-Federal Contribution	Federal Request			
Data development, implementation, analysis, and evaluation		University of South Florida, Florida Mental Health Institute		No	\$194,409	\$0	\$194,409		
				<b>Total(s)</b>	<b>\$196,261</b>	<b>\$0</b>	<b>\$196,261</b>		
<b>Consultant Travel (if necessary)</b>									
Purpose of Travel <i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>		Location <i>Indicate the travel destination.</i>	Type of Expense <i>Hotel, airfare, per diem</i>		Computation <i>Compute the cost of each type of expense X the number of people traveling.</i>				
			Cost	Duration or Distance	# of Staff	Total Cost	Non-Federal Contribution	Federal Request	
Required National Meeting		Washington, D.C.	Transportation	325	1	1	\$325	0	\$325
Required National Meeting		Washington, D.C.	Lodging	229	3	1	\$687	0	\$687
Required National Meeting		Washington, D.C.	Meals	36	3	1	\$108	0	\$108
Required National Meeting		Washington, D.C.	Transportation	35	2	1	\$70	0	\$70
Required National Meeting		Washington, D.C.	Other	30	3	1	\$90	0	\$90
Meetings and Interviews		Tampa, FL to Pinellas County facilities	Local Travel	0.445	643	2	\$572	0	\$572
				<b>Total</b>			<b>\$1,852</b>	<b>\$0</b>	<b>\$1,852</b>
<b>Narrative</b>									
<p>University of South Florida (USF), Florida Mental Health Institute Data development, implementation, analysis, and evaluation costs include:            USF SUBAWARD COSTS INCLUDE: PERSONNEL, FRINGE BENEFITS, OTHER, AND INDIRECT COSTS. TRAVEL COSTS ARE SEPERATE LINE ITEMS (ABOVE AND BELOW).            USF PERSONNEL:            (1) Principal Investigator, Charles Dion, MA - Yr 2 Annual Salary (\$98,442 + 2% cost of living adjustment) \$100,411 @ 20% level of effort for a cost of \$20,082            Charles Dion is the Director of the Policy and Services Research Data Center (PSRDC) in the Department of Mental Health Law and Policy at the Louis de la Parte Florida Mental Health Institute (FMHI) within the College of Behavioral and Community Sciences at the University of South Florida. His Master's degree has a concentration in Statistics. Following the completion of his Master's degree he went to work for Florida Medical Quality Assurance, Inc. (FMQAI), the Florida Medicare Quality Improvement Organization as a Data Analyst where he worked for fourteen years developing expertise in data mining and the statistical analysis of large administrative data bases, primarily Medicare claims data, and steadily increasing his level of responsibility, ultimately to Chief Analytic Officer, before leading the PSRDC. As the site Principal Investigator for USF, he will work with Pinellas County staff to identify data sources, develop data and report structures and develop the project plan. He will supervise the Statistical Analyst. He will work with Pinellas County Agencies to acquire the required data to accomplish the project objectives. Mr. Dion will travel to the annual conference, assist with dissemination activities and reporting requirements as necessary.            (2) Statistical Analyst, TBD - Yr 2 Annual Salary (\$65,000 + 2% cost of living adjustment) \$66,300 @ 100% level of effort for a cost of \$66,300            The Statistical Analyst will have a Master's degree in quantitative field and a minimum of three years of experience in data analysis with large data sets. Under the direction of Mr. Dion in</p>									

Purpose Area #4

PSRDC, this person will process (clean and format) incoming data and load it into the data structure; create defined reports; use web reporting software to publish reports to the web. S/he will collaborate with the county's analyst on a consistent basis to ensure efficient and streamlined operations are occurring between both organizations.

(3) Co-Investigator/Evaluator, Paul Stiles, JD, PhD - Yr 2 Annual Salary (\$108,432 + 3% cost of living adjustment) \$111,685 @ 10% level of effort for a cost of \$11,169

Dr. Stiles is an Associate Professor and Associate Chair in the Department of Mental Health Law and Policy at the Louis de la Parte Florida Mental Health Institute (FMHI) within the College of Behavioral and Community Sciences at the University of South Florida. He received his Ph.D. in Clinical Psychology from Hahnemann University and J.D. in Law from Villanova University Law School. Dr. Stiles has focused on research integrity and ethics. He has been principal investigator for an NIMH-funded project examining whether enhancements made to the form and process of information disclosure during informed consent procedures improve comprehension and understanding of the disclosures by mentally ill persons. He teaches courses on legal and ethical issues in aging, provides intensive workshops on research ethics, and formerly chaired the social-behavioral IRB for USF (which he still serves on) and currently chairs the USF Conflict of Interest Committee. Dr. Stiles' responsibilities are entirely separate and independent from the work being conducted by Mr. Dion and the Statistical Analyst within PSRDC. Dr. Stiles will provide on-going assessments of the effectiveness of the proposed enhancements to the data collaborative and provide annual reviews to inform the working group to effect appropriate changes to the project. He will use a combination of key informant interviews, surveys of stakeholders and analysis of actual utilization/access numbers and outcomes for continuous improvement foci will be identified. Intelligence regarding effectiveness and usefulness of the new data framework will be collected through ongoing interaction and collaboration at regular stakeholder meetings. He will conduct formal assessments of satisfaction, perceived usefulness and effectiveness, and outcomes resulting from the information system annually through key informant interviews and stakeholder surveys. Evaluation findings will be disseminated through a variety of methods including regional and national conferences, and scholarly and trade journals.

USF TOTAL PERSONNEL = \$97,551

USF FRINGE BENEFITS:

Fringe benefit costs reflect the current rates for the University of South Florida as of June 1, 2018. Fringe benefit costs for employees in benefit earning positions is calculated at 19.00% and these include: employer contributions for FICA (6.20%); Medicare (1.45%); Worker's Compensation, Unemployment Insurance, and Terminal Leave/Worker's Comp (2.7%); and Retirement Contributions (8.65%). Fringe Benefits for Temporary Employees: costs for non-student temporary employees is calculated at 1.65%. Fringe Benefit for students is calculated at 0.2%, which includes Graduate Research Assistants.

Health insurance is a separate cost and is calculated depending on the type of coverage the employee carries. Annual employer costs for health insurance as of January 1, 2018 is \$8,467 for individual; \$9,455 for spousal; \$18,911 for family; and \$2,146 for student coverage. Year 2 costs are calculated by adjusting the 2018 costs by 3% (\$18,911 + 3% adjustment = \$19,478). The cost of health insurance is calculated by multiplying the annual or monthly cost by the percent effort for each person.

Cost-Of-Living-Adjustment: A cost of living adjustment for salaries have been added in each budget year of 3% to all regular salary faculty personnel and 2% for all other regular salary personnel, except those that may exceed the current executive level salary cap, student employees and certain classes of hourly employees. A 3% cost of living adjustment for health insurance has been added to all personnel in each budget year. This is within recommended standards of USF Office of Sponsored Research.

(1) Principal Investigator, Charles Dion, MA - Fringe = \$20,082 x 19.00% = \$3,816 and Health Insurance = \$19,478 x 20% = \$3,896 - Total Fringe (1) = \$7,711

(2) Statistical Analyst, TBD - Fringe = \$66,300 x 19.00% = \$12,597 and Health Insurance = \$19,478 x 100% = \$19,478 - Total Fringe (2) = \$32,075

(3) Co-Investigator/Evaluator, Paul Stiles, JD, PhD - Fringe = \$11,169 x 19.00% = \$2,122 and Health Insurance = \$19,478 x 10.00% = \$1,948 - Total Fringe (3) = \$4,070

USF TOTAL FRINGE BENEFITS: \$43,856

USF OTHER:

(1) Web Reporting Software and Hosting - \$2,500/year

This project is about getting actionable information in front of front line staff. The best way to do this is to publish it to the web. This software will make it possible. The result will be that staff can see things happening in virtually real time and respond accordingly. We are currently considering Tableau as the tool that we will use, but will explore other options before making a final decision. The price points are relatively similar across the various options. The statistical analyst will post the data and create the reports. The reports will be available to staff identified by the county.

(2) Printing - Evaluation/Surveys/Assessments - \$60

Evaluation instruments and necessary consent forms will be printed as needed at a cost of \$0.02 per page. We anticipate evaluating approximately 100 people and are assuming 20 pages

#### Purpose Area #4

Evaluation instruments and necessary consent forms will be printed as needed at a cost of \$0.03 per page. We anticipate evaluating approximately 100 people and are assuming 20 pages per evaluation (likely over multiple time points).  $\$0.03 \text{ per page} \times 30 \text{ pages} \times 100 \text{ people} = \$60$

(3) Printing - Evaluation Reports and Meeting Materials - \$100

Evaluation Reports: Bound, full color evaluation reports will be printed at a cost of \$0.05 per page. We anticipate each report to be 20 pages at a total cost of \$1.00 each and plan to prepare 50 units per year for SIP stakeholders.  $\$0.05 \text{ per page} \times 20 \text{ pages} \times 50 \text{ people} = \$50$

Meeting and Presentation Material: An additional \$50 has been allotted for printed material to be distributed at meetings and presentations. Cost per unit would be between \$0.03 and \$0.05 per page depending if it is black/white or color material. Unit cost is dependent on the number of meetings/presentations and is too variable to forecast. Total Cost = \$50

USF TOTAL OTHER: \$2,660

#### USF INDIRECT COST:

This project is considered by the University of South Florida as Other Sponsored Activity and is subject to 34.5% indirect cost rate under the negotiated rate agreement between the university and the Department of Health and Human Services dated 07/11/2017. The university uses Modified Total Direct Costs (MTDC), consisting of all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel and up to the first \$25,000 of each subaward (regardless of the period of performance of the subawards under the award). Modified total direct costs shall exclude equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each subaward in excess of \$25,000. Other items may only be excluded when necessary to avoid a serious inequity in the distribution of indirect costs, and with the approval of the cognizant agency for indirect costs.

34.5% of the Modified Total Direct Cost \$145,919 = \$50,342

USF TOTAL INDIRECT COSTS: \$50,342

TOTAL USF SUBAWARD: \$196,261 (include Travel detailed below)

#### USF TRAVEL:

Required National Meeting: The FOA does require that grantees send a minimum of two (2) people to the grantee meetings held in each year of the award. Mr. Dion as the PI and SIP Collaborative Partner or Dr. Stiles as the Evaluator will accompany one project representative from Pinellas County. Total costs listed are for one grantee meeting.

(1) Transportation - Airfare Costs: Roundtrip airfare for one adult from Tampa International Airport (TPA) to Washington Dulles International Airport (IAD) or Ronald Reagan Washington National Airport (DCA). Total = \$325 per trip. 1 trips x \$325 = \$325.

(2) Lodging - Hotel Costs: Each conference trip is based on a 3 night stay at \$200 per night room rate (double occupancy). Costs include the 14.5% hotels and transient accommodations tax charged in Washington DC.  $\$200 \times 14.5\% = \$29$ .  $\$200 + \$29 = \$229$ .  $\$229 \text{ per night} \times 3 \text{ nights} = \$687$ . Total = \$687 per trip. 1 trip x \$687 = \$687.

(3) Meals - Per Diem: USF policy allows a daily meal per diem at the Florida statutory rates of \$6 for breakfast, \$11 for lunch and \$19 for dinner. One person at \$36 per day for 3 days per trip. Total = \$108 per trip.

(4) Transportation - Ground Transportation: Is based on transportation at \$35 each way from airport to the hotel and return per trip. Total per trip = \$70.

(5) Other - Incidentals: Actual incidental expenses incurred while on USF business will be reimbursed. Receipts must be obtained for reimbursement. Such incidentals may include, but are not limited to portage, internet access for official business/project use, parking, transportation to approved and sanctioned off-site events, etc. Total allotted = \$30 per day x 3 days per person. Total per trip = \$90

Total Required Travel = \$1,280

Local Travel: Local travel costs is based on Florida Statute and USF policies / procedures for privately owned vehicle reimbursement rate of \$0.445 per mile. The purpose of local travel from the USF Tampa Campus to Pinellas County facilities serves two purposes. The first is specifically for the SIP data collaborative component. Mr. Dion and/or the Statistical Analyst will meet with county staff for developmental meetings, securement of data agreements and assistance with data transfers. Dr. Stiles will travel to SIP stakeholder sites to conduct the evaluation component of the project. It is not possible to allocate how many trips will be needed for the data component and evaluation component at this time. However, we do anticipate that travel for the data component will be greater in the early stages of the project. As the project matures, the evaluation component will comprise more of the programmatic travel. It is important to note that a key assumption for budgeting purposes, was the number of miles used for the calculation was based solely on the distance from the USF-Tampa Campus to Pinellas County Human Services, located at 440 Court Street, Clearwater, FL 33756. The average distance is 32.13 miles or 64.26 miles roundtrip. It has been determined that

Purpose Area #4

Campus to Hernando County Human Services, located at 440 Court Street, Clearwater, FL, 33750. The average distance is 32.13 miles or 64.26 miles roundtrip. It has been determined that this distance would be sufficient to encompass all of the SIP stakeholders. The calculations is as follows. 64.26 miles per trip at \$0.445 per mile = \$28.60 per trip. 20 trips x \$28.60 per trip. Total Local Travel = \$572  
 USF TOTAL TRAVEL: \$1,852

**H. Procurement Contracts**

<b>Description</b>  <i>Provide a description of the products or services to be procured by contract and an estimate of the costs. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source procurements in excess of the Simplified Acquisition Threshold (currently \$150,000).</i>	<b>Purpose</b>  <i>Describe the purpose of the contract</i>	<b>Consultant?</b>  <i>Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.</i>			
			<b>Total Cost</b>	<b>Non-Federal Contribution</b>	<b>Federal Request</b>

Purpose Area #4

Contracted Technology Services	Provide for technological expertise	Yes	\$39,000	\$0	\$39,000			
<b>Total(s)</b>			<b>\$39,000</b>	<b>\$0</b>	<b>\$39,000</b>			
<b>Consultant Travel (if necessary)</b>								
<b>Purpose of Travel</b> <i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	<b>Location</b> <i>Indicate the travel destination.</i>	<b>Type of Expense</b> <i>Hotel, airfare, per diem</i>	<b>Computation</b> <i>Compute the cost of each type of expense X the number of people traveling.</i>					
			<b>Cost</b>	<b>Duration or Distance</b>	<b># of Staff</b>	<b>Total Cost</b>	<b>Non-Federal Contribution</b>	<b>Federal Request</b>
			<b>Total</b>			\$0	\$0	\$0
<b>Narrative</b>								
Contracted Technology Services: Funds in this line item are being budgeted to cover expenses associated with technology support to assist the project with data extraction, automation, and report design and development. It is anticipated that the cost will be more in year one as the project is in the planning and initiation phase. Year 1 is budgeted at \$50,000 and Years 2 and 3 are budgeted at \$39,000.								
<b>I. Other Costs</b>								
<b>Description</b> <i>List and describe items that will be paid with grants funds (e.g. rent, reproduction, telephone, janitorial, or security services, and investigative or confidential funds).</i>	<b>Computation</b> <i>Show the basis for computation</i>							
	<b>Quantity</b>	<b>Basis</b>	<b>Cost</b>	<b>Length of Time</b>	<b>Total Cost</b>	<b>Non-Federal Contribution</b>	<b>Federal Request</b>	
					<b>Total(s)</b>	\$0	\$0	\$0
<b>Narrative</b>								

There are no other costs proposed in this application.

<b>J. Indirect Costs</b>						
<b>Description</b> <i>Describe what the approved rate is and how it is applied.</i>		<b>Computation</b> <i>Compute the indirect costs for those portions of the program which allow such costs.</i>				
		<i>Base</i>	<i>Indirect Cost Rate</i>	<i>Total Cost</i>	<i>Non-Federal Contribution</i>	<i>Federal Request</i>
<b>Total(s)</b>				<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Narrative</b>						

Pinellas County is not requesting Indirect Costs in this grant proposal.



## Budget Detail - Year 3

Does this budget contain conference costs which is defined broadly to include meetings, retreats, seminars, symposia, and training activities? - Y/N <a href="#">(DOJ Financial Guide, Section 3.10)</a>	No
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### A. Personnel

Name <i>List each name, if known.</i>	Position <i>List each position, if known.</i>	Computation <i>Show annual salary rate &amp; amount of time devoted to the project for each name/position.</i>						
		Salary	Rate	Time Worked <i>(# of hours, days, months, years)</i>	Percentage of Time	Total Cost	Non-Federal Contribution	Federal Request
TBD	Human Services Program Assistant	\$52,000.00	yearly	1	100%	\$52,000	\$0	\$52,000
<b>Total(s)</b>						<b>\$52,000</b>	<b>\$0</b>	<b>\$52,000</b>

### Narrative

Human Services Program Analyst - The position will be housed within Pinellas County Human Services and the individual will be the liaison between the University of South Florida's Statistical Analyst, the Bureau of Justice Assistance, the Pinellas County Data Collaborative, and data contributors. Responsibilities are to include: coordination of contractual agreements deemed necessary for data integration and report access; facilitation of Data Collaborative workgroup and grant programmatic meetings; performance data compilation to meet grant requirements; coordination of education efforts for stakeholder groups regarding enhancements implemented to the system, to include: information housed in the system, access to specific information, and opportunities to utilize reports to inform programs; and other key activities necessary to coordinate grant funded activities. The budget is based on a base salary for similar positions within Pinellas County and includes a 3% increase of the paygrade midpoint for the job classification in years 2 and 3.

### B. Fringe Benefits

Name <i>List each grant-supported position receiving fringe benefits.</i>	Computation <i>Show the basis for computation.</i>				
	Base	Rate	Total Cost	Non-Federal Contribution	Federal Request
FICA, Retirement, Life and Long-term disability insurance	\$52,000.00	16.47%	\$8,565		\$8,565
Health, Dental, and Short-term disability insurance	\$22,010.00	100.00%	\$22,010		\$22,010
<b>Total(s)</b>			<b>\$30,575</b>	<b>\$0</b>	<b>\$30,575</b>

Purpose Area #4

<b>Narrative</b>										
<p>FICA, Retirement, Life and Long-term disability insurance the aggregate rate for Pinellas County positions include the following budgeted rates: 0.0765 for FICA taxes, 0.0817 for State Retirement Contributions, 0.0014 for Group Insurance-Life, and 0.0051 for Long Term Disability.</p> <p>Health, Dental, and Short-term disability insurance are a per position cost and include the following budgeted amounts: \$20,830 for Group Health Insurance, \$790 for Group Dental Insurance, \$390 for Short Term Disability.</p>										
<b>C. Travel</b>										
<b>Purpose of Travel</b>	<b>Location</b>	<b>Type of Expense</b>	<b>Basis</b>	<b>Computation</b>						
<i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	<i>Indicate the travel destination.</i>	<i>Lodging, Meals, Etc.</i>	<i>Per day, mile, trip, Etc.</i>	<i>Compute the cost of each type of expense X the number of people traveling.</i>						
				<b>Cost</b>	<b>Quantity</b>	<b># of Staff</b>	<b># of Trips</b>	<b>Total Cost</b>	<b>Non-Federal Contribution</b>	<b>Federal Request</b>
Required National Meeting	Washington, D.C.	Transportation	Round-trip	\$325.00	1	1	1	\$325		\$325
Required National Meeting	Washington, D.C.	Lodging	Night	\$229.00	3	1	1	\$687	\$0	\$687
Required National Meeting	Washington, D.C.	Transportation	Round-trip	\$35.00	2	1	1	\$70	\$0	\$70
Required National Meeting	Washington, D.C.	Meals	Day	\$51.00	3	1	1	\$153	\$0	\$153
Required National Meeting	Washington, D.C.	Other	N/A	\$60.00	1	1	1	\$60	\$0	\$60
<b>Total(s)</b>								<b>\$1,295</b>	<b>\$0</b>	<b>\$1,295</b>
<b>Narrative</b>										

Purpose Area #4

Required National Meeting: The FOA requires grantees to send a minimum of two (2) people to the grantee meetings held in each year of the award. Pinellas County Human Services will send one representative to accompany a representative from the organization's collaborative partner (travel under subaward budget). Total budgeted costs for one individual include:

- (1) Transportation - airfare @ \$325 round-trip
- (2) Lodging - hotel @ \$229 per night for 3 nights = \$687
- (3) Transportation - airport shuttle to/from hotel @ \$35 per way x 2 ways = \$70
- (4) Meals - per diem @ \$51 per day x 3 days = \$153

It is the policy of Pinellas County that all travelers be allowed the Federal M & IE Rates listed on the Federal M & IE Rate Table for various locations in the Continental United States. This is the FY 2018 Standard Rate.

- (5) Other - miscellaneous costs @ \$60 per trip

**D. Equipment**

<b>Item</b> <i>List and describe each item of equipment that will be purchased</i>	<b>Computation</b> <i>Compute the cost (e.g., the number of each item to be purchased X the cost per item)</i>				
	<b># of Items</b>	<b>Unit Cost</b>	<b>Total Cost</b>	<b>Non-Federal Contribution</b>	<b>Federal Request</b>
<b>Total(s)</b>			\$0	\$0	\$0

**Narrative**

Equipment costs are included in year 1 only.

**E. Supplies**

<b>Supply Items</b> <i>Provide a list of the types of items to be purchased with grant funds.</i>	<b>Computation</b> <i>Describe the item and the compute the costs. Computation: The number of each item to be purchased X the cost per item.</i>				
	<b># of Items</b>	<b>Unit Cost</b>	<b>Total Cost</b>	<b>Non-Federal Contribution</b>	<b>Federal Request</b>
<b>Total(s)</b>			\$0	\$0	\$0

Purpose Area #4

<b>Narrative</b>						
There are no supply costs proposed in this application.						
<b>F. Construction</b>						
<b>Purpose</b> <i>Provide the purpose of the construction</i>	<b>Description of Work</b> <i>Describe the construction project(s)</i>	<b>Computation</b> <i>Compute the costs (e.g., the number of each item to be purchased X the cost per item)</i>				
		<b># of Items</b>	<b>Cost</b>	<b>Total Cost</b>	<b>Non-Federal Contribution</b>	<b>Federal Request</b>
		<i>Total(s)</i>		\$0	\$0	\$0
<b>Narrative</b>						
Construction costs are not included in this grant application.						
<b>G. Subawards (Subgrants)</b>						
<b>Description</b>	<b>Purpose</b>	<b>Consultant?</b>				

Purpose Area #4

Provide a description of the activities to be carried out by subrecipients.		Describe the purpose of the subaward (subgrant)		Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.					
				Total Cost	Non-Federal Contribution	Federal Request			
Data development, implementation, analysis, and evaluation		University of South Florida, Florida Mental Health Institute		No		\$198,732	\$0	\$198,732	
				<b>Total(s)</b>	<b>\$200,584</b>	<b>\$0</b>	<b>\$200,584</b>		
<b>Consultant Travel (if necessary)</b>									
Purpose of Travel <i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>		Location <i>Indicate the travel destination.</i>	Type of Expense <i>Hotel, airfare, per diem</i>		Computation <i>Compute the cost of each type of expense X the number of people traveling.</i>				
			Cost	Duration or Distance	# of Staff	Total Cost	Non-Federal Contribution	Federal Request	
Required National Meeting		Washington, D.C.	Transportation	325	1	1	\$325	0	\$325
Required National Meeting		Washington, D.C.	Lodging	229	3	1	\$687	0	\$687
Required National Meeting		Washington, D.C.	Meals	36	3	1	\$108	0	\$108
Required National Meeting		Washington, D.C.	Local Travel	35	2	1	\$70	0	\$70
Required National Meeting		Washington, D.C.	Other	30	3	1	\$90	0	\$90
Meetings and Interviews		Tampa, FL to Pinellas County facilities	Local Travel	0.445	643	2	\$572	0	\$572
				<b>Total</b>	<b>\$1,852</b>	<b>\$0</b>	<b>\$1,852</b>		
<b>Narrative</b>									
<p>University of South Florida (USF), Florida Mental Health Institute Data development, implementation, analysis, and evaluation costs include:            USF SUBAWARD COSTS INCLUDE: PERSONNEL, FRINGE BENEFITS, OTHER, AND INDIRECT COSTS. TRAVEL COSTS ARE SEPERATE LINE ITEMS (ABOVE AND BELOW).            USF PERSONNEL:            (1) Principal Investigator, Charles Dion, MA - Yr 3 Annual Salary (\$100,411 + 2% cost of living adjustment) \$102,419 @ 20% level of effort for a cost of \$20,484            Charles Dion is the Director of the Policy and Services Research Data Center (PSRDC) in the Department of Mental Health Law and Policy at the Louis de la Parte Florida Mental Health Institute (FMHI) within the College of Behavioral and Community Sciences at the University of South Florida. His Master's degree has a concentration in Statistics. Following the completion of his Master's degree he went to work for Florida Medical Quality Assurance, Inc. (FMQAI), the Florida Medicare Quality Improvement Organization as a Data Analyst where he worked for fourteen years developing expertise in data mining and the statistical analysis of large administrative data bases, primarily Medicare claims data, and steadily increasing his level of responsibility, ultimately to Chief Analytic Officer, before leading the PSRDC. As the site Principal Investigator for USF, he will work with Pinellas County staff to identify data sources, develop data and report structures and develop the project plan. He will supervise the Statistical Analyst. He will work with Pinellas County Agencies to acquire the required data to accomplish the project objectives. Mr. Dion will travel to the annual conference, assist with dissemination activities and reporting requirements as necessary.            (2) Statistical Analyst, TBD - Yr 3 Annual Salary (\$66,300 + 2% cost of living adjustment) \$67,626 @ 100% level of effort for a cost of \$67,626            The Statistical Analyst will have a Master's degree in quantitative field and a minimum of three years of experience in data analysis with large data sets. Under the direction of Mr. Dion in</p>									

#### Purpose Area #4

PSRDC, this person will process (clean and format) incoming data and load it into the data structure; create defined reports; use web reporting software to publish reports to the web. S/he will collaborate with the county's analyst on a consistent basis to ensure efficient and streamlined operations are occurring between both organizations.

(3) Co-Investigator/Evaluator, Paul Stiles, JD, PhD - Yr 3 Annual Salary (\$111,685 + 3% cost of living adjustment) \$115,036 @ 10% level of effort for a cost of \$11,504

Dr. Stiles is an Associate Professor and Associate Chair in the Department of Mental Health Law and Policy at the Louis de la Parte Florida Mental Health Institute (FMHI) within the College of Behavioral and Community Sciences at the University of South Florida. He received his Ph.D. in Clinical Psychology from Hahnemann University and J.D. in Law from Villanova University Law School. Dr. Stiles has focused on research integrity and ethics. He has been principal investigator for an NIMH-funded project examining whether enhancements made to the form and process of information disclosure during informed consent procedures improve comprehension and understanding of the disclosures by mentally ill persons. He teaches courses on legal and ethical issues in aging, provides intensive workshops on research ethics, and formerly chaired the social-behavioral IRB for USF (which he still serves on) and currently chairs the USF Conflict of Interest Committee. Dr. Stiles' responsibilities are entirely separate and independent from the work being conducted by Mr. Dion and the Statistical Analyst within PSRDC. Dr. Stiles will provide on-going assessments of the effectiveness of the proposed enhancements to the data collaborative and provide annual reviews to inform the working group to effect appropriate changes to the project. He will use a combination of key informant interviews, surveys of stakeholders and analysis of actual utilization/access numbers and outcomes for continuous improvement foci will be identified. Intelligence regarding effectiveness and usefulness of the new data framework will be collected through ongoing interaction and collaboration at regular stakeholder meetings. He will conduct formal assessments of satisfaction, perceived usefulness and effectiveness, and outcomes resulting from the information system annually through key informant interviews and stakeholder surveys. Evaluation findings will be disseminated through a variety of methods including regional and national conferences, and scholarly and trade journals.

USF TOTAL PERSONNEL = \$99,613

#### USF FRINGE BENEFITS:

Fringe benefit costs reflect the current rates for the University of South Florida as of June 1, 2018. Fringe benefit costs for employees in benefit earning positions is calculated at 19.00% and these include: employer contributions for FICA (6.20%); Medicare (1.45%); Worker's Compensation, Unemployment Insurance, and Terminal Leave/Worker's Comp (2.7%); and Retirement Contributions (8.65%). Fringe Benefits for Temporary Employees: costs for non-student temporary employees is calculated at 1.65%. Fringe Benefit for students is calculated at 0.2%, which includes Graduate Research Assistants.

Health insurance is a separate cost and is calculated depending on the type of coverage the employee carries. Annual employer costs for health insurance as of January 1, 2018 is \$8,467 for individual; \$9,455 for spousal; \$18,911 for family; and \$2,146 for student coverage. Year 3 costs are calculated by adjusting the Yr 2 costs by 3% (\$19,478 + 3% adjustment = \$20,063). The cost of health insurance is calculated by multiplying the annual or monthly cost by the percent effort for each person.

Cost-Of-Living-Adjustment: A cost of living adjustment for salaries have been added in each budget year of 3% to all regular salary faculty personnel and 2% for all other regular salary personnel, except those that may exceed the current executive level salary cap, student employees and certain classes of hourly employees. A 3% cost of living adjustment for health insurance has been added to all personnel in each budget year. This is within recommended standards of USF Office of Sponsored Research.

(1) Principal Investigator, Charles Dion, MA - Fringe = \$20,484 x 19.00% = \$3,892 and Health Insurance = \$20,063 x 20% = \$4,012 - Total Fringe (1) = \$7,904

(2) Statistical Analyst, TBD - Fringe = \$67,626 x 19.00% = \$12,849 and Health Insurance = \$20,063 x 100% = \$20,063 - Total Fringe (2) = \$32,912

(3) Co-Investigator/Evaluator, Paul Stiles, JD, PhD - Fringe = \$11,504 x 19.00% = \$2,186 and Health Insurance = \$20,063 x 10.00% = \$2,006 - Total Fringe (3) = \$4,192

USF TOTAL FRINGE BENEFITS: \$45,008

#### USF OTHER:

(1) Web Reporting Software and Hosting - \$2,500/year

This project is about getting actionable information in front of front line staff. The best way to do this is to publish it to the web. This software will make it possible. The result will be that staff can see things happening in virtually real time and respond accordingly. We are currently considering Tableau as the tool that we will use, but will explore other options before making a final decision. The price points are relatively similar across the various options. The statistical analyst will post the data and create the reports. The reports will be available to staff identified by the county.

(2) Printing - Evaluation/Surveys/Assessments - \$60

Evaluation instruments and necessary consent forms will be printed as needed at a cost of \$0.02 per page. We anticipate evaluating approximately 100 people and are assuming 20 pages

#### Purpose Area #4

Evaluation instruments and necessary consent forms will be printed as needed at a cost of \$0.03 per page. We anticipate evaluating approximately 100 people and are assuming 20 pages per evaluation (likely over multiple time points).  $\$0.03 \text{ per page} \times 30 \text{ pages} \times 100 \text{ people} = \$60$

(3) Printing - Evaluation Reports and Meeting Materials - \$100

Evaluation Reports: Bound, full color evaluation reports will be printed at a cost of \$0.05 per page. We anticipate each report to be 20 pages at a total cost of \$1.00 each and plan to prepare 50 units per year for SIP stakeholders.  $\$0.05 \text{ per page} \times 20 \text{ pages} \times 50 \text{ people} = \$50$

Meeting and Presentation Material: An additional \$50 has been allotted for printed material to be distributed at meetings and presentations. Cost per unit would be between \$0.03 and \$0.05 per page depending if it is black/white or color material. Unit cost is dependent on the number of meetings/presentations and is too variable to forecast. Total Cost = \$50

USF TOTAL OTHER: \$2,660

#### USF INDIRECT COST:

This project is considered by the University of South Florida as Other Sponsored Activity and is subject to 34.5% indirect cost rate under the negotiated rate agreement between the university and the Department of Health and Human Services dated 07/11/2017. The university uses Modified Total Direct Costs (MTDC), consisting of all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel and up to the first \$25,000 of each subaward (regardless of the period of performance of the subawards under the award). Modified total direct costs shall exclude equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each subaward in excess of \$25,000. Other items may only be excluded when necessary to avoid a serious inequity in the distribution of indirect costs, and with the approval of the cognizant agency for indirect costs.

34.5% of the Modified Total Direct Cost \$149,133 = \$51,451

USF TOTAL INDIRECT COSTS: \$51,451

TOTAL USF SUBAWARD: \$200,584 (includes Travel detailed below)

#### USF TRAVEL:

Required National Meeting: The FOA does require that grantees send a minimum of two (2) people to the grantee meetings held in each year of the award. Mr. Dion as the PI and SIP Collaborative Partner or Dr. Stiles as the Evaluator will accompany one project representative from Pinellas County. Total costs listed are for one grantee meeting.

(1) Transportation - Airfare Costs: Roundtrip airfare for one adult from Tampa International Airport (TPA) to Washington Dulles International Airport (IAD) or Ronald Reagan Washington National Airport (DCA). Total = \$325 per trip. 1 trips x \$325 = \$325.

(2) Lodging - Hotel Costs: Each conference trip is based on a 3 night stay at \$200 per night room rate (double occupancy). Costs include the 14.5% hotels and transient accommodations tax charged in Washington DC.  $\$200 \times 14.5\% = \$29$ .  $\$200 + \$29 = \$229$ .  $\$229 \text{ per night} \times 3 \text{ nights} = \$687$ . Total = \$687 per trip. 1 trip x \$687 = \$687.

(3) Meals - Per Diem: USF policy allows a daily meal per diem at the Florida statutory rates of \$6 for breakfast, \$11 for lunch and \$19 for dinner. One person at \$36 per day for 3 days per trip. Total = \$108 per trip.

(4) Transportation - Ground Transportation: Is based on transportation at \$35 each way from airport to the hotel and return per trip. Total per trip = \$70.

(5) Other - Incidentals: Actual incidental expenses incurred while on USF business will be reimbursed. Receipts must be obtained for reimbursement. Such incidentals may include, but are not limited to portage, internet access for official business/project use, parking, transportation to approved and sanctioned off-site events, etc. Total allotted = \$30 per day x 3 days per person. Total per trip = \$90

Total Required Travel = \$1,280

Local Travel: Local travel costs is based on Florida Statute and USF policies / procedures for privately owned vehicle reimbursement rate of \$0.445 per mile. The purpose of local travel from the USF Tampa Campus to Pinellas County facilities serves two purposes. The first is specifically for the SIP data collaborative component. Mr. Dion and/or the Statistical Analyst will meet with county staff for developmental meetings, securement of data agreements and assistance with data transfers. Dr. Stiles will travel to SIP stakeholder sites to conduct the evaluation component of the project. It is not possible to allocate how many trips will be needed for the data component and evaluation component at this time. However, we do anticipate that travel for the data component will be greater in the early stages of the project. As the project matures, the evaluation component will comprise more of the programmatic travel. It is important to note that a key assumption for budgeting purposes, was the number of miles used for the calculation was based solely on the distance from the USF-Tampa Campus to Pinellas County Human Services, located at 440 Court Street, Clearwater, FL 33756. The average distance is 32.13 miles or 64.26 miles roundtrip. It has been determined that

Purpose Area #4

Campus to Hernando County Human Services, located at 440 Court Street, Clearwater, FL, 33750. The average distance is 32.13 miles or 64.26 miles roundtrip. It has been determined that this distance would be sufficient to encompass all of the SIP stakeholders. The calculations is as follows. 64.26 miles per trip at \$0.445 per mile = \$28.60 per trip. 20 trips x \$28.60 per trip. Total Local Travel = \$572  
 USF TOTAL TRAVEL: \$1,852

**H. Procurement Contracts**

<p><b>Description</b></p> <p><i>Provide a description of the products or services to be procured by contract and an estimate of the costs. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source procurements in excess of the Simplified Acquisition Threshold (currently \$150,000).</i></p>	<p><b>Purpose</b></p> <p><i>Describe the purpose of the contract</i></p>	<p><b>Consultant?</b></p> <p><i>Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.</i></p>			
			<p><b>Total Cost</b></p>	<p><b>Non-Federal Contribution</b></p>	<p><b>Federal Request</b></p>



Purpose Area #4

Contracted Technology Services	Provide for technological expertise	Yes	\$39,000	\$0	\$39,000			
<b>Total(s)</b>			<b>\$39,000</b>	<b>\$0</b>	<b>\$39,000</b>			
<b>Consultant Travel (if necessary)</b>								
<b>Purpose of Travel</b> <i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	<b>Location</b> <i>Indicate the travel destination.</i>	<b>Type of Expense</b> <i>Hotel, airfare, per diem</i>	<b>Computation</b> <i>Compute the cost of each type of expense X the number of people traveling.</i>					
			<b>Cost</b>	<b>Duration or Distance</b>	<b># of Staff</b>	<b>Total Cost</b>	<b>Non-Federal Contribution</b>	<b>Federal Request</b>
			<b>Total</b>			\$0	\$0	\$0
<b>Narrative</b>								
<p>Contracted Technology Services: Funds in this line item are being budgeted to cover expenses associated with technology support to assist the project with data extraction, automation, and report design and development. It is anticipated that the cost will be more in year one as the project is in the planning and initiation phase. Year 1 is budgeted at \$50,000 and Years 2 and 3 are budgeted at \$39,000.</p>								
<b>I. Other Costs</b>								
<b>Description</b> <i>List and describe items that will be paid with grants funds (e.g. rent, reproduction, telephone, janitorial, or security services, and investigative or confidential funds).</i>	<b>Computation</b> <i>Show the basis for computation</i>							
	<b>Quantity</b>	<b>Basis</b>	<b>Cost</b>	<b>Length of Time</b>	<b>Total Cost</b>	<b>Non-Federal Contribution</b>	<b>Federal Request</b>	
<b>Total(s)</b>					<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Narrative</b>								

There are no other costs proposed in this application.

<b>J. Indirect Costs</b>						
<b>Description</b> <i>Describe what the approved rate is and how it is applied.</i>		<b>Computation</b> <i>Compute the indirect costs for those portions of the program which allow such costs.</i>				
		<i>Base</i>	<i>Indirect Cost Rate</i>	<i>Total Cost</i>	<i>Non-Federal Contribution</i>	<i>Federal Request</i>
<b>Total(s)</b>				<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Narrative</b>						

Pinellas County is not seeking Indirect Costs in this grant proposal.

**COLLEGES AND UNIVERSITIES RATE AGREEMENT**

EIN: 1593102112A1

DATE:07/11/2017

ORGANIZATION:

FILING REF.: The preceding agreement was dated 07/08/2016

University of South Florida  
4202 East Fowler Avenue  
ADM147  
Tampa, FL 33620-5800

The rates approved in this agreement are for use on grants, contracts and other agreements with the Federal Government, subject to the conditions in Section III.

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**SECTION I: INDIRECT COST RATES**

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RATE TYPES:      FIXED                  FINAL                  PROV. (PROVISIONAL)      PRED. (PREDETERMINED)

EFFECTIVE PERIOD

<u>TYPE</u>	<u>FROM</u>	<u>TO</u>	<u>RATE (%)</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
PRED.	07/01/2016	06/30/2020	49.50	On Campus	Organized Research
PRED.	07/01/2016	06/30/2020	26.00	Off Campus	Organized Research (A)
PRED.	07/01/2016	06/30/2020	27.50	Off Campus	Organized Research (B)
PRED.	07/01/2016	06/30/2020	46.00	On Campus	Instruction
PRED.	07/01/2016	06/30/2020	26.00	Off Campus	Instruction (A)
PRED.	07/01/2016	06/30/2020	27.50	Off Campus	Instruction (B)
PRED.	07/01/2016	06/30/2020	34.50	On Campus	Other Sponsored Activities
PRED.	07/01/2016	06/30/2020	26.00	Off Campus	Other Sponsored Activities (A)
PRED.	07/01/2016	06/30/2020	27.50	Off Campus	Other Sponsored Activities (B)

ORGANIZATION: University of South Florida

AGREEMENT DATE: 7/11/2017

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<u>TYPE</u>	<u>FROM</u>	<u>TO</u>	<u>RATE (%)</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
PROV.	07/01/2020	Until Amended			Use same rates and conditions as those cited for fiscal year ending June 30, 2020.

\*BASE

Modified total direct costs, consisting of all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel and up to the first \$25,000 of each subaward (regardless of the period of performance of the subawards under the award). Modified total direct costs shall exclude equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each subaward in excess of \$25,000. Other items may only be excluded when necessary to avoid a serious inequity in the distribution of indirect costs, and with the approval of the cognizant agency for indirect costs.

(A) Off Campus, remote includes locations outside the commuting distance of Tampa, Florida.

(B) Off Campus, adjacent includes locations within the commuting distance of Tampa, Florida.

ORGANIZATION: University of South Florida

AGREEMENT DATE: 7/11/2017

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**SECTION I: FRINGE BENEFIT RATES\*\***

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<u>TYPE</u>	<u>FROM</u>	<u>TO</u>	<u>RATE(%)</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
FIXED	7/1/2016	6/30/2017	2.10	All	Full Benefits Employees
FIXED	7/1/2016	6/30/2017	0.30	All	Other Personal Services Employees
FIXED	7/1/2017	6/30/2018	2.70	All	Full Benefits Employees
FIXED	7/1/2017	6/30/2018	0.20	All	Other Personal Employees
PROV.	7/1/2018	Until amended			Use same rates and conditions as those cited for fiscal year ending June 30, 2018.

\*\* DESCRIPTION OF FRINGE BENEFITS RATE BASE:

Salaries and wages.

ORGANIZATION: University of South Florida

AGREEMENT DATE: 7/11/2017

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**SECTION II: SPECIAL REMARKS**

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TREATMENT OF FRINGE BENEFITS:

Certain fringe benefits are charged using the effective rate(s) listed in the Fringe Benefits section of this Agreement. Retroactive payroll transfers will include the rates in effect at the time of transfer. The fringe benefits included in the rate(s) are listed below.

TREATMENT OF PAID ABSENCES

Vacation, holiday, sick leave pay and other paid absences are included in salaries and wages and are claimed on grants, contracts and other agreements as part of the normal cost for salaries and wages. Separate claims are not made for the cost of these paid absences, except for terminal leave pay which is included in the benefits rate and is paid out after separation of employment.

OFF-CAMPUS DEFINITION: For all activities performed in facilities not owned by the institution and to which rent is directly allocated to the project(s), the off-campus rate will apply. Actual costs will be apportioned between on-campus and off-campus components. Each portion will bear the appropriate rate.

Equipment Definition: Equipment means article of nonexpendable, tangible personal property having a useful life of more than 1 year and an acquisition cost of \$5,000 or more per unit.

Fringe Benefits include: Worker's Compensation, Unemployment Insurance, and Terminal Leave Pay. Other employee benefits, such as FICA, Retirement, Health Insurance, and Life Insurance are charged based on actual incurred costs.

The rates contained in this Agreement reflect the combined cost of the University of South Florida and the University of South Florida Research Foundation, Inc., and will apply to grants and contracts awarded to the Foundation.

**\*\* The Rate Agreement updated the Fringe Benefits Rates only.\*\***

The next fringe benefit proposal based on actual results of fiscal year ending 06/30/2017 are due in our office 12/31/2017. The next indirect cost proposal based on actual results of fiscal year ending 06/30/2019 are due in our office 12/31/2019.

ORGANIZATION: University of South Florida

AGREEMENT DATE: 7/11/2017

**SECTION III: GENERAL**

**A. LIMITATIONS:**

The rates in this Agreement are subject to any statutory or administrative limitations and apply to a given grant, contract or other agreement only to the extent that funds are available. Acceptance of the rates is subject to the following conditions: (1) Only costs incurred by the organization were included in its facilities and administrative cost pools as finally accepted; such costs are legal obligations of the organization and are allowable under the governing cost principles; (2) The same costs that have been treated as facilities and administrative costs are not claimed as direct costs; (3) Similar types of costs have been accorded consistent accounting treatment; and (4) The information provided by the organization which was used to establish the rates is not later found to be materially incomplete or inaccurate by the Federal Government. In such situations the rate(s) would be subject to renegotiation at the discretion of the Federal Government.

**B. ACCOUNTING CHANGES:**

This Agreement is based on the accounting system purported by the organization to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the cognizant agency. Such changes include, but are not limited to, changes in the charging of a particular type of cost from facilities and administrative to direct. Failure to obtain approval may result in cost disallowances.

**C. FIXED RATES:**

If a fixed rate is in this Agreement, it is based on an estimate of the costs for the period covered by the rate. When the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

**D. USE BY OTHER FEDERAL AGENCIES:**

The rates in this Agreement were approved in accordance with the authority in Title 2 of the Code of Federal Regulations, Part 200 (2 CFR 200), and should be applied to grants, contracts and other agreements covered by 2 CFR 200, subject to any limitations in A above. The organization may provide copies of the Agreement to other Federal Agencies to give them early notification of the Agreement.

**E. OTHER:**

If any Federal contract, grant or other agreement is reimbursing facilities and administrative costs by a means other than the approved rate(s) in this Agreement, the organization should (1) credit such costs to the affected programs, and (2) apply the approved rate(s) to the appropriate base to identify the proper amount of facilities and administrative costs allocable to these programs.

BY THE INSTITUTION:

University of South Florida

(INSTITUTION)

*Rebecca Pulg*

(SIGNATURE)

(NAME)

**Rebecca Pulg, Ph.D.  
Senior Associate Vice President  
USF Research & Innovation**

(TITLE)

*7/11/17*

(DATE)

ON BEHALF OF THE FEDERAL GOVERNMENT:

DEPARTMENT OF HEALTH AND HUMAN SERVICES

**Darryl W. Mayes - S**

Digitally signed by Darryl W. Mayes - S  
DN: cn=US, ou=U.S. Government, ou=HHS, ou=PSC,  
ou=People, o=9.2342.19200300.100.1.1=2000131669,  
cn=Darryl W. Mayes - S  
Date: 2017.07.20 13:15:17 -0400

(SIGNATURE)

**Arif Karim**

(NAME)

Director, Cost Allocation Services

(TITLE)

7/11/2017

(DATE) 7147

HHS REPRESENTATIVE: **Shon Turner**

Telephone: **(214) 767-3261**

# DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

Approved by OMB

4040-0013

<b>1. * Type of Federal Action:</b> <input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input checked="" type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. * Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. * Report Type:</b> <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
--	--	--

**4. Name and Address of Reporting Entity:**

Prime     SubAwardee

\* Name:

\* Street 1:     Street 2:

\* City:     State:     Zip:

Congressional District, if known:

**5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime:**

<b>6. * Federal Department/Agency:</b> <input type="text" value="Bureau of Justice Assistance"/>	<b>7. * Federal Program Name/Description:</b> <input type="text" value="Comprehensive Opioid Abuse Site-Based Program"/> CFDA Number, if applicable: <input type="text" value="16.838"/>
---	--

<b>8. Federal Action Number, if known:</b> <input type="text"/>	<b>9. Award Amount, if known:</b> \$ <input type="text"/>
--	--

**10. a. Name and Address of Lobbying Registrant:**

Prefix  \* First Name  Middle Name

\* Last Name  Suffix

\* Street 1  Street 2

\* City  State  Zip

**b. Individual Performing Services** (including address if different from No. 10a)

Prefix  \* First Name  Middle Name

\* Last Name  Suffix

\* Street 1  Street 2

\* City  State  Zip

**11.** Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

\* Signature:

\* Name: Prefix  \* First Name  Middle Name   
\* Last Name  Suffix

Title:  Telephone No.:  Date:

**Federal Use Only:** Authorized for Local Reproduction  
Standard Form - LLL (Rev. 7-97)



## Other Attachment File(s)

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\* Mandatory Other Attachment Filename:

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To add more "Other Attachment" attachments, please use the attachment buttons below.

[Add Optional Other Attachment](#)

[Delete Optional Other Attachment](#)

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**Pinellas County Strategic Information Partnership (SIP)  
Project Timeline**

	<b>Expected Start (Month)</b>	<b>Expected Completion (Month)</b>	<b>Responsible Organization</b>
<b>Goal:</b> Support the implementation, enhancement, and proactive use of opioid data monitoring programs to support multi-disciplinary approaches to opioid misuse.			
<b>Objective:</b> Real-time/timely data collection from key stakeholders to better articulate the current state of the problem			
<b>Activity:</b> Review Data Collaborative information, agreements, and opportunities for expansion	1	6	PCHS, FMHI, PSRDC
<b>Activity:</b> Coordinate data sharing agreements with partners (current and new)	1	12	PCHS, PSRDC
<b>Activity:</b> Identify and procure technological needs (ongoing assessments)	1	36	PCHS, PSRDC
<b>Activity:</b> Develop and implement data upload processes/connections	6	24	PCHS, PSRDC
<b>Objective:</b> Improve communication for targeted outreach, enforcement, and education			
<b>Activity:</b> Develop and executed required contractual agreements for SIP	1	6	PCHS, USF
<b>Activity:</b> Develop an action plan for SIP implementation	1	6	PCHS, PSRDC
<b>Activity:</b> Hire Human Services Program Analyst	1	3	PCHS
<b>Activity:</b> Identify and implement technological connection to the Story Map	12	24	PCHS
<b>Objective:</b> Cross system planning and data evaluation to better inform policy makers on targeted interventions			
<b>Activity:</b> Reconvene the Pinellas County Data Collaborative workgroup develop a work schedule for SIP	1	36	PCHS
<b>Activity:</b> SIP Evaluation Activities	6	36	FMHI
<b>Activity:</b> Annual review of SIP progress with Data Collaborative workgroup	12	36	FMHI
<b>Goal:</b> Reduce opioid misuse and the number of overdose fatalities.			
<b>Objective:</b> Leverage resources for improved performance			
<b>Activity:</b> Develop logic models	1	6	PCHS
<b>Activity:</b> Provide education to partners on SIP goals and objectives, data availability, uses and report capabilities	6	36	PCHS
<b>Activity:</b> Hire PSRDC Statistical Analyst	1	6	PSRDC

# Project Abstract



## Part 1: Please identify the applicant point of contact (POC)

OMB No. 1121-0329  
Approval Expires 12/31/2018

Applicant POC	
Organization Name	Pinellas County dba Board of County Commissioners
POC Name	Daisy Rodriguez
Phone Number	727-464-4206
Email Address	darodriguez@pinellascounty.org
Mailing Address	14 S. Ft. Harrison Ave - 5th FL, Clearwater FL 33756

## Part 2: Please identify the application

Application Information	
Solicitation Name	Comprehensive Opioid Abuse Site-Based Program
Project Title	Pinellas County Strategic Information Sharing Partnership
Proposed Start Date	10/01/2018
Proposed End Date	09/30/2021
Funding Amount Requested	\$999,960.00

## Part 3: Please identify the project location and applicant type

Project Location and Applicant Type	
Project Location (City, State)	Pinellas County, FL
Applicant Type (Tribal Nation, State, County, City, Nonprofit, Other)	County Government



U.S. Department of Justice  
Office of Justice Programs

Save

Print

## Part 4: Please provide a project abstract

Enter additional project abstract information. Unless otherwise specified in the solicitation, this information includes:

- Brief description of the problem to be addressed and target area and population
- Project goals and objectives
- Brief statement of project strategy or overall program
- Description of any significant partnerships
- Anticipated outcomes and major deliverables

Text should be single spaced; do not exceed 400 words.

### Project Abstract

Pinellas County is a 280 square mile peninsula on Florida's Gulf Coast. Pinellas County is home to approximately five percent (4.77%) of Florida's population. With more than 3,300 people per square mile, Pinellas is Florida's most densely populated County. The opioid epidemic in Pinellas County is a pressing matter as more than one person dies every 32 hours from a drug-related overdose. A recent community health assessment conducted by the Florida Department of Health in Pinellas County (DOH) identified "addiction" as a top health problem of concern and "alcohol and drug abuse" as the leading behavior concern within Pinellas County. This problem affects every demographic of every community across the county. From 2015 to 2017, the number of opioid-related overdose deaths increased by 36% while the population only increased 1.8% during the same timeframe.

Pinellas County is seeking to develop a "Strategic Information Partnership" to better provide timely and accurate data that provides a comprehensive view of the drug abuse environment in Pinellas County. Data is currently maintained in different agencies and are not integrated in a way that supports the policy and practice needs of public safety, public health, or behavioral health partners. However, Pinellas County is poised to have a stronger, more collaborative data sharing environment based on the previous work of the USF Data Collaborative and the recently produced web-based story map for the Opioid Task Force.

The goals of the program include real-time/timely data collection from key stakeholders to better articulate the current state of the problem, and improve communication for targeted outreach, enforcement, and education; cross system planning and data evaluation to better inform policy makers on targeted interventions; and to leverage resources for improved performance.

Partners on this project will include at a minimum, but not limited to, the Pinellas County EMS & Fire Administration, the Pinellas County Medical Examiner's Office, the Florida Department of Health Pinellas County, the Pinellas County Data Collaborative through the University of South Florida, the Central Florida Behavioral Health Network, PEMHS, and the Opioid Task Force. The Opioid Task Force has community participation from over 30 organizations including public health, law enforcement, treatment providers, local government, and faith based groups.

Final outcomes and deliverables of the project will include a enhanced data-sharing infrastructure with key community stakeholders and partners that provide data sets on a regular, automated, and timely basis to better inform community stakeholders. Better, more timely information, will lead to enhanced education and outreach efforts, targeted law enforcement initiatives, and better coordination of services.



## Part 5: Please indicate whether OJP has permission to share the project abstract

If the applicant is willing for the Office of Justice Programs (OJP), in its discretion, to make the information in the project abstract above publicly available, please complete the consent section below. Please note, the applicant's decision whether to grant OJP permission to publicly release this information will not affect OJP's funding decisions. Also, if the application is not funded, granting permission will not guarantee that information will be shared, nor will it guarantee funding from any other source.

**Permission not granted**

**Permission granted (Fill in authorized official consent below.)**

On behalf of the applicant named above, I consent to the information in the project abstract above (including contact information) being made public, at the discretion of OJP consistent with applicable policies. I understand that this consent is only necessary to the extent that my application is unfunded; information submitted in an application that is funded (including this abstract) is always releasable to the public consistent with FOIA rules. I certify that I have the authority to provide this consent.

Authorized Official (AO) Consent	
Signature	Date
AO Name	
Title	
Organization Name	
Phone Number	
Email Address	

**Note:** This document is to be submitted as a separate attachment with a file name that contains the words **"Project Abstract."**



## **Letters of Support**

- Policy and Services Research Data Center
- University of South Florida
- Florida Department of Health
- Operation PAR
- Pinellas County EMS & Fire Administration
- Personal Enrichment through Mental Health Services



May 31, 2018

Ms. Daisy Rodriguez Health Care Administrator  
Department of Human Services  
Pinellas County  
440 Court Street  
Clearwater, FL 33756

Dear Ms. Rodriguez:

Please accept this letter in support of your application under *Category 6* of the *Comprehensive Opioid Abuse Site-based Program FY 2018 Competitive Grant Announcement* for a *Public Safety, Behavioral Health, and Public Health Information-sharing Partnership* within Pinellas County. For the past 19 years, the Pinellas County Data Collaborative has worked with Pinellas County Human Services towards the mission of enhancing the delivery of mental health programs to Pinellas County residents by encouraging communication and collaboration among all related community providers, organizations, interested government agencies, and educational institutions.

Pinellas County has seen opioid-related deaths rise 36% from 2015 to 2017 while the population has only increased 1.8% during the same timeframe. The Pinellas County Data Collaborative sees the Pinellas Strategic Information Partnership proposed in your application as a great opportunity to enhance the abilities of the current system. System enhancement will inform partners in a timelier manner, with more comprehensive data. The location of the Pinellas County Data Collaborative within the University of South Florida's (USF) Louis de la Parte Florida Mental Health Institute provides a unique opportunity to incorporate an action research component to the project that will continually assess the effectiveness of the changes implemented. Through continued assessments, USF staff faculty will work with the project's working group to provide annual reviews to steer the implementation towards a system that will be most effective in informing partners on ways to direct limited resources to result in the greatest impact reversing the upward trend of opioid-related deaths.

If awarded, the Pinellas County Data Collaborative will utilize grant funding to: hire a data analyst to dedicate to the project; provide an action research component to the project; and to provide the appropriate oversight of the infrastructure enhancements to the current system.

Sincerely,

A handwritten signature in black ink, appearing to read "Charles Dion", with a stylized flourish at the end.

Charles Dion  
Director, Policy and Services Research Data Center  
Mental Health Law and Policy  
Louis de la Parte Florida Mental Health Institute  
College of Behavioral and Community Sciences  
University of South Florida

DEPARTMENT OF MENTAL HEALTH LAW AND POLICY. THE LOUIS DE LA PARTE FLORIDA MENTAL HEALTH INSTITUTE  
COLLEGE OF BEHAVIORAL AND COMMUNITY SCIENCES

University of South Florida • 13301 Bruce B. Downs Boulevard • Tampa, Florida 33612-3807  
Tel: (813) 974-3656 • Policy and Services Research Data Center • <http://psrdc.fmhi.usf.edu/>



June 5, 2018

**Title of Application:** Pinellas County Strategic Information Sharing Partnership

**Sponsor:** Pinellas County Board of County Commissioners

**Prime Sponsor:** The U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), Bureau of Justice Assistance (BJA), in partnership with the Office for Victims of Crime (OVC)

**Subawardee Institution:** The University of South Florida Board of Trustees

**University of South Florida Principal Investigator:** Charles Dion, MA, Director, Policy and Services Research Data Center (PSRDC) in the Department of Mental Health Law and Policy

**University of South Florida DHHS F&A Rate Agreement:** 07/11/2017 & 34.5% MTDC

Please be advised the appropriate programmatic and administrative personnel at the University of South Florida are aware of the sponsor's consortium policy and are prepared to establish the necessary inter-institutional agreement(s) consistent with the policy.

Legal/Corporate Name:	The University of South Florida Board of Trustees
Entity Identification No. (EIN):	59-3102112
<b>DUNS No.</b>	06-968-7242
Congressional District	FL-015

The Cooperating Institution assures and certifies that policies and procedures are in place to guide adherence and address any and all concerns arising within the following areas of compliance: Human Subjects; Vertebrate Animals; Debarment and Suspension; Drug-Free Workplace; Lobbying; Delinquent Federal Debt; Research Misconduct; Civil Rights (Form HHS 441 or HHS 690); Handicapped Individuals (Form HHS 641 or HHS 690); Sex Discrimination (Form HHS 639-A or HHS 690); Age Discrimination (Form HHS 680 or HHS 690); Financial Conflict of Interest.

All administrative questions should be referred to Ms. Heather Morr, Assistant Director of Sponsored Research, at 813-974-3526 or via email at [hmorr@usf.edu](mailto:hmorr@usf.edu).

The University of South Florida enthusiastically looks forward to our collaboration with your organization.

Sincerely,

Keith Anderson, M.S., CRA  
Director, Sponsored Research  
Office of Research & Innovation

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**Rick Scott**  
Governor

**Celeste Philip, MD, MPH**  
Surgeon General and Secretary

**Vision:** To be the Healthiest State in the Nation

June 4, 2018

Daisy Rodriguez, Health Care Administrator  
Department of Human Services  
Pinellas County  
440 Court Street  
Clearwater, FL 33756

Dear Ms. Rodriguez:

Please accept this letter in support of your application under *Category 6* of the *Comprehensive Opioid Abuse Site-based Program FY 2018 Competitive Grant Announcement* for a *Public Safety, Behavioral Health, and Public Health Information-sharing Partnership* within Pinellas County. The Florida Department of Health Pinellas has worked with your organization and other stakeholders on numerous opioid related initiatives, such as a local Task Force and expanding access to medication assisted treatment (MAT) services to Pinellas County Health Program clients. These initiatives have provided opportunities to reverse the upward trend in opioid related incidents seen by our organizations.

The Pinellas Strategic Information Partnership proposed in your application is a great opportunity for the community stakeholders to build upon the work of the local Task Force to develop the systems necessary to provide more real-time, strategic information. The opportunity to develop a more up-to-date or real-time data system to inform community partners will provide partners the strategic information necessary to focus limited resources in areas of highest need.

Pinellas County has seen opioid-related deaths rise 36% from 2015 to 2017 while the population only increased 1.8% during the same timeframe. Through the Pinellas Strategic Information Partnership, stakeholders will have an opportunity to target limited resources closer to real-time. Through more timely interventions, stakeholders will work to reverse this upward trend.

If awarded, the Florida Department of Health will designate staff to work with Pinellas County to coordinate the implementation of an automation process for data submissions and integration and provide greater education of service availability to those most in need. If you need additional information, please feel free to reach out.

Sincerely,

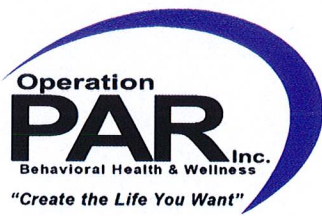
A handwritten signature in blue ink, appearing to read "Ulyee Choe".

Ulyee Choe, D.O.  
Director, Florida Department of Health in Pinellas  
Associate Professor, USF Health

UC/dt

**Florida Department of Health**  
in Pinellas County  
205 Dr. Martin Luther King Jr. St. N. • St. Petersburg, FL 33701-3109  
PHONE: (727) 824-6900 • FAX (727) 820-4285  
**FloridaHealth.gov**





Administrative Offices  
6655 66<sup>th</sup> Street North  
Pinellas Park, FL 33781  
Ph: 727-545-7564  
Fax: 727-545-7584  
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June 5, 2018

Daisy Rodriguez, Health Care Administrator  
Department of Human Services  
Pinellas County  
440 Court Street  
Clearwater, FL 33756

Dear Ms. Rodriguez:

Please accept this letter in support of your application under *Category 6* of the *Comprehensive Opioid Abuse Site-based Program FY 2018 Competitive Grant Announcement* for a *Public Safety, Behavioral Health, and Public Health Information-sharing Partnership* within Pinellas County. In June 2017, the Pinellas County Opioid Task Force was developed through a commitment of community partners in response to the sharp increase in opioid-related drug abuse and deaths in the county. The task force's purpose is to develop a strategic plan that efficiently guides community members and resources in order to confront the opioid epidemic. An actionable work plan was completed by the task force's target of January 2018.

While the Strategic Plan developed contains actionable items that the community can achieve, several of the issues must be addressed through funding initiatives. Goal 5 of the Strategic Plan is Integrate and Collaborate on Data Sources. The Pinellas Strategic Information Partnership proposed in your application aligns with and grows the strategies identified in the plan that are currently limited given the funding necessary to develop the systems in a way to provide for automated data integration.

If awarded, the Pinellas County Opioid Task Force will work with Pinellas County Human Services to provide the information collected thus far through the Strategic Planning process and coordinating current partners to convene the necessary partners to see the Pinellas County Strategic Information Partnership through to implementation.

Sincerely,

Dianne L. Clark, PhD, CAP  
Co-Chair, Pinellas County Opioid Task Force  
CEO, Operation PAR

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Kenneth T. Welch



June 7, 2018

Daisy Rodriguez, Health Care Administrator  
Pinellas County Department of Human Services  
440 Court Street  
Clearwater, Florida 33756

Dear Ms. Rodriguez:

Please accept this letter in support of your application under *Category 6* of the *Comprehensive Opioid Abuse Site-based Program FY 2018 Competitive Grant Announcement* for a *Public Safety, Behavioral Health, and Public Health Information-sharing Partnership* within Pinellas County. Pinellas County EMS & Fire Administration has worked with your organization and other stakeholders on opioid related initiatives, such as a local Fusion Group and Task Force to identify opportunities to reverse the upward trend in opioid related incidents seen by our organizations.

The Pinellas Strategic Information Partnership proposed in your application is a great opportunity for the community stakeholders to build upon the work of the Fusion Group and Task Force to develop the systems necessary to provide more real-time, strategic information. The opportunity to develop a more up-to-date or real-time data system to inform community partners will provide partners the strategic information necessary to focus limited resources in areas of highest need.

Pinellas County has seen opioid-related deaths rise 36% from 2015 to 2017 while the population only increased 1.8% during the same timeframe. Through the Pinellas Strategic Information Partnership, stakeholders will have an opportunity to target limited resources closer to real-time. Through more timely interventions, stakeholders will work to reverse this upward trend.

If awarded, Pinellas County EMS & Fire Administration will designate staff to work with Pinellas County to coordinate the implementation of an automation process for data submissions and integration.

Sincerely,

A handwritten signature in blue ink, appearing to read "Craig A. Hare".

Craig A. Hare, MBA, Paramedic  
Director

Pinellas County  
EMS & Fire Administration  
12490 Ulmerton Road • Suite 134  
Largo, FL 33774  
Main Office: (727) 582-5750  
FAX: (727) 582-5759  
V/TDD: (727) 464-4062

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June 5, 2018

Daisy Rodriguez, Health Care Administrator  
Department of Human Services  
Pinellas County  
440 Court Street  
Clearwater, FL 33756

Dear Ms. Rodriguez:

Please accept this letter in support of your application under *Category 6* of the *Comprehensive Opioid Abuse Site-based Program FY 2018 Competitive Grant Announcement* for a *Public Safety, Behavioral Health, and Public Health Information-sharing Partnership* within Pinellas County. Personal Enrichment through Mental Health Services (PEMHS) has partnered with Pinellas County Human Services on many behavioral health related projects over the year.

The Pinellas Strategic Information Partnership proposed in your application is a great opportunity for Pinellas County to develop the data systems necessary to provide more real-time, strategic information with regards to the community's behavioral health needs. This opportunity will provide partners the strategic information necessary to focus limited resources in areas of highest need.

Pinellas County has seen opioid-related deaths rise 36% from 2015 to 2017 while the population only increased 1.8% during the same timeframe. Through the Pinellas Strategic Information Partnership, stakeholders will have an opportunity to target limited resources closer to real-time. Through more timely interventions, stakeholders will work to reverse this upward trend.

If awarded, PEMHS will work with Pinellas County Human Services to inform the system's development and to coordinate the implementation of an automation process for data submissions and integration.

Sincerely,

Gerald Wennlund, MA, MBA, CHFP  
Chief Executive Officer  
PEMHS  
11254 58th Street North  
Pinellas Park, FL 33782  
(727) 362-4305  
(727) 545-6464 fax

BJA Comprehensive Opioid Abuse Site-based Program FY 2018 | Competition ID: BJA-2018-13892  
Category 6: Public Safety, Behavioral Health, and Public Health Information-sharing Partnerships |  
Pinellas County (Florida)

## **Research Partner**

Attached please find the Curriculum Vitae for the proposed research partner Paul Stiles, J.D., Ph.D.

# Curriculum Vitae

## Paul G. Stiles, J.D., Ph.D.

### Office Address

Department of Mental Health Law and Policy  
Louis de la Parte Florida Mental Health Institute  
College of Behavioral and Community Sciences  
University of South Florida, MHC 2638  
13301 North Bruce B. Downs Blvd.  
Tampa, FL 33612  
Voice: (813) 974-9349  
Fax: (813) 974-6411  
E-mail: [stiles@usf.edu](mailto:stiles@usf.edu)

### Education

1992	Ph.D.	[Clinical Psychology]	Hahnemann University
1989	J.D.	[Law]	Villanova University School of Law
1984	B.A.	[Experimental Psychology]	Grinnell College, Grinnell, IA

### Faculty Appointments

2001-	Associate Professor (tenure granted 2001)
1995-2001	Assistant Professor Dept of Mental Health Law and Policy, de la Parte Florida Mental Health Institute, College of Behavioral and Community Sciences, University of South Florida (also appt in School of Aging Studies, College of Behavioral & Community Sciences)

### Courses/Training taught:

#### Ethical and Legal Issues in Aging (GEY 4647)

[Spring 1998- 2003, 2007-2009, 2011-2016; Fall 2003- 2016]

This course is part of the University of South Florida's Foundations of Knowledge and Learning (FKL) Core Curriculum and is certified as an Exit Course (Capstone). A similar version is also offered to graduate students as demand dictates. It is intended to familiarize and sensitize students with/to major ethical and legal issues and dilemmas in the field of aging and to consider their implications for policies, priorities, and services pertaining to older persons. Substantive areas include classical and modern theories of ethics; major principles of bioethics including autonomy, beneficence, and justice; the relationship between ethics and the law and the kinds of ethical and legal issues that occur in later life in such areas as health and long-term care; common legal issues that arise for older persons; and contemporary moral dilemmas such as physician-assisted suicide.

#### Ethics in Research Intensive Course (under NIH grants)

[4-day intensive - 05/00, 10/00, 06/01, 12/01, 5/02, 12/02, 5/04, 5/05, 5/06, 5/07]

Was PI on two NIH grants to develop and implement an intensive 4-day training curriculum in research ethics (both face to face and web-based). Ten ethics "institutes" were held over seven years and various training innovations were employed, including development of a web/video based training resource.

#### FMHI Summer Research Institute (MHS 4671)

[Summer 2005- 2009, 2012-present]

Was PI on program to develop and implement a summer research "boot camp" for undergraduates. It was initiated as an unfunded pilot program in 2005. It was subsequently funded by NSF as a 9-week Summer Research Experience for Undergraduates (REU) from 2006-2009. Recently it was re-established again as a 10-week program through funding from NIMH as a Summer Research Institute

(SRI@FMHI). As PI I am responsible for coordinating mentors as well as implementing the research seminar on research methods and applications, skills workshops and research ethics training as well as mentor our student scholars. Funding for 12 undergraduates and 12 high school students has been secured for each summer over 5 years (2012-2016).

### CBCS Post-doctoral Fellowship Seminar

[Fall and Spring 2009-2014]

I coordinated and co-led the CBCS biweekly seminar for Post-doctoral Fellows. The purpose of the seminar is to provide a common interactive experience for the fellows that offers training in substantive areas (e.g. Methods, RCR and content areas like services or intervention research) and professional skills development (e.g. grants, career development, and research skills like interviewing techniques and web-based data collection) as well as fosters networking and support among all the fellows.

### Advanced Research Methods (MHS 4741)

[Summer & Fall 2010]

Was part of a group of faculty who developed a new advanced research methods course utilizing problem based learning techniques. Primarily responsible for development of the research notebook journal writing component of the course and the capstone problem statement where students need to develop an evaluation proposal to address the problem presented. Course now taught by other faculty using materials developed.

### Applied Quantitative Methods (MHS 5746)

[Spring 2013 & 2014]

This course is part of the Department of Mental Health Law & Policy's new BRIDGE (Behavioral Research Immersion to Develop Graduate Excellence) Graduate Certificate, which is designed to prepare post-baccalaureate students for successful admission to and completion of graduate research programs in the behavioral and social sciences. The course is designed to provide a review of quantitative research methods with particular emphasis on the application of such concepts to real research projects. It prepares students to understand the nature, assumptions, processes, and application of quantitative methodology while helping them develop and/or apply advanced research skills and gain experience in using a variety of quantitative research techniques for the purposes of pursuing research as a graduate student in the behavioral and social sciences. In addition, students gain an appreciation of the ethical issues involved with the responsible conduct of behavioral research. The course was planned to begin in summer 2012, however initiation of the program is postponed until fall 2012.

### Legal, Ethical and Professional Issues in Behavioral Healthcare (MHS 4703)

[Fall 2014-2016; Spring 2015-2016; Summer 2016]

Teach this core course in the Behavioral Healthcare Major. Course is designed to provide students with ethical foundation to make informed decisions in a variety of behavioral health contexts. I teach 1 section in the Fall, 1-2 sections in the Spring, and an online version over the summer.

### Guest course lectures: psychology, gerontology, nursing & law

Provided and continue to offer guest lectures in numerous courses in social work, psychology and gerontology at USF and law at Stetson Law School.

### Dissertation and Thesis Mentorship

I have served on several Honor's thesis, Master's thesis and Dissertation committees during my tenure at USF in the Department of Criminology and School of Aging Studies in the College of Behavioral & Community Sciences and the Department of Community & Family Health in the College of Public Health.

**University Service (current service bolded):**

University-wide	<b>USF Institutional Review Bd-02 (social/beh) [chair, 2003-08; member 2008- ]</b> <b>USF Conflict of Interest Committee [alt, 2005-2009; memb, 2009-2011; chair 2011- ]</b> <b>USF Cybersecurity Program Development Committee [2016- ]</b> USF Reviewer for internal grant programs (GAP, Aging Collaborative, etc) [2004-15] USF Research Misconduct Investigation Panel [chair 2012-13] USF Institutional Rev Bd-01A (medical) [alternate, 1998-2001; member, 2001-03] USF Faculty AAU Workgroup [2008-2009] USF Judge for Undergraduate Research Day awards [2005-08] USF Undergraduate Research Advisory Board [2005-2008] USF Collaborative on Aging Advisory Council [2004-2007] USF Special Library Task Force [member, 1997-98] USF Library Council [member, 1996-2002] USF Institute on Aging Research Committee [member, 1996-99]
College/Institute	BCS internal Grants Review Panel [2010-15] BCS Academic Grievance Committee [2009-14] BCS Post-doc Fellowship Workgroup [2008-2009] FMHI Interim Information Security Officer [2003-05] FMHI Computer Advisory Committee [member, 1998-2001] FMHI Data Network Committee [chair, 1997-2006] FMHI Internship Committee [member, 1996-2008]
Departmental	<b>MHLP IRB Scientific Reviewer [2009- ]</b> MHLP Post-doc Fellowship Coordinator [2009-14] MHLP Associate Chair [2011-14] MHLP Tenure Committee [2011-14] Policy & Services Res Data Center [founder/director, 1996-2003; 2005-06]

**Search Committees (chronological):**

Computer Support Programmer [member, 1998]  
 MHLP Data Center Faculty [chair, 1998]  
 AMH Chairperson [member, 1998 + 1999]  
 MHLP Faculty [co-chair, 1998-99]  
 FPECA Data Center Director [member, 1998-99]  
 PSRDC Project Coordinator [co-chair, 1999]  
 AMH Faculty [member, 2000-2005]  
 FMHI Librarian [member, 2000]  
 FMHI Director of IT [member, 2004]  
 FMHI Health Economist [chair, 2004-05]  
 PSRDC Director [member, 2006]  
 PSRDC Data Manager [member, 2007]  
 FMHI Librarian [member, 2007]  
 USF Director of Research Compliance [chair, 2008-09]  
 PSRDC Director [member, 2008-09]  
 USF Assoc VP of Research [member, 2008-09]  
 USF IRB-02 chair [member, 2008-09]  
 MHLP Post-doctoral Fellowship (2 positions) [chair, 2009]  
 MHLP Faculty (3 positions) [member, 2009-10]  
 BCS Assoc Dean for Research [member, 2009-10]  
 BCS Medicaid Post-doctoral Fellowship [member, 2010]  
 MHLP Post-doctoral Fellowship [chair, 2010-11]  
 MHLP Faculty [member, 2012-13]



**Postgraduate Training and Fellowship Appointments**

1993-95 NASMHPD Fellow in Mental Health Services Research, Center for Mental Health Policy and Services Research, University of Pennsylvania  
 1991-92 Clinical Psychology Fellow, Department of Psychology, Philadelphia Geriatric Center  
 1990-91 Forensic Mental Health Fellow, Department of Psychiatry, University of Pennsylvania  
 1989-90 Clinical Psychology Intern, Department of Psychology, Norristown State Hospital

**Licensure**

Law (1990): Pennsylvania  
 Psychology (1995): Pennsylvania

**Additional Clinical Appointments and Experience -- Psychology**

1993-95 Clinical Psychologist, St. Francis Country House, Darby, PA  
 1990-91 Psychological Consultant, Eugenia Hospital, Lafayette Hill, PA  
 1986-87 Psychology Staff Member, Bryn Mawr Rehabilitation Hospital, Malvern, PA  
 1985-87 Staff Counselor, Circle Lodge Inc., Norristown, PA

**Additional Clinical Appointments and Experience -- Law**

1988 Summer Law Clerk, U.S. District Court (Judge James T. Giles), Philadelphia, PA  
 1987 Summer Internship, U.S. Attorney's Office, Philadelphia, PA

**Additional Research Experience**

1990-92 Forensic Training Project, Norristown State Hospital, Norristown, PA  
 1990-92 Program Evaluation, Circle Lodge Inc., Norristown, PA  
 1984-91 Research Assistant (various projects), Hahnemann University, Philadelphia, PA  
 1983-84 Summer Research Fellow, Evanston Hospital, Evanston, IL

**Memberships in Professional and Scientific Societies**

American Psychology-Law Society, American Psychological Association  
 American Public Health Association, Gerontological Society of America  
 Florida Council on Aging, American Evaluation Association

**Publications**

1. Epstein, M., Magyar, M.S., Smith, S.T., Edens, J.F., Stiles, P.G. and Poythress, N.G. (Under Review). Research Inside (and Outside) the Razor Wire: How Offenders Perceive Research Participation. *International Journal of Forensic Mental Health*.
2. Stiles, P.G., & Boothroyd, R.A. (2015). Ethical use of administrative data for research purposes. In Fantuzzo, J., Culhane, D. and Rouse, H., eds., "Actionable Intelligence for Social Policy: Using Integrated Data Systems to Achieve a More Effective, Efficient and Ethical Government", Palgrave MacMillan Publishing.
3. Stiles, P.G. (2014). *Privacy*. A chapter for R. Cautin and S. Lilienfeld, eds., "The Encyclopedia of Clinical Psychology", Wiley-Blackwell Publishing.
4. Stiles, P.G. (2014). *Justice*. In Robin Cautin and Scott Lilienfeld, eds., "The Encyclopedia of Clinical Psychology", Wiley-Blackwell Publishing.

5. Young, M. S., & Stiles, P. G. (2014). TRIO Programs. In L. Cousins (Ed.) "Encyclopedia of Human Services and Diversity". Thousand Oaks, CA: SAGE Publishers. doi: 10.4135/9781483346663.n556
6. Stiles, P., Epstein, M., Poythress, N. & Edens, J. (2012). Protecting people who decline research participation: An example from a prison setting. *IRB: Ethics & Human Research*, 32 (No. 2), 15-18.
7. Magyar, M.S., Edens, J.F., Epstein, M. Stiles, P.G. & Poythress, N.G. (2012). Examining attitudes about and influences on research participation among forensic psychiatric inpatients. *Behavioral Sciences and the Law* 30, 69-86. DOI: 10.1002/bsl.1997
8. Smith, S.T., Edens, J.F., Epstein, M., Stiles, P.G., & Poythress, N.G. (2012). Do the psychopathic personality traits of Fearless Dominance and Self-Centered Impulsivity predict attitudes about and influences on research participation? *Behavioral Sciences and the Law*, 30, 1-15. DOI: 10.1002/bsl.1992
9. Poythress, N.G., Epstein, M., Stiles, P.G., & Edens, J.F. (2011). Awareness of the Tuskegee syphilis study: Impact on offenders' decisions to decline research participation. *Behavioral Sciences and the Law*, 29, 821-828. DOI: 10.1002/bsl.1012
10. Edens, J.F., Epstein, M., Stiles, P.G., & Poythress, N.G. (2011). Voluntary consent in correctional settings: Do offenders feel coerced to participate in research? *Behavioral Sciences and the Law*, 29, 771-795. DOI:10.1002/bsl.1014
11. Stiles, P.G. & Petrila, J. (2011). Research and confidentiality: Legal issues and risk management strategies. *Psychology, Public Policy, and Law*, 17, 333-356. DOI 10.1037/a0022507
12. Stiles, P.G., Boothroyd, R.A., Robst, J. & Ray, J.V. (2011). Ethically using administrative data in research: Medicaid administrators current practices and best practice recommendations. *Administration & Policy*, 43, 171-192. DOI 10.1177/0095399710390644
13. Stiles, P., Epstein, M., Poythress, N. & Edens, J. (2011). Formal assessment of voluntariness using a three-part consent process. *Psychiatric Services*, 62, 87-89.
14. Robst, J., Stiles, P. & Boothroyd, R. (2009). Establishing standards and practices for using administrative claims data. *Journal of Economics and Economic Education Research*, 10 (2), 19-38.
15. Stiles, P.G., Boothroyd, R.A., Dhont, K., Beiler, P.F. & Green, A. (2009). Adherence to practice guidelines, clinical outcomes, and costs among Medicaid enrollees with severe mental illnesses. *Evaluation & the Health Professions*, 32, 69-89.
16. Boothroyd, R. A., Stiles, P. G., & Best, K. A. (2009). Ethical challenges when working with independent youth across international boundaries. In L. Liebenberg, & M. Ungar, eds. *Researching Youth across Cultures and Contexts*. Sage Publishers.

17. Batsche, C., Boothroyd, R., Gum, A., & Stiles, P. (2008). As they were taught: A case for the early mentoring of faculty. In *The Handbook of Formal Mentoring in Higher Education: A Case Study Approach*, Mullen, C. A., ed. Christopher-Gordon Publishers.
18. Stiles, P.G., Batsche, C.A., Boothroyd, R.A. & Gum, A. (2007). Risk management: Training undergraduates in research ethics in social and behavioral sciences. *Council on Undergraduate Research Quarterly*, 27, 153-157.
19. Gum, A. M., Mueller, K., Flink, D., Siraj, S., Batsche, C., Boothroyd, R., Stiles, P. (2007). Evaluation of a summer research institute in behavioral health services research for undergraduate students. *Journal of Behavioral Health Services & Research*, 34, 206-218.
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21. Boothroyd, R.A., Best, K.A., Giard, J.A., Stiles, P.G., Suleski, J., Ort, R. and While, R. (2006). Poor and depressed, the tip of the iceberg: The unmet needs of enrollees in an indigent health care plan. *Administration and Policy in Mental Health and Mental Health Services Research*, 33, 172-181.
22. Christy, A., Kutash, K. & Stiles, P. (2006). Short term involuntary psychiatric examination of children in Florida. *Administration and Policy in Mental Health and Mental Health Services Research*, 33, 578-584.
23. Morrissey, J.P., Steadman, H.J., Dalton, K., Cuellar, A., Stiles, P. & Cuddeback, G. (2006). Medicaid enrollment and mental health service use following release of jail detainees with severe mental illness. *Psychiatric Services*, 57, 809-815.
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26. McFarland, B.H., Stroup, T.S., Rothbard, A.B., Murrin, M.R., Stiles, P.G., Shern, D.L., Boothroyd, R.A., Merwin, E.I. & Morrissey, J.P. (2004). Antipsychotic medication use by Medicaid recipients with severe mental illness. *Drug Benefit Trends*, 16, 204-224.
27. Mandell, D. S., Boothroyd, R. A., & Stiles, P. G. (2003). Children's use of mental health services in different Medicaid insurance plans. *Journal of Behavioral Health Services & Research*, 30(2), 228-237

28. Voss, W. D., Boothroyd, R. A., & Stiles, P. G. (2003). The transition years: Mental health service utilization in late adolescence. In C. Liberton, K. Kutash, & R. M. Friedman (Eds.), *The 15th annual research conference proceedings: A system of care for children's mental health: Expanding the research base*. Tampa, FL: University of South Florida, The Louis de la Parte Florida Mental Health Institute.
29. Becker, M., Schonfeld, L., & Stiles P.G. (2002). Assisted Living: The New Frontier? *Generations*, 26, 72-77.
30. Becker, M., Stiles, P.G. & Schonfeld, L. (2002). Mental Health Service Use, and Cost of Care for Older Adults in Assisted Living Facilities: Implications for Public Policy. *Journal of Behavioral Health Services and Research*, 29, 91-98.
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32. Stiles, P.G., Boothroyd, R., Snyder, K.M. & Zong, X. (2002). Service penetration by persons with severe mental illness: How should it be measured? *Journal of Behavioral Health Services and Research*, 29, 198-207.
33. Snyder, K.M. & Stiles, P.G. (2001). Building the Capacity to Integrate Administrative Data: A Florida Perspective. *Data Matters*, 4, 8-11. (Newsletter of the National Technical Assistance Center for Children's Mental Health).
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35. Becker, M., Stiles, P.G. & Schonfeld, L. (2000). Mental health service needs and cost of care for adults in Florida's assisted living facilities. *Aging Research and Policy Report*, 9, 31-36.
36. Speer, D. & Stiles, P.G. (1998). A Crying Shame: Mental Health and Older Floridians. *Responses*, 1 (Fall), 23-25.
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39. Stiles, P.G. (1997). Psychiatric Care in the Nursing Home [Book Review]. *Journal of Mental Health Administration*, 24, 244-245.

40. Stiles, P.G., Culhane, D.P. & Hadley, T.R. (1997). For-Profit versus Non-Profit Freestanding Psychiatric Inpatient Facilities: An Update. *Administration and Policy in Mental Health*, 24, 191- 204.
41. Markel-Fox, S. & Stiles, P.G. (1996). State mental health policy: Effect on outcomes for identified priority populations. *Administration and Policy in Mental Health*, 24, 25-38.
42. Stiles, P.G., Culhane, D.P. & Hadley, T.R. (1996). Before and after deinstitutionalization: Comparing state hospital utilization, staffing and costs in 1949 and 1988. *Administration and Policy in Mental Health*, 23, 513-525.
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44. Stiles, P.G. (1994). Use of Ambulatory mental health services by the elderly. *Continuum [formerly the American Journal of Partial Hospitalization]*, 1, 239-249.
45. Stiles, P.G. (1993). An analog study of involuntary outpatient civil commitment. *Pennsylvania Psychologist Quarterly*, 53, 23.
46. Rozensky, R.H., Tovian, S.M., Stiles, P.G., Fridkin, K., & Holland, M. (1987). Effects of learned helplessness on Rorschach responses. *Psychological Reports*, 60, 1011-1016.
47. Rozensky, R.H., Stiles, P.G., & Sweet, J.J. (1985). A BASIC computer program to score the standard and the decision-tree Luria-Nebraska Neuropsychological Battery. *Psychological Documents*, 15, 1. (Ms. No. 2687).

### **Selected Commissioned papers, Unpublished Manuscripts and Technical Reports**

1. Stiles P. & Boothroyd, R. (Fall 2011). **The Ethical Use of Administrative Data for Research Purposes** (commissioned paper by the MacArthur Foundation funded Intelligence for Social Policy Center at the University of Pennsylvania – 37 pages).
2. Stiles, P, Stewart, M & Sampath, V (Spring 2005). **Human Services in Pinellas County: An Existing Information/Data Review** (report to Pinellas County Human Services Department – 31 pages)
3. Boothroyd, RA, Stiles, PG, Dhont, K & Beiler, P (December 2003). **The Effect of Financing Arrangements on the Quality of Care and Individual Outcomes of Persons with Severe Mental Illnesses** (report to Florida AHCA – 29 pages)
4. Christy, A and Stiles, P, and Shanmugam, S. (October 2003). **The Florida Mental Health Act (The Baker Act): 2002 Annual Report** (report to Florida AHCA -- 24 pages)

5. Shern, D, Giard, J, Robinson, P, Boothroyd, R, Murrin, M, Moss, C, Chen, H, Thornton, D, Mehra, S, Larsen, R, Kuzian, M, Dailey, K, Stiles, P & Armstrong, M (June 2003). **Evaluation of Florida's Prepaid Mental Health Plans: Year 6 Report** (report to Florida AHCA -- 93 pages)
6. Christy, A, Stiles, PG, and Pathak, S (June 2003). **The Medicaid Involuntary Commitment Project** (report to Florida AHCA – 60 pages)
7. Stiles, P, Larsen, R, Chen, R, Becker, M, Schonfeld, L, & Dupree, L (June 2003). **Medicaid/Medicare Studies: Year 3 Report** (report to Florida AHCA – 65 pages)
8. McGaha, A and Stiles, P (October 2002). **The Florida Mental Health Act (The Baker Act): 2001 Annual Report** (report to Florida AHCA -- 47 pages)
9. Shern, D, Giard, J, Robinson, P, Stiles, P, Boothroyd, R, Murrin, M, Chen, H, Moss, C, Dailey, K, Thornton, D, & Armstrong, M (June 2002). **Evaluation of Florida's Prepaid Mental Health Plans: Year 5 Report** (report to Florida AHCA -- 74 pages)
10. Dailey, K, Stiles, P, Zheng, Z & Kip, K (June 2002). **Multi-year Estimation of the Use of Florida General Revenue Funds to Pay for Medicaid-Billable Mental Health and Substance Abuse Services** (report to Florida AHCA – 28 pages)
11. Stiles, P, Larsen, R, Dailey, K, Schonfeld, L, Dupree, L & Becker, M (June 2002). **Medicaid/Medicare Studies: Year 2 Report** (report to Florida AHCA – 43 pages)
12. Shern, D, Giard, J, Robinson, P, Stiles, P, Boothroyd, R, Murrin, M, and Chen, H (July 2001). **Evaluation of Florida's Prepaid Mental Health Plan Year 4 Report** (report to Florida AHCA -- 52 pages)
13. McGaha, A and Stiles, P (July 2001). **The Florida Mental Health Act (The Baker Act): 2000 Annual Report** (report to Florida AHCA -- 54 pages)
14. Stiles, P, Dailey, K, and Mehra, S (June 2001). **The Transition from Adolescence to Adulthood on Medicaid: Use of Mental Health Services** (report to Florida AHCA -- 32 pages)
15. Stiles, P, Dailey, K, Larsen, R and Lo, M (June 2001). **Developmental Studies of Mental-Physical Health Comorbidity and Cost Offset** (report to Florida AHCA -- 45 pages)
16. Stiles, P, and Dailey, K (June 2001). **Medicaid/Medicare Studies Year 1 Report** (report to Florida AHCA -- 10 pages)
17. Stiles, P and McGaha, A (July 2000). **The Florida Mental Health Act (The Baker Act): 1999 Annual Report** (report to Florida AHCA -- 48 pages)

18. Snyder, K, Stiles, P, Lo, M and Dailey, K (June 2000). **The Transition Years: What Happens to Adolescents on Medicaid who use Mental Health Services** (report to Florida AHCA -- 14 pages)
19. Shern, D, Robinson, P, Stiles, P, Boothroyd, R, Giard, J and Murrin, M (May 2000). **Evaluation of Florida's Prepaid Mental Health Plan Year 3 Report** (report to Florida AHCA -- 42 pages)
20. Teague, G, Olufokunbi, D, Stiles, P, Snyder, and Armstrong, M (September 1999). **Evaluation of the TANF Legislative Funding Changes – Part II** (report to the Florida Senate Ways and Means Committee – 6 pages).
21. Stiles, P and McGaha, A (July 1999). **The Florida Mental Health Act (The Baker Act): 1998 Annual Report** (report to Florida AHCA -- 46 pages).
22. Stiles, P (February and August, 1997-2001). **Semi-annual data reports of the Top 5% Medicaid mental health users** (report provided electronically via Excel spreadsheets to each Florida ADM district in February and August of each year).
23. Shern, D, Robinson, P, Boothroyd, R, Stiles, P, Snyder, K, Murrin, M, Armstrong, M, Kershaw, M, Lee, B, Massey, OT, Dow, M, Ward, J, and Boaz, T (April 1999). **Evaluation of Florida's Prepaid Mental Health Plan: Year 2 Report** (report to Florida AHCA)
24. Stiles, P, Snyder, K and Murrin, M (January 1999). **Evaluation of Florida's Prepaid Mental Health Plan: Year 2 Quantitative Report** (report to Florida AHCA – 30 pages).
25. Armstrong, M, Snyder, K and Stiles, P (January 1999). **Expected impact of the Child health Insurance Program on Alcohol Drug Abuse and Mental health Operations and Base Funding** (report to the Florida Senate Ways and Means Committee – 30 pages).
26. Teague, G, Olufokunbi, D, Stiles, P, Snyder, and Armstrong, M (January 1999). **Evaluation of the TANF Legislative Funding Changes** (report to the Florida Senate Ways and Means Committee – 24 pages).
27. Stiles, P (July 1998) **The Florida Mental Health Act (The Baker Act): 1997 Annual Report** (report to Florida AHCA – 42 pages).
28. Stiles, P, Snyder, K and Murrin, M (January 1998). **Evaluation of Florida's Prepaid Mental Health Plan: Medicaid Enrollee Characteristics, Service Utilization, Costs and Access to Care in AHCA Areas 4 and 6** (report to Florida AHCA – 39 pages).
29. Stiles, P, Snyder, K and Murrin, M (January 1998). **Evaluation of Florida's Prepaid Mental Health Plan: Medicaid Enrollee Characteristics, Service Utilization, Costs and Access to Care in AHCA Areas 4 and 6 – Technical Report** (report to Florida AHCA – 14 pages).

30. Becker, M, Stiles, P and Schonfeld, L (December 1997). **A Study of Mental Health Service Needs, Receipt, and Outcomes for OSS Clients Residing in Florida Assisted Living Facilities** (report to DCF workgroup on mental health needs of ALF residents – 45 pages)
31. Ridgely, MS, Snyder, K, Stiles, P and Murrin, M (June 1997). **Evaluation of Florida’s Juvenile Addiction Receiving Facilities – quantitative update and qualitative report** (report to Florida DCF – 56 pages).
32. Stiles, P and Speer, D (no senior author) (March 1997). **Mental health and Older Floridians** (report to the Secretaries of DCF and DOEA by the Florida Elder Mental health Task Force – 31 pages).
33. Ridgely, MS, Stiles, P and Murrin, M (January 1997). **Evaluation of Florida’s Juvenile Addiction Receiving Facilities** (report to Florida DCF – 47 pages).
34. Stiles, P and Otto, R (January 1997). **Legal and Ethical Issues in Assisted Living Facilities – a component of the Florida ALF mental health licensure curriculum** (35 pages).
35. Stiles, P and Murrin, M (July 1996). **Report to the Florida Managed Care Task Force (a DCF committee) on Medicaid and State Mental Health Utilization** (approximately 250 pages).
36. Stiles, P and Petrila, J (October 1995). **Report to Florida House Committee on Aging and Human Services: 50-state survey of the treatment of dementia in mental health statutes** (12 page memo to Peggy Sanford).
37. Stiles, P (August 1995). **Manual for the American Association for Partial Hospitalization Outcomes Evaluation Protocol** (submitted to AAPH Board – 160 pages).

### **Selected Formal Presentations**

Over 100 formal and invited scholarly presentations, including:

1. Stiles, P, Boothroyd, R, Moore, K, Wecker, L, and Batsche, C. (June 2016) “The SRI@FMHI at ten years: The evolution and outcomes of a summer research experience for undergraduates”. CUR Biennial Conference, Tampa, FL.
2. Stiles, P. (October 2015) “Conflicts of Interest in Research”. Workshop provided for faculty of USF as part of the DRIC ethics workshop series.
3. Stiles, P.(August 2015) “Scholarships Grants and Contracts: Obtaining Funding Support”. Workshop for the Research Fellows at the Global Institute for Forensic Research, Philadelphia, PA.



4. Boothroyd, R and Stiles, P (December 2014) “A framework for data security”. Developing Sites Conference hosted by the AISP Network, Univ of Pennsylvania, Philadelphia, PA.
5. Stiles, P (July 2014) “Human Subjects and Behavioral Health Research: Informed Consent, Confidentiality, and IRB Process”. Workshop for Moffitt Cancer Center Post-docs
6. Stiles, P. (May 2014) “Ethical Oversight and Processes at the University”. Workshop for University of Cape Coast IRB members, Cape Coast, Ghana
7. Stiles, P., Boothroyd, R., and Batsche, C. (May 2014) “Ethical Review at the University of Cape Coast”. Full day workshop for all faculty at the University of Cape Coast, Cape Coast, Ghana.
8. Stiles, P (September 2013) “Human Subjects Research: Informed Consent, Confidentiality, and IRB Process”. Workshop for School of Music Faculty
9. Stiles, P (January 2013) “Human Subjects and Behavioral Health Research: Informed Consent, Confidentiality, and IRB Process”. Workshop for School of Music Faculty
10. Stiles, P (October 2012) “Human Subjects and Behavioral Health Research: Informed Consent, Confidentiality, and IRB Process”. Workshop for BCS Faculty
11. Stiles, P., Edens, J., Epstein, M., & Poythress, N. (March 2012). “Contextual Influences in Prisoner Research”. Annual American Psychology-Law Society Conference, San Juan, PR.
12. Epstein, M., Edens, J., Stiles, P., Poythress, N., & Magyar, M. (March 2012). “Prisoners' Attitudes Toward Research Enterprise”. [poster] Annual American Psychology-Law Society Conference, San Juan, PR.
13. Stiles, P (February 2012) “Informed Consent and Confidentiality in Research: Basic Requirements and the Responsible Conduct of Research”. Moffitt Cancer Center, Tampa FL
14. Boothroyd, R. & Stiles, P. (November 2011). “Ethical use of administrative data for research purposes. Invited plenary presentation at Conference on Intelligence for Social Policy, Washington, DC.
15. Epstein, M., Poythress, N., Stiles, P. Edens, J. & Williams, C. (March 2011) Influence of Tuskegee and incentives on research participation. [poster] Annual American Psychology-Law Society Conference, Miami, FL.
16. Stiles, P., Epstein, M., Poythress, N., Edens, J. & Williams, C. (March 2011) “Voluntary informed consent and research recruitment in potentially coercive settings”. Annual American Psychology-Law Society Conference, Miami, FL.

17. Magyar, M., Edens, J., Poythress, N., Stiles, P., & Epstein, M. (March 2011) "Offender attitudes concerning research participation". Annual American Psychology-Law Society Conference, Miami, FL.
18. Stiles, P. (November 2010) "Informed Consent in Research: Basic Requirements and Best Practices with Vulnerable Populations". Meeting of the Society of Clinical Research Associates, Tampa, FL
19. Stiles, P (October 2010) "Informed Consent and Confidentiality in Research: Basic Requirements and Best Practices". Moffitt Cancer Center, Tampa FL
20. Stiles, P. & Petrila, J. (March 2010). "Research data and the Law: Does a Researcher Privilege Exist?" Annual American Psychology-Law Society Conference, Vancouver, BC
21. Epstein, M., Stiles, P., Edens, J. & Poythress, N. (March 2010). "Contextual Influences in Prisoner Research – Preliminary Findings". Annual American Psychology-Law Society Conference, Vancouver, BC
22. Smith, S., Edens, J., Poythress, N., Stiles, P. & Epstein, M. (March 2010). "Correlates of MPQ-Estimated Psychopathy in Offender Samples" [poster]. Annual American Psychology-Law Society Conference, Vancouver, BC
23. Magyar, M., Edens, J., Poythress, N., Stiles, P. & Epstein, M. (March 2010). "Influence of Individual Differences Variables on Offenders Attitudes Regarding Research Participation". Annual American Psychology-Law Society Conference, Vancouver, BC
24. Stiles, P., Boothroyd, R. & Batsche, C. (November 2009). "Evaluation across cultures: Implications for the ethical conduct of evaluation". American Evaluation Association Annual Meeting, Orlando FL.
25. Batsche, C., Moore, K., Boothroyd, R. & Stiles, P. (September 2009). "Use of Community-based Participatory Research approaches in a Summer REU". University of Central Florida Research Symposium, Orlando, FL.
26. Stiles, P., Batsche, C., Gum, A. Moore, K. & Boothroyd, R. (October 2008). "Summer Research Institute in Behavioral Health: An interdisciplinary approach to undergraduate research. University of Central Florida Research Symposium, Orlando, FL.
27. Stiles, P., Batsche, C., Gum, A. & Boothroyd, R. (November 2007). "Using evaluation findings to enhance learning: From theory to practice." American Evaluation Association Annual Conference, Baltimore, MD.
28. Stiles, PG (May 2007). "Retrospective analysis of public payer healthcare costs associated with specific types of antidepressant treatment for MDD". Annual Meeting of the American Psychiatric Association, San Diego, CA.

29. Stiles, PG (January 2007). “The IRB Process for Psychology Research and the Impact on Teaching Psychology”. Invited address at the Annual National Institute on the Teaching of Psychology, St. Petersburg Beach, FL
30. Stiles, PG (February 2006) “HIPAA and Research: How are we all doing?”. Invited plenary address at the 16th Annual Conference on State Mental Health Agency Services Research, Program Evaluation and Policy, Baltimore, MD
31. Stiles, PG (November 2005) “Using Administrative Data in Research and Evaluation Studies Involving Old Adults”. Annual Meeting of the Gerontological Society of America, Orlando, FL
32. Stiles, PG & Otto, R (September 2005) “Psychological Perspectives on Undue Influence”. Invited address at the Stetson Law School Elder Law Conference, Gulfport, FL
33. Stiles, PG, Becker, M, & Larsen, R (November 2004) “Comorbid Physical and Mental Health Conditions in Older Adults”. Annual Meeting of the Gerontological Society of America, Washington, DC
34. Christy, A, Stiles, P, Kaplan, M, and McCranie, M (November 2004) “Guardianship and Individual Characteristics for Older Adults Subject to Guardianship”. Annual Meeting of the Gerontological Society of America, Washington, DC
35. Christy, A and Stiles, P (November 2004) “Short Term Involuntary Psychiatric Examination of Older Adults”. Annual Meeting of the Gerontological Society of America, Washington, DC
36. Becker, M and Stiles, P (November 2004) “Pharmacy Costs and Outcomes for Dually Enrolled Medicare/Medicaid Floridians with Severe Mental Illness”. Annual Meeting of the Gerontological Society of America, Washington, DC
37. Stiles, PG (November 2004) “Practical Implications in Using Administrative Data in Research and Evaluation”. Annual Meeting of the American Evaluation Association, Atlanta, GA
38. Boothroyd, RA, Stiles, PG, Dhont, K and Beiler, P. (November 2004) “The Effect of Financing Arrangements on the Quality of Care and Individual Outcomes of Persons with Severe Mental Illnesses”. Annual Meeting of the American Public Health Association, Washington, DC
39. Schonfeld, L, Larsen, R and Stiles, P. (November 2003) “Behavioral Health Service Utilization Among Victims of Elder Mistreatment: An Examination of Medicare and Medicaid Claims”. Annual Meeting of the Gerontological Society of America, San Diego, CA.

40. Christy, A., Stiles, P., and McCranie, M. (November 2003). "Description of mental health issues in a sample of Florida guardianship wards". Annual Meeting of the American Public Health Association, San Francisco, CA.
41. Best, K, Boothroyd, R, Giard, J, Stiles, P & Suleski, J. (November 2003). "Being Poor and Depressed: The Tip of the Iceberg" [poster]. Annual Meeting of the American Public Health Association, San Francisco, CA
42. Christy, A and Stiles, P. (November 2003). "A Description of Mental Health Issues in a Sample of Florida Guardianship Wards" [poster]. Annual Meeting of the American Public Health Association, San Francisco, CA
43. Stiles, P (April 2003) "HIPAA and Mental Health Services Research". Annual Meeting of the National Association of Rehabilitation Research and Training Centers, Washington, DC
44. Stiles, P & Haynes, D (April 2003) "The Pinellas Data Collaborative: A Resource to Inform Programs and Policy Makers". Meeting of Pinellas County Administrators, Clearwater, FL
45. Giard, J, Best, K, Boothroyd, R, Stiles, P & Suleski, J (November 2002) "Evaluation Within Systems Reform: Strategies, Challenges, and Preliminary Findings". Annual Conference of The American Evaluation Association, Washington, DC
46. Stiles, P. & Boothroyd, R (May 2002) "Developing a Data System Infrastructure to Support Mental Health Policy Analysis while Protecting Individual Privacy and Confidentiality". National Conference on Mental Health Statistics, Washington, DC
47. Stiles, P. & Haynes, D. (April 2002) "Cross-system Utilization using Three Years of Data". Meeting of the Pinellas County MH/SA Leadership Group, Clearwater, FL
48. Stiles, P & Boothroyd, R (March 2002) "Ethics in Research Focusing on Behavioral Health Services: An Intensive Training Course". NIH Grantee Meeting, Bethesda, MD.
49. Stiles, P. (March 2002). "Confidentiality, Privacy and Duties to Third Parties". The 3rd National Symposium on Bioethical Considerations in Human Subject Research, Clearwater Beach, FL
50. Boothroyd, R. & Stiles, P. (March 2002). "Ethics in Research Focusing on Behavioral Health Services: An Intensive Training Course". The 11th Annual Meeting of the Association for Practical and Professional Ethics, Cincinnati, OH
51. Boothroyd, R. & Stiles, P. (March 2002). "Ethical Issues in Children's Mental Health Research". The 15th Annual Conference of the Research and Training Center for Children's Mental Health, Tampa, FL

52. Mehra, S., Stiles, P, & Dailey, K. (March 2002). "The Transition from Adolescence to Adulthood on Medicaid for those using Mental Health Services". The 15th Annual Conference of the Research and Training Center for Children's Mental Health, Tampa, FL
53. Mandell, D., Boothroyd, R, & Stiles, P. (March 2002). "Children's use of Mental Health Services in Different Insurance Plans. The 15th Annual Conference of the Research and Training Center for Children's Mental Health, Tampa, FL
54. Voss, W., Boothroyd, R., & Stiles, P. (March 2002). "The Transition Years: Reduced Mental Health Service Utilization in Late Adolescence". The 15th Annual Conference of the Research and Training Center for Children's Mental Health, Tampa, FL
55. Shern, D., Giard, J., Boothroyd, R., Stiles, P., Robinson, P., Murrin, M., & Chen, H. (October 2001). "Outcomes and Incomes: A State Perspective on the Future". American Psychiatric Association's 53rd Institute on Psychiatric Services, Orlando, FL.
56. Stiles, P, Giard, J, Shern, D and Boothroyd, R (June 2001). "Implementation of Managed Behavioral Health Services in Florida: Appearances can be Deceiving". SAMHSA Conference on Managed Behavioral Healthcare in the Public Sector, Atlanta, GA.
57. Boothroyd, R. & Stiles, P. (May 2001). "Using Administrative and Self-Report Data to Understand the Use of Atypical Antipsychotics in Managed Care Environments: A Systematic Analyses to Reconcile and Understanding Conflicting Findings". 50th Annual National Conference on Mental Health Statistics, Washington, DC.
58. Stiles, P. (May 2001). "Treatment decisions and advance directives". Florida Coalition for Optimal Mental Health and Aging conference on Elder Mental Health: Ethics & Practice Issues, Tampa, FL.
59. Stiles, P. (March 2001). "Working with Older Adults". Stetson University Law School continuing education program on Elder Law Issues of Aging Relatives, St. Petersburg, FL.
60. Snyder, K. & Stiles, P. (February 2001). "Transition from Adolescence to Adulthood in the Medicaid System". Annual Conference of the Research and Training Center for Children's Mental Health, Tampa, FL
61. Shern, D., Boothroyd, R., Stiles, P., Giard, J. & Ross, N. (February 2001). "Lessons from the Evaluation of Florida's Managed Mental Health Care Experiment". 11th annual conference on State Mental Health Agency Services Research, Program Evaluation and Policy, Washington, D.C.
62. Shern, D., Robinson, P., Stiles, P., Boothroyd, R., Giard, J., Murrin, M., Snyder, K., Chen, H., Massey, T., Boaz, T., Dow, M., Ward, J., & Armstrong, M. (December 2000). "Evaluation of Florida's Prepaid Mental Health Plan: Implementation, Access, Cost, Quality, and Outcomes". 7th annual Florida Conference on Behavioral Healthcare Evaluation, Orlando, FL.

63. Stiles, P. & Haynes, D. (November 2000). "Integration of data from multiple sources". Meeting of the Hillsborough County Children's Services Purchasing Alliance, Tampa, FL.
64. Stiles, P. & Haynes, D. (September 2000) "System cross-over analysis for Pinellas County". Meeting of the Pinellas County Blue Ribbon Panel on Mental Health and Substance Abuse, Clearwater, FL.
65. Stiles, P. & Haynes, D. (August 2000) "Pinellas County Data Collaborative: Results of System Crossing Analyses". Meeting of the Pinellas County Data Collaborative, Clearwater, FL.
66. Stiles, P., McGaha, A., Petrila, J., and Lenderman, M. (August 2000) "The Florida Baker Act & Older Adults: Findings From the Statewide Database Should We Be Doing More?". Annual Meeting of the Florida Council on Aging, Tampa, FL.
67. Stiles, P. & Haynes, D. (August 2000) "Pinellas County Data Collaborative Preliminary Results". Meeting of the Pinellas County Data Group, Clearwater, FL.
68. Shern, D. L., Boothroyd, R. A., Chen, H., Robinson, P., Stiles, P., Giard, J., & Murrin, M. (July 2000). "The Impact of Differing Medicaid Managed Mental Health Care Strategies on Access, Quality, and Costs of Services". 25th Anniversary Congress of the International Academy of Law and Mental Health, Siena, Italy.
69. Stiles, P. (June, 2000) "Treatment Decisions and Advance Directives". Regional Conference on End of Life Care: Legislative Changes Affecting Healthcare Providers, Palmetto, FL.
70. Stiles, P. (May 2000) "Ethics in Behavioral Health Services Research: An NIH Training Program". Cultural Diversity in Clinical Research Conference, Orlando, FL
71. Stiles, P. (April, 2000) "Treatment Decisions and Advance Directives". Regional Conference on End of Life Care: Legislative Changes Affecting Healthcare Providers, Melbourne, FL.
72. McGaha, A. and Stiles, P. (March 2000) "Involuntary Psychiatric Evaluations in Florida: Application of the Baker Act". Biennial meeting of the American Psychology-Law Society, New Orleans, LA.
73. Boothroyd, R., Stiles, P. Snyder, K. and Murrin, M. (March 2000) "The Health and Mental Health Needs and Service Utilization of Children of TANF Recipients". Annual Conference of the Research and Training Center for Children's Mental Health, Clearwater, FL.

74. Stiles, P., Boothroyd, R., Snyder, K. and Murrin, M. (February 2000) "System Penetration by Persons with Severe Mental Illness: How should it be measured?". 10th Annual Conference on State Mental Health Agency Services Research, Program Evaluation and Policy, Washington, DC.
75. Boothroyd, R., Shern, D., Giard, J., Stiles, P. And Snyder, K. (February 2000) "Medicaid Managed Care and Adults with Severe Mental Illness". 10th Annual Conference on State Mental Health Agency Services Research, Program Evaluation and Policy, Washington, DC.
76. Shern, D., Armstrong, M., Boothroyd, R., Robinson, P., Stiles, P., Snyder, K. et al (November 1999) "Evaluation of Florida's PrePaid Mental Health Plan - Second Year Report". Annual Meeting of the American Public Health Association, Chicago, IL.
77. McGaha, A., Stiles, P. And Olufokunbi, D. (August 1999) "Florida's Mental Health Act". Annual Convention of the American Psychological Association, Boston, MA.
78. Stiles, P, Shern, D, Boothroyd, R, Snyder, K, and Giard, J. (August 1999) "Serious Mental Illness and Managed Care in Florida: Preliminary Findings". Annual Convention of the American Psychological Association, Boston, MA.
79. Stiles, P. (March 1999) "Internet2 and the policy and Services Research Data Center". USF Internet2 Day, Tampa, FL
80. Snyder, K. and Stiles P. (February 1999) "Vagaries of working with administrative data in services research". Ninth Annual NASMHPD Conference on State Mental Health Agency Services Research, Program Evaluation and policy, Alexandria, VA.
81. Shern, D, Armstrong, M, Boaz, T, Boothroyd, R, Dow, M, Giard, J, Massey, OT, Snyder, K, Stiles, P, and Ward, J (December 1998) "Evaluation of Florida's pre-paid mental health plan". Fifth Annual Florida Conference on Behavioral Healthcare Evaluation, Clearwater beach, FL.
82. Becker, M, Stiles, P, and Schonfeld, L. (November 1998) "A study of mental health service needs, receipt, and outcomes for elderly adults residing in Florida's assisted living facilities". Annual Convention of the Gerontological Society of America, Philadelphia, PA.
83. Stiles, P, and Poythress, N. (November 1998) "Understanding evaluation consent disclosures: Improving the informed consent process when evaluating services for persons with severe mental illness". Annual Conference of the American Evaluation Association, Chicago, IL.
84. Snyder, K and Stiles, P. (November 1998) "Small budget evaluation design: Lessons learned from an evaluation of Juvenile Addication receiving Facilities", Annual Conference of the American Evaluation Association, Chicago, IL.

85. Stiles, P and Snyder, K. (November 1998) "The use of secondary administrative data sets for evaluating mental health and substance abuse programs and services" [poster], Annual Conference of the American Evaluation Association, Chicago, IL.
86. Stiles, P, Petrila, J and Lenderman, M. (September 1998) "The Baker Act System: Findings from the statewide database". The Florida Summit II – the annual training conference of the Florida Council for CMH and FADAA, Orlando, FL.
87. Shern, D, Armstrong, M, Boaz, T, Boothroyd, R, Dow, M, Giard, J, Massey, OT, Snyder, K, Stiles, P, and Ward, J (September 1998) "Evaluation of Florida's Prepaid Mental Health plan: Update and Summary of Integrated Findings". The Florida Summit II – the annual training conference of the Florida Council for CMH and FADAA, Orlando, FL.
88. Stiles, P (August 1998) "Mental health of older Floridians: Policy and practice relevant research". Florida Aging Network Training Conference, Orlando FL.
89. Stiles, P. (July 1998) "The Baker Act: Findings from the first year of certificate data collection". Presentation to the Florida Supreme Court Commission on Fairness, Miami, FL.
90. Stiles, P and Petrila, J. (March 1998) "Civil commitment petitions in Florida: Preliminary data from a state-wide data set". Biennial Conference of the American Psychology-Law Society, Rodondo Beach, CA.
91. Stiles, P, Petrila, J, Boothroyd, R and Snyder, K. (February 1998) "Using medical and insurance records for research purposes: Ethical and legal challenges", Annual NASMHPD Conference on State Mental Health Agency Services Research, Program Evaluation and policy, Orlando, FL.
92. Shern, D, Armstrong, M, Boaz, T, Boothroyd, R, Dow, M, Giard, J, Massey, OT, Snyder, K, Stiles, P, and Ward, J (December 1997) "An Evaluation of the Florida Medicaid Mental Health Demonstration", Fourth Annual Florida Conference on Behavioral Healthcare Evaluation, Orlando, FL
93. Snyder, K, Stiles, P and Ridgely, S (December 1997) "An Evaluation of Florida's juvenile Alcohol Receiving Facilities", Fourth Annual Florida Conference on Behavioral Healthcare Evaluation, Orlando, FL
94. Stiles, P (August 1997) "Academic careers in Law and Psychology", Annual American Psychological Association Convention, Chicago, IL
95. Stiles, P (May 1997) "Enhancing the Consent Disclosure Process - A new study", MHLPP Seminar, Louis de la Parte Florida Mental health Institute, Tampa, FL
96. Ridgely, S and Stiles, P (April 1997) "Juvenile Alcohol Receiving Facilities -- A Preliminary Report", Research Interest Group Meeting, Louis de la Parte Florida Mental health Institute, Tampa, FL



97. Stiles, P and Snyder, K (February 1997) "The Quantitative Component of an Evaluation of Florida's Medicaid Managed Care Demonstration Project", 7th National Conference on State Mental Health Agency Services Research, Program Evaluation, & Policy, Arlington, VA
98. Stiles, P (January 1997) "Legal and Ethical Issues in Assisted Living Facilities", Train the Trainer Workshop, Louis de la Parte Florida Mental Health Institute, Tampa, FL
99. Stiles, P (November 1996) "Public mental health services for the elderly: The Florida experience" [poster], Annual Convention of the Gerontological Society of America, Washington, DC.
100. Stiles, P (November 1996) "Ethical dilemmas in working with an aging society", West Central Florida AAA Training Regional Conference, Tampa, FL
101. Stiles, P (August 1996) "The Baker Act: A multidisciplinary approach to involuntary mental health treatment", Tampa General Hospital, Tampa, FL
102. Stiles, P (August 1996) "What are the strengths and limits of our data systems?", Florida Senate Forum on Financing of the Mental Health and Substance Abuse Services, Tallahassee, FL
103. Stiles, P (August 1996) "Substance abuse and Medication misuse by older adults: Recognizing a hidden epidemic", Annual Conference of the Florida Aging Network (Florida Council on Aging), Haines City, FL
104. Stiles, P (April 1996) "Competency and informed consent issues in medical settings", University Community Hospital, Tampa, FL
105. Stiles, P (March 1996) "Ethical issues in providing services to elder clients", Area Agency on Aging Provider Workshop, Tampa, FL
106. Stiles, P (February 1996) "Psychological Practice and the elderly", Florida Psychological Association Meeting, Tampa, FL
107. Stiles, P (January 1996) "Florida's Nursing Home Bill of Rights", Trial Practices, Inc., Tampa, FL
108. Stiles, P, Smyer, M, and Persky, T (November 1995) "Muffled Pleas for Help: Diagnosing and Treating Depression in the Elderly" [poster], Annual Meeting of the Gerontological Society of America, Los Angeles, CA.

109. Stiles, P, Smyer, M, and Persky, T (August 1995) “Muffled Pleas for Help: Diagnosing and Treating Depression in the Elderly”, American Psychological Association Annual Convention, New York, NY.
110. Stiles, P (April 1995) “Changes in State Hospitals over the Course of Deinstitutionalization”, Florida Mental Health Institute, Tampa, FL.
111. Stiles, P, Hadley, T and Snyder, F (January 1995) “Utilization of Mental Health Services by the Elderly: Preliminary Effects of Changes in Medicare Reimbursement” [poster], Annual Conference on State Mental Health Agency Services Research, San Antonio, TX.
112. Stiles, P (November 1994) “Changes in Geriatric Mental Health Services Since OBRA 1987” [poster] Annual Convention of the Gerontological Society of America, Atlanta, GA.
113. Stiles, P (October 1994) “Then and Now: State Hospitals Before and After Deinstitutionalization” Leonard Davis Institute of Health Economics, University of Pennsylvania.
114. Stiles, P (December 1993) “Depression in Nursing Homes”, St. Francis Country House, Darby, PA.
115. Stiles, P (August 1992) “Law-Psychology Training: Perspectives From the Hahnemann/Villanova Joint Degree Program”, Annual American Psychological Association Convention, Washington, DC.
116. Stiles, P (March 1992) “An Analog Study of Involuntary Outpatient Civil Commitment”, American Psychology-Law Society Biennial Conference, San Diego, CA.
117. Vant Zelfde, G, Stiles, P and Lott, S (August 1991) “A Flexible Psychoeducational Approach for Treating Incompetence to Stand Trial” [poster], Annual American Psychological Association Convention, San Francisco, CA.
118. Stiles, P (July 1991) “Civil Competencies and Guardianship”, Bryn Mawr Rehabilitation Hospital, Malvern, PA.
119. Stiles, P (January 1989) “Informed Consent and Competency Issues in Psychological Practice”, Bryn Mawr Rehabilitation Hospital, Malvern, PA.

### **Active Grants and Contracts**

Title: **Summer Research Experience at Florida Mental Health Institute (SRI@FMHI)**

Description: This project involves the development and implementation of a 10-week Summer Research Institute at FMHI for undergraduates and a 6 week intensive experience for high schoolers.

P.I.s (co-PIs): Paul Stiles, Catherine Batsche, Roger Boothroyd, Kathleen Moore

Funder: National Institute of Mental Health.

Direct Funds: \$443,000

Project Dates: 4/1/12-3/31/18

**Completed Grants and Contracts – Federal Funding**

**Title:** **USF Center on Co-Occurring Disorders, Justice, and Multidisciplinary Research (CJM Center)**

**Description:** This program is designed to support recruitment and development of three junior investigators in areas of biomedical research relevant to NIH, to enhance existing innovative programs of excellence. The Research Core Center will focus on co-occurring disorders in the justice system, with a particular emphasis on implementation science/translational research, trauma, and veterans issues.

**P.I. (co-PIs):** Roger Peters (Paul Stiles, Kathleen Moore, Richard Dembo)

**Funder:** National Institute on Drug Abuse.

**Direct Funds:** \$995,000

**Project Dates:** 10/01/09-8/30/12

**Title:** **Contextual Influences in Prisoner Research**

**Description:** This project examines the concept of voluntariness and coercion in the context of research that is conducted using prisoners as subjects.

**P.I. (co-PIs):** Paul Stiles (Norman Poythress) – primary NIMH grant to John Edens at TAMU

**Funder:** National Institute of Mental Health.

**Direct Funds:** \$483,000

**Project Dates:** 9/18/08-6/30/12

**Title:** **FMHI Research Experience for Undergraduates (Summer Research Instit)**

**Description:** This project involves the development and implementation of a 9-week Summer Research Institute at FMHI.

**P.I. (co-PIs):** Paul Stiles (Catherine Batsche, Roger Boothroyd, Amber Gum)

**Funder:** National Science Foundation.

**Direct Funds:** \$346,000

**Project Dates:** 3/1/06-2/28/10

**Title:** **Ethical Issues in Behavioral Health Services Research**

**Description:** This project supported the development and implementation of a training curriculum in ethics (both face to face and web-based). Six ethics “institutes” will be held over three years and various training innovations will be employed.

**P.I. (co-PI):** Paul Stiles (John Pettila, Roger Boothroyd)

**Funder:** National Institute of Health

**Direct Funds:** \$409,810

**Project Dates:** 10/1/03-7/31/07

**Title:** **Guardianship for Persons with Mental Illnesses**

**Description:** The objective of this study was to better understand the characteristics and processes of guardianship for persons with mental illnesses.

**P.I. (co-PIs):** Annette McGaha (Paul Stiles)

**Funder:** National Institute of Mental Health

**Direct Funds:** \$100,000

**Project Dates:** 3/1/02-2/28/05

**Title:** **Ethical Issues in Services Research**

**Description:** This project supported the development and implementation of a training curriculum in ethics. Four ethics “institutes” were held over three years and various training innovations were used.

**P.I. (co-PI):** Paul Stiles (John Pettila, Roger Boothroyd)

**Funder:** National Institute of Health

**Direct Funds:** \$210,374

**Project Dates:** 8/1/99-7/31/03

**Title:** **Hillsborough County Health Program CAP Grant Evaluation**  
**Description:** This project established an on-going collaboration between MHLP/PSRDC and the Hillsborough County Health Program. It included an examination of mental health utilization & costs, and an evaluation of a new behavioral health benefit.  
**P.I. (co-PI):** Roger Boothroyd (Paul Stiles, Julienne Giard)  
**Funder:** Hillsborough County Health Program/HRSA  
**Direct Funds:** \$210,000  
**Project Dates:** 9/1/01-8/31/03

**Title:** **Understanding Involuntary Psychiatric Hospitalization**  
**Description:** This project conducted exploratory research on the involuntary civil commitment process in Florida. A statewide commitment database will be integrated with other service and claims data sets to examine this issue.  
**P.I. (co-inv):** Paul Stiles (Annette McGaha)  
**Funder:** National Institute of Mental Health  
**Direct Funds:** \$99,851  
**Project Dates:** 8/1/99-7/31/02

**Title:** **Managed Care and Vulnerable Populations**  
**Description:** This study examined the effect of managed care on the people, services and costs associated with the Medicaid mental health service system.  
**P.I. (co-PIs):** David Shern (Roger Boothroyd, Paul Stiles, Susan Ridgely)  
**Funder:** Substance Abuse and Mental Health Services Administration (SAMHSA)  
**Direct Funds:** \$1,120,000  
**Project Dates:** 10/1/96-9/30/00

**Title:** **Understanding Research Consent Disclosures**  
**Description:** This project examined whether enhancements made to the form and process of information disclosure during informed consent procedures improves the comprehension and understanding by psychiatrically impaired persons (as well as for non-impaired controls).  
**P.I. (co-inv):** Paul Stiles (Norman Poythress)  
**Funder:** National Institute of Mental Health  
**Direct Funds:** \$97,520  
**Project Dates:** 1/1/97-12/31/99

**Title:** **NASMHPD Fellowship in Mental Health Services Research**  
**Description:** Fellowship at the University of Pennsylvania's Center for Mental Health Policy and Services Research with primary focus on geriatric services and policy.  
**P.I.:** Paul Stiles  
**Funder:** NIMH/National Association of Mental Health Program Directors  
**Direct Funds:** \$50,000  
**Project Dates:** 3/1/93-2/28/95

### **Completed Grants and Contracts – State or Local Government Funding**

**Title:** **Pinellas County Data Collaborative**  
**Description:** This project continues an on-going relationship with the county and agencies in Pinellas County Florida. Our Data Center is serving as the data repository is integrating databases from several of criminal justice & social service agencies.  
**P.I. (co-PI):** Paul Stiles  
**Funder:** Pinellas County Board of County Commissioners  
**Direct Funds:** \$114,000  
**Project Dates:** 5/1/00-9/30/09

**Title:** **State Medicaid Program Studies – 2005-2006**  
**Description:** This continuing contract combined a number of projects including the on-going evaluation of the Medicaid prepaid mental health program, and several other Medicaid studies.  
**P.I. (co-PIs):** David Shern (Julienne Giard, Roger Boothroyd, Paul Stiles, et al)  
**Funder:** Florida Agency for Health Care Admin. and US Health Care Financing Admin.  
**Direct Funds:** \$600,000  
**Project Dates:** 7/1/05-6/30/06

**Title:** **Pinellas County Human Services Needs Assessment**  
**Description:** Under this contract we carried out a county-wide human services needs assessment using a multi-method approach.  
**P.I. (co-PIs):** Paul Stiles (Julienne Giard, Roger Boothroyd)  
**Funder:** Pinellas County Human Services Department.  
**Direct Funds:** \$99,000  
**Project Dates:** 3/1/04-6/30/05

**Title:** **State Medicaid Program Studies – 2004-2005**  
**Description:** This continuing contract combined a number of projects including the on-going evaluation of the Medicaid prepaid mental health program, and several other Medicaid studies.  
**P.I. (co-PIs):** David Shern (Julienne Giard, Roger Boothroyd, Paul Stiles, et al)  
**Funder:** Florida Agency for Health Care Admin. and US Health Care Financing Admin.  
**Direct Funds:** \$700,000  
**Project Dates:** 7/1/04-6/30/05

**Title:** **State Medicaid Program Studies – 2003-2004**  
**Description:** This continuing contract combined a number of projects including the on-going evaluation of the Medicaid prepaid mental health program, and several other Medicaid studies.  
**P.I. (co-PIs):** David Shern (Julienne Giard, Roger Boothroyd, Paul Stiles, et al)  
**Funder:** Florida Agency for Health Care Admin. and US Health Care Financing Admin.  
**Direct Funds:** \$800,000  
**Project Dates:** 7/1/03-6/30/04

**Title:** **State Medicaid Program Studies – 2002-2003**  
**Description:** This continuing contract combined a number of projects including the on-going evaluation of the Medicaid prepaid mental health program, and several other Medicaid studies.  
**P.I. (co-PIs):** David Shern (Julienne Giard, Roger Boothroyd, Paul Stiles, et al)  
**Funder:** Florida Agency for Health Care Admin. and US Health Care Financing Admin.  
**Direct Funds:** \$600,000  
**Project Dates:** 7/1/02-6/30/03

**Title:** **DCF/ADM Studies and Projects**  
**Description:** This continuing contract supported several research staff in the program office as well as several projects in the Policy and Services Research Data Center.  
**P.I. (co-inv):** John Petrila (Paul Stiles, Michael, Dow, et al)  
**Funder:** Florida Department of Children and Families, ADM Program Office  
**Direct Funds:** \$450,000  
**Project Dates:** 7/1/02-6/30/03

**Title:** **State Medicaid Program Studies – 2001-2002**  
**Description:** This continuing contract combined a number of projects including the on-going evaluation of the Medicaid prepaid mental health program, and several other Medicaid studies.  
**P.I. (co-PIs):** David Shern (Julienne Giard, Roger Boothroyd, Paul Stiles, et al)  
**Funder:** Florida Agency for Health Care Admin. and US Health Care Financing Admin.  
**Direct Funds:** \$550,000  
**Project Dates:** 7/1/01-6/30/02

**Title:** **Hillsborough County Health Program Consultation**  
**Description:** This project established an on-going collaboration between MHLPP/PSRDC and the Hillsborough County Health Program. The project included an examination of mental health utilization and costs as well as evaluation of a new behavioral health benefit.  
**P.I. (co-PI):** Paul Stiles (John Pettila, Kristen Snyder)  
**Funder:** Hillsborough County Health Program  
**Direct Funds:** \$20,000  
**Project Dates:** 9/1/00-8/31/01

**Title:** **State Medicaid Program Studies – 2000-2001**  
**Description:** Continuing contract combined several projects including an on-going evaluation of the Medicaid prepaid mental health program, and other Medicaid studies.  
**P.I. (co-PIs):** David Shern (Roger Boothroyd, Paul Stiles, Kristen Snyder, et al)  
**Funder:** Florida Agency for Health Care Admin. and US Health Care Financing Admin.  
**Direct Funds:** \$564,737  
**Project Dates:** 7/1/00-6/30/01

**Title:** **State Medicaid Program Studies – 1999-2000**  
**Description:** This contract combined a number of projects including the on-going evaluation of the Medicaid prepaid mental health program, and an evaluation of a new sub-acute inpatient program for children.  
**P.I. (co-PIs):** David Shern (Roger Boothroyd, Paul Stiles, Kristen Snyder, et al)  
**Funder:** Florida Agency for Health Care Admin. and US Health Care Financing Admin.  
**Direct Funds:** \$525,000  
**Project Dates:** 7/1/99-6/30/00

**Title:** **Indigent Drug Program Analysis**  
**Description:** This project involved the collection of survey data from provider participants in the Florida Indigent Medication Program to provide key Baker Act system providers/legislators information needed to monitor & improve its operation.  
**P.I.:** Paul Stiles  
**Funder:** Florida ADM Program Office  
**Direct Funds:** \$4,725  
**Project Dates:** 10/15/98-9/30/99.

**Title:** **ADM Studies -- 1998-99**  
**Description:** Included 3 studies: a study of the fiscal impact on ADM current operations of TANF; a study of the fiscal impact on ADM operations of Title XXI and recent changes to Title XIX in Florida; and a study of youth suicide prevention.  
**P.I. (co-inv):** Mary Armstrong (Gregory Teague, Paul Stiles, Kristen Snyder)  
**Funder:** Florida ADM Program Office  
**Direct Funds:** \$103,530  
**Project Dates:** 10/1/98-9/30/99

**Title:** **Evaluation of Florida's Prepaid Managed Mental Health Program**  
**Description:** This contract partially supported a comprehensive evaluation of Florida's Medicaid waiver demonstration project.  
**P.I. (co-PIs):** David Shern (Roger Boothroyd, Paul Stiles, Kristen Snyder, et al)  
**Funder:** Florida Agency for Health Care Administration  
**Direct Funds:** \$100,000  
**Project Dates:** 7/1/96-6/30/99

**Title:** **Evaluation of Florida's Juvenile Addiction Receiving Facilities (JARFs)**  
**Description:** The major goals of this study were to evaluate 10 JARF programs; to examine characteristics of JARF clients using secondary data sets; and to follow the outcomes of a cohort of clients over 24 months post admission.  
**P.I. (co-P.I.):** Susan Ridgely (Paul Stiles)  
**Funder:** Florida ADM Program Office  
**Direct Funds:** \$24,000  
**Project Dates:** 10/1/96-9/30/97

### **Completed Grants and Contracts – Non-Governmental ("Other") Funding**

**Title:** **Enhancing Research Ethics Infrastructure in Ghana, Phase II**  
**Description:** This project continues relationships between USF faculty and University of Cape Coast in Ghana, West Africa, and the joint preparation and submission of funding proposals as well as the development and implementation of a research ethics curriculum at UCC.  
**P.I.s (co-PIs):** Paul Stiles, Catherine Batsche, Roger Boothroyd  
**Funder:** USF Global Academic Partners Program.  
**Direct Funds:** \$14,000  
**Project Dates:** 4/1/12-12/31/14

**Title:** **USF College of Behavioral and Community Sciences and The University of Cape Coast Research Partnership**  
**Description:** This project involves the establishment of relationships between USF faculty and UCC in Ghana, West Africa, and the joint submission of an NIH research ethics grant proposal.  
**P.I.s (co-PIs):** Paul Stiles, Catherine Batsche, Roger Boothroyd  
**Funder:** USF Global Academic Partners Program.  
**Direct Funds:** \$14,000  
**Project Dates:** 8/1/10-7/31/11

**Title:** **Ethical Use of Administrative Data**  
**Description:** This project involved surveying Medicaid data units in every state regarding their policies for the use of administrative data in research and establishing a website clearinghouse for information.  
**P.I. (co-PIs):** Roger Boothroyd (Paul Stiles, John Robst)  
**Funder:** USF Internal Faculty Grant.  
**Direct Funds:** \$5,000  
**Project Dates:** 7/1/06-9/30/07

**Title:** **Health Care Patterns Associated with Duloxetine and Comparator Medications for Treating Depression and Diabetic Neuropathic Pain**  
**Description:** Under this contract we carried out a state-wide analysis of medication utilization using administrative data.  
**P.I. (co-PIs):** Marion Becker (Paul Stiles)  
**Funder:** Eli Lilly & Co.  
**Direct Funds:** \$215,000  
**Project Dates:** 7/1/05-6/30/07

**Title:** **Patterns of MH/SA Services for children in the DJJ System**  
**Description:** This project examined the patterns of service use of DJJ children before during and after involvement in the Florida DJJ system.  
**P.I. (co-PIs):** Paul Stiles (Alison Cuellar, et al)  
**Funder:** MacArthur Foundation (through University of Pittsburgh).  
**Direct Funds:** \$40,000  
**Project Dates:** 12/1/04-12/31/06

**Title:** **Release from Jail and Medicaid Enrollment**  
**Description:** This contract examined the impact of Medicaid enrollment on outcomes for persons with severe mental illness who are released from jail.  
**P.I. (co-PI):** Paul Stiles (Diane Haynes)  
**Funder:** Policy Research Associates, Inc.  
**Direct Funds:** \$34,000  
**Project Dates:** 1/1/03-12/31/04

**Title:** **Use of the Florida Public Mental Health System by Older Adults**  
**Description:** This pilot grant conducted the first analyses focusing on public mental health service use and activity in Florida.  
**P.I. (co-PI):** Paul Stiles (Lawrence Schonfeld)  
**Funder:** USF Institute on Aging  
**Direct Funds:** \$6,302  
**Project Dates:** 8/1/00-6/30/01

**Title:** **FMHI Database Center**  
**Description:** The primary goal of this project is to establish and develop the capability within the Department of Mental Health Policy and Services Research to compile, integrate and analyze large secondary databases from a variety of sources.  
**P.I.:** Paul Stiles  
**Funder:** University of South Florida Div. of Sponsored Research  
**Direct Funds:** \$7,500  
**Project Dates:** 1/1/96-12/31/96

**Other Professional Activities**

- 2016- Member, National Expert Panel on Legal Issues for the AISP Initiative on Integrated Data Systems (IDS).
- 2015-16 Member, Review Panel for Research Education Programs (R25) for the National Institute of Mental Health (NIMH) in the National Institutes of Health.
- 2015-16 Member, Review Panel for grants to the National Center for Advancing Translational Sciences (NCATS) in the National Institutes of Health.
- 2011-14 American Psychology-Law Society Dissertation Awards Committee
- 2011-13 Member, Expert Panel on information sharing between criminal justice officials and substance use treatment personnel and programs (multiple meetings facilitated by Treatment Research Center and funded by CSAT/SAMHSA).



- 2010-12 Commissioned to write paper and present on the Ethical Use of Administrative Data for Research Purposes by the MacArthur Foundation funded Intelligence for Social Policy Center at the University of Pennsylvania.
- 2009 Stage 1 reviewer for the 2009 NIH Challenge grants
- 2004-12 Member, National Special Emphasis Review Panel for NIH on Ethical Issues (“T”, “K” and “R” applications)
- 2004- Reviewer of papers for Psychiatric Services
- 2004 Judge for Stetson University law School Client Counseling Competition
- 2004 Chair, National Review Panel for NIMH SBIR Topic #44, “Interactive Web-based Networking Tool for Linking Services and Interventions”
- 2003-2006 Member, National Public Policy Committee of the Gerontological Society of America
- 2002-2004 Member, Florida Department of Law Enforcement Statistical Analysis Center Advisory Group
- 2000-2002 Member, review group for the NIDA Postdoctoral Fellowship in substance abuse research (review/approve fellowship sites and fellows)
- 1999-2001 Member, Florida Task Force on Older Adult Outcomes
- 1998-2002 Founding member and coordinator of legislative committee for the Florida Coalition for Optimal Mental Health and Aging
- 1998-1999 Member, DCF Indigent Drug Program workgroup
- 1997-1999 Member and writer for the Florida Florida Council on Aging Advocacy Committee
- 1997-1998 Member, Statewide mental health needs of ALF residents workgroup
- 1997-1998 Member, Workgroup to improve Florida substance abuse data systems (CTI)
- 1997 Reviewer of papers for 1997 Gerontological Association of America Convention
- 1996- Reviewer of papers for the Journal of Behavioral Health Services and Research
- 1996-1997 Member, Florida Medicaid Utilization Management RFA Committee
- 1995-1998 Member, Florida Statewide Elder Mental Health Task Force

- 1995-1997 Contributing writer and reviewer for the Geriatric Managed Care Training Project
- 1994-95 Member, PA Statewide Joint Committee on the Mental Health of Older Persons.
- 1994-95 Reviewer of consensus papers for the White House Mini-conference on Aging, Coalition on Mental Health and Aging, February 1995.
- 1993-95 Member, Coalition of Advocates for the Rights of the Infirm Elderly (CARIE) Legislative Committee.
- 1993-95 Member, Delaware Valley Mental Health-Aging Advocacy Committee.
- 1993-95 Member, Philadelphia Mental Health and Long Term Care Task Force.
- 1992-95 Member, Board of Directors, Circle Lodge Inc., Norristown, PA (Vice-president and chair of personnel committee)
- 1992 Reviewer of proposed papers for the 1992 American Psychology-Law Society Biennial Conference, San Diego, CA
- 1990-92 Co-Editor, Law-Psychology Bulletin (Graduate Program Newsletter)
- 1990-91 Member, Pennsylvania Bar Association Alcohol and Drug Addiction Committee

### **Applicant Disclosure of Pending Applications**

Pinellas County dba Board of County Commissioners does not have and is not proposed as a subrecipient under any pending applications submitted within the last 12 months for federally funded grants or cooperative agreements or for subawards under federal grants or cooperative agreements that request funding to support the same project being proposed in this application to OJP and that would cover any identical cost items outlined in the budget submitted as part of this application.

## **Research and Evaluation Independence and Integrity**

No actual or potential personal or financial conflicts of interest have been identified by the applicant. The evaluator (Paul G. Stiles, J.D., Ph.D.) was part of the original development of the Pinellas Data Collaborative almost 20 years ago, but has not taken an active role in, nor had any formal relationship with, the collaborative in over 10 years. Dr. Stiles will not have any role in the structure or development of the new system proposed in this application. The University of South Florida (the institution where Dr. Stiles is a faculty member) has well established policies and processes to ensure the integrity of all research and evaluation initiatives. Relevant institutional policies include:

- Individual Conflicts of Interest in Research  
(<http://regulationspolicies.usf.edu/policies-and-procedures/pdfs/policy-0-309.pdf>)
- Institutional Conflicts of Interest in Research  
(<http://regulationspolicies.usf.edu/policies-and-procedures/pdfs/policy-0-317.pdf>)
- Human Research Protection Program  
([https://arc.research.usf.edu/Prod/Doc/0/1BTJ9JK2F1N4R0HOJTMQ5AJC10/USF%20HRPP%20Policy%20and%20Procedure%20Manual\\_v7%20clean.pdf](https://arc.research.usf.edu/Prod/Doc/0/1BTJ9JK2F1N4R0HOJTMQ5AJC10/USF%20HRPP%20Policy%20and%20Procedure%20Manual_v7%20clean.pdf))
- Misconduct in Research (<http://regulationspolicies.usf.edu/policies-and-procedures/pdfs/policy-0-301.pdf>)

Per policy, if any conflict does develop during the execution of a research or evaluation project, the conflict must be disclosed within 30 days so that the standing Conflict of Interest Committee can review the information and, if necessary, mitigate the conflict through a management plan.

## Project Narrative File(s)

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\* **Mandatory Project Narrative File Filename:**

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**1. STATEMENT OF THE PROBLEM - Community included in the proposed initiative -**

Pinellas County is a 280 square mile peninsula on Florida's Gulf Coast. The county is home to approximately five percent (4.77%) of Florida's population although accounting for less than a half of one percent of the land area (0.43%). With more than 3,300 people per square mile, Pinellas is Florida's most densely populated county.

**The nature and scope of the problem -** The opioid epidemic in Pinellas County is a pressing matter as more than one person dies every 32 hours from a drug-related overdose. A recent community health assessment conducted by the Florida Department of Health in Pinellas County (DOH) identified "addiction" as a top health problem of concern and "alcohol and drug abuse" as the leading behavior concern within Pinellas County. This problem affects every demographic of every community across the county. From 2015 to 2017, the number of opioid-related overdose deaths increased by 36% while the population only increased 1.8% during this period. This trend is expected to continue into 2018 and beyond until the issue is addressed through local, county, and statewide initiatives.

In Pinellas County, while prescription opioid use appears to decrease illicit opioid use continues to increase, resulting in a growing number of fatalities. At the peak of the "pill mill" epidemic in 2010, eighty-nine percent (89%) of opioid-related overdose deaths in Pinellas were due to prescription pain medications. Data provided by the Pinellas County Forensic Laboratory showed in 2017, a total of 204 opioid-related deaths, 39% were attributed to prescription drugs, 17% were a combination of prescriptions and illicit drugs, and 38% were illicit opioids. Demographic data for 2017 indicate sixty percent (60%) of opioid-related decedents were males and forty percent (40%) were females. The predominant age group affected were between 25 to 49 years old; making up fifty-four percent (54%) of the cases.

Historical mortality data in Pinellas County has shown low rates of heroin use; however, from 2010-2016, heroin and fentanyl seized by law enforcement increased sharply from 114 to 952 (735% increase). This recent trend was also identified in post mortem testing by the Forensic Lab increasing from 25 in 2010 to 131 in 2016 (424% increase). Drug abuse is not limited to one area,

hot spot mapping indicates there are several concentrated areas of opioid related death scattered across the county.

**Partner agencies that have demonstrated commitment to this effort** - Pinellas County Human Services' (PCHS) partners for the proposed program include: Pinellas County EMS & Fire Administration (EMS), the DOH, the University of South Florida's (USF) Louis de la Parte Florida Mental Health Institute (FMHI), the USF's Policy and Services Research Data Center (PSRDC) partner for the Pinellas County Data Collaborative (Data Collaborative), and the Pinellas County Opioid Task Force (Opioid Task Force).

In 2016, EMS organized a local Fusion Group to build greater awareness and partnerships to manage drug issues facing Pinellas County. The group included a diverse collaboration of law enforcement, public health, medical providers, and other key partners who reviewed data trends of the various organizations. Participants of the Fusion Group noted the negative impact that opioids were having across a variety of systems leading to the development and convening of the Opioid Task Force. The Opioid Task Force has community participation from over 30 organizations including public health, law enforcement, treatment providers, local governments, and faith based groups.

USF is one of only 49 public research universities nationwide classified as both a Doctoral University with "Highest Research Activity" and as a "Community Engaged" institution by the Carnegie Foundation for the Advancement of Teaching. According to the National Science Foundation, USF ranks 46<sup>th</sup> in the U.S. for total research expenditures, among all U.S. universities, public or private (2016) and 29<sup>th</sup> in the nation among public universities (2016). This places USF in the top 7% among the 640 universities ranked (FY 2016, most recent available). USF is home to 14 different colleges, including the College of Behavioral and Community Sciences which is home to the FMHI. Established in 1967 by the Florida Legislature, FMHI is one of the largest behavioral health services research centers in the U.S. FMHI Affiliates conduct multi-disciplinary research and are among a select group of scholars who have assisted the U.S. Surgeon General and President's Commission on developing a national strategy to improve mental health systems in the

U.S.

USF is also home to the PSRDC, which was founded in 1996 and maintains a comprehensive collection of statewide administrative data related to health, behavioral health, and justice systems, and offers faculty support in project planning, analysis, and programming. The PSRDC employs statistical data analysts with expertise in managing and analyzing large administrative database programmers/analysts, and trained data entry personnel.

Letters of Support from the above mentioned partners are included in Pinellas County's application package. Other partners to work with PCHS for this project include: the Pinellas County Medical Examiner's Office (ME) and the Central Florida Behavioral Health Network.

**Existing strategic plans and the proposed initiative** - PCHS has collaborated the Fusion Group since its inception in 2016. In 2017, acknowledging the various aspects of this epidemic a variety of community members were encouraged to participate in the newly created Opioid Task Force. The Opioid Task Force utilized an existing needs assessment developed by the DOH in Pinellas County as a foundation to develop the *2017-2019 Pinellas County Opioid Task Force Strategic Plan*.

The initial planning meeting of the Opioid Task Force occurred in June 2017 and presented the background of the problem from the perspectives of the Pinellas County Medical Examiner's Office, the DOH, Operation PAR (a local substance abuse provider), and the EMS Director. Attendees were then asked to participate in a Strengths, Opportunities, Weaknesses, and Threats (SWOT) analysis to develop a comprehensive picture of what was happening in the community. This analysis led to the development of the vision: to save lives by reducing opioid misuse in our county. Opioid Task Force participants were then asked to join a subcommittee based on where their expertise and resources would be most beneficial. Subcommittee participants brainstormed processes to determine the strategies needed to achieve their goal, then worked on specific and achievable tactics to complete the strategy. It was through this process that the strategic plan was developed. Five strategic goals were selected: 1) Increase Education and Awareness, 2) Reduce Opioid Deaths, 3) Connect to Effective Treatment, 4) Decrease the Supply of Opioids, and 5)



**Integrate and Collaborate Data Sources.**

Pinellas County proposes to utilize grant funding to implement the Strategic Information Partnership (SIP). The SIP directly responds to the fifth strategic goal to integrate and collaborate data sources. Through enhancing the integration of data sources utilizing grant funding, Pinellas County will provide more timely information and analyses that will further impact the remaining four strategic goals by allowing partners to hone limited resources to deliver the greatest impact.

**Inability to fund the proposed project without federal assistance** - Pinellas County's opioid epidemic is a multifaceted problem with many stakeholders and community wide resources have been strained in response. The Opioid Task Force has worked to coordinate information sharing amongst the many partners. While considerable strides have been made, funding limitations have restricted the various stakeholders from accessing the technological and data analysis tools and expertise necessary to facilitate more real-time data sharing. Many of the Opioid Task Force participants lack the capital resources necessary to facilitate the information sharing proposed through the SIP. Participants have tapped out budgets that further lack the flexibility necessary to focus financial resources towards the proposed data sharing project. The governmental partners run into competing priorities. In Pinellas County the local general fund relies heavily on property taxes as the largest source of revenue. These revenues are impacted by property tax revenue caps enacted by the Florida Legislature, Homestead Exemption, and Save Our Homes limitations.

PCHS initiated the Data Collaborative close to twenty years ago. As the years have passed, technology has rapidly changed, funding has remained minimal and insufficient of supporting the enhancements or staff time necessary to provide timely information more conveniently for the end user. The proposed project will leverage the minimal funding, infrastructure, and agreements currently in place at the data collaborative and build upon the system via two analysts, updated infrastructure, enhanced data connectivity, and external access to appropriate de-identified data to provide timely access to aggregate trend data to stakeholders. The proposed project would allow for nightly data uploads, server enhancements, and increased end user access to inform stakeholders on how to better target limited resources allowing for the most effective enforcement,

education, and treatment connection opportunities possible.

The Opioid Task Force, in partnership with Pinellas County, collaborated to create the Pinellas Opioid Story Map – a website dedicated to communicating the current problem of opioid misuse and connecting the general public to educational resources, strategies, and supporting documentation. With limited local resources, the Story Map was developed as flat image of a point-in-time to provide the history and recent impact of opioids throughout the community. The SIP will utilize the enhancements to the data collaborative to enhance connectivity to the website and provide more dynamic and timely picture of the opioid crisis throughout Pinellas.

**Describe the need for a multidisciplinary approach** - Opioid misuse and abuse impacts are seen throughout the spectrum of local systems, from EMS to behavioral health providers, law enforcement (LE) to the Medical Examiner's Office (ME). As such, responses implemented to reduce substance abuse need to be informed from all areas of the spectrum. One organization is not positioned well enough to effect change throughout all areas of substance abuse. The impact to multiple systems were shown to the Fusion Group as each participating organization discussed the impacts they have felt from the opioid epidemic. EMS reported increased calls for service related to overdoses and naloxone administrations. The ME noted increased overdose deaths associated with opioids. LE agencies saw increased seizures of heroin and fentanyl. Florida's Poison Control Centers Tampa has seen an increase in calls associated with exposure to opioids. Beyond these local partners of the Fusion Group, the Florida Coalition for Children noted that drug abuse is the number one cause of children entering state care.

The Opioid Task Force, a working group of well over 30 organizations, is a well-positioned group with a variety of multi-disciplinary participants assisting in the development of the SIP. Through utilizing a multi-disciplinary data system to visualize the impact of opioids across multiple systems, Pinellas County and its partners will be better informed in targeting the various resources necessary to reverse the negative impact of opioids throughout the community. Resources necessary to effect change include: education, outreach, enforcement, and effective connections to treatment.

**Identify the major impact areas where detailed evaluation is needed** - Pinellas County proposes to utilize FMHI Affiliate, Dr. Paul Stiles, as an action research partner on the SIP Project. Dr. Stiles will provide on-going assessments of the effectiveness of the proposed enhancements to the Data Collaborative and provide annual reviews to inform the working group to effect appropriate changes to the project. Using a combination of stakeholder interviews, surveys of stakeholders and actual utilization and access numbers, outcomes will be analyzed and continuous improvement efforts will be identified.

Intelligence regarding effectiveness and usefulness of the new data framework will be collected through ongoing interaction and collaboration at regular stakeholder meetings as well as less formally through daily operations and interactions. Utilization and access statistics will be provided at every meeting to inform all stakeholders. Quality improvement and adjustments to processes and program structure – from data acquisition to information dissemination and access – will be a critical component utilized throughout this project.

Formal assessments of satisfaction, perceived usefulness and effectiveness, and outcomes resulting from the information system will be conducted annually through key informant interviews and stakeholder surveys. Issues assessed will include the efficiency of data acquisition and information dissemination processes, assessment of program effectiveness, evaluation of program priorities and direction, and identification of concerns/problems and recommendations for improvement. Use and access data and statistics will also be aggregated and analyzed to evaluate the program as part of the annual assessment.

**2. PROJECT DESIGN AND IMPLEMENTATION - Articulate the objectives for this project, connect them to the overarching objectives of the solicitation** - Pinellas County's objectives for the Strategic Information Partnership (SIP) include: (1) real-time/timely data collection from key stakeholders to better articulate the current state of the problem; (2) improve communication for targeted outreach, enforcement, and education; (3) cross system planning and data evaluation to better inform policy makers on targeted interventions; and, (4) leverage scarce resources and avoid duplication of efforts.

The Pinellas objective specific to real-time/timely data collection aligns with the overarching objectives for the Comprehensive Opioid Abuse Site-based Program (COAP) of encouraging and supporting comprehensive cross-system planning and collaboration; development and implementation of strategies to identify and provide treatment to “high frequency” utilizers of multiple systems that have a history of opioid abuse; and developing and enhancing information sharing partnerships that leverage key data sets and develop interventions based on this information.

The Pinellas objective to improve communication for targeted outreach, enforcement, and education aligns with the overarching COAP objective to develop and enhance public safety, behavioral health, and public health information-sharing partnerships that leverage key public health and public safety data set and develop interventions based on this information. Through the SIP’s anticipated increased communication and data connectivity, community stakeholders will not only be capable of targeting efforts, but overtime will be able to develop these efforts based upon the review of data trends pre- and post-intervention efforts.

The Pinellas objective of cross system planning and data evaluation to better inform policy maker on targeted interventions align with the COAP overarching objectives of expanding law enforcement diversion programs; development and implementation of strategies to identify and provide treatment to “high frequency” utilizers of multiple systems that have a history of opioid abuse; and developing and enhancing information sharing partnerships that leverage key data sets and develop interventions based on this information.

The Pinellas objective specific to leverage scarce resources and avoid duplication of efforts align with the COAP overarching objectives of encouraging and supporting comprehensive cross-system planning and collaboration; development and implementation of strategies to identify and provide treatment to “high frequency” utilizers of multiple systems that have a history of opioid abuse; and developing and enhancing information sharing partnerships that leverage key data sets and develop interventions based on this information.

**Describe how the project addresses the mandatory components and describe how the project**

**will be implemented** - The SIP, to be implemented through funding from BJA's COAP will be spearheaded by Pinellas County Human Services (PCHS) and supported by a multidisciplinary group of community organizations convening under the Data Collaborative workgroup. A six-month planning phase is anticipated to provide an opportunity to inform all stakeholders of the enhancements proposed to the Data Collaborative and garner additional input. PCHS will leverage the relationships and agreements currently in place for purposes of the data collaborative to address the mandatory COAP program requirement of forming a multidisciplinary action group. This group will be further leveraged to work with the DOH to seek access to aggregate trend data from E-FORCSE, Florida's Prescription Drug Monitoring Program (PDMP), to be incorporated into the SIP. Pinellas County law enforcement agencies currently access E-FORCSE within the limitations provided for in Florida Statute (FS). FS provides that a law enforcement agency with a user agreement may request confidential controlled substance dispensing information from the database during active investigations regarding potential criminal activity, fraud, or theft involving prescribed controlled substances. Given recent legislative changes regarding E-FORCSE, Pinellas County will seek further collaboration with the program to obtain trend data at an aggregate level to be incorporated into the enhanced data collaborative.

If funded, PCHS will coordinate closely with the designate TTA provider for the COAP grant program as well as an evaluator who may conduct site specific or cross-site evaluation in future years. PCHS understands the importance of technical assistance and evaluation activities to inform peers on the strategy implementation efforts, as well as successes and barriers identified through the process.

The SIP will hire two (2) FTE staff for the duration of the project. These two staff members will be dedicated to the project and will be engaged in activities to be reported on quarterly via the Performance Measurement Tool (PMT), as required by the application. Furthermore, funds have been budgeted to send two project team members to one face-to-face meeting once per year for the 36-month life of the grant.

**Describe which areas the proposed project will address "allowable uses for award funds" -**

The SIP will evaluate the current data-sharing agreements through the Data Collaborative and evaluate additional necessary agreements and required amendments needing to be executed to ensure the appropriate data agreements are in place as mandated by BJA for the purposes of the COAP grant funding.

The data to be collected through this initiative will connect to the Pinellas County Story Map, which currently includes static hot spot mapping. The SIP will provide for dynamic mapping to inform partnering organizations to develop targeted interventions such as drug prevention activities, education, outreach, treatment engagement, and enforcement efforts that reduce drug abuse and fatalities and protect public safety. Through dynamic and timely mapping, the SIP will provide stakeholders hot spot areas of opioid related activities which will identify the geographic areas of focus for specific activities. Additionally, through aggregate data trends further available to partner organizations via the SIP, activities will not only be geographically targeted but also focused on the appropriate demographics (i.e., age, gender).

**Explain how the project will support and enhance the local government’s capacity to respond to opioid misuse** - Pinellas County’s proposal is an enhancement to the local landscape of activities in response to opioid misuse. Pinellas County and the State of Florida have worked for more than six years implementing public policies and programs to address the prescription opioid crisis. Data appears to provide evidence of the success of these policies and programs. Through BJA funding, Pinellas County is looking to fund: enhancements to the data system; staffing to coordinate data integration and provide aggregate reporting abilities; and evaluation of the implemented changes as the project progresses. The proposed project will provide the local government the ability to share with its strategic partners pertinent information to provide them the opportunity to target limited resources to provide for the most impact. **Describe how the applicant will address the priority considerations** - PCHS will address the priority consideration of utilizing Dr. Paul Stiles an FMHI Affiliate as the project’s action researcher to assist with problem identification, solution design, and evaluation of the SIP. Ongoing stakeholder meetings facilitated by FMHI will identify priorities and inform necessary program adjustments to

successfully address those priorities. More formal annual evaluations will provide additional insights regarding program direction and priorities based upon stakeholder feedback.

**Identify whom the applicant plans to collaborate with, their responsibilities, and how they will support the project** - Pinellas County plans to collaborate with multiple stakeholders to develop the SIP. The key partner for this project is the PSRDC and the nominally funded Data Collaborative. PCHS and PSRDC have partnered on the Data Collaborative for nearly twenty years now. Since the initiation of the Data Collaborative, hardware and software technologies have changed significantly providing more opportunities for data capture, integration, and analysis, although negligible annual funds have not afforded the group an opportunity to procure the staff or tools necessary for the project to grow in the way proposed by the SIP. For the SIP, PCHS will be responsible for fiscal administration of grant funding and provide personnel to facilitate and execute appropriate data sharing agreements, facilitate development meetings, and provide project management activities.

The PSRDC will support the SIP through coordination of problem identification, system design, on-going implementation evaluation, and staff support to provide for a dedicated systems analyst for the project. This analyst will assist in development of queries and reports to provide stakeholders external access to aggregate trend reports for prioritization of limited local resources.

**Discuss any previous collaboration** - PCHS and the PSRDC have partnered since the establishment of the Data Collaborative in 1999 as a result of Chapter 163.62 Florida Statutes, which allows governmental and certain private agencies share information. The mission of the Data Collaborative is to enhance the delivery of mental health programs to Pinellas County residents by encouraging communication and collaboration among all related community providers, organizations, interested government agencies, and educational institutions. This long standing partnership will be leveraged to enhance the Data Collaborative's system capabilities for data integration. Through grant funding, PCHS proposes to incorporate substance abuse and opioid related data and to enhance the systems capabilities to inform partners on more comprehensive and timely behavioral health concerns.

Pinellas County has historically seen active participation from community stakeholders and more recently with regards to the opioid epidemic. The Pinellas County Fusion Group came together in 2016 to build greater awareness and partnerships to manage drug issues facing the county. Through this diverse collaboration of law enforcement, public health, medical providers, and other key partners, data was shared and issues discussed. Substance abuse is a complex and concerning topic and the increasing opioid death rate is alarming. As a multifaceted problem, community wide resources are often strained in response. In 2017, acknowledging the various aspects of this epidemic a variety of community members were encouraged to participate in the newly created Opioid Task Force.

The initial planning meeting took place in June 2017. It was during this meeting that the background of the problem was presented by the Pinellas County Medical Examiner's Office, the DOH, Operation PAR, and the county EMS Director. Attendees were then asked to participate in a Strengths, Opportunities, Weaknesses, and Threats (SWOT) analysis to get a comprehensive picture of what was happening in the community. This analysis led to the development of the vision: to save lives by reducing opioid misuse in our county. Ultimately, five strategic goals were selected: 1) Increase Education and Awareness, 2) Reduce Opioid Deaths, 3) Connect to Effective Treatment, 4) Decrease the Supply of Opioids, and 5) Integrate and Collaborate Data Sources.

The *2017-2019 Pinellas County Opioid Task Force Strategic Plan* places PCHS in a strategic position to leverage COAP grant dollars to effect many of the identified strategic goals through enhanced data integration that would be impractical given limitations of local budgets.

**Describe the data that are available and needed for the project** - The SIP will leverage the data currently warehoused at the Data Collaborative and enhance the system's capabilities through more real-time data integration and increased participation. Currently the Data Collaborative has an executed agreement including: Pinellas County, the PCSO, the JWB, the Department of Children and Families (DCF) Suncoast Region, the Office of the State Attorney Sixth Judicial Circuit of Florida (SAO), the Office of the Public Defender Sixth Judicial Circuit of Florida (PD), and the USF Board of Trustees on behalf of its Louis de la Parte FMHI. All of the aforementioned



organizations have further executed HIPAA Business Associate Agreements (BAA) with Pinellas County for the purposes of the Data Collaborative. Data sets currently included in the Data Collaborative include data associated with: criminal court and law enforcement related activity; social programs and participants funded through JWB; services received by individuals within Pinellas County including general assistance, case management, medical and other services; EMS transports, diagnosis, and cost information for individuals in Pinellas County; Baker Act initiations for 72 hour involuntary psychiatric evaluation in Florida; demographic, eligibility information, physical, mental health, substance abuse, inpatient, managed care, residential services and costs paid for by Medicaid; information about child maltreatment reports, incidents, child protective investigations, a child's involvement with the child protection system, child welfare out-of-home placements, and discharge outcomes; inpatient stays at State Mental Hospital; demographics, substance abuse and mental health services provider and provider information; juvenile justice demographic, offense, and placement information; and death information. If funded, the SIP will initiate with a six month planning phase in which the stakeholders and staff will evaluate the current systems and agreements to identify any gaps in data, execute any additional legal documents necessary, garner additional input from stakeholders on the proposed enhancements, and to develop a structured approach for enhancing the current system to provide timely and pertinent data on the opioid epidemic. Additional information to be sought for incorporation into the SIP include: aggregate trend data from the Florida Prescription Drug Monitoring Program, naloxone administration by emergency medical personnel, and toxicology data associated with death information.

**Describe how best practices will be identified and shared** - PCHS will work closely with our partners at USF to identify successes and challenges throughout the SIP implementation. USF is in the top 7% among the 640 ranked in FY 2016 (most recent available). Furthermore, USF's FMHI faculty are among a select group of scholars who have assisted the U.S. Surgeon General and President's Commission on developing a national strategy to improve mental health systems in the U.S. Utilizing past experiences, project partners will leverage the knowledge of various

platforms across the nation to share best practices identified through the life of the SIP.

Additionally, partners anticipate that through communication with other COAP grant peers at BJA's annual grant meetings challenges and successes will organically develop into items that can be utilized to identify best practices. Further, these conversations will provide yet another platform for the Pinellas team to share information regarding how specific challenges were overcome. These conversations with grantees from across the U.S. will provide the best opportunity to identify best practices. Furthermore, coordination with BJA's TTA provider will provide an additional avenue for dissemination of this information.

**Articulate how an in-depth evaluation will provide meaningful insights into solving local challenges while contributing to the national body of knowledge with respect to the PDMP best practices**

- As noted previously, the program will be evaluated and improvements and adjustments made as needed. Formal assessments of satisfaction, perceived usefulness and effectiveness, and outcomes resulting from the information system will be conducted annually through key user interviews and stakeholder surveys. Issues assessed will include: the efficiency of data acquisition and information dissemination processes; program effectiveness; evaluation of priorities and direction; identification of concerns or problems; and recommendations for improvement. Use and access data and statistics will also be aggregated and analyzed to evaluate the program as part of the annual assessment. Evaluation findings will be disseminated through a variety of methods including regional and national conferences, and/or public, scholarly and trade journals.

**3. CAPABILITIES AND COMPETENCIES - Describe the management structure and staffing for carrying out program activities**

– The SIP will be spearheaded by Pinellas County Human Services (PCHS). PCHS's structure is managed by a Director responsible for Business Services, Health Care Administration, Programs, Operations, and Veteran Services. The Programs Division of PCHS encompasses the following sections: Consumer Protection, Program Planning and Quality, Contract Management, Grants, and Justice Coordination. Post award, PCHS will employ the Program Planning and Quality Section staff to develop a logic model which will

identify key inputs, activities, and outcomes for the SIP. PCHS will further coordinate with the Contract Management Section to incorporate the logic model and outcomes data into any SIP related contractual agreements to ensure goals and objectives are met throughout the life of the grant. PCHS will maintain fiscal and programmatic oversight of the various components of the Strategic Information Partnership (SIP).

PCHS will hire one (1) FTE to dedicate to the SIP and whose responsibilities will include acting as the liaison for the project. The positioning of the staff member within PCHS will leverage the expertise of the contract managers, quality assurance, and grants administration staff to ensure the project meets its goals and objectives via resource coordination and development, contract development, execution, and monitoring. PCHS has found that the most expedient and efficient way to ensure that key program activities are implemented is through regular meetings of all staff identified at the onset of grant funded activities. These meetings are scheduled for an hour and chaired by the Human Services liaison. Attendance is mandatory and absences need to be approved prior to the meeting. The liaison maintains a standing agenda highlighting key activities and milestones. Progress towards these are discussed, barriers identified, and solutions presented for implementation moving forward. Report backs are reviewed at the starts of the next scheduled meeting and the end of the meeting is open to discuss any specific issues, problems, and/or successes. Minutes are taken during the meetings and distributed to attendees shortly after the meeting's conclusion. This process has allowed past projects to meet timelines, project goals, and effectively implement programmatic changes efficiently.

**Provide letters of support** - Letters of Support from multiple community stakeholders and partners are attached to the application package. Pinellas County will execute any necessary interagency agreements post award.

**Demonstrate the capability to implement the project successfully** - Pinellas County will serve as the administering agency for the SIP. Pinellas County is governed by an elected seven member Board of County Commissioners (BCC). The BCC's strategic initiatives have always focused on improving the quality of life of Pinellas' residents. The County supports these initiatives by

providing programs such as the Pinellas County Health Program, Health Care for the Homeless Program, Homeless Prevention, Disability Advocacy, and Veterans Services that encourage and promote improved health outcomes, maintain self-sufficiency of low-income Pinellas County residents. PCHS has provided access to these services through outreach, case management, eligibility determination and enrollment into programs for county residents for over 50 years. PCHS currently maintains an active contract portfolio of approximately 190 contracts and administers over \$11 million in grant funding. Through the SIP, Pinellas County will provide the data integration and trend reports necessary to target these limited resources to the areas in which the largest impact can be made.

The USF is one of only 49 public research universities nationwide classified as both a Doctoral University with “Highest Research Activity” and as a “Community Engaged” institution by the Carnegie Foundation for the Advancement of Teaching. The FMHI is a research institute located within USF’s College of Behavioral and Community Sciences and is one of the largest behavioral health services research centers in the United States. The mission of the FMHI is to improve outcomes for individuals with behavioral health and developmental disorders through research, policy analysis, education, and dissemination. FMHI is focused on high impact research and its more than 50 Affiliates conduct multidisciplinary research, consistent with training in psychology, psychiatry, economics, criminology, sociology, gerontology, anthropology, health services research, social work, public health, nursing, and education.

The Policy and Services Research Data Center (PSRDC) at USF, home to the Data Collaborative, informs public policy and program development through timely collection, integration, and analysis of data. The PSRDC analysts are actively involved in local, state, and federal research projects using large data sets. The PSRDC has worked on several major research initiatives relevant to the proposed project, including assisting USF’s Department of Children and Family Studies in their evaluation of the Florida DCF’s Children’s Mental Health System of Case Expansion. Over the last twenty years, the PSRDC has participated in studies involving a wide array of mental health initiatives and programs. Because of the wide-ranging research questions

addressed in these projects, staff analysts have been hired with the intent of creating a bank of expertise in areas as diverse as data warehousing and integration, hierarchical linear modeling (also known as multi-level analysis), structural equation modeling, data mining, and non-parametric analyses. PSRDC analysts are especially adept at dealing with the difficulties inherent in working with administrative datasets including the issues related to matching individuals across disparate systems using probabilistic as well as deterministic matching algorithms. The PSRDC is HIPAA compliant and undergoes an annual audit as part of an Institute-wide audit to assure that all data and processing procedures meet or exceed stringent security guidelines. The PSRDC is also reviewed periodically by national security experts to evaluate policies and practices regarding confidentiality, privacy, and compliance with HIPAA. Information contained in the PSRDC datasets is highly confidential; operating procedures ensure that privacy of individuals who appear in those data.

**Indicate each project goal, objective, activity, expected completion date, and responsible person or organization in the attached project timeline** - Please see the attached project timeline. **Describe any potential barriers and strategies that will be used to overcome those barriers** - Potential barriers for the SIP include common barriers realized when coordinating data sharing partnerships incorporating protected health information. Pinellas County anticipates leveraging the partnership with the PSRDC to inform the project regarding the appropriate strategies to utilize for proposed enhancements to the data partnerships.

**Describe the roles and responsibilities of the research partner** - The roles and responsibilities of the proposed research partner include: attendance at and participation in workgroup meetings to identify potential gaps in the current system and data sets necessary to more comprehensively inform community partners with regards to the impact of opioids throughout Pinellas County; ongoing assessment of the implementation strategy's effectiveness via surveys and reviews of system usage; and annual reviews and assessments presented to the workgroup to continue to steer the project from development through implementation, testing, and into maintenance.

**Describe the Qualifications of the Research Partner and Prior Experience with "Action**

**Research”** - The FMHI was established by the Florida Legislature in 1967 with a mission to improve outcomes for individuals with behavioral health and developmental disorders through research, policy analysis, education, and dissemination. Focused on high impact research, the more than 50 FMHI Affiliates conduct multidisciplinary research, consistent with training in psychology, psychiatry, economics, criminology, sociology, gerontology, anthropology, health services research, social work, public health, nursing, and education. The scholarly work of the faculty is supported through grants funded by the National Institute of Mental Health, National Institute on Drug Abuse, National Institute on Aging, U.S. Department of Education, the Substance Abuse and Mental Health Services Administration, National Science Foundation, and the Health Resources Services Administration, among others. FMHI faculty are among a select group of scholars who have assisted the U.S. Surgeon General and President’s Commission on developing a national strategy to improve mental health systems in the U.S.

**4. PLAN FOR COLLECTING THE DATA REQUIRED FOR THE SOLICITATION’S PERFORMANCE MEASURES - Describe who will be responsible for collecting and reporting the required performance measures and how data will be collected** - Pinellas County Human Services (PCHS) will be responsible for ensuring the collection and reporting of the performance measures quarterly through BJA’s Performance Measurement Tool (PMT). PCHS staff will work with USF’s Statistical Analyst to ensure the appropriate performance measurements are captured for submission in the PMT.

**List any additional performance metrics that will be used to assess the project’s effectiveness** – During the six-month planning phase of the SIP, PCHS staff will work to develop a logic model to identify the inputs, activities, and outcomes for the SIP. This logic model will incorporate short-term, intermediate, and long-term results for the project. Performance measures for this project will be developed throughout the planning phase to ensure appropriate alignment to COAP objectives and local needs.

**Discuss what data sources will be used and any legal, policy, or other barriers to gaining access and how those will be addressed** - Currently the Data Collaborative has an executed

agreement including: Pinellas County, the PCSO, the JWB, the DCF Suncoast Region, the Office of the State Attorney Sixth Judicial Circuit of Florida (SAO), the Office of the Public Defender Sixth Judicial Circuit of Florida (PD), and the USF Board of Trustees on behalf of its Louis de la Parte FMHI. All of the aforementioned organizations have further executed HIPAA Business Associate Agreements (BAA) with Pinellas County for the purposes of the Data Collaborative. Data sets currently included in the Data Collaborative include data associated with: criminal court and law enforcement related activity; social programs and participants funded through JWB; services received by individuals within Pinellas County including general assistance, case management, medical and other services; EMS transports, diagnosis, and cost information for individuals in Pinellas County; Baker Act initiations for 72 hour involuntary psychiatric evaluation in Florida; demographic, eligibility information, physical, mental health, substance abuse, inpatient, managed care, residential services and costs paid for by Medicaid; information about child maltreatment reports, incidents, child protective investigations, a child's involvement with the child protection system, child welfare out-of-home placements, and discharge outcomes; inpatient stays at State Mental Hospital; demographics, substance abuse and mental health services provider and provider information; juvenile justice demographic, offense, and placement information; and death information.

If funded, the SIP will initiate with a six month planning phase in which the stakeholders and staff will evaluate the current systems and agreements to identify any gaps in data, execute any additional legal documents necessary, and develop a structured approach to enhancing the current system to ensure timely data pertinent to the opioid epidemic is available to community stakeholders. Additional information to be sought for incorporation into the SIP include: aggregate trend data from the Florida Prescription Drug Monitoring Program, naloxone administration by emergency medical personnel, and toxicology data associated with death information.

Pinellas County anticipates leveraging the partnership with the USF's PSRDC to inform the project regarding the appropriate strategies to utilize for the proposed enhancements to the data partnerships. The PSRDC in coordination with the Pinellas County Attorney's Office will work

to ensure the appropriate documentation is in place to avoid any legal or policy barriers with regards to obtaining any additional data proposed to be incorporated into the Data Collaborative.

**5. IMPACT/OUTCOMES, EVALUATION, AND SUSTAINMENT - Identify the expected**

**impact** - Pinellas County anticipates changes made to the Data Collaborative to provide more timely data associated with opioids and other behavioral health related services locally will provide stakeholders and opportunity to target limited financial resources in an appropriate manner to a specific target audience identified through the utilization of the enhanced data collaborative. Through connection to the Story Map with hot spot capabilities, education and enforcement activities can be targeted to geographic areas identified as having the highest incidents of opioid related activities (i.e., overdose deaths, naloxone administrations, etc.). Through targeted activities, the Pinellas County Opioid Task Force will be better positioned to reach the strategic goals identified in the Strategic Plan.

**Describe how performance will be documented, monitored, and evaluated** – Data developed and included in the project’s logic model will be tracked and reported on at regularly scheduled grant meetings. Through regular review and monitoring enhancements to the system can be evaluated in a time-efficient manner.

**Discuss how this effort will be financially sustained and the expected long-term results for the program** - PCHS has continued providing a negligible budget annually to the Data Collaborative since its inception in 1999 that provides for minimal data analysis reporting. The annual funds are not sufficient to provide the technological upgrades proposed through the Strategic Information Partnership (SIP). Although not sufficient for the efforts proposed to make the data collaborative more timely and comprehensive if awarded, the annual funding will be leveraged through the SIP and post grant will provide for continued support of the Data Collaborative. Pinellas County, in partnership with the project’s evaluator, will continually review the SIP throughout the life of the 36 month project period to determine the programs needs for sustainability beyond the grant award. Through continuous evaluation activities, PCHS anticipates gauging the project’s future needs to identify next steps beyond year 3 of the award after the first



year of the award. As the project matures and more information is obtained the partners will be better positioned to inform the local community of the project's impact, benefits, and continued needs.

**Describe how evaluation and partnerships will be leveraged to build long-term support and resources** - Pinellas County is committed to collecting the data associated with BJA's identified performance measures. In addition to the items identified by BJA for this grant program, Pinellas County anticipates the collection of best practices and implementation barriers. Items associated with the SIP will be shared with stakeholders on a quarterly basis. This information will be utilized to seek input regarding areas for improvement and solicit input related to program specifics. Through discussing these data points with representatives from various community partners, Pinellas County anticipates additional opportunities to leverage support gradually throughout the grant funding period.

**Address how the information will be disseminated among team members** - The PSRDC will provide the SIP with on-going assessments of the project's effectiveness. Information will be compiled and, at minimum, shared annually with the workgroup to inform the data collaborative workgroup as the project matures.

**Describe how research findings will be disseminated at the state or national level** - Pinellas County understands the importance of disseminating information on local efforts with our peers. As such, Pinellas County has traditionally utilized forums to share our organization's experiences such as the SAMHSA Best Practices Implementation Academy, the National Association of Counties, and through the CUNY Institute for State and Local Governance. FMHI further anticipates the evaluation findings will be disseminated through a variety of methods including regional and national conferences, and scholarly and trade journals.



**U.S. DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS**

OMB Number: 1121-0329  
Expiration Date: 11/30/2020

**Background**

Recipients' financial management systems and internal controls must meet certain requirements, including those set out in the "Part 200 Uniform Requirements" (2.C.F.R. Part 2800).

Including at a minimum, the financial management system of each OJP award recipient must provide for the following:

- (1) Identification, in its accounts of all Federal awards received and expended and the Federal programs under which they were received. Federal program and Federal award identification must include, as applicable, the CFDA title and number, Federal award identification number and year, and the name of the Federal agency.
- (2) Accurate, current, and complete disclosure of the financial results of each Federal award or program.
- (3) Records that identify adequately the source and application of funds for federally-funded activities. These records must contain information pertaining to Federal awards, authorizations, obligations, unobligated balances, assets, expenditures, income and interest and be supported by source documentation.
- (4) Effective control over, and accountability for, all funds, property, and other assets. The recipient must adequately safeguard all assets and assure that they are used solely for authorized purposes.
- (5) Comparison of expenditures with budget amounts for each Federal award.
- (6) Written procedures to document the receipt and disbursement of Federal funds including procedures to minimize the time elapsing between the transfer of funds from the United States Treasury and the disbursement by the OJP recipient.
- (7) Written procedures for determining the allowability of costs in accordance with both the terms and conditions of the Federal award and the cost principles to apply to the Federal award.
- (8) Other important requirements related to retention requirements for records, use of open and machine readable formats in records, and certain Federal rights of access to award-related records and recipient personnel.

**1. Name of Organization and Address:**

Organization Name:

Street1:

Street2:

City:

State:

Zip Code:

**2. Authorized Representative's Name and Title:**

Prefix:  First Name:  Middle Name:

Last Name:  Suffix:

Title:

3. Phone:  4. Fax:

5. Email:

6. Year Established: <input type="text" value="1911"/>	7. Employer Identification Number (EIN): <input type="text" value="596000800"/>	8. DUNS Number: <input type="text" value="0552002160000"/>
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9. a) Is the applicant entity a nonprofit organization (including a nonprofit institution of higher education) as described in 26 U.S.C. 501(c)(3) and exempt from taxation under 26 U.S.C. 501(a)?  Yes  No

If "No" skip to Question 10.

If "Yes" skip to Questions 9. b) and 9. c).



**U.S. DEPARTMENT OF JUSTICE  
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**AUDIT INFORMATION**

9. b) Does the applicant nonprofit organization maintain offshore accounts for the purpose of paying the tax described in 26 U.S.C. 511(a)?

Yes  No

9. c) With respect to the most recent year in which the applicant nonprofit organization was required to file a tax return, does the applicant nonprofit organization believe (or assert) that it satisfies the requirements of 26 C.F.R. 53.4958-6 (which relate to the reasonableness of compensation of certain individuals)?

Yes  No

If "Yes", refer to "Additional Attachments" under "What an Application Should Include" in the OJB solicitation (or application guidance) under which the applicant is submitting its application. If the solicitation/guidance describes the "Disclosure of Process related to Executive Compensation," the applicant nonprofit organization must provide -- as an attachment to its application -- a disclosure that satisfies the minimum requirements as described by OJP.

For the purposes of this questionnaire, an "audit" is conducted by an independent, external auditor using generally accepted auditing standards (GAAS) or Generally Governmental Auditing Standards (GAGAS), and results in an audit report with an opinion.

10. Has the applicant entity undergone any of the following types of audit(s)(Please check all that apply):

- "Single Audit" under OMB A-133 or Subpart F of 2 C.F.R. Part 200
- Financial Statement Audit
- Defense Contract Agency Audit (DCAA)
- Other Audit & Agency (list type of audit):

Bureau of Justice Assistance

None (if none, skip to question 13)

11. Most Recent Audit Report Issued:  Within the last 12 months  Within the last 2 years  Over 2 years ago  N/A

Name of Audit Agency/Firm: Crowe Horwath LLP

**AUDITOR'S OPINION:**

12. On the most recent audit, what was the auditor's opinion?

- Unqualified Opinion
- Qualified Opinion
- Disclaimer, Going Concern or Adverse Opinions
- N/A: No audits as described above

Enter the number of findings (if none, enter "0"):

Enter the dollar amount of questioned costs (if none, enter "\$0"):

Were material weaknesses noted in either the report or opinion?  Yes  No

13. Which of the following best describes your accounting system:

- Manual
- Automated
- Combination of Manual and Automated

14. Does the applicant entity's accounting system have the capability to identify the receipt and expenditure of award funds separately for each Federal award?

Yes  No  Not Sure

15. Does the applicant entity's accounting system have the capability to record expenditures for each Federal award by budget cost categories shown in the approved budget?

Yes  No  Not Sure



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<p>16. Does the applicant entity's accounting system have the capability to record cost sharing ("match") separately for each Federal award, and maintain documentation to support recorded match or cost share?</p>	<p><input checked="" type="checkbox"/> Yes   <input type="checkbox"/> No   <input type="checkbox"/> Not Sure</p>
<p>17. Does the applicant entity's accounting system have the capability to accurately track employees actual time spent performing work for each federal award, and to accurately allocate charges for employee salaries and wages for each federal award, and maintain records to support the actual time spent and specific allocation of charges associated with each applicant employee?</p>	<p><input checked="" type="checkbox"/> Yes   <input type="checkbox"/> No   <input type="checkbox"/> Not Sure</p>
<p>18. Does the applicant entity's accounting system include budgetary controls to preclude the applicant entity from incurring obligations or costs that exceed the amount of funds available under a federal award (the total amount of the award, as well as the amount available in each budget cost category)?</p>	<p><input checked="" type="checkbox"/> Yes   <input type="checkbox"/> No   <input type="checkbox"/> Not Sure</p>
<p>19. Is the applicant entity familiar with the "cost principles" that apply to recent and future federal awards, including the general and specific principles set out in 2 C.F.R. Part 200?</p>	<p><input checked="" type="checkbox"/> Yes   <input type="checkbox"/> No   <input type="checkbox"/> Not Sure</p>
<b>PROPERTY STANDARDS AND PROCUREMENT STANDARDS</b>	
<p>20. Does the applicant entity's property management system(s) maintain the following information on property purchased with federal award funds: (1) a description of the property; (2) an identification number; (3) the source of the funding for the property, including the award number; (4) who holds title; (5) acquisition date; (6) acquisition cost; (7) federal share of acquisition cost; (8) location and condition of the property; (9) ultimate disposition information?</p>	<p><input checked="" type="checkbox"/> Yes   <input type="checkbox"/> No   <input type="checkbox"/> Not Sure</p>
<p>21. Does the applicant entity maintain written policies and procedures for procurement transactions that -- (1) are designed to avoid unnecessary or duplicative purchases; (2) provide for an analysis of lease and purchase alternatives; and (3) set out a process for soliciting goods and services and (4) include standards of conduct the address conflicts of interest?</p>	<p><input checked="" type="checkbox"/> Yes   <input type="checkbox"/> No   <input type="checkbox"/> Not Sure</p>
<p>22. a) Are the applicant entity's procurement policies and procedures designed to ensure that procurements are conducted in a manner that provides full and open competition to the extent practicable, and to avoid practices that restrict competition?</p>	<p><input checked="" type="checkbox"/> Yes   <input type="checkbox"/> No   <input type="checkbox"/> Not Sure</p>
<p>22. b) Do the applicant entity's procurement policies and procedures require documentation of the history of a procurement, including the rationale for the method of procurement, selection of contract type, selection or rejection of contractors, and basis for the contract price?</p>	<p><input checked="" type="checkbox"/> Yes   <input type="checkbox"/> No   <input type="checkbox"/> Not Sure</p>
<p>23. Does the applicant entity have written policies and procedures designed to prevent the applicant entity from entering into a procurement contract under a federal award with any entity or individual that is suspended or debarred from such contracts, including provisions for checking the "Excluded Parties List" system (<a href="http://www.sam.gov">www.sam.gov</a>) for suspended or debarred sub-grantees and contractors, prior to award?</p>	<p><input checked="" type="checkbox"/> Yes   <input type="checkbox"/> No   <input type="checkbox"/> Not Sure</p>
<b>TRAVEL POLICY</b>	
<p>24. Does the applicant entity:</p> <p>(a) maintain a standard travel policy?                      <input checked="" type="checkbox"/> Yes                      <input type="checkbox"/> No</p> <p>(b) adhere to the Federal Travel Regulation? (FTR)   <input checked="" type="checkbox"/> Yes                      <input type="checkbox"/> No</p>	



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**SUBRECIPIENT MANAGEMENT AND MONITORING**

25. Does the applicant entity have written policies, procedures, and/or guidance designed to ensure that any subawards made by the applicant entity under a federal award -- (1) clearly document applicable federal requirements, (2) are appropriately monitored by the applicant, and (3) comply with the requirements in 2 CFR Part 200 (see 2 CFR 200.331)?

- Yes  No  Not Sure  
 N/A - Applicant does not make subawards under any OJP awards

26. Is the applicant entity aware of the differences between subawards under federal awards and procurement contracts under federal awards, including the different roles and responsibilities associated with each?

- Yes  No  Not Sure  
 N/A - Applicant does not make subawards under any OJP awards

27. Does the applicant entity have written policies and procedures designed to prevent the applicant entity from making a subaward under a federal award to any entity or individual who is suspended or debarred from such subawards?

- Yes  No  Not Sure  
 N/A - Applicant does not make subawards under any OJP awards

**DESIGNATION AS 'HIGH-RISK' BY OTHER FEDERAL AGENCIES**

28. Is the applicant entity designated "high risk" by a federal grant-making agency outside of DOJ? (High risk includes any status under which a federal awarding agency provides additional oversight due to the applicant's past performance, or other programmatic or financial concerns with the applicant.)

- Yes  No  Not Sure

If "Yes", provide the following:

(a) Name(s) of the federal awarding agency:

(b) Date(s) the agency notified the applicant entity of the "high risk" designation:

(c) Contact information for the "high risk" point of contact at the federal agency:

Name:

Phone:

Email:

(d) Reason for "high risk" status, as set out by the federal agency:

**CERTIFICATION ON BEHALF OF THE APPLICANT ENTITY**

(Must be made by the chief executive, executive director, chief financial officer, designated authorized representative ("AOR") or other official with the requisite knowledge and authority)

On behalf of the applicant entity, I certify to the U.S. Department of Justice that the information provided above is complete and correct to the best of my knowledge. I have the requisite authority and information to make this certification on behalf of the applicant entity.

Name:  Date:

Title:  Executive Director  Chief Financial Officer  Chairman  
 Other:

Phone: