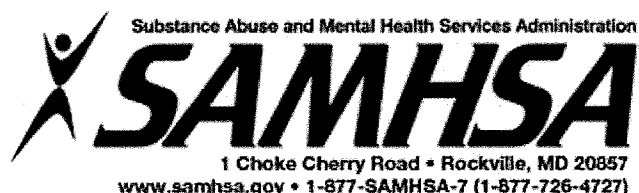


Zuzevich, Theresa

From: Coleal, Sharlene
Sent: Thursday, September 25, 2014 4:57 PM
To: Koski, Kiyoko; Grandgeorge, Cindy
Cc: Gribbons, Barry; Zuzevich, Theresa; Schallert, Larry
Subject: FW: Welcome to the SAMHSA Suicide Prevention Grant Program
Attachments: Cohort VIII GPO Assignments.doc; COHORT 8 New Grantee Orientation and Training Series Calendar.docx

FYI

From: Blogier, Rosalyn (SAMHSA/CMHS) [mailto:Rosalyn.Blogier@SAMHSA.hhs.gov]
Sent: Tuesday, September 23, 2014 10:49 AM
To: Andrea Shelton; Angela Hartmann; Bettie McGowan-Hudson; Brian Kassar; Caryn Charter; Celinett Rodriguez; Chris Yatooma; Reeves, Colleen; Dale Chell; Deborah Koua; Diane Lewis; Donna Payne; Ellen Gold; Fran Cook; Jared Littman; Jay Lambert; Jeffrey Ng; Jennifer Muehlenkamp; Joan Steinman; Julie Geyer; Luis Manzo; Maria Sheehan; Martie Thompson; Martin Hanifin; Maureen Dasey-Morales; Patricia Hawk; Sang Trieu; Coleal, Sharlene; Sharon Adams; Susan Keys
Subject: Welcome to the SAMHSA Suicide Prevention Grant Program



September 25, 2014

Dear GLS Cohort VIII Grantees,

Congratulations on being awarded a Garrett Lee Smith Campus Suicide Prevention Grant! You are one of fifteen colleges and universities that now make-up Cohort VIII of this national program.

This grant is funded through the Garrett Lee Smith (GLS) Memorial Act, and is managed by the Suicide Prevention Branch (SPB) within the Center for Mental Health Services (CMHS) in the Substance Abuse and Mental Health Services Administration (SAMHSA). By the end of this three year grant, you will become very proficient with government acronyms!

Your Federal Team

You will communicate frequently with SAMHSA throughout the life of your grant. You will have two main contacts at SAMHSA, one for programmatic matters and one for financial issues.

Your **Government Project Officer (GPO)** is responsible for oversight and programmatic guidance throughout the life of your grant. I serve as the team coordinator for the GLS Campus Suicide Prevention Program, and work with Portland Ridley and Jennifer Cappella as the program's other GPOs. Please see the attached list for your GPO assignment.

Within the next couple of weeks, you will hear directly from your GPO, who will provide more detail about what is discussed in this email. If you would like to contact your GPO earlier, you may identify who your GPO is in the attached document.

Your **Grants Management Specialist (GMS)** will oversee all budgetary and fiduciary issues associated with your grant. Your GMS is:

Ben Hunter
Grants Management Specialist
1 Choke Cherry Rd.
(240) 276-2257
benjamin.hunter@samhsa.hhs.gov

Federal Partners

Your team will also be made up of individuals from the two organizations below:

- ❖ The **Suicide Prevention Resource Center (SPRC)** provides a multitude of resources, including customized technical assistance and consultation to grantees (www.sprc.org).
- ❖ **ICF International** has the lead responsibility for conducting cross-site evaluations of the Garrett Lee Smith Memorial grant programs (<http://www.icfi.com/>)

Orientation

To help you become oriented to your grant responsibilities, partners and activities, we ask that you actively participate in an orientation program at the beginning of your grant, followed by a new grantee training series, which will continue throughout the next several months. This program is designed to provide intensive guidance on managing a successful grant. This orientation and new grantee training series involves a number of webinars and activities. Attached is a Master Calendar. ***Your GPO will send you a syllabus with more detailed information in a future email.***

Please note that **the first webinar is scheduled for Tuesday October 14th, 3-4:30 Eastern Standard Time.** We do expect your participation; however, if you are unable to attend, this webinar and all other webinars will be archived on the SPRC website.

Getting Started – What do I do now?

Your GPO will be in touch in the next couple of weeks to introduce herself and assist in the “getting started” process. ***In the interim, please do the following:***

1. Contact your Business Office/Grants/ Sponsored Program Office for a copy of your Notice of Award (NOA).
2. Send an e-mail with names, email addresses, phone and fax number of your primary project staff who should receive e-mail notifications related to the grant **to your assigned GPO.**
3. Forward an **electronic copy of your application** along with budget and attachments to the attention of Bonnie Lipton of SPRC: blipton@edc.org
4. Wait for an e-mail from your GPO with lots of guidance to smooth the way as you embark on your SAMHSA grant.

We, of the Suicide Prevention Branch and Ben Hunter of Grants Management are excited to serve you to advance the very meaningful work your schools will be conducting over the next three years.

Best Wishes from your GPO Team,

Roz Blogier, Jennifer Cappella, Portland Ridley