

Substance Abuse and Mental Health Services Administration  
**Emergency Request for the Collection of Additional Information on the 1Community  
Mental Health Services Block Grant (MHBG)**

**A. JUSTIFICATION**

**1. Circumstances of Information Collection**

The Substance Abuse and Mental Health Services Administration (SAMHSA) is requesting an emergency review from the Office of Management and Budget (OMB) for changes to the approved data collection - Community MH Services BG (MHBG) Application Guidance and Instructions FY 2022-2023 (OMB No. 0930-0168, Exp. Date:03/31/2025). The intent of these changes is to collect information regarding state mental health authority (SMHA) expenditure of available Safer Communities Act funding. Due to the urgency and short time frames associated with Safer Communities Act funding awarding and expenditure, SAMHSA does not have sufficient time to follow the normal notice and comment periods related to the normal OMB approval process. These changes will affect both years FY2022 and FY2023.

Respondents are the 50 states and the jurisdictions (District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, American Samoa, Commonwealth of Northern Mariana Islands, Federated States of Micronesia, Guam, Republic of Marshall Islands, Republic of Palau, and the Red Lake Band of Chippewa Indians of Minnesota).

The Bipartisan Safer Communities Act (BSCA) (P.L. 117-159) provides \$250 million to be dispersed through the MHBG which enables states, the District of Columbia, and territories to expand access to mental health care. With the impact of COVID-19, and mass shootings prominent in the national discourse, there is much work ahead. SAMHSA will be releasing \$62.6 million dollars per year for next four years. States must enter this information in Table 2, Planned Expenditure Table and Table 6, Non-Direct-Services/System Development table. States must enter the amount they plan to expend and the amount they will spend on indirect expenditures into these tables. SAMHSA considers the burden to be negligible (less than 3 minutes).

This additional funding will affect how states pay for and provide services as well as who will be the recipients of those services. In order to provide the best possible guidance and support, as well as make informed programming and budget decisions, SAMHSA needs additional information on each state's expenditure plan for the Safer Communities Act funds. Therefore, SAMHSA is requesting an emergency review and approval for changes to this information collection.

**2. Purpose and Use of Information**

The purpose of making changes to this information is for SAMHSA to collect information on states' expenditure planning and accounting of Safer Communities Act funding in accordance with Section 1942(a) of Title XIX, Part B, Subpart III which requires the state to submit an

application that, among other things, addresses the state’s planned use of state and federal funds. The proposed change to this information collection is intended to ensure that the state carried out its obligations as stipulated in the authorizing legislation applicable to the MHBG and additional Safer Communities Act related funding. This information will also be made available through congressional reporting. States are being asked to provide additional information that mirrors the expenditure planning and reporting found in the currently approved information collection. SAMHSA is proposing changes that would incorporate new columns that specifically address expenditure of Safer Communities Act funding to the State Agency Planned Expenditures Plan Table 2 in the *Source of Funds* section and Plan Table 6 in the *Non-Direct-Services/System Development* section. These additional columns are as follows:

- K. Safer Communities Act (MHBG)-Table 2 (FY22 & FY23)
- G. Safer Communities Act-Table 6 (FY22 & FY23)

### **3. Use of Information Technology**

The Community Mental Health Services Block Grant (MHBG) application instructions and guidance are available to all states through the SAMHSA website at [www.samhsa.gov/grants/blockgrant](http://www.samhsa.gov/grants/blockgrant). The guidance instructs that states submit applications using the web-based application process, called Web Block Grant Application System (BGAS). BGAS utilizes Microsoft Active Server Pages (ASP), JavaScript, Hypertext Markup Language (HTML), Adobe Acrobat, and Oracle Database technologies.

Use of BGAS significantly reduces the paperwork burden for submission, revision, and reporting purposes. BGAS has the ability to transfer standard information from previous year’s plans, thus pre-populating performance indicator tables, planning council membership, and maintenance-of-effort figures. In addition to transferring both narrative information and data, states are able to upload specific instructions and information necessary to complete their plans.

### **4. Efforts to Identify Duplication**

There is not a duplication of this information. It is specific to the applications for the use of SAMHSA.

### **5. Involvement of Small Entities**

This does not directly affect small entities. The states will prepare and submit their responses to the information request.

### **6. Consequences if Information Collected Less Frequently**

The authorizing legislation requires that states apply annually for MHBG funds and report annually on their accomplishments and the purposes for which such funds were expended. Less frequent reporting would not comply with legislative requirements and would make it impossible

for SAMHSA to award MHBG funds or monitor the states' use of their grants. In addition, federal reporting requirements for reports to Congress, as well as intervening requirements for legislative testimony before Congress on specific mental health issues, require the availability of up-to-date information and data analyses.

**7. Consistency with the Guidelines in 5 C.F.R. 1320.5(d)(2)**

This information collection fully complies with 5 C.F.R. §1320.5(d)(2).

**8. Consultation Outside the Agency**

Due to the emergency nature of the program announcement, we are requesting that OMB waive the Federal Register notice requirements for this collection.

**9. Payment to Respondents**

The respondents do not receive payments.

**10. Assurance of Confidentiality**

No assurance of confidentiality will be provided to respondents. There is no client-level personal identifier information being reported to SAMHSA.

**11. Questions of a Sensitive Nature**

The Center for Mental Health Services (CMHS) Block Grant reporting requirements do not solicit information of a sensitive nature.

**12. Estimates of Annualized Hour Burden**

The new estimated annualized burden for the Block Grant application is 33,433.5 hours.

	Number of Respondent	Number of Responses Per Year	Number of Hours Per Response	Total Hours	Hourly Wage Cost	Total Cost
<b>Reporting:</b>						
SABG	0	0	0	30	\$35	\$1,050.00
MHBG	59	1	0.5	29.5	\$35	\$1,032.50
Previous SABG/MHBG	119	1	280.45	33,374	\$35	\$1,168,090.00
<b>New Combined Burden</b>				<b>33,433.5</b>	<b>\$35</b>	<b>\$1,170,172.50</b>

**13. Estimates of Annualized Cost Burden to Respondents**

There are no capital or start-up costs associated with this activity. States submitting applications are expected to use existing retrieval software systems to perform the necessary data extraction and tabulation. In addition, no operating, maintenance or purchase of services costs will be incurred other than the usual and customary cost of doing business.

**14. Estimates of Annualized Cost to the Government**

(a) Staff support for regulation interpretation and enforcement:

OGC	(1) GS -14/6 (\$142,950) x .15 hours =	\$ 21,443
BG Staff	(3) GS – 14/6 (\$142,950) x .50 hours =	<u>\$214,425</u>
<b>Total Cost:</b>		<b>\$235,868</b>

(b) Staff support for application review, compliance monitoring, technical assistance and inquiries:

BG Staff	(34) GS – 13/5 (\$117,516) x .50 hours =	<b>\$1,997,772</b>
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**15. Changes in Burden**

There is an increase in burden due to the addition of new funding which requires expenditure planning and reporting. These changes in burden are the estimated annual time it takes each state applicant to complete additional expenditure columns in the table.

**17. Display of Expiration Date**

The expiration date for the OMB approval will be displayed.