

## School-Based Mental Health State Funding Spending Guidelines

### Allowable Expenses:

Expense Category	Examples
Personnel doing mental health-related work.	<ul style="list-style-type: none"> <li>● Student services staff (must be licensed by the Department of Public Instruction).</li> <li>● Mental health navigators or coordinators.</li> <li>● Social Emotional Learning (SEL) or other mental health-related coaches.</li> <li>● Staff stipends for mental health-related training that occurs outside of contracted hours.</li> <li>● Stipends for staff serving on mental health planning teams outside of contracted time.</li> <li>● Administrative costs up to two percent of total award.</li> </ul>
Purchased services for mental health related supports.	<ul style="list-style-type: none"> <li>● Community mental health providers (direct treatment services*, case management, training, student group therapy facilitation, consultation).</li> <li>● Consultants, organizations, Cooperative Educational Services Agencies (CESAs), and other experts to provide consultation, staff or parent training, mentoring, and coaching.</li> <li>● Professional development on topics including, but not limited to: SEL, Trauma Sensitive Schools, culturally responsive practices, mental health literacy and stigma reduction, compassion resilience, restorative practices, etc. Costs of attending out-of-state training is allowable only if comparable training is not available in Wisconsin.</li> <li>● In-state conference attendance, including registration and travel.</li> <li>● Universal screening administration and analysis.</li> <li>● School-mental health data analysis.</li> <li>● Mental health navigation services.</li> <li>● Student and Family Assistance Programs**</li> <li>● Staff wellness programming and resources.</li> <li>● Therapy dog and handler training (not the cost of the dog).</li> <li>● Motivational speakers and “one-and-done” student events like retreats or wellness days (limited to \$1,000 per day for up to two days per district).</li> </ul>
Programs and materials to support staff and student mental health (no limit).	<ul style="list-style-type: none"> <li>● SEL curriculum that meets tiers 1, 2, or 3 on the Evidence Based Improvement Strategies (EBIS) list, as well as any additional applications or resources.</li> <li>● Books to support staff development.</li> <li>● Screener and other needed materials.</li> <li>● Non-consumable materials to support the curriculum (books, puppets, manipulatives).</li> </ul>

	<ul style="list-style-type: none"> <li>● Items for calm down spaces that are necessary for the project goal and reasonable in cost and quantity.</li> <li>● Computers (screening or teletherapy).</li> <li>● Screening forms/technology.</li> <li>● Books for staff development.</li> <li>● Training manuals or materials required for staff training.</li> </ul>
Materials to support staff and student mental health (Limited to ten percent of total award amount).	<ul style="list-style-type: none"> <li>● Consumables such as posters, coloring books, student workbooks.</li> <li>● Supplies for grant work or training such as poster paper, markers, pens, pencils and other office supplies.</li> <li>● Furniture.</li> <li>● Computers for mental health programming implementation</li> <li>● Projects to create confidential therapy spaces (walls, furniture, lighting, rugs).</li> <li>● Food for events and training.</li> <li>● Large mechanical items such as bicycle desks and standing desks.</li> <li>● Mindfulness supplies that are consumable.</li> </ul>

**Unallowable Expenses:**

- non-mental health-related training;
- incentives for students, staff or families to participate in a program or event;
- staff salaries for non-mental health-related positions; and
- indirect costs of regular school operations (e.g., existing overhead expenses).

\*Treatment costs may not exceed 20 percent and are subject to additional [Guidelines for Using State and Federal Funds to Cover Mental Health and AODA Treatment Costs For Youth](#).

\*\*Student and Family Assistance Programs (SFAP) are allowable up to 50 percent of the total cost. The services must be available to all students and can be used to support students and their caregivers. The district must have a plan to provide continued services to students, if deemed appropriate, after the contracted number of sessions is reached. This plan must address providing these services for students who do not have a billable third party insurer or who have family insurance deductibles that may prevent families from continuing services. The services provided by the SFAP cannot be services that would be provided by DPI licensed school counselors, school social workers, school psychologists or school nurses. All community mental health providers must be licensed by the Department of Safety and Professional Services to provide these services.