General FAQs

1. Do you have a position description for the suggested part-time position to serve as Lead?

This person should have a general understanding of the prevention core competencies ([SAMHSA Prevention Core Competencies (pttcnetwork.org))](https://pttcnetwork.org/sites/default/files/2021-06/PEP20-03-08-001.pdf) to apply evidence based practices to problem gambling prevention. Requires good organizational and time management skills to ensure all areas of the gambling assessment are completed on time. The position will need to collaborate with and provide outreach to engage the community to participate in the young adult survey and community readiness assessment. They will be expected to participate in reading literature on problem gambling; participating in trainings and webinars to learn about best practices in preventing problem gambling and gaming. They will also need to be able to develop messaging and presentations for outreach, prevention programming, and community awareness.

1. Will you provide a list of suggested trainings or recommended training for staff as well as to educate the community on problem gambling prevention?

OMNI and the Office of Behavioral Health Wellness will provide a few trainings, and will be sending links to other trainings and webinars as they become known, until then here are a few to start with.

Coming Soon: Foundations in Gaming Disorder – 4 half day session September 21-22 and October 5-6 <https://www.evergreencpg.org/training/virtual/engage/>

Recorded Webinars:

PTTC- Problem Gambling Prevention <https://pttcnetwork.org/centers/central-east-pttc/product/problem-gambling-prevention-facts-using-public-health-models-and>

Ohio Problem Gambling Prevention network has a webinar on Brief Intro to Problem Gambling Prevention. It is specific to Ohio but has applicable information. <https://www.youtube.com/watch?v=3Pp6FH3JXwM>

Ma. Council on Gaming and Health – has several problem gaming/gambling podcasts. <https://anchor.fm/connections-podcast>

MD. has a series of Problem Gambling Prevention webinars / presentations posted <https://www.mdproblemgambling.com/training/webinars/>

VA. Council on Problem Gambling has research articles and factsheets posted. <http://www.vacpg.org/fact-sheets.html>

If you join NCPG (National Council on Problem Gambling) they have several recorded webinars on Problem and Responsible Gambling and Gaming.

1. Does all of section H “Reporting Requirements” in Exhibit D apply to the Problem Gambling Needs Assessment and Capacity grant?

Only items “a” and “b” are required. Disregard item “c”, as it is not applicable to these funds.

1. Will there be a gambling specific strategic and evaluation plan that CSB’s are expected to develop, and upload onto the CPG database?

In this round of funding we have no plans on requesting this. But in year 2, we plan to have everyone use the data collected to determine problem gambling prevention priorities/goals/strategies and incorporate this into existing strategic and evaluation plans. OMNI will work with CSB's to incorporate it into their plans and in deciding the process for receiving the updated plans. Hours spent working on problem gambling will be entered into the PBPS site (see below).

1. Will we need to create our own Young Adult Survey and forms for gather environmental scan data and community readiness data?

No, you will not need to create your own surveys. OMNI and OBHW are currently working on the materials and forms you will use for data collection and survey administration. More will come out about this at the September 15 CSB forum.

Budget Related FAQs

1. Will you provide a budget template as well as a list of approved expenditures? When is it due?

The icon below should open to show the budget table and narrative template. Please let me know if this does not open for you. If you have items that do not fit within the categories on the budget sheet contact Anne Rogers to ask if they will be allowed. A draft of your budget is due to [anne.rogers@dbhds.virginia.gov](mailto:anne.rogers@dbhds.virginia.gov) by **September 22, 2021**.

Click [here](https://www.virginiapreventionworks.org/wp-content/uploads/2021/08/Worksheet-in-C-Users-klv78081-Downloads-PG-NACa-Grant-FAQ-2.xlsx) to download the Budget Template.

1. Can we budget for incentives to get people to participate in the surveys? Is there a ceiling on an incentive or things not allowed?

Yes, funds are allowed to be spent on incentives. You will be receiving resources and information from the OMNI evaluation team in the coming months regarding recruitment strategies and suggestions for appropriate incentives once the survey is finalized and distributed to CSBs.

1. Could CSBs partner with these funds and outcomes?

Yes, partnering with other organizations to accomplish this work (needs assessment and to begin to build capacity/knowledge/resources) resulting in better outcomes and to get the biggest bang for your buck is allowed. Also if you are not able to hire staff internally to the CSB, you can work with your coalition or another CSB for a staff person to cover both areas or hire a consultant.

1. Can funds be spent on electronic tablets for collecting data?

Yes, CSB’s can purchase tablet(s) to use in getting young adults to complete the survey online as well as for other prevention related work.

**Data Entry Related FAQs**

1. What are some examples of activities I need to enter into the PBPS as it relates to Problem Gambling?

CSBs should record staff hours related to problem gambling capacity building including trainings or webinars, needs assessment planning and data collection, environmental scan, and young adult survey data collection.

1. Where do I enter my staff hours in the PBPS as it relates to Problem Gambling?

Staff hours should be entered under Build Capacity.

1. What are the steps to entering my staff hours into the PBPS?
2. Choose the "Build Capacity" tab
3. Click the "Add Activity" button
4. Enter date
5. Enter a short description in the "Action Taken" box.
6. Enter the county name or "Entire Catchment Area" for the "County Targeted".
7. Choose "Problem Grambling" for the "Problem Targeted"
8. The Funding Source will always be "Virginia Block Grant".
9. “Did this activity leverage Gambling Funds?” **Yes**
10. For activity type, select “Other Staff Hours”, “Training”, or “Technical Assistance” based on the type of activity being entered.
11. For CSAP Strategy, select “Not Defined/Administrative Staff Hours”.
12. For IOM Target, leave at “None”.

**Exhibit D FAQs**

1. My ED does not share the exhibit D with me, what is on it for the gambling prevention work we will do?

The CSB Responsibilities: In order to implement the Problem Gambling Prevention Services, the CSB agrees to comply with the following requirements.

1. The CSB shall provide a proposed budget.

2. The CSB shall track and account for its state Problem Gambling and Support Fund as restricted problem gambling prevention State funds, reporting expenditures of those funds separately in its quarterly reports.

3. These funds shall be used only for the implementation of the Problem Gambling Prevention Services described herein.

4. The CSB shall participate in assessing regional needs by collecting data for their catchment area on gambling and gaming behaviors, pervasiveness of gambling through an environmental scan, and community readiness to address problem gambling prevention.

5. The CSB shall build capacity in their CSB by assigning at least one person to oversee the problem gambling prevention needs assessment work who may then continue on to incorporate findings into the CSB’s strategic plan and strategy implementation in the CSB’s region as additional years of funding become available. This includes attending and participating in all trainings and webinars offered for this work.

6. The CSB may either hire at least a part time staff person, add hours on to a current part time position in the organization, or adjust a current employees workload to allow for time to lead and ensure compliance and implementation of all problem gambling prevention activities.

7. Any restricted state FY 2022 Problem Gambling and Support funds that remain unexpended or unencumbered at the end of the fiscal year may be carried over (with approval by the Department) by the CSB to the following year to be used only for Problem Gambling Prevention strategy expenses authorized by the Department in consultation with the participating regional CSBs.