



Bureau of Criminal Justice Services and Office of the Medical Director

REQUEST FOR APPLICATION (RFA)

Criminal Justice and Behavioral Health Linkage Projects

Request for Application number: MHA-16-TRS-002-CJS
Request for Application Issued: August 19th, 2015
Request for Application Due: September 18th, 2015

I. Introduction of the Initiative:

Need or Problem

In many Ohio counties, effective treatment interventions for persons with mental health, addiction or co-occurring conditions are available in the community system; however, the same range of interventions are not available for individuals if they enter the correctional system. For the purpose of this RFA, correctional facilities are defined as a county or regional jail, local correctional facility or a community based correctional facility (CBCF).

A lack of treatment access while incarcerated and a lack of pre-release planning have a number of adverse impacts for an incarcerated person struggling with a mental illness and/or addiction, his/her family, the criminal justice system, and ultimately, the taxpayers. When people cannot access treatment or meaningful post-release recovery supports, they are less healthy, more isolated from family and friends, and more likely to return to an incarcerate setting. Without change, large numbers of people with mental illnesses and/or addiction disorders will continue to cycle through the criminal justice system. This often results in tragic outcomes for these individuals and their families, missed opportunities for connections to treatment, inefficient use of funding, and a failure to improve public safety.

Purpose

OhioMHAS seeks to support collaborative partnerships that address the needs of the individuals in the county/region through comprehensive, community based services that support treatment continuity and improved outcomes. The target population includes individuals involved in the criminal justice system, while incarcerated and/or upon their return to the community.

Eligible Applicants

The applicant is required to be an Alcohol, Drug Addiction and Mental Health Services (ADAMHS) Board, Community Mental Health (CMH) Board or Alcohol, Drug Addiction Services (ADAS) Board that is willing to contract with a provider to deliver services. The applicant should demonstrate an existing partnership with its local law enforcement agency, the local judicial system, a correctional facility and community provider(s).

Applications from ADAMHS, CMH and/or ADAS Board that include collaboration with the criminal justice system, the correctional facility, community provider(s) and supportive services will be strongly considered. Supportive services include vocational services, housing support, peer support, and other supports that assist the person in successful community living.

Projects are not required to have received previous funding through the Criminal Justice and Behavioral Health Community Linkages funds.

II. Scope of the Work

A. Description of Program Services/Deliverables

OhioMHAS has dedicated these funds to projects that will reduce the significant number of individuals incarcerated in correctional facilities with serious mental illness and/or addiction disorders. Many of these individuals transition between the criminal justice and community behavioral health system and experience poor outcomes such as recidivism, increased psychiatric symptoms, ongoing instability and crisis, and homelessness. Law enforcement, corrections, and community corrections staff may not have the skills to identify or manage the symptoms of mental illness and/or addiction disorders.

B. Applicant Qualifications and Experience

- i. Applicant has a collaborative relationship with the county/regional correctional facility and the local criminal justice system and works to benefit individuals with behavioral health issues.
- ii. Applicant has provided, or is willing to provide education to law enforcement, corrections, and community corrections staff about basic behavioral health signs and symptoms, as well as information on alternatives to arrest and incarceration.
- iii. Applicant currently provides, or has an interest in providing behavioral health services in the correctional facility. This may be through a provider, contract entity or combination of both.
- iv. Applicant is able to identify/develop collaborative approaches for reentry planning. At a minimum, this will need to include assessment of individual needs, referral to appropriate behavioral health services, timely follow-up appointments, transportation, entitlement application, housing, employment, and health care, as indicated.
- v. Applicant is able to address the cultural and ethnic background of the individual.
- vi. Applicant is able to address dynamic factors (i.e. criminogenic needs) and other behaviors that increase the likelihood of return to correctional facilities.
- vii. Applicant uses interventions that are trauma informed, and when appropriate, trauma specific, and incorporates the individual's history of trauma into treatment planning.

C. Availability of Funds

The annual amount of funds available for these projects in State Fiscal Years 2016 and 2017 is \$2 million dollars. The fund sources are Ohio General Revenue Fund (GRF) and Substance Abuse and Mental Health Services Administration (SAMHSA) Community Mental Health Block Grant.

The maximum award per project will be \$150,000 and is renewable for the second year of the biennium. The second year funding (FY 17) will be based on the initial outcomes of the project. Funding is dependent on state and federal funding availability

OhioMHAS is requesting a maximum of one application per board.

Funds will be made available to projects upon award announcement and must be expended within the grant year. If a project needs additional time to expend the funds due to unforeseen project delays, those requests will be handled by OhioMHAS on a case-by-case basis.

There is no match requirement, however, programs that are able to demonstrate some leverage of additional dollars in the form of in-kind, other programmatic funds or grants will be given priority over projects that demonstrate no such leverage.

D. Questions, Technical Assistance, and Updates

- i. All questions must be submitted electronically no later than September 14th, 2015 to OhoMHASGrantOpportunity@mha.ohio.gov with **CJ/BH Linkages Question** in the subject Line. **No questions will be answered after the deadline.** Responses will be posted at <http://mha.ohio.gov/Default.aspx?tabid=725>

You may NOT contact any OhioMHAS staff member directly with questions regarding this RFA. Contacting staff directly with questions could result in disqualification of a proposal.

- ii. Interested parties are required to monitor:
<http://mha.ohio.gov/Default.aspx?tabid=725> for any updates to this RFA.

E. Proposal Contents

The combined page limit for the proposal narrative and applicant qualifications and experience sections is five (5) single spaced pages in 12 point Times New Roman font. This page limit does not include the cover sheet, the budget table and budget narrative, or any memoranda of understanding with collaborating partners. Proposals must include the following:

- i. **Cover Sheet**, including:
 - Name of applicant, address, phone number; executive director name and contact information; fiscal officer name and contact information; and, applicant's federal tax ID
 - Amount of funding requested, and
 - Brief abstract of proposal (300 words or less)

ii. **Proposal Narrative:**

- Define the geographic area, by county(ies) or the region of the project.
- Describe the existing collaboration with the local/regional correctional facility. Inclusion of examples of current or past projects, training activities, shared data, are encouraged.
- Describe the behavioral health training that has been provided or is planned for law enforcement, corrections, and community corrections staff. Include information regarding the training curriculum, a timeframe and the numbers of individuals trained or to be trained.
- Describe the current behavioral health crisis service system that is in place in the county(ies) where the project is located. Include the specific services and support components, the availability, and how law enforcement staff are informed of these services/resources.
- Describe all of the current behavioral health services that are in place in the correctional facility or the plan to provide these. Information regarding the provider or contract entity should be included.
- Describe the application or implementation of standardized, validated, (brief) mental health/addiction/co-occurring screens and subsequent assessment processes within correctional facilities, and in the community, that identifies and characterizes individuals' clinical needs.
- Describe how criminogenic risk and needs are identified, and describe the interventions available to mitigate these risks. Projects are encouraged to describe both the correctional facility and community approaches.
- Describe how the results of the screening and assessment processes will be used to inform pretrial release decisions, jail placement and treatment, or to inform probation supervision decisions and/or reentry planning.
- Describe the reentry planning process, including a timeframe, partners, and information about the services offered or the plan for these components. Best practices in reentry planning can be included here.
- Describe how the individual's cultural and ethnic diversity is addressed.
- Describe how the individual's trauma history is assessed and the availability of trauma informed care and trauma specific treatment to address this upon release.
- Describe the plan to evaluate the project, including what indicators will be monitored, and how information will be used to improve outcomes. If there is a mechanism developed to track justice-involved individuals' upon release, describe the mechanism and the partners with this process.

iii. **Applicant Qualifications and Experience:**

Applicant must be an ADAMHS/MH/ADAS Board and agree to contract with providers for the services. See Section II.B. Applicant Qualifications and Experience for complete criteria.

iv. As applicable, **Formal Memoranda of Understanding with Partner(s)**

v. **Budget and Budget Narrative:**

Attach a completed budget including all costs to complete the tasks described in the proposal. The budget must encompass all aspects of the proposed work, including any travel necessary for completing the work. All travel must be at State of Ohio rates (\$.52 per mile). The budget narrative must outline each resource assigned to a task, including the resource's hourly rate, and the estimated number of hours that the resource is expected to expend on the task. You must use the Budget Expenditure Form (Appendix B) and Budget Narrative (Appendix C).

F. Proposal Submission:

- i. **Proposal Due Date: No later than 5:00Pm on September 18th, 2015**
Proposals must be received by this time to be considered. Risk of delay or failure of delivery rests with the applicant.
- ii. **Subject Line:** All proposals to be submitted as **CJ/BH Linkages RFA**
- iii. **Complete Application:** All proposals to be submitted in **one document** that includes the application and all of the attachments.
- iv. **Where to Submit:** Proposals must be submitted to:
OhioMHASGrantOpportunity@mha.ohio.gov
No faxed, mailed, courier delivered, or hand carried proposals will be accepted.

G. Factors and Criteria for Evaluation of Proposals:

- i. Evaluation criteria will be weighted as indicated in the Instructions for Project narrative. In addition, letters of support, budget and budget narrative will be used in evaluating the proposals.
- ii. The Evaluation team will consist of OhioMHAS subject matter experts. The evaluation form is attached (Appendix D).
- iii. Selection process may include requests for clarification or negotiation.

H. Conditions of Award:

- i. OhioMHAS reserves the right to make no award, make an award for a lesser amount, make an alternative award for the specified project or make an award for a shorter duration. OhioMHAS reserves the right to ask clarifying questions, issue conditional awards, and negotiate a best and final proposal with one or more applicants(s). OhioMHAS reserves the right to waive errors and omissions that do not materially affect the proposal. Errors and omissions may result in lower evaluation scores or rejection of the proposal.
- ii. OhioMHAS will not be liable for any costs incurred by applicant in responding to this RFA, regardless of whether the department awards through this process, cancels the RFA, or makes the award through a different process.
- iii. Funding awarded pursuant to this grant depends on the availability of state and/or federal funds. Should funding be reduced or terminated, the amount of funds available for reimbursement under this grant may be reduced or terminated upon notice to awardee(s), without further obligation on the part of OhioMHAS.
- iv. As authorized in Ohio Revised Code Section 5119.61, OhioMHAS will collect information and data from awardee. Awardee will provide required information and data electronically, through the On-line Grants Application (OLGA) reporting system. All information and data will be reviewed by project staff. Failure to comply with

reporting requirements shall result in further action by OhioMHAS, which may include withholding of funds.

- v. Awardees will be solely responsible for reporting, withholding, and paying all employment related taxes, payments, and withholdings for his/her self and any personnel, including but not limited to: Federal, State, and local income taxes, social security, unemployment or disability deductions, withholdings, and payments.
- vi. Awardees must execute OhioMHAS Agreement and Assurances upon notice of award. No requests for edits, additions or deletions will be considered. This is non-negotiable. Please read the OhioMHAS Agreement and Assurances prior to submission of your application and do not apply if you are unable to comply with any component. (For reference, a copy of the Agreement and Assurances can be found in Appendix A).
- vii. The following conditions apply to deliverables provided by the awardee(s): All items, products, deliverables and intellectual property developed, produced, dependent upon, derived from and/or begun as a result of this award shall:
 - Identify OhioMHAS is the funding source;
 - Reserve to OhioMHAS - a royalty-free, nonexclusive and irrevocable right to reproduce, publish, or otherwise use the work for public purposes, and to authorize others to do so;
 - Be provided to OhioMHAS as specified in the award; and
 - Be approved by OhioMHAS before dissemination.

This paragraph does not apply to copyrighted materials purchased or licensed for use pursuant to this award except to the extent that the rights of copyright ownership were purchased with grant support.

viii. Implementation Deadline: Awardees are expected to start implementation no later than 30 days after receiving funding.

ix. Deadline for Completion of Funded Work (Year One): June 30, 2016

The second year funding (FY 17) will be based on the initial outcomes of the project. Funding is dependent on state and federal funding availability.

A Copy of the following Appendixes can be found on the Ohio Mental Health and Addiction Services website: <http://mha.ohio.gov/Default.aspx?tabid=725>

Appendix A: Agreements and Assurances

Appendix B: Budget Expenditure Form

Appendix C: Budget Narrative

Appendix D: Evaluation Form