

Ohio Department of Mental Health and Addiction Services

Bureau of Children & Families

Sub-Recipients Request for Proposal –

System of Care Digital Training Grants

Responses must be submitted electronically to: BCYFGRANTS@mha.ohio.gov

Purpose

OhioMHAS is requesting applications to fund (2) **Digital Training Grants** to showcase local efforts that demonstrate practices that align Ohio's System of Care (Engaging the New Generation to Achieve their Goals through Empowerment - ENGAGE) infrastructure improvement work with High Fidelity Wraparound implementation. Recognizing the need for communities to continue to develop and sustain system of care practices in the community for multi-system involved, transition aged youth, OhioMHAS is requesting proposals that demonstrate:

- 1) How to achieve cross-system strategic problem solving; and
 - 2) How to model innovative youth and family engagement strategies;
- OR
- 3) How to facilitate high fidelity wraparound teams

ENGAGE Overview

ENGAGE's purpose is to expand the System of Care approach statewide for the target population, which is defined as: youth and young adults in transition (YYAT), ages 14 through 21 years, with serious emotional disturbance, who may have co-occurring disorders; and who are: a) at risk for involvement, currently involved, or previously involved with the child welfare or juvenile justice systems; or b) who may be at imminent risk of homelessness.

Deadline for Submission of all proposals is (November 25, 2016 by 5:00 p.m.) to:
BCYFGRANTS@mha.ohio.gov

Funding Opportunity

The purpose of the Digital Training Grants is to promote engagement strategies and services by sharing innovative community adopted practices that depict youth and family voice and choice while improving individual and system outcomes.

Eligibility and Qualifications of the Applicant

OhioMHAS is issuing this Request for Proposal (RFP) to existing and previous SOC funded communities (from OhioMHAS or from SAMHSA) with demonstrated success in system transformation, engaging youth and families in the wraparound process, and working across child-serving systems (and adult systems for transition-aged youth) to meet the needs of the family/youth/community. ADAMHS/CMH/ADAS Boards or County Family & Children First Councils that have been awarded Federal Funds for System of Care demonstration projects are eligible to apply. Joint applications will be accepted from any SOC communities showcasing an innovation within their community's youth serving systems. Joint applications must include only one project administrator who will act as the fiscal agent.

Grant Period

This one-time grant will be awarded for the period of 01/01/17 – 06/30/17 and is not renewable.

Funding Range

Two proposals will be awarded \$100,000 each. Budgets should reflect the proposed costs for the grant period.

Deliverables

The awardees for this grant funding will:

1. Produce digital training content (e.g. series of videos, webinars, informative blog posts, YouTube Channel) that demonstrates innovative engagement practices pertaining to this priority population and utilizes a cross-systems approach.
2. Include methods to strengthen leadership to support SOC and recommendations on how to build organizational capacity of youth serving organizations.
3. Demonstrate techniques of motivating and empowering families to recognize their own needs, strengths, and resources to take an active role in changing things for the better.
4. Catalog the digital content (photographs, exhibits, forms) as an interactive resource to guide developing thought leadership innovating SOC provisions.
5. Present the plan to the ENGAGE Management Team at the January 9, 2017 monthly meeting.

Permissible Use of Funds

These funds may be used for costs related to stakeholder or resource engagement and/or sub-contracts with external production experts. These funds are **not** for individual (youth/family) services or supports, or to enhance an individual community infrastructure.

Proposal Guidelines

Interested applicants must submit a proposal to correspond with the sections below. Sections 2 through 3 shall not exceed 5 pages. Proposals must be single-spaced, in 12-point font with 1” margins. Proposals must include the following areas.

1. Cover page
 - a. Applicant organization name, address, phone number
 - b. Executive Director name and email
 - c. Anticipated Project Coordinator name, email, phone number
 - d. Applicant Fiscal Officer name, email, phone number
 - e. Federal Tax ID
 - f. List of Collaborative partners and affiliated agency (name and organization)
 - g. Total amount of funding requested
2. Community Expertise with SOC
 - a. A description of how the community is successfully implementing SOC practices throughout the system/region. This includes identifying and successfully engaging the collaborating system partners.
 - b. For implementing High-Fidelity Wraparound: A description, including client feedback and measured results of how the community has implemented high-fidelity wraparound facilitation and case planning with successful outcome measures
3. Digital Content Training and Technical Plan
 - a. How the proposal demonstrates an innovative digital training approach in addressing the content area.
 - b. A description of the production plan including a timeline for the digital content training, which identifies principles of the SOC and/or Wraparound it will feature. This may include the use of internal and external production experts.
 - c. A narrative which addresses transferability of the community approach, practice, technology or intervention into other diverse communities.
4. Community Engagement

- a. Letters from the system partners acknowledging how the engagement of families and youth as experts in the cross-system work is serving the agencies and community. Limit 5.
5. Budget and Narrative
 - a. Budget must be submitted using the template provided along with this RFP. The budget must include costs for salary, fringe, materials, resources, supplies, sub-contracts, travel and administrative costs.

Availability of Funds

The funding period is January 1, 2017 through June 30, 2017. Awardees will have until September 1, 2017 to submit final reports on the grant expenditures.

Each joint application must identify the Administrative Agent. The Administrative Agent shall ensure that all expenditures are handled in accordance with policies, procedures and activities prescribed by the State in rules or interagency agreements that are applicable to the grant project.

Funding will be awarded using the grant application process. Grants will be made only to existing and prior SOC funded communities. There may be more than one application per ADAMH/ADAS region.

There is no match requirement for these applications. This grant is a one-time only opportunity; grant funding will not be ongoing or sustaining past June 30, 2017.

Reporting and Monitoring

The Administrative Agent may be subject to financial audit of the grant dollars.

Proposal Submission

1. The RFP is posted on the OhioMHAS website:
<http://mha.ohio.gov/Default.aspx?tabid=725>
2. All proposals must be submitted electronically to BCYFGRANTS@mha.ohio.gov
3. **Due date is Friday November 25, 2016 by 5:00 p.m.**
4. Incomplete, late, faxed, mailed or hand-carried applications will NOT be accepted
5. Questions and answers:
 - a. All questions must be submitted electronically no later than **Friday November 11, 2016 by 12:00 p.m. (noon)** to OhioMHAS at: BCYFGRANTS@mha.ohio.gov
 - b. No questions will be answered after the deadline
 - c. Responses to questions will be posted to the OhioMHAS website at <http://mha.ohio.gov/Default.aspx?tabid=725> and will be updated every Friday

- d. Contacting any OhioMHAS staff person directly with questions regarding this RFP is NOT permitted
- 6. Awards:
 - a. Awards are expected to be announced in early December, for project implementation to begin January 1, 2017.
 - b. All funds must be obligated by June 30, 2017
- 7. Once awarded, all grants must be entered into the Grants Financial Management System (GFMS) online system by December 23, 2016.

RFP Timeline

RFP Issued on OhioMHAS website	October 21, 2016
Question Period ends	November 11, 2016 (12:00 p.m.)
Proposals due to BCYFGRANTS@mha.ohio.gov	November 25, 2016 (5:00 p.m.)
Award Applications due in GFMS	December 23, 2016
Projects begin	January 1, 2017
Project plans presented to ENGAGE Management Team	January 9, 2017

Conditions of Award

1. As authorized in Ohio Revised Code Section 5119.61, OhioMHAS will collect information and data from awardees. Awardees will provide required information and data electronically, through the Grants Financial Management System (GFMS) online 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.
2. The Department 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. The Department reserves the right to ask clarifying questions, issue conditional awards, and negotiate a best and final proposal with one or more applicants(s). The Department 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.
3. Awardees will be solely responsible for reporting, withholding, and paying all employment-related taxes, payments, and withholdings for themselves and any personnel, including but not limited to: federal, state, and local income taxes, social security, unemployment or disability deductions, withholdings, and payments.
4. 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. (A copy of

the Agreement and Assurances can be found on our website at <http://mha.ohio.gov/Default.aspx?tabid=725> on the right hand side).

5. Funding note: Once applications have been finalized in the GFMS system, draw-down requests can be made. Awardees have some flexibility in timing and amounts of draw-down requests. Requests cannot be made more than one time per month; requests can be monthly, quarterly, or on another schedule that meets awardees needs. Requests for advance funds can be made for expected expenditures within 30-days (e.g., payroll, purchase orders, etc.). Draw-down request amounts are not required to be equal across requests and can be variable based on expected expenditures.

6. The following conditions apply to deliverables provided by the awardee: 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 and, if applicable, the federal grant, as the funding source;
- Reserve to OhioMHAS – and to the federal government, 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.

Factors and Criteria for Reviewing and Scoring Proposals

Proposals will be scored using the point values provided below.

Review Criterion	Points Possible
Project description components:	
1. Cover Page	1
2. Community Expertise with SOC	3
3. Digital Content Training and Technical Plan	3
4. Community Engagement	3
5. Budget and narrative	3
Total Possible Score	13

Rating	Explanation
0	Is Not Addressed. Proposal does not comply with the requirement and/or does not address expectations for the criterion.
1	Weak. Proposal does not substantially meet the requirement and/or does not substantially meet expectations for the criterion.
2	Meets. Proposal meets the requirement, and meets expectations for the criterion.
3	Exceeds. Proposal exceeds the requirement and exceeds expectations for the criterion.

Resources

Ohio ENGAGE website: <http://www.fcf.ohio.gov/Initiatives/ENGAGE.aspx>

Case Western Reserve University Center for Innovative Practices Wraparound website:
<http://begun.case.edu/cip/education-training/high-fidelity-wraparound/>

Ohio YouthMOVE website: <https://ohioyouthmove.org/>

FREDLA website: <http://www.fredla.org/>

TA Network website: <https://theinstitute.umaryland.edu/>

TA Network subscription for weekly updates:

https://visitor.r20.constantcontact.com/manage/optin?v=001_PHiFcqOoa39jj7ppBPf-nIID8jnE2DfvgivUUKh35dzgFUY99s8_D0KG-RxVIYzwF6Sr5ZiLJwmkR1Gf0x-2G2pznguPAxViyaMhH2pU%3D

