



GRANT INFORMATION FOR APPLICANTS (GIFA 1)

This document is intended to provide grant guidance for the following OhioMHAS grant funded programs:

- Women's Treatment
- Women's Prevention
- Higher Education
- Prevention Services
- Drug Free Community Coalitions
- SPF PFS
- Community Prevention
- Problem Gambling
- Circle For Recovery
- SS/HS
- Family & Children Support
- UMADAOP
- Therapeutic Communities
- TANF
- Prevention Gambling
- Opiate Advocacy
- Advocacy

SFY 2016

Ohio Department of Mental Health & Addiction Services (OhioMHAS) SFY 2016 Grant Information for Applicants

Mission

The mission of the Ohio Department of Mental Health and Addiction Services (OhioMHAS) is to provide statewide leadership of a high-quality mental health and addiction prevention, treatment and recovery system that is effective and valued by all Ohioans.

Vision

OhioMHAS will be a national leader in implementing a comprehensive, accessible, and quality-focused system of addiction and mental health care and wellness for all Ohio citizens.

Introduction

The State Fiscal Year (SFY) 2016 Grant Information for Applicants (GIFA) provides applicants for continuation grants with the requirements for the SFY 2016 grant application and sets forth the process by which grant applications will be submitted and reviewed. The SFY 2016 grant application will cover a one-year period, from July 1, 2015 through June 30, 2016.

Availability of Funding

Funding will depend on the availability of the state and federal funds for SFY 2016. Granted amounts will be provided in the Notice of Sub-Award (NOSA) for each individual award. In the event that state and/or federal funds are modified during the SFY2016, the Department will provide information for any budget modifications to the NOSA amount as soon as practicable after a change in availability of funds.

Eligible Applicants

Applications will be accepted only from public and private non-profit organizations that are **currently** funded to provide one or more of the following services: Mental Health and Substance Abuse prevention projects, and treatment services.

Grant Application Process

For the SFY 2016 applications, **all currently funded grantees** must submit their applications electronically via the Online Grant Application (OLGA) system, or Proving Ohio's Prevention Success (POPS) system. If your project will be a first time submission in either of these systems, please contact your project lead for guidance if needed. Project lead contact information is located on the prior year NOSA. The SFY 2016 GIFA Grant Application process begins Thursday, June 4, 2015. The deadline for submission is 5:00PM Friday, June 29, 2015.

Technical Assistance

Technical assistance is available for the Grant Application Process. Contact your project lead for programmatic guidance, or the Grants Coordinator for fiscal or business related questions. Please see the attached Contact list for the appropriate program and fiscal contacts. For system related program (OLGA or POPS) questions or concerns, contact the Help Desk at mhahelpdesk@mha.ohio.gov

Submission Deadline

All the components of the funding application must be completed and received at OhioMHAS by 5:00 P.M. on June 29, 2015 in order to meet the requirements for submission.

Once a Funding Application is complete and approved by OhioMHAS, an SFY 2016 NOSA will be released.

Restrictions

Grant funds may not be used for: inpatient services cash payments to recipients of services, financial assistance to any entity other than a public or nonprofit entity, vehicle purchase, capital improvement, construction, medical equipment, research, prohibited lobbying activities, professional or credentialing fees, (unless otherwise preapproved), licenses, fines, penalties, match for other federal funds, or to supplant existing funds for staff or programs. Grant funds may not be used to fund lobbying activities intended to influence the Ohio Legislature or Congress. Vehicle lease is permissible with pre-approval from OhioMHAS prior to signing the lease agreement.

Special Requirements

Special requirements will be indicated in the application for specific program areas, if applicable.

Grant Review and Receipt Schedule

To be considered for funding, applicants must complete and submit the application via the required method by 5:00 P.M. on June 29, 2015. **Any application submitted after 5:00 P.M. on June 29, 2015 will not be accepted.** No hard copies or facsimile copies of applications will be accepted.

Review and Receipt Schedule: the proposed timeline is as follows:

Schedule	Process
June 4, 2015	Notice to the Field Proposed Grant Awards & Grant Process Begins for Applicants
June 29, 2015	Grant Applications Electronic Submission to OhioMHAS via OLGA, POPS or Email as Instructed by 5:00 P.M.
June 2015	OhioMHAS Internal Application Review process begins
July 6, 2015	ADAMHS/CMH/ADAS Boards Review/Comment Form due to OhioMHAS program lead by 5:00PM

July 2015	2016 NOSAs transmitted to approved applicants and respective Boards.
July 1, 2015	SFY 2016 Funding Period Begins

ADAMHS/ADAS/CMH Board Comments

Boards will be notified of all grants proposed to be awarded in their service districts. Pass –Thru funded applicants must print and provide a copy of their Prevention, Treatment and MH Funding Applications to the Board by the close of business (5:00PM) on July 6, 2015. The Board **may** then submit the Board Review/Comment form to OhioMHAS by the close of business (5:00 PM) on July 6, 2015 to program lead associated with the grant. Program lead contacts can be found on the included list.

Grant Application Review and Approval

All grant applications will be reviewed by OhioMHAS for completeness and compliance with guidelines. OhioMHAS will approve the Application or return for edits. Once any required changes have been made, the applicant will submit the revised application to OhioMHAS.

A NOSA will only be released once an application is complete and approved.

Reporting Requirements

As authorized in Ohio Revised Code Section 5119.61, OhioMHAS will collect information and data from grantees. This information and data is outlined in the Reporting Requirements which will be distributed with all NOSAs. These Reporting Requirements also will be available on the OhioMHAS website. Reporting requirements, such as expenditure reports and progress reports, will be reviewed by OhioMHAS Staff. Failure to comply with Reporting Requirements will result in further action by OhioMHAS.

Attachments:

The following attachments are available at the following link: OhioMHAS Grant Web page: <http://mha.ohio.gov/Default.aspx?tabid=500>.

- Project Lead Contact Sheet
- Board Review Comment Form
- Prevention Continuum of Care Taxonomy
- Grant Budget Line Item Policies
- OhioMHAS Indirect Cost Rate Rule