



Department of
Mental Health

John R. Kesich, Governor
Tracy J. Plouck, Director

Numbered Advisory Memorandum

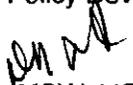
Date Issued: June 18, 2012

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Subject:

- Allocations
- Certification
- Licensure
- Medicaid
- Policy and/or Procedure
- Other Critical Information

Originator(s):
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Division of Program & Policy Development

Approval(s):

Debbie Nixon-Hughes, MSW, LISW-S, Deputy Director
Division of Program & Policy Development

To: Applicants of SFY 2013 Federal
Block Grant Funding

Contact(s):
Matthew.Loncaric@mh.ohio.gov
614-466-1204

Required Action: No Yes, by this date: 07/23/2012

TITLE: Announcement of State Fiscal Year 2013 (SFY 13) Intent to Fund and procedures for application for funding from Community Mental Health Block Grant (BG).

PLEASE NOTE:

- (1) The procedures, reviews, and deadlines described in this Announcement **DO NOT APPLY** to Block Grant Base allocations to Boards for direct services.
- (2) Eligible applicants as listed in *Attachment A: SFY 13 Block Grant Funding Table* must have a fully executed FY 2012-2013 Agreement and Assurances (AA) document on file at ODMH before first quarter SFY 2013 Federal funds can be disbursed to an applicant. **Any applicant that submitted signed Agreement and Assurances in SFY 12 will not need to resubmit for SFY 13.**
- (3) ODMH Project Leads will send to applicants additional documents comprising the SFY 2013 Funding Application, and negotiations between the applicant and the Project Lead must be successfully concluded by 07/23/2012 if the applicant is to receive additional SFY 2013 quarterly funding. **See Dates for Required Action below.**
- (4) Proposed funding is contingent on the final federal Block Grant award and Ohio's approved biennial budget. ODMH continues to monitor Block Grant funding and SAMHSA directives, but **we caution all funding recipients to plan for potential changes with regard to future funding.**

All ODMH policy memoranda are posted on the ODMH Web site at mentalhealth.ohio.gov/partner-resources

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CONTENT: Director Plouck's FY 13 Block Grant Allocations memorandum outlines the context, rationale for decisions and direction related to Block Grant projects that have been chosen to apply for specified levels of funding. ODMH will extend the terms of the existing funding agreements for projects currently funded with Block Grant dollars, amended to reflect the SFY 13 annualized funding amounts reflected in Attachment A, for up to four weeks, during which time the terms of the SFY 13 agreements may be negotiated. This four week period will permit time for productive negotiations between ODMH Project Leads and applicants while avoiding disruption to funding for the selected continuation projects.

Funding process details include:

- (1) Applicants for Block Grant projects will receive SFY 13 first quarter funds (25% of the SFY 12 total amount) after verification that Agreement and Assurances are on file at ODMH.
- (2) Application documents for SFY 13 will be distributed via email to the applicant by the ODMH Project Lead. The ODMH Project Lead will negotiate with the applicant to achieve, by July 23, 2012, an agreed upon budget, budget narrative and deliverables as set forth in the Performance Measurement Worksheet (PMW).
- (3) On or about 07/23/2012, the Director and/or designees will approve the successful applications to allow for continued funding for the remainder of SFY 13.
- (4) Successful applicants will begin standard quarterly progress reports with the second quarter of SFY 13 based on PMWs agreed to in SFY 12 (unless alternative arrangements are agreed to by the ODMH Project Lead and the applicant), and PMWs negotiated for SFY 12 for the third and fourth quarters.

ELIGIBILITY: Applications for SFY 13 Funding pursuant to this Announcement may be submitted only by designated eligible applicants as determined by the ODMH Director. Selection for renewed funding is based on adherence to priorities as defined by SAMHSA and ODMH priorities, past performance as an Ohio Community Mental Health Block Grant Award recipient, and availability of funds.

Eligibility to apply for new Block Grant initiatives in SFY 2013 will be announced in subsequent communications.

APPLICATIONS: SFY 13 Funding Applications are comprised of a completed budget, budget narrative, the project's Performance Measurement Worksheet (PMW), and the Standard Affirmation Disclosure Form to fulfill Executive Order 2011-12K. The PMW describes the goals and objectives, activities, performance indicators or measures, and the proposed impact on stakeholders, especially consumers with Serious Mental Disabilities (SMD)/Serious and Persistent Mental Illness (SPMI), children with Serious Emotional Disturbance (SED), family members, and the public mental health system.

CONDITIONS: All eligible applicants for funding must negotiate with their ODMH Project Lead and submit written, agreed upon applications in the format specified in this Announcement (see **Required Action** below). If the applicant and ODMH Project Lead do not agree upon all the elements of the application by 07/23/2012, ODMH reserves the right to make no subaward, make a subaward for a lesser amount, make alternative sub-awards for the specified project, or make subawards for less than one full year. ODMH reserves the right to ask clarifying questions, issue conditional subawards, and negotiate the final application with one or more applicant(s). ODMH reserves the right to waive errors and omissions that do not materially affect the outcome of said application. Errors and omissions may result in lower evaluation scores or rejection of the application.

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EVALUATION AND AWARD: Each application will be reviewed by the ODMH Project Lead and the respective Office Chief. Recommendations based on these application reviews, as well as fiscal and programmatic reviews of past performance and proposed budgets, will be forwarded to the ODMH Director or designees. ODMH will publish a finalized Notice of Intent to Fund on the ODMH website contingent on approval of all applications. Any contingencies or exceptions to the application as determined during the review process may be appealed to the Director of ODMH or designees whose decision to fund, modify, or not-fund is final.

BG 13 PROJECT REPORTING AND FUTURE APPLICATIONS FOR FUNDING: During SFY 13, ODMH plans to initiate a web-based grants management tool to automate and add electronic functionality to the grant application and reporting process. As such, SFY 13 will mark a transitional year in which BG project reporting (Performance Measurement Worksheets, Narrative and Fiscal Reporting, etc.) will effectively switch from submission via email and hard copy mail to entering reporting information via a web portal.

The purpose of this centralized and secure online grant application functionality is to empower ODMH and its grant-seeking stakeholders to focus funding activities on outcomes rather than administrative burden or time-intensive processes. Users of the online grants management tool will have the ability to monitor grant progress in real time and improve end-to-end efficiency, accountability and service delivery.

All organizations that will receive BG 13 funding will have the opportunity to participate in use of the web-based grants management system when it becomes functional. All grantees will be highly encouraged but not required to use the system during SFY 13. However, the online grants management tool will be mandatory for future BG funding cycles. Both ODMH staff and stakeholders will have the opportunity to use all of SFY 13 to become familiar with the web-based grants management tool.

REQUIRED ACTION: Eligible applicants as determined by the Director must submit, by the required date, time, and in the required formats, all information described in this announcement including completed: SFY 13 Funding Application comprised of project narrative, budget and budget narrative, PMW, and any additional attachments sent by ODMH to those organizations by electronic mail, including signed SFY 2012-2013 Agreement and Assurances if not already on file at ODMH.

DATES FOR REQUIRED ACTION:

Date	Required Action
07/23/2012	Agreement and Assurances: The Agreement & Assurances submitted by BG stakeholders in SFY 12 cover the SFY 13 funding period. Any applicant that submitted signed Agreement and Assurances in SFY 12 will not need to resubmit for SFY 13. Applicants should verify with their ODMH Project Lead that your organization's Agreement and Assurances are on file at ODMH. However, all applicants are expected to submit electronic copies of their organization's most recent financial audit and proof of liability insurance as instructed in the BG 13 Funding Application.

If your organization was not funded in SFY 12 and/or your organization does not currently have Agreement and Assurances on file at ODMH, please request a copy of the Assurances document via email to: Matthew.Loncaric@mh.ohio.gov.

07/23/2012 ODMH Project Leads will send the following via electronic mail to each applicant:

- 1) Numbered Advisory Memorandum (PDF)
- 2) SFY 13 Funding Application (MS Word)
- 3) Performance Measurement Worksheet (MS Word)
- 4) Standard Affirmation and Disclosure Form: Executive Order 2011-12K (PDF)

07/23/2012 Questions may be submitted to applications13@mh.ohio.gov or the Block Grant voicemail at 614-466-1204 until 07/23/2012. Please provide any necessary respondent contact information. Responses will be provided within two (2) business days.

07/23/2012 Completed SFY 13 Funding Applications, including completed Performance Measurement Worksheets, ***must be received*** by ODMH via electronic mail at applications13@mh.ohio.gov **no later than 4:00PM, July 23, 2012.**

PLEASE NOTE: The risk of delay or failure of delivery for any required submission is borne by the applicant.

APPLICABILITY TO ASSOCIATED FUND AWARDS: The procedures described in this Numbered Advisory/Notice of Intent to Fund announcement may be applied to other grant funds, including Rotary and Special Project funds, associated with the Community Mental Health Block Grant in SFY 2013.

NAME, TELEPHONE NO., AND EMAIL OF CONTACT PERSON(S):

Please submit application materials or questions to applications13@mh.ohio.gov.

cc: Tracy J. Plouck, Director
Leadership Support Team
Program and Policy Development Leadership
ODMH Project Leads

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Attachment A: SFY 13 Block Grant Funding Table	SFY 13 Award
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ODMH Priorities

BG Base & Administration = \$8,251,748

ADAMH Board Allocation	\$7,500,000
BG Administration	\$725,000
OFCF Administration	\$26,748

HOUSING = \$900,000

Housing Strategy	\$900,000
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CHILDREN = \$712,500

Early Childhood Mental Health Evaluation/Professional Development/Credentialing	\$100,000
CIP CCOE - CWRU	\$292,500
Early Childhood Mental Health Consultation to Support Early Childhood Educators	\$320,000

PREVENTION - \$608,750

Red Flags	\$75,000
Ohio Suicide Prevention Foundation	\$233,750
Deaf & Hard of Hearing Services	\$300,000

FORENSIC = \$1,050,000

Statewide Forensic Base	\$110,000
Ex-Offender MH Community Reentry	\$500,000
BHJJ Partnership with DYS	\$250,000
Criminal Justice CCOE – CIT Training	\$190,000

NEW INITIATIVES = \$260,000

Employment/Education/TTAY	\$200,000
Trauma-Informed Care	\$60,000

ADVOCACY = \$1,344,874

NAMI Ohio	\$488,750
Ohio Empowerment Coalition	\$310,250
Multiethnic Advocates for Cultural Competence	\$255,000
Ohio Federation for Children’s Mental Health	\$85,000
Ohio Adult Care Facility Association	\$55,250
Consumer Family Partnership Team/Stipends	\$100,000
Toll Free Bridge	\$50,624

OTHER BEST PRACTICES = \$1,728,550

Evidence Based Practices Evaluation Projects	\$100,000
SAMI CCOE	\$427,500
DMH/DODD Collaboration (MI/DD CCOE)	\$85,500
Wellness Management & Recovery CCOE	\$296,100
All Ohio Conference (biennial event)	\$30,000
COS Supported Employment	\$85,500
Supported Employment CCOE	\$171,000
Health Homes/Health Integration/HIT	\$532,950

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