

**Bureau of Recovery in Supports
Application
Local Employment Partnership MHA-16-17-TRS-18-Employ.**

Request Issued: September 15th, 2016

Submit to: employmentrfp@mha.ohio.gov

Applications will be accepted through October 7th, 2016 or when we reach 20 applications, whichever comes first.

I. Background and Intent

The Ohio Department of Mental Health and Addiction Services (OhioMHAS) received funding for fiscal years 2016-2017 to develop and implement policies and create partnerships that will increase employer engagement, increase job opportunities for individuals with a severe and persistent mental illness and/or substance use disorders, and to reduce the number of positive employee drug screens. This funding will allow OhioMHAS to assist job seekers in finding employment, assist employers in implementing Drug Free Workforce policies and procedures, provide support to employed individuals who test positive, and connect business to available trained and ready human capital. OhioMHAS has provided funds to Working Partners, an organization that assists with the development, implementation, and maintenance of drug-free workplace programs, to bring together key stakeholders and employers from 20 communities and related Community Behavioral Health Authorities to provide technical assistance to implement this initiative.

II. Funding Opportunity

OhioMHAS is providing funding opportunities to 20 Community Behavioral Health Authorities to participate in this community initiative. This collaborative effort will include partners such as Job and Family Services, Ohio Means Jobs, Opportunities for Ohioans with Disabilities, Chamber of Commerce, health departments, and Re-Entry Coalitions, and seeks to improve community awareness, increase the connection between local businesses and the local skilled workforce, decrease positive drug screens, and improve employer engagement. Each Community Behavioral Health Authority will receive \$20,000 for SFY 2017 and technical assistance from Working Partners. Remote guidance and support will also be provided throughout at least a 12-month period to guide the local partnership.

Eligible Applicants

III. Community Behavioral Health Authorities who have identified one community and local partners within that community to participate in this initiative

IV. Application Contents

Please e-mail a cover sheet to employmentrfp@mha.ohio.gov. The **Cover Sheet should include:**

1. Applicant name, address, phone number; executive director name and contact information; fiscal officer name and contact information; and federal tax ID
2. Proposed community and a list of community partners
3. Brief statement of commitment to participate in the project.

Budget and Budget Narrative

Applications must include a high level budget that identifies all costs to complete the project expectations. All travel must be at State of Ohio rates. For a list of rules and regulations relating to travel, visit: http://obm.ohio.gov/TravelRule/doc/Revised_TravelRule_2014-07-01.pdf. 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 (Attachment B) and Budget Narrative.

V. Application Submission of Interest

- A. All applications must be submitted electronically to: employmentrfp@mha.ohio.gov.
- B. Applications will be accepted through October 7th, 2016 or when we reach 20 applications, whichever comes first. Applications must be received by this time to be considered.
- C. By submitting an application and accepting funds, County Behavioral Board Authorities commit to participation in technical assistance provided by Working Partners and agree to develop and implement a sustainability plan that will maintain this initiative.
- D. A GoToMeeting will be held on September 21, 2016 from 3:00pm to 4:00 pm so that board areas who are interested may learn more about the local partnerships as well as the scope of work. Time will also be provided for questions and answers. Interested parties may register for the GoToMeeting at <https://attendee.gotowebinar.com/register/4581196938300598019>.
- E. A document provided by Working Partners has been attached for reference. The document summarizes the scope of work currently underway in other communities.

VI. Conditions of Award

- A. 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 application with one or more applicants(s). OhioMHAS reserves the right to waive errors and omissions that do not materially affect the application. Errors and omissions may result in lower evaluation scores or rejection of the application.
- B. OhioMHAS will not be liable for any costs incurred by applicant in responding to this Application, regardless of whether the department awards through this process, cancels the Application, or makes the award through a different process.
- C. 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.
- D. As authorized in Ohio Revised Code Section 5119.61, OhioMHAS will collect information and data from awardee. Failure to comply with reporting requirements shall result in further action by OhioMHAS, which may include withholding of funds.
- E. 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.
- F. 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).
- G. 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:
 - 1. Identify OhioMHAS and, if applicable, the federal grant, as the funding source;
 - 2. Reserve to OhioMHAS - and to the federal government if this sub-award includes federal funds - 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;
 - 3. Be provided to OhioMHAS as specified in the award; and
 - 4. 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.

H. Implementation Deadline: Work is expected to begin mid-October with the guidance of the OhioMHAS Employment Services Administrator.

I. Deadline for Completion of Funded Work: June 30th, 2017.

Applications will be accepted through October 7th, 2016 or when we reach 20 applications, whichever comes first.