

Bureau of Children and Families
REQUEST FOR PROPOSALS RE-POST (RFP# MHA-16-ECH-010-WFE-RE-POST)
The Whole Child Matters Early Childhood Mental Health
Centralized Intake

Request for Proposal Issued: **January 5, 2016**

Proposal Due Date: **Friday, January 22, 2016 5:00pm.**

Anticipated Date of Award Announcement: **January 29, 2016 (or sooner as feasible)**

Question Submission: **January, 13 2016 at 5 pm.**

Funding Opportunity

The Governor's budget has allocated funding to improve access to early childhood mental health prevention and early intervention services for infants, toddlers and young children (birth to kindergarten) to successfully retain them in their preschool and early learning settings.

The goal of this re-posted grant is to: 1) Create a centralized intake process that provides a seamless, rapid response capacity for family or center requests for ECMH Consultation services to prevent a potential episode of expulsion of a pre-school aged child. This request for proposal seeks grantees that will implement this component to the Whole Child Matters ECMH Initiative.

I. Background and Intent

In Ohio, during academic year 2012-2013 there were reported 3,996 out of school suspensions and expulsions for fighting and disruptive behaviors for Ohio's Kindergarteners. These disruptive behaviors are often associated with exposure to childhood trauma, abuse and neglect.¹ In an unduplicated sample of 258 children age 0-6 served by OhioMHAS, 11.6% (30/258) had experienced a suspension or expulsion prior to the survey administration.² The first national study of 3,898 publicly funded prekindergarten classrooms (81-percent response rate) currently operating in 40 States found that 10.4 percent of prekindergarten teachers reported expelling at least 1 preschooler in the past year; 19.9 percent of these preschoolers were expelled more than once. Nationally, 6.67 preschoolers were expelled per 1,000 students enrolled; this rate is 3.2 times the rate of expulsion for K-12 students.³ As early as 2005, 2007, and in ongoing research, the use of ECMH Consultation has shown "statistically significant" increases in social skills and reductions in problem behaviors were seen for children who received individualized consultation. More than three-quarters of the children who were at risk for expulsion were able to be maintained in their current child care placement; of those that changed placements, only half were removed involuntarily. These findings provide additional evidence for mental health consultation as a strategy to reduce the risk for expulsion for young children with problem behaviors.^{4 5}

The goal of this initiative is to get the "right care, to the right children, at the right time" early enough to make *the* difference in their education and future success by applying Ohio's experts in early childhood mental health to reduce and eliminate preschool to kindergarten expulsions. "The Whole Child Matters" program will position Early Childhood Mental Health Professionals statewide to provide rapid response to

¹ ODE Report Card Academic Year 2012-2013

² OhioMHAS Annual Youth Services Survey for Families 2012-2014

³ Preschool Expulsion: National Trends and Implications for Early Child Care and Education, Kochhar-Bryant & White, 2009

⁴ The evidence base for mental health consultation in early childhood settings: Research synthesis and review. Paper presented at the Establishing the Evidence Base for Early Childhood Mental Health Consultation, Tampa, FL Brennan, E. M., Bradley, J. R., Allen, M. D., Perry, D. F., & Tsega, A. March, 2005a

⁵ Reducing the Risk for Preschool Expulsion: Mental Health Consultation for Young Children with Challenging Behavior. Perry, Dunne McFadden & Campbell. June, 2007

early learning settings when parents, teachers or program directors have a need for help to stabilize a student's emotional or behavioral classroom adjustment.

- A. **Eligible applicants** include any OhioMHAS certified provider, Ohio Alcohol and Drug Addiction and Mental Health Services Board or other governmental entity or collaboration of same.
- B. **Fund Source and Range**
 - 1. This General Revenue 18-month funding opportunity begins January 1, 2016 and ends June 30, 2017. The total funds available may not exceed **\$225,000**.
 - 2. Applicants may apply for up to \$100,000 for the budget period of January 1, 2016 through June 30, 2016 and for up to \$125,000 for the budget period of July 1, 2016 through June 30, 2017 inclusive of costs related to the project. The funds available under this initiative may increase during the funding period, permitting support of additional proposals.

II. Scope of Work

Centralized Intake Component

A single award will be made to establish a centralized intake process, which will result an Early Childhood Mental Health professional follow-up within 24 to 48 hours to a call or request for "Whole Child Matters" consultation. A face-to-face visit will occur and the ECMH mental health professional will follow the evidence based service protocols for classroom and center based consultation or screening as set forth in Ohio's model for Early Childhood Mental Health early intervention and consultation services. When deemed necessary children requiring more extensive psychological evaluation will be supported until linked with appropriate mental health services. Grantees with experience with centralized ECMH intake processes or demonstrate organizational readiness are preferred for immediate start-up. Leveraging current partnerships under the Whole Child Matters Initiative grantees, the successful Grantee will work with ODE school based mental health programs, Early/Head Start and ODJFS Child Care Centers and Early Learning Providers to advertise and access the centralized intake and "Whole Child Matters" Early Childhood Mental Health consultation and referral services. This initiative also supports the statewide seclusion and restraint policy and ODE's preschool PBIS policy work. In areas where there is no ECMH infrastructure or services, the Centralized Intake provider shall demonstrate capacity to respond in person within the "rapid response" 24-48 hour timeframe to help prevent expulsion of preschool to kindergarten aged children.

Evaluation

Grantees will enter their ECMH requests, referrals and responses; and any follow-up or training data into the statewide ECMH database quarterly. Grantees will participate in the ECMH Statewide Users group to co-create and enhance the web-based ECMH database system and process to track all implementations, implementation fidelity and will closely collaborate with the ECMH workforce development consultant and program evaluation process for both quantitative, qualitative (observation and/or case study) and data collection.

Sustainability

Grantees will also be expected to address sustainability planning in their proposals to the extent that grant or other funding is available and demonstrate past or existing efforts to support ECMH services in collaboration with other local funders or revenue sources.

III. Questions, Technical Assistance, and Updates

- A. All questions must be submitted electronically to MHAS-ECWorkforce@mha.ohio.gov
- B. No later than **January 13, 2016 at 5 pm**. **No questions will be answered after the deadline.** Responses will be posted on the OhioMHAS website under Funding/ Funding Opportunities. You may NOT contact any OhioMHAS staff member directly with questions regarding this RFP. Contacting staff directly with questions could result in disqualification of a proposal.
- C. Interested parties are required to monitor this website for any updates to the RFP.

IV. Proposal Contents

The combined page limit for the proposal narrative and applicant qualifications and experience sections is eight (8) 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:

A. Cover Sheet, including:

1. Name of applicant, address, phone number; executive director name and contact information; fiscal officer name and contact information; and, applicant's federal tax ID
2. Amount of funding requested, and
3. Brief abstract of proposal (300 words or less)

B. Proposal Narrative

1. **Project Description-** The applicant will be expected to support the Whole Child Matters Initiative by providing a project goal and projected measureable objectives with a detailed implementation timeline for developing the following:
 - a. Centralized Intake Component - the process; a **communications** plan to promote/advertise the access phone number and/or website and initial training.

- C. Applicant Qualifications and Experience (Preference will be given to proposals demonstrating the capacity to quickly and effectively implement the Centralized Intake Component and collaborate across the network of new Whole Child Matters ECMH Grantees and established Early Learning Challenge Grant and Early Childhood community provider partnerships).

- D. Due the timeframe associated with this re-posting: **Statement of Intent to Develop Formal Memoranda of Understanding with Identified regional and statewide Partners as part of the development process.** These MOU to be submitted later, will state defined roles and respective responsibilities to respond to crisis requests for ECMHC consultation to help prevent expulsion of preschool to kindergarten aged children.

E. Budget and Budget Narrative

Proposals must include a budget that identifies 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. The budget narrative must outline each resource assigned to a task, including the resource's annual or hourly rate, and the estimated number of hours that the resource is expected to expend on the task. Administrative fees cannot exceed 5% of the total award. You must use the Budget Expenditure Form (Attachment 1) and Budget Narrative (Attachment 2).

V. Proposal Submission

- A. **Proposal Due Date: Friday, January 22, 2016, 5:00pm. Proposals must be received by this time to be considered. Risk of delay or failure of delivery rests with the applicant.**
- B. **Where to Submit:** All proposals must be submitted to: MHAS-ECWorkforce@mha.ohio.gov
- C. No faxed, mailed, courier delivered, or hand carried proposals will be accepted.

VI. Proposal Evaluation

Proposals will be scored on technical merit and budget. Point values are provided.		Points Possible
Does Proposal Meet Scope of Request for Proposal? Yes or No. If no, proposal cannot be scored.		
A) Cover sheet		
1. Organization information		1
2. Amount of Funding requested		1
3. Abstract		3
B) Proposal Narrative		
A. Proposal Narrative		
1. Project Description- The applicant will be expected to support the Whole Child Matters Initiative by providing a project goal and projected measurable objectives with a detailed implementation timeline for developing the:		3
a) ECMH Centralized Intake Component - process, a communications plan to advertise the phone number or website and initial training.		5
b) Applicant Qualifications and Experience (Preference will be given to proposals demonstrating capacity to collaborate across the network of new Whole Child Matters ECMH Grantees and established Early Learning Challenge Grant and Early Childhood community provider partnerships)		5
B. A Statement of Intent to develop Formal Memoranda of Understanding with Partners as part of the development process. These MOU to be submitted later, will state defined roles and respective responsibilities to respond to crisis requests for ECMHC consultation.		2
C. Sustainability planning in their proposals to the extent that grant or other funding is available and demonstrate past or existing efforts to support ECMH services in collaboration with other local funders or revenue sources.		2
2. Willingness to work collaboratively with ECMH workforce development and evaluation		3
3. Strategies and methods that infuse cultural and linguistic competencies as well as other equity needs for the various young child populations of Ohio		3
4. Applicant Qualifications and Experience		
1. Documented experience in Early Childhood Mental Health programming		2
2. Documented experience in organizing and providing training and technical assistance		2
3. Documented experience in ECMH data collection and reporting		2
C) Budget		3
Budget Narrative		3
Total Score		40
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.	

Anticipated Date of Award Announcement: January 29, 2016 (or sooner as feasible)

VII. Conditions of Award

- A. OhioMHAS reserves the right to make no award, make an award for a lesser or greater 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.
- B. OhioMHAS will not be liable for any costs incurred by applicant in responding to this RFP, regardless of whether the department awards through this process, cancels the RFP, 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. Awardee will provide required information and data electronically, through the Proving Ohio's Prevention Success (POPS) 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.
- 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:** Grant award recipient must be able to begin work January 29, 2016
- I. **Deadline for Completion of Funded Work:** June 30, 2017

Submission Deadline: January 22, 2016, 5:00pm.

Anticipated Date of Award Announcement: January 29, 2016 (or sooner as feasible)

Question Submission: January, 13 2016 at 5 pm. No questions will be answered after the deadline.