



Application for Ohio Sobriety, Treatment and Reducing Trauma (START) Training and Technical Assistance (MHA-18-PW-OhioSTART-013)

Program Year: June 1, 2017 to June 30, 2018

Implementation Period: July 1, 2017 to June 30, 2018

John R. Kasich, Governor

Tracy J. Plouck, Director

RFP PURPOSE

The 21st Century Cures Act was passed by Congress and signed into law in late 2016. It is designed to modernize health care through enhanced innovation, research and communication, leading to better patient outcomes. The Act also makes available to states new funding through the Substance Abuse and Mental Health Services Administration (SAMHSA) to combat the prescription opioid and heroin crisis. SAMHSA' State Targeted Response (STR) project funding will provide up to \$970 million to states and territories over the next two years, beginning in fiscal year 2017.

Ohio's Opioid STR Project goals focus on building a community system of care (prevention, early intervention, treatment and recovery support) that emphasizes service integration between physical health care, emergency health care, behavioral health care, criminal justice, and child welfare. Strategies and activities undertaken for this effort build upon Ohio's on-going efforts to address the opioid epidemic and are designed to reduce overdose deaths and enhance the ability of individuals with opioid use disorder to receive treatment using evidence-based approaches. This focus represents a high-impact opportunity to strengthen Ohio's comprehensive response to the state's opioid issues.

This RFP seeks proposals to develop a training manual, arrange training and technical assistance to local teams participating in Ohio's Sobriety, Treatment and Reducing Trauma (START) project in collaboration with Ohio Mental Health and Addiction Services (OhioMHAS) the Public Children's Association of Ohio (PCSAO) and the Office of the Ohio Attorney General (AGO). Participating counties currently include: Adams, Athens, Brown, Clermont, Clinton, Fairfield, Fayette, Gallia, Highland, Hocking, Jackson, Lawrence, Meigs, Perry, Pickaway, Pike, Ross, Scioto and Vinton. The successful applicant under this RFP will be funded through Ohio Mental Health and Addiction Services (OhioMHAS) but will also be collaborating with PCSAO and AGO throughout the performance of the work.

The Ohio START project is an attempt to integrate promising aspects of existing drug treatment programs into the ongoing work of providers and child welfare staff. This approach is promoted by the Annie E. Casey Foundation as an effective model to address the challenge of parents affected by drug abuse (particularly opiate addiction) in the child welfare system. Ohio START is modeled after SAMHSA's evidence based START model. START is currently being implemented in Cuyahoga County, Ohio and Kentucky.

The Ohio START project will target families with co-occurring parental substance abuse (particularly opiate abuse) and child maltreatment. The goal of Ohio START is to maintain children in their homes safely when possible. Children services caseworkers will complete a universal screen for every family during the investigation process to determine whether any member of the family is addicted to substances. For families where a parental addiction is identified, the children services caseworker, in partnership with behavioral health providers serving family member(s), will provide the parent(s) with immediate access to substance abuse services to promote families achieving sobriety and independence quickly. Additionally, a certified Peer Recovery Supporter will provide supportive services for the parent(s). Both the parents and the child will be screened for trauma and, when necessary, connected to mental health and other services. The child welfare and/or behavioral health case worker will share information on the parents' ongoing drug treatment and include the certified Peer Recovery Supporters in the development of case plans, and in weekly Family Team Meetings. Local START teams will assist families to achieve greater rates of recovery, reduced removals of children from homes, greater long term independence and success, and improved developmental and emotional wellbeing.

The maximum amount of the award under this RFP is \$250,000.

START Training and Technical Assistance Goals

Live Training

The awardee will develop a training manual and arrange live training on the following topics, in consultation with OhioMHAS and PCSAO:

- 1) Trauma-Competent screening tools for children and adults
- 2) Substance abuse treatment basics with a focus on opiates
- 3) Parenting skills
- 4) Identifying family and individual strengths
- 5) Team building and partnering
- 6) Relapse prevention and family support strategies
- 7) Methods and instruments for assessing risks for families and child protection services workers
- 8) Motivational Interviewing
- 9) Serving families with co-occurring child maltreatment and parental substance abuse issues
- 10) Screening and Assessment tools, specifically the UNCOPE Screening Instrument for Substance Abuse and the GAIN (Global Appraisal of Individual Needs)
- 11) Cultural and linguistic competency

The awardee will secure continuing education credit for training events, and work with local START teams to determine community or regional training and technical assistance needs.

The awardee will be expected to provide training for 19 local START teams. OhioMHAS reserves the right to amend the awardee's contract to include more START counties, as necessary, on the same terms and conditions as the original contract.

Online Training

The awardee will provide online training, for the topics listed above for Live Training, where appropriate and mutually agreed upon by OhioMHAS, PCSAO and the AGO. The awardee will secure continuing education credit for online training modules.

Technical Assistance

The awardee will develop a process for local STARTs to request technical assistance and will be prepared to provide technical assistance in areas that include, but are not limited to:

- Working with the substance abuse, child welfare and court systems
- Identifying collaborative efforts and linkages among alcohol and other drug services, child welfare, and family courts
- Developing multi-system shared values and guiding principles
- Understanding the role of Medication Assisted Treatment (MAT) across child and family serving systems
- Developing screening, assessment, engagement and retention protocols
- Promoting multi-system partnerships with juvenile and family drug courts

- Communication, data and information sharing
- Working with Peer Recovery Supporters
- Best practices in substance abuse treatment and intensive child welfare case management
- Engagement strategies for agencies who do not collaborate well
- Child welfare orientation for other systems, e.g. courts, attorneys, judges, Peer Recovery Supporters, health, etc.

Peer Recovery Supporters

The awardee will assist local STARTs in outreach, identification, recruitment and training of Peer Recovery Supporters, as defined in Ohio Administrative Code, section 5122-29—15.1(A). Peer Recovery Supporters must be individuals with a direct lived experience of a mental health and/or substance use disorder who are in recovery. (Recovery is defined as: The personal process of change in which Ohio residents strive to improve their health and wellness, resiliency, and reach their full potential through self-directed actions, Ohio Administrative Code Section 5122-29-15(C). The awardee will provide support and technical assistance for individuals to become certified as Peer Recovery Supporters through OhioMHAS.

The awardee will ensure the department Peer Recovery Support training is accessible to potential Peer Recovery Supporters from wide-ranging backgrounds to ensure there is diversity in service delivery. The training will provide tools, skills and support for Peer Recovery Supporters to work collaboratively with child protection staff to improve timely reunification and reduce out of home placements.

DATA COLLECTION AND REPORTING

As authorized in Ohio Revised Code Section 5119.61, OhioMHAS will collect information and data from the awardee and local STARTs monthly. This information and data are outlined in the Reporting Requirements, which will be distributed with the Notice of Award. These Reporting Requirements will be available on the OhioMHAS website. Reporting requirements, such as expenditure reports and quarterly program summary reports, will be reviewed by OhioMHAS staff. Failure to comply with reporting requirements may be considered a breach of terms of the funding award as well as a violation of Ohio Revised Code Section 5119.61

Additional Data Collection

Other data required to be reported monthly includes:

- Number of training sessions provided and number of persons attending
- Background and populations served of persons attending training
- Number of persons participating and completing online training
- Background and populations served of persons participating in online training
- Number of technical assistance requests received
- Amount and types of technical assistance provided and to whom
- Number of new Peer Recovery Supporters trained and certified

Performance Assessment

The awardee is expected to participate in a performance assessment as needed including monthly reviews with OhioMHAS staff.

PROGRAM OPERATIONS AND MANAGEMENT

Eligible Applicants

Applicants must have at least two years' experience delivering and coordinating the types of training and technical assistance described in this RFP and/or training faculty to perform the trainings described in this RFP. Applicants should have documented experience with: Promising Research Evidence models; child protection services; family preservation; Ohio's continuing education processes; trauma competent care; Ohio juvenile and family drug courts; co-occurring behavioral health and substance abuse disorders; recruitment of Peer Recovery Supporters; motivational interviewing and collaboration with state and national resources.

Permissible Use of Funds: Costs may be related to the delivery of the live and online courses, technical assistance in the designated areas, faculty training for the courses, retaining additional faculty for the courses, project management and oversight, and Peer Recovery Supporters recruitment strategies, training and certification.

Any use of funds for equipment (including electronic devices such as computers, tablets and cell phones), furniture or computer software (including licenses) must be justified in terms of the relationship of the equipment, furniture or computer software to the program or activity. Justification to purchase equipment, furniture, computer software must be submitted to OhioMHAS for prior approval and include consideration of how the equipment, furniture or computer software will be used, why the purchase is necessary, what alternatives were considered, how the cost was determined and why the program considers the cost reasonable. Funds cannot be expended for equipment, furniture or computer software until approved by the Department.

The awardee shall be responsible for all of its own business expenses, including, but not limited to: computers, email and internet access, software, phone service and office space. The awardee will also be responsible for all licenses, permits, employee's wages and salaries, insurance of every type and description, and all business and personal taxes, including income and Social Security taxes and contributions for Worker's Compensation and Unemployment Compensation coverage, if any.

Equipment, furniture or computer software purchased under a grant is the property of OhioMHAS. A list of equipment, furniture and computer software, including serial numbers must be submitted to the Community Funding unit through an equipment itemization form obtained from the 21st Century CURES Project Director post-award. See Item #10 in the general assurances and agreements in the event of termination or non-renewal.

Awardee 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.

PROPOSAL GUIDELINES

Proposal page limit is ten, single-spaced pages in 12 point Times New Roman font. This page limit Does NOT include the budget narrative or budget expenditure form (Appendices 1 and 2), or any Memoranda of Understanding (MOU) for any referral agencies. Proposals must include the following:

A. Scope of Work

1. Face sheet (Attachment 2)
2. Abstract - Summary of how all local START training and technical assistance services will be implemented, as well as strategy for recruitment and training of Peer Recovery Supporters that includes goal(s), objectives, and total amount of funding requested. (300 words or less)
3. Project Description- Provide a description of the proposed project that includes the following:
 - a. Demonstration that applicant meets the eligibility requirements to apply for the grant
 - b. Plan for developing and conducting live trainings as specified above, including recruitment of faculty to perform trainings
 - c. Plan for developing and conducting online trainings
 - d. Plan for coordination of collection and reporting of data as described in Data Collection and reporting
 - e. Process for outreach, identification, recruitment strategies, training and certification of Peer Recovery Supporters
 - f. Budget Expenditure Form (Appendix 1) and Budget Narrative (Appendix 2) documenting implementation period funds. Proposals must include a budget and budget narrative that identifies all costs to complete the project as described in the proposal, as well as how OhioMHAS funds and other resources will be used.
4. Time line for development and implementation of deliverables.
5. Staffing Plan- (limited to two pages) Include a list of key personnel that will be assigned to this project, with their roles and responsibilities
6. Relevant Experience- (limited to two pages) A description of applicant's experience with projects of comparable size and scope
7. Provide a certificate of insurance detailing present coverage and limits
8. Provide a list of proposed subcontractors to be used
9. Include a completed Respondent Affirmation and Disclosure Form (attached), in compliance with Executive Order 2011-12K issued by the Governor of Ohio, affirming no services of the Respondent or its subcontractors under any contract resulting from this RFP will be performed outside the United States.

B. RFP Questions and Updates

1. The Request for Proposal, accompanying documents and all questions and answers will be posted on the OhioMHAS website at: <http://mha.ohio.gov/Default.aspx?tabid=7252>. All questions must be submitted electronically no later than **June 14, 2017 by 5:00 PM** to OhioMHAS at: CURESSTART@mha.ohio.gov
3. No questions will be answered after the deadline. 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.

4. Responses to all frequently asked questions (FAQ) will be posted to the OhioMHAS website at <http://mha.ohio.gov/Default.aspx?tabid=725> and will be updated frequently.

C. Proposal Submission

1. All proposals must be submitted electronically to: CURESSTART@mha.ohio.gov by **June 22, 2017 at 3:00PM EDT.**

2. No faxed, mailed or hand carried applications will be accepted.

3. Applicants are solely responsible for delivery of proposals to the proper location on or before the closing date and time. Late proposals will be rejected.

4. The OhioMHAS is subject to the requirements of the Ohio Public Records Law, O.R.C. Section 149.43. Accordingly, all proposals and information included therein or attached thereto and other materials submitted in response to this RFP or in connection with any award as a result of this RFP may be subject to disclosure as a public record, except to the extent the materials are protected from disclosure by applicable state and/or federal laws.

All proposals and other submitted material shall be the property of the OhioMHAS and will not be returned to the applicant.

D. Reservation of Rights.

The OhioMHAS reserves the right to:

1. Accept or reject any or all proposals or parts thereof, and further reserves the right to request future proposals at its discretion;

2. 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 proposal with one or more applicants(s). An applicant must not submit a proposal assuming that there will be an opportunity to negotiate any aspect of the proposal. OhioMHAS is free to limit negotiations to particular aspects of any proposal, to limit the applicants with whom it negotiates, and to dispense with negotiations entirely.

4. 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. Postpone or cancel the award for any reason prior to issuance of a NOSA.

E. Award

1. Awards are expected to be announced in June 2017 for project implementation to begin no later than August 1, 2018.

2. All funds must be obligated by April 30, 2018

3. By submitting a proposal, the applicant agrees to all of the terms and conditions set forth herein. Proposals may not include any terms or conditions in conflict with those set forth herein.

F. PROJECT SCHEDULE

Project Milestone	Date
RFP Posted	June, 1, 2017
Q & A Period	June 3-14, 2017
Proposals Due	June 22, 2017 by 3:00PM
Evaluation Period	June 23-30, 2017
Notice of Sub award	On or about August 1, 2017
Contract Period	August 1, 2017-April 30, 2018

Review Criterion	Points Possible
Scope of Work	
Abstract: Summary of how all local START training and technical assistance services will be implemented, as well as strategy for recruitment and training of Peer Recovery Supporters that includes goal(s), objectives, and total amount of funding requested. (300 words or less)	15
Evaluation of Project components:	
a. Demonstration that applicant meets the eligibility requirements to apply for the grant	5
b. Plan for developing and conducting live trainings, including recruitment of faculty to perform trainings	5
c. Plan for developing and conducting online trainings	5
e. Applicant demonstrates reasonable plan for coordination of collection and reporting of data that meets OhioMHAS data collection needs	5
f. Process for outreach, identification, recruitment strategies, training and certification of Peer Recovery Supporters	15
g. Timeline for deliverables and implementation	5
h. Staffing plan	5
Budget: Program cost is reasonable and realistic	20
Total Score	80
Rating	Explanation
0	Is Not Addressed. Proposal does not comply with the requirement and/or does not address expectations.
1-2	Weak. Proposal does not substantially meet the requirement and/or does not substantially meet expectations.
3-4	Meets. Proposal meets the requirement, and meets expectations.
5	Exceeds. Proposal exceeds the requirement and exceeds expectations.

Conditions of Award

- Awardee will work with OhioMHAS and other stakeholders on all aspects of the Ohio START training and technical assistance, especially recruitment and training of Peer Recovery supports throughout the duration of this project.
- Awardee will attend required training, technical assistance and/or meetings as per SAMHSA and/or OhioMHAS request including monthly status meetings with the OhioMHAS project director.
- 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 online reporting systems. 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.
- Awardee must execute OhioMHAS Agreement and Assurances upon notice of award. (For reference, a copy of the Agreement and Assurances can be found in Attachment 1).

Deadline for submission of all proposals is June 22, 2017 by 3:00PM Eastern Daylight Savings Time to:
CURESSTART@mha.ohio.gov

RESPONDENT AFFIRMATION AND DISCLOSURE

Respondent acknowledges that by signing the RFP submittal that it affirms, understands, and will abide by the requirements of Executive Order 2011-12K issued by Ohio Governor John Kasich. If awarded a contract, the Respondent will become the Contractor and affirms that both the Contractor and its Subcontractors shall perform no services requested under the contract resulting from this RFP outside of the United States. The Executive Order is available at the following Web site: <http://governor.ohio.gov/Portals/0/pdf/executiveOrders/EO%202011-12K.pdf>.

The Respondent shall provide the locations where services under this RFP will be performed in the spaces provided below or by attachment. Failure to provide this information as part of its RFP submittal will cause the Respondent to be deemed non-responsive and no further consideration will be given to its RFP submittal. If the Respondent will not be using Subcontractors, indicate "Not Applicable" in the appropriate spaces.

1. Principal business location of Contractor:

Address

City, State, Zip

2. Location where services will be performed by Contractor:

Address

City, State, Zip

Locations where services will be performed by Subcontractors:

Address

City, State, Zip

Address

City, State, Zip

Address

City, State, Zip

3. Location where state data will be stored, accessed, tested, maintained, or backed-up, by Contractor:

Address

City, State, Zip

Locations where state data will be stored, accessed, tested, maintained, or backed-up by Subcontractors:

Address

City, State, Zip

Address

City, State, Zip