

Bureau of Recovery in Supports
REQUEST FOR PROPOSAL (RFP)
MHA-19-TRS-StatewideWellnessAdvocacyNetwork-37
Statewide Wellness and Advocacy Networking
Heartland Behavioral Health Catchment Area Only

All applicants need to be located within the Heartland Behavioral Health Catchment Area which includes the following counties: Richland, Ashland, Medina, Wayne, Holmes, Tuscarawas, Carroll, Stark, Columbiana, Mahoning, & Trumbull.

Request for Proposal Issued: April 19th, 2018
Submit Proposal to: advocacyrfp@mha.ohio.gov

Proposal Due Date: May 19th, 2018 2:00 pm

I. Funding Opportunity:

The Ohio Department of Mental Health and Addiction Services (OhioMHAS) believes that recovery supports including peer services, employment, and housing are critical to assist individuals with mental health and/or substance use disorders on their individual paths of recovery and is committed to transforming Ohio's behavioral health care system by broadening and strengthening collaborations with community partners to eliminate stigma associated with mental health and substance use disorders. For FY19, OhioMHAS is releasing 6 regional mini-grants based on hospital catchment boundaries, (please see attachment) to individual Peer Run Organizations (PRO) to help individuals with lived experience make their voices heard, educate community partners about mental health and substance use disorders, mitigate stigma, and to provide regional technical assistance, training, and oversight for a wellness initiative. The Wellness Initiative is in an effort to encourage increased resiliency, wellness, and self-management of health and behavioral health among people with mental illnesses and/or substance use disorders throughout Ohio.

The PROs are encouraged to apply as an individual organization. The PROs will partner with the OhioMHAS Community Recovery Initiatives Lead to participate in the Statewide Wellness and Advocacy Network. OhioMHAS will make funds available for FY19, FY20, & FY21 to the grantees provided with the expectation that each selected organization be self-sustaining and continue the work after June 30, 2021. In addition, selected grantees commit to continuing participation in the SWAN beyond FY21 and partnering with other stakeholder groups, such as OACBHA.

II. Background and Intent

Advocacy is an important means of raising awareness on mental health and substance use disorder issues and can lead to improvements in policy and service development and the reduction of stigma and discrimination. Advocacy consists of various actions aimed at changing the major structural and attitudinal barriers to achieving positive behavioral health outcomes. Different types of advocacy exist including: the raising of awareness, the dissemination of information, education, training, and mutual help; these actions are aimed at reducing barriers.

Wellness is a key component of the recovery process and looks different for each individual. SAMHSA has defined the Eight Dimensions of Wellness as:

1. Emotional - coping effectively with life and creating satisfying relationships
2. Environmental - good health by occupying pleasant, stimulating environments that support well-being
3. Financial - satisfaction with current and future financial situations
4. Intellectual - recognizing creative abilities and finding ways to expand knowledge and skills
5. Occupational - personal satisfaction and enrichment from one's work
6. Physical - recognizing the need for physical activity, healthy foods, and sleep
7. Social - developing a sense of connection, belonging, and a well-developed support system
8. Spiritual - expanding a sense of purpose and meaning in life

A. Eligible Applicants

- Peer Run Organizations currently certified through OhioMHAS' Bureau of Licensure and Certification, evidence of current certification, and good standing with the OhioMHAS Bureau of Licensure and Certification. Applicants must have the capacity to dedicate staff with a lived experience who are subject matter experts on mental health and/or substance use disorders. **In addition, all applicants need to be located within the Heartland Behavioral Health Catchment Area which includes the following counties: Richland, Ashland, Medina, Wayne, Holmes, Tuscarawas, Carroll, Stark, Columbiana, Mahoning, & Trumbull.**

B. Definitions

1. Peer Run Organization – 5122-29-16

(A) "Peer run organization" means any service or activity that is planned, developed, administered, delivered, and evaluated by persons, a majority of whom have a direct lived experience of a mental health or substance use disorder.

(B) Peer run organization services shall:

- (1) Have a singular goal of enhancing the quantity and quality of support available to individuals seeking recovery from mental health or substance use disorders;
- (2) Be grounded in three core principles: A recovery vision, authenticity of voice, and accountability to the recovery community;
- (3) Promote the strategies of public awareness and education, personal empowerment, and peer based- and other recovery support services and activities which may include: peer recovery support, telephone recovery support services, all-recovery meetings, structured volunteer/work activities, groups, social activities, or wellness activities;
- (4) Be responsive to the needs of individuals participating in services and be based on local needs as identified by the individuals participating in the service; and,

(5) Peer Run organization services may include but are not limited to consumer operated services, recovery community organizations, peer drop-in centers, & club houses.

A mental health center cannot hire a consumer manager for a program and call it a Peer Run Organization. Peer Run Organizations must be fully controlled by the people who use the service. They are organizationally separate and distinct from provider organizations such as hospitals, mental health centers, or rehabilitation agencies. Programs run by traditional providers are subject to the policies and mandates of those organizations. Peer Run Organizations are responsible for making their own organizational and management decisions and policies. They assume both the responsibility and the risks of their decisions.

2. Lived Experience – Direct personal experience with a mental health and/or substance use disorder.

3. Stigma - Something about a person that causes her or him to have a deeply compromised social standing.

4. Whole Health Action Management (WHAM) - A peer-led intervention for people with chronic health and behavioral health conditions that activates self-management to create and sustain new health behavior. WHAM aims to counter the high incidence of chronic physical health conditions such as diabetes, heart disease and obesity among people living with mental illnesses and addictions. Facilitated group sessions focus on setting strengths-based whole health goals.

C. **Fund Source and Requirements**

Period of Funding

This project will be funded July 1, 2018 through June 30th, 2019.

1. Amount of Funding Available

This project will use up to \$390,000 (divided equally between 6 Peer Run Organizations) of Federal Block Grant dollars to complete the scope of work as defined below. **Funding level permitted, OhioMHAS will continue to fund this project again in FY20 & FY21.**

III. **Scope of Work – Advocacy**

- Provide monthly training and ongoing technical assistance to communities and stakeholders within the specific region to expand knowledge about mental health and substance use disorders in an effort to mitigate stigma
- Facilitate one statewide no-cost one-day symposium about advocacy in collaboration with the other advocacy grantees in each grantee's region
- Collaborate with the other SWAN grantees to provide support and technical assistance to one another
- Facilitate monthly stigma busting events to increase awareness that people can and do recover. Events should target first responders, housing providers, Chambers of Commerce, and employment providers

- Provide monthly educational opportunities on individual empowerment to help individuals shape their own recovery experience
- Work with local behavioral health providers to promote multiple pathways to recovery
- Create local resource lists that contains information on recovery supports available within the area
- Recruit transition age youth to participate in advocacy activities and to provide subject matter expertise

IV. **Scope of Work – Wellness**

- Manage and oversee the OhioMHAS Wellness Project
- Provide training and technical assistance to communities and stakeholders within the specific region to expand knowledge and participation in health and wellness initiatives
- Collaborate with interested OhioMHAS Regional Hospitals in the grantee’s region to coordinate wellness programs, assist with transition planning in order to connect individuals being discharged to wellness initiatives in their local community, and to discuss/assist with health and wellness groups
- Maintain a list of trained WHAM facilitators in the grantee’s region. “Trained wellness facilitator” will be defined by OhioMHAS Community Initiatives Lead
- Provide a user friendly website page that includes information on available federal, state, and community health and wellness initiatives. Each page will focus on the grantees defined region and be housed on the OhioMHAS website.
- Facilitate one regional one-day symposium about wellness at no charge
- Expand the wellness knowledge base of all individuals with lived experience of mental health and/or substance use disorders
- Facilitate WHAM workshops in the grantees region at no charge
- Increase access to wellness activities which may include but are not limited to yoga, exercise, meditation, or mindfulness programs
- Partner with federal, state, and local entities to expand wellness initiatives and improve quality of life for individuals with a lived experience of mental health and/or substance use disorders
- Host monthly programming highlighting a different dimension of wellness each month.

V. **Questions, Technical Assistance, and Updates**

- A. All questions must be submitted electronically no later than May 15th, 2018 at 2:00 pm to advocacyrfp@mha.ohio.gov. **No questions will be answered after the deadline.** Responses to questions will be posted in RFP information at <http://mha.ohio.gov/Default.aspx?tabid=725> .

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.

- B. Any updates to the Advocacy RFP information provided in the funding opportunities web page at <http://mha.ohio.gov/Default.aspx?tabid=725>

VI. **Proposal Contents**

The combined 10 page limit for the proposal narrative and applicant qualifications and

experience sections is 10 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 (\$65,000), and
3. Brief abstract of proposal (300 words or less)
4. Copy of current certification as a Peer Run Organization through OhioMHAS
5. Identifying if the proposal is for an individual organization or two partnering organizations

B. Proposal Narrative

Proposal narrative must include responses to all of the following questions as they relate to the applicant's readiness to expand advocacy initiatives for individuals with a lived experience of mental health and/or substance use disorders.

Please include the question in your response.

1. Is your organization Peer Run Organization certified through OhioMHAS?
2. If you are currently certified through OhioMHAS, you must demonstrate current certification and attest that you are in good standing (no outstanding plans of correction) with OhioMHAS.
**Please affirm and attach documentation of your current certification if applicable (Required)
3. The work associated with this RFP focuses mitigating the stigma associated with mental health and/or substance use disorders. Describe your experience working with individuals in recovery from mental health and substance use disorders as well as experience mitigating stigma within your community.
4. Describe your capacity and ability to deliver the advocacy scope of work in a way that focuses on individuals with a lived experience with mental health and/or substance use disorders. In addition, provide a work plan and timeline for the delivery of the advocacy scope of work by June 30, 2019. Include details on staffing and production scheduling that will support timely completion of the work:
 - Provide monthly training and ongoing technical assistance to communities and stakeholders within the specific region to expand knowledge about mental health and substance use disorders in an effort to mitigate stigma.
 - Facilitate one statewide no-cost one-day symposium about advocacy in collaboration with the other advocacy grantees
 - Collaborate with the other SWAN grantees to provide support and technical assistance to one another
 - Facilitate monthly stigma busting events to increase awareness that people can

and do recover. Events should target first responders, housing providers, Chambers of Commerce, and employment providers

- Provide monthly educational opportunities on individual empowerment to help individuals shape their own recovery experience
- Work with local behavioral health providers to promote multiple pathways to recovery
- Create local resource lists that contains information on recovery supports available within the area
- Recruit transition age youth to participate in advocacy activities and to provide subject matter expertise

5. Describe your capacity and ability to deliver the wellness scope of work in a way that focuses on individuals with a lived experience with mental health and/or substance use disorders. In addition, provide a work plan and timeline for the delivery of the wellness scope of work by June 30, 2019. Include details on staffing and production scheduling that will support timely completion of the work:

- Manage and oversee the OhioMHAS Wellness Project
- Provide training and technical assistance to communities and stakeholders within the specific region to expand knowledge and participation in health and wellness initiatives
- Collaborate with interested OhioMHAS Regional Hospitals to coordinate wellness programs, assist with transition planning in order to connect individuals being discharged to wellness initiatives in their local community, and to discuss/assist with health and wellness groups
- Maintain a list of trained WHAM facilitators in the grantee's region. "Trained wellness facilitator" will be defined by OhioMHAS Community Initiatives Lead
- Provide a user friendly website page that includes information on available federal, state, and community health and wellness initiatives. Each page will focus on the grantees defined region and be housed on the OhioMHAS website.
- Facilitate one regional one-day symposium about wellness at no charge
- Expand the wellness knowledge base of all individuals with lived experience of mental health and/or substance use disorders
- Facilitate WHAM workshops in the grantees region at no charge
- Increase access to wellness activities which may include but are not limited to yoga, exercise, meditation, or mindfulness programs
- Partner with federal, state, and local entities to expand wellness initiatives and improve quality of life for individuals with a lived experience of mental health and/or substance use disorders
- Host monthly programming highlighting a different dimension of wellness each month.

6. Describe your experience facilitating trainings, symposiums, and educational events.

7. Describe your experience conducting community outreach.

8. Describe your ability to recruit Transitional Age Youth with mental health and substance use disorders to participate in activities and serve as subject matter experts.

9. Describe how your organization will achieve sustainability when state funds are no longer available.

C. Applicant Experience

- Staff with lived experience of mental health and/or substance use disorders
- Current certification by OhioMHAS as a Peer Run Organization

D. Budget and Budget Narrative

Proposals must include a budget that identifies all costs to complete the scope of work as 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. 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.

E. Information other than the coversheet, project narrative, and budget/narrative form will not be considered in the review or scoring of the application. Please only include information requested.

VII. Proposal Submission

A. Proposal Due Date: May 19th, 2018 2:00 pm

Proposals must be received by this time to be considered. Risk of delay or failure of delivery rests with the applicant.

VIII. Where to Submit: All proposals must be submitted electronically to: advocacyrfp@mha.ohio.gov

IX. Proposal Evaluation

Advocacy Initiative
Sub-Award- FY 20119

Required Components	Meets	Evaluation Criteria	Reviewer Comments
<ul style="list-style-type: none">• Peer Run Organization certified through OhioMHAS• 501(c)(3) entity		Applicant meets required characteristics	

• Service Capacity		Applicant agrees to meet service capacity requirements	
• Included a feasible sustainability plan		Applicant meets criteria	

Proposal Narrative	Points Possible	Weight	Score
The proposal describes the entity's experience with mitigating stigma in their community	10		
The proposal reflects the capacity and ability to deliver the scope of work in a way that focuses on improving advocacy and empowerment of individuals with a lived experience with mental health or mental illness and substance use disorders.	10		
The proposal described current work and staff capacity to accomplish the advocacy scope of work.	20		
The proposal described current work and staff capacity to accomplish the wellness scope of work.	20		
The proposal described the entity's experience with hosting webinars, trainings, and other educational events.	10		
The work plan described experience conducting community outreach.	10		
The proposal described how the entity would recruit Transitional Age Youth to participate in events and to act as subject matter experts.	20		
Total Technical Score	100		

Rating	Explanation
0	Does Not Meet. Proposal does not comply with the requirement and/or does not meet expectations for the criterion.
1	Weak. Proposal does not substantially meet the requirement and/or does not substantially meet expectations for the criterion.
2	Moderate. Proposal generally meets requirement, but is weak in meeting minimal expectations for the criterion.
3	Meets. Proposal meets the requirement, and meets expectations for the criterion.
4	Strong. Proposal meets the requirement and exceeds expectations for the criterion.
5	Greatly Exceeds. Proposal meets the requirement and significantly exceeds expectations for the criterion.

Anticipated Date of Award Announcement: May 25th, 2018.

X. 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 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: Work is expected to begin July 1st, 2018 with the guidance of the OhioMHAS Community Initiatives Administrator.

I. Deadline for Completion of Funded Work: June 30th, 2019.

Final Deadline to submit proposal is May 19th, 2018 2:00 pm