



Community Education & Outreach Initiative CARES Funding Guidance and Application

Request issued by OhioMHAS: October 16, 2020
Application due to OhioMHAS: OhioMHAS will be accepting applications through 5:00 p.m. on October 27, 2020.

Project Overview

The Community Education & Outreach initiative seeks to decrease stigma and connect Ohioans to support for emotional distress, mental health conditions, or substance use challenges that are brought on or exacerbated by COVID-19. The goal is for local partners to reach Ohioans of all ages with this information in communities throughout the state. Through this initiative educational materials and information will be distributed to Ohioans to help them understand the signs and symptoms of emotional distress, mental health promotion strategies to manage emotional distress, and pathways to get help when needed.

Implementing organizations will engage with local partners for distribution of information and educational resources focused on managing emotional distress for children/youth/adults/older adults/families, signs and symptoms of mental illness, and where to call/text to connect to help or services and supports including local resources and the Ohio Care Line and Crisis Text Line. OhioMHAS will provide templates for print materials and for the Care Line and Text Line. This information may be supplemented. Information should be disseminated in the community at locations where people are already safely interacting, including but not limited to Job and Family Services, food pantries, Grab & Go meal pick-up, produce distribution sites, churches/temples/mosques, COVID testing sites, and other locations culturally relevant to a variety of citizens in the community.

All implementing entities and collaborating partners will adhere to local and state guidance regarding COVID-19 safety measures, including physical distancing, wearing masks, and hand hygiene while working with individuals and population.

Funding Opportunity:

A total of \$2,000,000 will be awarded. Awards will be capped at \$25,000 per organization. Applicants must briefly describe the activities that they will be implementing, and the costs associated with those activities.

Acceptable Use of Funds Include:

- Direct and Indirect staff time
- Educational materials, including printing
- Dissemination costs
- Mileage/Travel

Eligible Applicants:

Prevention, treatment and/or recovery supports providers, community coalitions, recovery community organizations, peer run organizations, pharmacies, housing providers, faith-based organizations, schools, and other non-profit community organizations. Organizations must have a valid tax identification number.

IMPORTANT: Registering with Ohio Shared Services

In order to receive this community outreach and education allocation, your organization must be registered to conduct business with the state of Ohio in the Ohio Shared Services/OAKS payment system. To learn more on how to register, please visit <https://supplier.ohio.gov/>. Should you have questions about Ohio Shared Services or the registration process, you may contact via e-mail at ohiosharedservices@ohio.gov or call 1-877-644-6771. If you if you are not already registered with Ohio Shared Services and are considering applying for this funding opportunity, it is recommended that you start this process immediately. You must be registered by the application due date of 10/27/2020.

IMPORTANT: Registering with OhioMHAS GFMS

In order to receive this funding allocation, your organization must have an iPortal account to access the OhioMHAS GFMS application portal. If your organization does not already have an account, please go here: <https://apps.mha.ohio.gov/GFMSWelcome/Welcome.html> and create one. If you if you are not already registered with GFMS and are considering applying for this funding opportunity, it is recommended that you start this process immediately. You must be registered by the application due date of 10/27/2020.

Scope of Work:

Community partners will coordinate strategies to have staff and/or materials onsite in physical locations or at virtual events that offer general education about mental health promotion and substance use disorder prevention and direct citizens to local screening, support mechanisms, and behavioral health assistance. Partners may utilize campaign materials for the Ohio CareLine and the Crisis Text line from OhioMHAS. Examples of activities follow:

- Engage individuals at onsite events such as food pantry and produce giveaways, faith-based events, senior centers, farmer's markets, grocery stores, and pharmacies.
- Direct people to self-screening tools and findtreatment.gov, TakeChargeOhio.org, GetHelp.org, Ohio Care Line, Crisis Text, and/or local treatment options.
- Identify and target locations and virtual platforms (for example: community Facebook pages, town hall activity boards, school newsletters, church bulletins) that can be used for disseminating resources and self-screening tools.
- Share educational resources, stress management tools, parent support tips, etc.
- Expand navigation and linkages to the service continuum, including screenings, diagnostic assessment, mental health therapy, substance use disorder or problem gambling treatment, crisis supports, and telehealth services.

Questions and Technical Assistance

All questions must be submitted electronically to communityoutreach@mha.ohio.gov with "Community Outreach and Education Initiative Question" in the subject line by 5 p.m. on Wednesday, October 21, 2020. Please do not contact any OhioMHAS staff member directly with questions regarding this funding opportunity.

Application and Award

After review, awards will be communicated in writing, and funds will be disbursed by OhioMHAS directly to the implementing organization.

Applications will be received through 5 p.m. October 27, 2020. Awards will be made by November 3, 2020.

All activities/expenses associated with these funds must be completed by 12/30/2020.

Reporting and Data Collection

Recipients will report on the following elements:

- Number and type of events, locations served
- Numbers of Ohioans served, including description of targeted audiences
- Activities completed
 - Events attended
 - Educational materials disseminated

Operating Principles

- 1) Funding will be provided on a first come, first served basis.
- 2) An organization at the federal tax identification (FTID) number level, independent of number of sites is eligible to submit a single request for up to \$25,000.
- 3) Organizations will be able to directly access funding using the OhioMHAS Grants and Funding Management System (GFMS).
- 4) Organizations will be able to access the full amount of the award upon award announcement and are expected to begin supporting their community outreach and education activities immediately. All awards must be fully expended by December 30, 2020.
- 5) Organizations will need to report to OhioMHAS on how the funds have been utilized. OhioMHAS will develop a reporting template that organizations will use for reporting purposes. The reporting template and reporting expectation will be communicated upon awarding of funds.
- 6) OhioMHAS expects organizations to fully invest their award into their community outreach and education activities described above.

How to Request Funding

Complete the "Request for Funding Form" by doing the following:

- 1) Identify the individual who will be the contact for the organization as they will need to submit the "Request for Funding Form" and will be the contact point for OhioMHAS on this project.
- 2) Enter the name of the organization on the "Name of Organization" line.
- 3) Enter the federal tax identification number of the organization on the "FTID of Organization" line.
- 4) Enter the amount of funding being requested, not to exceed \$25,000 on the "Amount of Funding Requested (not to exceed \$25,000)" line.
- 5) Describe the deliverables you are proposing and allowable associated costs for each deliverable.
- 6) Sign and date the "Request for Funding Form" and the 2020 OhioMHAS Agreement and Assurances document. **PLEASE USE BLUE INK.**
- 7) Obtain a copy of the 2020 OhioMHAS Agreement and Assurances document from the OhioMHAS website here: https://mha.ohio.gov/Portals/0/assets/AboutUs/GrantsFunding/Allocations/2020/FY2020_OhioMHAS_AGREEMENTS_AND_ASSURANCES_1.pdf?ver=2019-04-24-070929-947.
- 8) Complete and sign and date the 2020 OhioMHAS Agreement and Assurances document. **PLEASE USE BLUE INK.**
- 9) Scan the "Request for Funding Form" and the 2020 OhioMHAS Agreement and Assurances document so they can be submitted to OhioMHAS as e-mail attachments. Please use the .PDF format.

- 10) E-mail signed and dated "Request for Funding Form" and the completed and signed and dated 2020 OhioMHAS Agreement and Assurances document to: communityoutreach@mha.ohio.gov. Please put "Community Outreach and Education Request for Funding" in the subject line.
- 11) You will receive a reply indicating your e-mail has been received. This will serve as your verification of dating and timestamping of the application. Application numbers will be reflective of the order in which a given application was received.

SEE FORM BELOW



Promoting wellness and recovery

Mike DeWine, Governor • Lori Criss, Director • 30 E. Broad St. • Columbus, OH 43215 • (614) 466-2596 • mha.ohio.gov

Community Outreach and Education Initiative Request for Funding Form

Name of Organization: _____

FTID of Organization: _____

Amount of Funding Requested (not to exceed \$25,000): _____

Description of Deliverables & Associated Costs

By signing below, I agree that the organization will use the Community Outreach and Education Initiative funding for its intended purpose.

Print Name of Organization Executive Director

Signature of Organization Executive Director

Date Signed

PLEASE USE BLUE INK FOR SIGNATURE AND DATE