This is a Request for Funding announcement (RFF) issued by the Family and Social Services Administration/Division of Mental Health and Addiction, Addiction and Forensic Treatment Team.

This RFF is intended to publicize the availability of Grant opportunities for services described herein. Neither the issuance of this RFF nor the receipt of any responses thereto, shall create any obligation to the State of Indiana to make any award pursuant hereto. The award of any grant(s) as a result of this RFF shall be at the sole discretion of FSSA. Neither this RFF nor any response (“proposal”) submitted hereto are to be construed as a legal offer.

CONFIDENTIAL INFORMATION

Potential respondents are advised that materials contained in proposals are subject to the Indiana Public Records Act, IC 5-14-3 et seq., and after the grant award may be viewed and/or copied by any member of the public, including news agencies and competitors. Potential respondents claiming a statutory exception to the Indiana Public Records Act must place all confidential documents in a sealed envelope clearly marked “Confidential” and must indicate on the outside of their proposal envelope that confidential materials are included and, in their cover letter, specify which statutory exception provision applies. The State reserves the right to make determinations of confidentiality. If the State does not agree that the information designated is confidential under one of the disclosure exceptions to the Public Records Act, it may either reject the proposal or discuss its interpretation of the allowable exceptions with the respondent. If agreement can be reached, the proposal will be considered. If agreement cannot be reached, the State will remove the proposal from consideration for award and return the proposal to the respondent upon request. The State will not determine price to be confidential information.

COMPENSATION

FSSA/Division of Mental Health and Addiction encourages respondents, in their responses to the RFF, to be as creative as possible regarding cost to the State, as cost efficiency for the State will be a consideration in determining whether a grant(s) will be awarded based on responses to the RFF.

TERMS

Selected applicants will receive a one (1) year grant, with funding available March 1, 2019 to February 29, 2020.

PROPOSALS

Respondents interested in providing these services to FSSA/Division of Mental Health and Addiction should submit electronic proposals to:

Kelly Welker, Assistant Deputy Director of Addiction  
FSSA/Division of Mental Health and Addiction  
Email Address: Kelly.Welker@fssa.IN.gov
The proposal must include:

1. Cover Letter with agency and contact persons information
2. Proposal narrative
3. Budget and budget justification
4. Identify Key Staff overseeing project
5. Most recent audit report for agency identified as fiscal agent for funds made in accordance with OMB circular A-133 if applicable.

Proposals must be received no later than 4:30 p.m. Eastern Time on February 8, 2019. Proposals received after 4:30 p.m. will not be considered. Proposals must be delivered in electronic format, a maximum of 10 pages not including attachments, with all required documents. Please use the following language in the subject heading of the email:

RESPONSE TO RFF #2019-05
Cross Sector Coalitions

No more than one proposal per respondent will be accepted. In the cover letter please indicate the principal contact for the proposal along with a telephone number and email address.

Any questions regarding this RFF must be submitted via email to Kelly Welker (Kelly.Welker@fssa.IN.gov) no later than 4:30 p.m. Eastern Standard Time on February 1, 2019. Questions received after 4:30 p.m. may not be considered. Please keep questions brief and of high priority. Responses to all questions will be promptly prepared and emailed to group.

All inquiries are to be directed to Kelly Welker and are not to be directed to any other staff member of FSSA. Such action may disqualify respondent from further consideration for a grant as a result of this RFF.

SCOPE OF WORK

Indiana Division of Mental Health and Addiction (DMHA) is providing the opportunity for counties to support development and capacity building of local cross sector coalitions focused on substance abuse prevention, treatment and recovery.

The purpose is to allow coalitions to develop, improve, and enhance county initiatives. The following are allowable costs for the funding:

1. Navigator to provide case management services including connecting individuals and families with needed services and providing continuity of relationships.
2. Provide wraparound services while awaiting admission into a treatment program.
3. Extended wraparound services for people in recovery
4. Support (ex. Transportation) for people actively engaged in a treatment program.
5. Development of a Recovery Oriented System of Care
6. Capacity building for local coalitions
7. Evaluations of programs
Priority will be given to counties with strong local leadership, active partners and strong potential for achieving results.

**TIME FRAME:**

- **January 30, 2019**  RFF sent to potential applicants
- **February 1, 2019**  RFF questions due
- **February 8, 2019**  RFF proposals due back
- **February 18, 2019**  Notify Grantees of Awarded Funds
- **March 1, 2019**  Grant effective date

**Funding:**
The maximum award for this funding opportunity is $750,000 with individual contracts not to exceed $75,000. Administrative funds not to exceed 3% to the agency overseeing the disbursement of funds. All funds minus the amount allowed for agency administration must be used toward the goals identified in this proposal. Grant awards for this program are subject to budgetary exigencies associated with the availability of Federal and State funding.

**Eligible Respondents:**
Counties with a cross sector coalition or Recovery Oriented System of Care.

**SELECTION PROCESS AND CRITERIA**
Proposals will be reviewed and scored by a committee selected by the Division of Mental Health and Addiction or designee. Proposals will be evaluated based upon the proven ability of the respondent to meet the goals of the Program in a cost-effective manner. Specific criteria are:

**Evaluation Criteria**
Each narrative will be evaluated on the following criteria:

1. **Narrative** (30 points)
   The following standards will be considered when evaluating this criterion.
   a. Description of current initiatives of the coalition or Recovery Oriented System of Care.
   b. Explanation of need within the county
   c. Explanation and justification of development, improvement or enhancements.
   d. Description of partnerships or agreements with community partners

2. **Project Timeline** (30 points)
   a. Provide a chart or graph depicting a realistic timeline for the entire project period including dates, key activities and responsible community partner (timeline should be part of narrative)
   b. Ongoing technical assistance and consultation

3. **Budget and Cost Effectiveness** (30 points)
   a. Detailed budget must be included with proposal
   b. Budget and cost is reasonable to the objectives and adequate to support the goals of the project.

4. **Supporting Documentation** (10 points)
   a. Job and/or Partner Descriptions
   b. Minimum of four letters of support with collaborating agencies
Proposals will be evaluated based upon the proven ability of the respondent to satisfy the requirements of the proposal in a cost-effective manner.