

CALENDAR OF EVENTS
RFA # 16-21

The Commonwealth will make every effort to adhere to the following schedule:

Activity	Responsibility	Date
Deadline to submit Questions via email to: RA-pwrfaquestions@pa.gov	Potential Applicants	May 13, 2021 12:00 P.M. EST
Answers to Potential Applicant questions posted to the Department of General Services (“DGS”) website (http://www.emarketplace.state.pa.us) no later than this date.	DHS	May 20, 2021 2:00 P.M. EST
Please monitor this website for all communications regarding this RFA.	Potential Applicants	On-going
Application must be received by the Issuing Office at: RA-PWRFAQUESTIONS@PA.GOV	Applicants	June 3, 2021 12:00 P.M. EST

Mental Health and Substance Use Disorder Interventions (MHSUDI) Application

Introduction

Every individual served by the Pennsylvania Mental Health and Substance Abuse Service system should have the opportunity for growth, recovery and inclusion in their community, have access to culturally competent services and supports of their choice, and enjoy a quality of life that includes family members and friends. For State Fiscal Year 2021-22, the Department of Human Services (DHS) is proposing to support individuals with lived experience, and their families, by funding organizations that provide prevention, intervention, and treatment services throughout Pennsylvania and locally in their communities. To achieve this goal, DHS is seeking to provide multiple awards up to \$500,000 for the 2021-22 state fiscal year.

Implementation of this program is contingent upon state funding being available through an enacted budget for the 2021-22 state fiscal year. Assuming the state funding is available, at this time, we are only able to provide a one-year commitment to the program. Depending on the availability of funding in subsequent state fiscal years, DHS may extend an awarded grant agreement for two additional one year periods.

Applicants for this funding must include a project that addresses one or more of the following strategic priorities:

1. Improve the health and well-being of people with either mental illness, or substance use disorders or both as well as that of their family members.
2. Improve access to either mental health or substance use disorder treatment and recovery support services or both particularly in racially or geographically underserved communities.
3. Expand access to either mental health or substance use disorder services or to both services. Priority will be given to making existing community-based services accessible and welcoming rather than developing specialized clinics.
4. Increase the number of clinical professionals and certified support professionals with training and experience specific to modalities shown to be effective in the treatment or management of the impacts of trauma.
5. Advance the effective use of telehealth for either mental health or substance use disorder needs or both.

DHS believes in and supports innovation; however, we also recognize current economic challenges. In light of the fact that support is limited, DHS carefully considers where funding can have the greatest impact, as well as the availability of other funding sources. **If your organization is submitting requests for multiple projects, you must submit a separate application for each project.** DHS will separately evaluate each application for funding.

DHS will consider funding for new and innovative projects or programs that have a clear plan for sustained funding beyond this initial investment; increasing the scope of existing programs with demonstrated positive outcomes; capacity building initiatives, particularly those that focus on diversity, equity and inclusion, or on treating trauma or both; initiatives that address mental health and substance use disorder disparities; initiatives that demonstrate a strategy to reduce stigma (more than raising awareness); and recovery and resiliency strategies.

General Instructions and Information

To be considered for selection, applicants must electronically submit their applications and proof of non-profit status or proof of partnership with another organization possessing tax-exempt status to the resource account listed in the Calendar of Events on or before the date and time specified in the Calendar of Events. An Official authorized to bind the applicant to its provisions must sign the application. If the Official signs the Application Cover Sheet (Appendix A) and the Application Cover Sheet is attached to the application, this requirement will be met.

If an Applicant has any questions regarding this RFA, the Applicant must submit the questions by email (with the subject line "RFA 16-21 Question") to the Resource Account listed in the Calendar of Events no later than the date stated in the Calendar of Events. DHS will post all questions and written answers on the DGS website as an addendum, which shall become part of the RFA.

The Department may request additional information which, in the Department's opinion, is necessary to verify an Applicant's ability to perform services in its response to the RFA. Further, the Department may make investigations as deemed necessary to determine the ability of the Applicant to perform, and the Applicant shall furnish all requested information and data.

If DHS enters into an agreement with an Applicant, it will be a Grant Agreement consisting of: Rider 1 Payment Provisions; Rider 2, Work Statement consisting of this RFA and the selected Applicant's response; Rider 3 Budget consisting of selected Applicant's Budget submittal as shown in Appendix D; Rider 4 Grant Terms and Conditions as shown in Appendix B ; and Rider 5 DHS Addendum to Terms and Conditions with its attachment as shown in Appendix C.

In its sole discretion, DHS may reject any application received as a result of this RFA.

The Department, in its sole discretion, may undertake negotiations with Applicants whose applications, in the judgement of DHS, show them to be qualified, responsible, and capable of performing the Project.

DHS is not requesting confidential proprietary information or trade secrets to be included as part of Applicants' submissions. Except as provided, Applicants should not label applications as confidential or proprietary or trade secret protected. Any Applicant who determines that it must divulge such information must submit the signed written statement to this effect and must also provide a redacted application, which removes only the confidential proprietary information and trade secrets.

To meet the priorities presented above, DHS is limiting the submission of applications only to entities that are 501(c)(3) charitable organizations unless the entity is partnered with another organization possessing tax-exempt status for the project. Submissions should include the following:

Verification of 501(c)(3) Status

Provide verification of either 501(c)(3) status or association with a national 501(c)(3) charitable organization.

Statement of Need – Not to exceed one page

Applicants should describe their understanding of the needs within either the mental health or substance use disorder population or both and define the objectives and expected outcomes of their project. Applicants should describe the geographic location served by their project. Using current data and trends, applicants should describe how their project will seek to meet the needs of the population and address DHS's priorities.

Statement of Qualifications – Not to exceed one page

Applicants should describe their qualifications, expertise, and experience in providing services such as those services proposed, and which demonstrate the ability to complete the project as proposed in its application.

Statement of Capacity – Not to exceed one page

Applicants should describe their and their partner agencies’ (if applicable) experience with serving populations and engaging in initiatives designed to address the needs of members of either the mental health or substance use disorder population or both populations. Applicants should describe any work that is underway or steps they or their partner agencies (if applicable) have taken that will be beneficial in the project development. Applicants should describe how the project will be governed.

Statement of Implementation – Not to exceed three pages

Applicants should describe strategies, practices, and interventions designed to achieve the objectives of the RFA. For each, describe how, when, where, by whom, and for whom it will be conducted. Please include data on the projected number of individuals to be served.

Applicants should describe how they will evaluate and monitor the project, including the specific goals, objectives, and measures. Include the methodology for collecting data.

A proposed project must be able to produce documented results that demonstrate whether and how the strategies and interventions made a difference to the served population.

Statement of Diversity, Equity, and Inclusion

Applicants should list the demographics of the population served by the project from the options included below. If you are planning to serve a population reflective of more than one of these demographics, please list all that apply (i.e. African American & LGBTQIA+). If you are not purposefully targeting your project to serve a specific demographic, please list “general population”.

Youth (up to age 18)	African American	Homeless or housing-insecure
Transition Age Youth (ages 18-26)	Latinx	Pregnant or postpartum
Adults	Members of another community of color	Experiencing or at risk of Serious Mental Illness/Serious Emotional Disturbance
Older Adults (age 60+)	Deaf or Hard of Hearing	Experiencing or at risk of substance use disorder
Veterans	Non-English speaking or English as a Second Language speakers	Service providers
LGBTQIA+	Individuals based on economic status	Other. Please describe.

Indigenous	Forensic/criminal court involved	
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Statement of Sustainability – Not to exceed one page

Applicants should describe how the project will be sustained after the funding cycle is complete.

Statement of Budget

In a separate folder, submit a budget and budget narrative that includes the project partners you will need to successfully participate in this initiative. Specific funding requests should not exceed \$500,000.

Please note the following:

- Following the submission of applications, applicants may be asked to present their application in an interview process to the evaluation committee. DHS will limit the interview process to those Applicants whose raw score of their technical submittal is equal to or more than 75% of the raw points allocated to the technical evaluation. DHS may further limit participation to those remaining responsible Applicants, which the Department has, within its discretion, determined to be within the top competitive range of responsive applications.
- Review the list of items that DHS will not support through this procurement opportunity.
- Applicants must only use the contact information below as the sole point of contact concerning any aspect of this application and the selection process.

Applications should be submitted electronically to RA-pwrfaquestions@pa.gov no later than noon on Thursday, June 3, 2021. The subject line of the email must specify “MHSUDI Application”. Late applications will be rejected. Submissions should not exceed seven pages excluding the budget and budget narrative pages.

The Department of Human Services will not support the following as part of this funding opportunity:

- Organizations without an Internal Revenue Code charitable, tax-exempt status under Sections 501(c)(3) and 509(a), unless they are partnered with another organization possessing tax-exempt status for the project
- Projects providing services outside Pennsylvania
- Applications from individuals
- Applications that include funding for political campaigns or lobbying efforts
- Applications that promote religion
- Budgets with indirect personnel costs that are not included in administration expenses for the project
- Budgets with costs for food or entertainment
- Budgets with retirement costs
- Budgets with insurance costs
- Budgets with building costs
- Budgets with mortgage and rent
- Budgets with costs for vehicles or other fixed assets

- Projects already supported with DHS funds, unless funding would be used to demonstrably increase the scope of an existing project
- **Important note about conferences:** DHS may consider funding expenses related to hosting or attending conferences but will weigh the viability of hosting or attending conferences, in-person or virtual, against technology fatigue and the public health emergency. Other formats for education and training may be considered.