



Ohio Department of Mental Health

30 East Broad Street
Columbus, Ohio 43215-3430

DATE: 4/26/2007 NUMBER: C-04-07-02 ORIGINATOR & TITLE: Mark Bohlmann, Acting Asst. Deputy Director, PPD

OFFICE:
Division of Program and Policy Development & Office of the Medical Director

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DISTRIBUTION:

BHO's Boards Provider Agencies Shareholder Organizations

SUBJECT:

Allocations Certification Critical Information Licensure
 MACSIS Medicaid MSPA Policy
 Procedure Other (specify):
Grant Competition

TITLE OF CORRESPONDENCE: Announcement of FY2008 Procedures for the Award of Community Mental Health Block Grant Funds (BG08) for Statewide Consumer Organizations, Projects and Initiatives.

NOTE: The procedures, reviews, and deadlines described in this Announcement DO NOT APPLY to the Block Grant allocation to Boards for direct services. As in the past, Block Grant funds for direct services are authorized by a Board's approved MSPA and are allocated in Allocation Guidelines.

CONTENT:

BLOCK GRANT BUDGET – Fiscal Year 2008 will again be a challenging year for Ohio's Community Mental Health Block Grant funded programs. After considering local system financial stressors and access issues, ODMH has decided to allocate an additional \$1,000,000 to Boards for Direct Services. The result is a significant reduction in Block Grant funding for Statewide projects, initiatives and operational assistance.

ELIGIBILITY – Is limited to only Not-for-Profit or Government affiliated Community Mental Health Programs or organizations that operate an Ohio Community Mental Health Program and that are able to make all of the assurances required in the ODMH Agreement & Assurances. These programs include all ADAMH or CMH Boards with approved community plans (MSPA), and associations, councils of governments and other combinations of these boards; all ODMH Licensed or Certified provider agencies, and associations, and other combinations of these provider agencies; consumer-and/or family-operated services, consumer and/or family advocacy organizations; ODMH Coordinating Centers of Excellence or Networks receiving ODMH funding in SFY07 to disseminate Evidence-Based Practices; and organizations which in the past three Federal Fiscal Years received other Ohio-based SAMHSA Community Mental Health grant awards. Individuals and hospitals are

not eligible applicants. If an organization believes that it is or operates an eligible community mental health program that is not described above, the Chief Executive Officer of the organization may request consideration by describing the mental health program operated in the cover letter of the Application being submitted. A determination of Block Grant eligibility will be made by the Medical Director and the Deputy Director of Program and Policy Development prior to the review of the merits of the Application. These Deputy Directors will promptly inform the Applicant Organization of their decision. This decision may be appealed by providing notice of appeal and showing good cause to the Director within five working days of the date of the ODMH Deputy Directors' eligibility determination notice. The Director will promptly respond to the appeal and may request any additional information he deems relevant from persons or organizations. The decision of the Director on an appeal is final. While email is an acceptable means of communicating with ODMH, unless otherwise specifically stated, any burden to demonstrate ODMH receipt of required notices or submissions rests with the Applicant Organization or sender.

COMPETITION – There are three award categories of competition for FY08 awards: Full, Limited and Sole Source. All amounts for award categories are maximum awards. ODMH Award Goals, Objectives, Required Milestone Activities and Required Deliverables are provided for awards in all award categories. All proposals submitted on time by eligible organizations will be reviewed. All proposals for all award categories will be reviewed and evaluated using a numerical rating system. Selection will be by consensus rating for each proposal evaluated.

- **SOLE SOURCE AWARDS** for desired Goals and Objectives may be made to Community Mental Health Programs that have, based upon past performance as an Ohio Community Health Block Grant Award recipient: developed unique expertise, made infrastructure investments, or developed proprietary methods or an exclusive franchise which either cannot be obtained from another source or if obtained from another source, would require significant additional infrastructure investments, technical assistance and oversight or would be unlikely to produce comparable grant award results in the same time frame for the same total cost. Sole Source Award announcements will include the name of an Intended Grant Recipient.
- **LIMITED COMPETITION AWARDS** for desired Goals and Objectives may be made from among Community Mental Health Programs that have demonstrated by their past performance as an Ohio Community Mental Health Block Grant Award recipient: expertise that if obtained from another source would require significant additional technical assistance and oversight or be unlikely to produce comparable grant award results in the same time frame for the same total cost. However, in making these awards ODMH will also consider applications from Community Mental Health Programs which assert that they can provide superior value to ODMH for the same Goals, Objectives, Required Milestone Activities and Required Deliverables through better incorporation of consumers and family members in the work itself as well as project organization and governance, a lower award amount proposed, more innovative approaches, better staff skills, and more or higher quality deliverables and other grant award results. If no other application is submitted other than the application and proposal of the organization named in ODMH's Notice of Intent to Award, ODMH may make a sole source award to that organization. ODMH will review and evaluate all applications properly prepared and timely received using the same criteria to select the best response to the award's Goals, Objectives, Required Milestone Activities and Required Deliverables.
- **FULL COMPETITION AWARDS** for desired Goals and Objectives may be made to Community Mental Health Programs submitting applications which demonstrate that they can meet or exceed the specified award's Goals, Objectives, Required Milestone Activities and Required Deliverables with project and program approaches that effectively incorporate consumers and family members in the work itself as well as project's and organization's governance, offer highest productivity and lowest cost, highly innovative approaches, excellent staff skills, outstanding prior customer satisfaction and easily measured high quality deliverables and other grant award results. ODMH will review all applications properly

prepared and timely received and will evaluate all proposal using the same criteria to select the best response to the award's Goals, Objectives, Required Milestone Activities and Required Deliverables. If no satisfactory proposal is received no award will be made.

CONDITIONS - All awards in all categories require written proposals in the format specified by this Announcement (see the Attached Application and Proposal). If proposals for an announced award are unsatisfactory ODMH reserves the right to make no award, make an award for a lower amount, make multiple awards, or make awards for less than a full year. ODMH reserves the right to ask clarifying questions, issue conditional awards, and negotiate best and final proposals with one or more applicant(s) for an award. Failure to submit an application and proposal by the required deadline will result in rejection of the application. ODMH reserves the right to waive errors and omissions that do not materially affect the outcome of a competition. Errors and omissions may result in lower evaluation scores or rejection of the application.

PROPOSALS – Much of the information requested in the FY08 application is similar to what you have submitted in the past. Ohio is a SAMHSA Transformation State Incentive Grant (TSIG) multi-year cooperative agreement recipient. TSIG requires its recipients at a future date to integrate their Block Grant Awards with TSIG awards. Since the New Freedom Commission (NFC) Goals are central to this objective, applicants for BG08 will again be required to submit proposals for each award describing its value in terms of NFC Goal alignment. Based on these considerations, ODMH has developed Block Grant Goals and Objectives, Mandatory Milestones and Deliverables for each proposed award. ODMH will publish an “as awarded” summary of Grantee proposals and contact information on the ODMH web site.

EVALUATION AND AWARD – Each proposal will be reviewed first by the ODMH Staff Lead and Office Chief. All proposals will then be reviewed a second time by ODMH led teams that include consumers, as well as ODMH staff from a variety of Offices and Divisions. All proposals for Full or Limited Competitive award will be evaluated by the same Evaluators. The results of these reviews, together with a fiscal review of past performance and proposed budgets, will be forwarded with scored recommendations to the ODMH Executive Team (ET). Upon ET approval, ODMH will publish an updated Notice of Intent to Award on the ODMH web site. Any appeal to this Notice of Intent to Award must be filed with ODMH at the address provided by certified mail not later than the date specified. It is anticipated that all Grant Awards will be made by the Director of ODMH in his capacity as the Governor's designee under the Federal Community Mental Health Block Grant statute upon his consideration of the recommendations forwarded by the Evaluation of Proposals, the ET Notice of Intent to Award and his consideration of any appeals received. The decision of the Director to award, modify or not-award is final, including his complete or partial acceptance or rejection of any appeal.

REQUIRED ACTION: Statewide Organizations, CCOEs, Networks, Boards and other eligible Community Mental Health Programs seeking BG08 funding must complete, by the required date and time and in the required formats, all information described in this announcement including attachments, replacement attachments, and additional attachments whether sent by ODMH to those organizations by an email or posted on the ODMH web site.

DATES FOR REQUIRED ACTION: All application materials and signed Agreements & Assurances are **due to ODMH not later than 4:00 PM, Tuesday, May 29, 2007**. One signed original paper copy of the Agreements & Assurances must be mailed to Mike Brown, BG08 Monitor, 30 E. Broad St. 8th Floor, Columbus, OH 43215. The envelope should be clearly marked with “**BG08**” and name of the applicant organization. Electronic copies of all completed application materials are to be submitted to BG08@odmh.state.oh.us.

BIDDERS CONFERENCE – A bidder's conference will be held on **Monday, May 7th in Room 2925 in the Rhodes State Office Tower, 30 E. Broad St., Columbus OH 43215, at 1:00 PM**. Questions may also be sent to BG08@odmh.state.oh.us or the Block Grant Voice-mail 614-387-7495 until May 18th. All questions will be answered on the Block Grant page of the ODMH web site.

To ensure that all parties receive the benefit of answers to all questions no direct telephone or email replies will be provided. Replies to Block Grant Application questions provided by ODMH in any other way are not official and should not be sought or be relied upon in the submission of a **competitive** proposal.

BLOCK GRANT WEB PAGE – The Block Grant web page is part of the ODMH web site and may be accessed by clicking on “**Mental Health Funding**” menu item and then selecting the “**Block Grant**” tab, or by directly entering the URL:

<http://www.mh.state.oh.us/cmtypolicy/blockgrant/blockgrant.html>

APPLICABILITY TO ASSOCIATED FUND AWARDS – The procedures described in this numbered policy may also be used by ODMH to award other grant funds (including Rotary and 505 Special Funds) that were associated with the Community Mental Health Block Grant in FY07 or will be in FY08.