



Eric Holcomb, Governor
State of Indiana

Division of Mental Health and Addiction
402 W. WASHINGTON STREET, ROOM W353
INDIANAPOLIS, IN 46204-2739

REQUEST FOR FUNDING ANNOUNCEMENT - RFF # 2022-019
FOR
Statewide Evaluation for Mobile Integrated Response Teams

Introduction:

This is a Request for Funding announcement (RFF) issued by the Family and Social Services Administration, Division of Mental Health & Addiction. The date for this project is December 1, 2022 through September 29, 2023, with an option to extend to September 29, 2024 pending federal approval.

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.

Proposals can be submitted in a written format, or an oral format. The oral format (in person or virtual) must be requested by email **Mark Loggins** mark.loggins@fssa.in.gov by the due date listed below. Please see below for Written and Oral Proposal formats and submission requirements.

The potential respondents for the RFF should be agencies and institutions with demonstrated experience and capability to provide comprehensive analysis on a statewide substance use disorder program. Agencies providing MIRS services either directly through DMHA or as a subcontractor of a MIRS provider are not eligible for this funding opportunity.

Submission Requirements:

Written Proposals- should be submitted by email no later than **4:30pm EST on October 11, 2022** to **Mark Loggins’s** email: mark.loggins@fssa.in.gov

- Proposals received ***after 4:30pm EST will not be considered.***
- The email subject line must be: **RFF # 2022-019**



- Email must include the following:
 - A cover letter indicating the principle contact telephone number and email are required for each proposal. **This must be the first page of the proposal.**
 - Attachment of respondent information to include organization information, such as UEI, agency address, and contact information for agency respondent.
 - Must use Times New Roman 12-point font for all pages of the proposal
 - All supporting documents for the proposal must be attached to the email as one PDF file.
 - Submit one proposal per applicant. Agencies that are not the lead applicant, may be included in multiple proposals.

Oral Proposals- should be requested by email no later than **4:30pm EST on October 11, 2022** to Mark Loggins’s email: mark.loggins@fssa.in.gov .

- Requested oral proposals received *after 4:30pm EST will not be considered.*
- The email subject line must be: **RFF# 2022-019**
- Email must include the following:
 - A cover letter indicating the principle contact telephone number and email are required for each proposal. **This must be the first page of the proposal.**
 - Attach a cover letter, outline, budget, and a copy of visual presentation (ex. PowerPoint)
 - Must use Times New Roman 12-point font for all pages of the proposal
 - Indicate if this presentation will be onsite or virtual
- Failure to submit an email that includes all the above documents will result in no presentation being scheduled.
- **Mark Loggins** will schedule a date and time for the oral presentation within 5 business days.
- Oral Proposals may be face to face, teleconference (i.e., Microsoft Teams, Zoom).
- Presentations are limited to 30-minutes.

Questions Regarding this RFF:

Questions regarding this RFF must be submitted via e-mail to Mark Loggins no later than 4:30 p.m. EST on September 26, 2022.

- **Questions received after 4:30p.m. EST** will not be included in the Q&A session, on the Q&A form posted on the website and may not be answered timely if at all.
- Email subject line for questions must be: **Questions for RFF# 2022-019**

Questions received by the due date will be answered by **October 3, 2022** and posted to the DMHA funding webpage (<https://www.in.gov/fssa/dmha/funding-information/>)

All questions and inquires must be directed to ONLY Mark Loggins: mark.loggins@fssa.in.gov . Failure to follow this expectation disqualifies the application from this RFF.

Project Description:

The Indiana Division of Mental Health and Addiction (DMHA) is granting funds for a qualified vendor to formally evaluate the Mobile Integrated Response System (MIRS) project for the entire State of Indiana. The MIRS programs are a unique combination of a Trauma Informed - Recovery Oriented System of Care (TI-ROSC) and mobile response team for serving people with opioid and stimulant use disorders in their communities. These MIRS providers collaborate with key stakeholders in the community to align services to best serve people along the full continuum of care for opioid and stimulant use disorders. The mobile response teams are able to provide outreach, treatment, recovery, and harm reduction services with the use of peer recovery coaches and clinicians, with the option to add prescribers and first responders to the team. Each MIRS vendor operates differently with a unique approach to service delivery tailored to their community. There are a total of 11 MIRS programs operating in over 30 counties, both rural and urban, across Indiana. Each MIRS program is federally funded by the State Opioid Response grant. This vendor will be tasked with evaluating each of the 11 MIRS vendors for service delivery, quality, capacity, outcomes, and sustainability. The vendor will also advise DMHA on sustainable models for continuing the MIRS program beyond the grant cycle.

This grant will be funded beginning December 1, 2022 through September 29, 2023, with the option to extend to September 29, 2024 pending federal approval. Funding is made available through the State Opioid Response 3 Grant. The potential respondents for the RFF should be institutions with experience and capability to provide comprehensive analysis on a statewide substance use disorder program. The vendor must have familiarity with community-based treatment and recovery modalities for opioid and substance use disorders and expertise in funding mechanisms for treatment of substance use disorders in Indiana. Allowable costs will include staff time, fringe, supplies, and travel.

RFF Timeline:

Subject to change

September 19, 2022
September 26, 2022
October 3, 2022

RFF Released
RFF Questions Due
RFF Answers Posted to DMHA Funding Website

October 11, 2022
October 13, 2022
October 28, 2022

RFF Proposal Submissions Due
Oral Presentations Conducted
Notify Applicants of Award Determination

Project Timeline

December 1, 2022
September 29, 2023

Project starts
Project ends - *optional extension pending federal approval

Funding

This funding is coming from the **State Opioid Response 3** grant; CFDA: **93.788**

The total funding amount available for this RFF is \$250,000. One applicant be awarded up to \$250,000.

FSSA/Division of Mental Health and Addiction encourages applicants to be as creative as possible in their proposals regarding costs. Cost efficiency will be considered when determining grant(s) awards.

Non-Authorized Activities: Such items may include, but not be limited to the following:

- Food
- Pay for promotional items
- Capital purchases such as buildings

Evaluation - Total Points Available: 100

Proposals will be reviewed and scored by a committee selected by the Division of Mental Health and Addiction. Proposals will be evaluated based upon the proven ability of the applicant to meet the goals of the project description in a cost-effective manner.

The following checklist is for your reference only as it indicates the maximum points available for each item required in your proposal. Each proposal should be broken down by each of the sections below.

Organize Proposal Pages as Follows:

Proposal Content/Scoring Criteria	Maximum Points Available	Applicant Checklist
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1.) Cover Letter/Introduction: One (1) page maximum: Including items below:	5 pts	
a.) Primary program contact information, (name, email, and phone number):		
b.) Signature of Director/Authorized individual:		
c.) Total Amount of funds requested:		
2.) Organization/Agency Information: (1) page maximum:	5 pts	
a.) What is the make-up of your organization? Does the leadership/staff represent the population of focus?		
b.) Describe your mission, goals, and area(s) of focus:		
3.) Cultural Competency/Cultural Humility: (1) page maximum:	10 pts	
a.) Describe how your organization strives to be culturally competent and how you proactively and intentionally work to include disparate populations or those who have not historically been served or engaged.		
b.) Describe the activities you will engage in to increase diversity, equity, and inclusion with the population being served.		
4.) Current/Past Program Experiences: Four (4) page maximum	30 pts	
a.) Provide a thorough explanation of Organization/Agency experience in implementing an initiative of this kind:		
b.) Highlight at least one program you are especially proud of and why. What outcomes were achieved?		
c.) Are any of the initiatives you've implemented/evaluated considered evidence-based? If so, which ones?		
d.) Demonstration of collaboration with community entities:		
e.) Qualifications of Key Personnel: Provide the resume of each Key Personnel [Note: Resumes are not counted toward page maximum].		
5.) Program Narrative/Plan for Operation/ Program Implementation: Three (3) page maximum	30 pts	
a.) Design/Description of the project: Please prepare a realistic timeline for implementation.		
b.) Provide detailed explanation of internal staff and/or external collaborations you intend to work with for the completion of this project.		

c.) Indicate goals/outcomes you plan to achieve. How will you measure these?		
d.) Explain potential barriers to success and ways to overcome said barriers		
e.) Describe your contingency plans in the event you are unable to implement the activities as originally planned (i.e., consequences of Covid, closures, etc.)		
6.) Budget Template with Budget Justification: No page limit	20 pts	
a.) Develop a budget for the selected project. Include the associated justification and the total amount requested. [Note: See below for link to access a budget template].		

Sample Budget Template - RFF # 2022-019

A sample budget template is available and can be used to assist you in completing your proposal. Visit this link to download:

<https://www.samhsa.gov/sites/default/files/grants/budget-template.pdf>

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.