

Bringing Recovery Supports to Scale (BRSS) Policy Academy

Solicitation for Applications for Provider Implementation of Peer Mini-Grants

1. Overview

The BRSS Policy Academy, comprised of representatives from The NYS Offices of Alcoholism and Substance Abuse Services (OASAS), Mental Health (OMH); and Department of Health (DOH); and persons in recovery; peer advocacy organizations, (Mental Health Empowerment Project, Coalition NY and FOR-NY); OPTUM Health managed care; mental health and addiction treatment providers; and housing advocates ; is pleased to announce the availability of funds to support capacity building for provider integration of peers within 4 substance use disorder or mental health treatment or recovery providers. The goal is to support projects that will assist in realizing the BRSS vision: *New York State will have a recovery-based wellness system in which peer-peer services will be universally accessible, integrated within a collaborative environment of shared experience and recognized as valuable and equitably reimbursed.* OASAS, through the Research Foundation for Mental Hygiene, Inc (RFMH), has been awarded limited funding as part of the BRSS TACS initiative. Funding will be awarded through a vendor contract with RFMH. BRSS is seeking brief proposals for support from addiction and/or mental health treatment or recovery providers to assist in developing a capacity for peer services integration within addiction and/or mental health programs. Twenty thousand (\$20,000) has been budgeted for this solicitation to fund 4 projects up to \$5,000 each project. All projects should expect to be completed no later than May 1, 2014.

II. Eligible Projects

BRSS would like to fund projects that demonstrate the application of innovative models of peer integration within treatment and/or recovery substance use disorder and/or mental health programs. There are a number of evidence-based models for peer integration that the BRSS team anticipates the ability to provide selected resources and technical assistance. Applicants should focus on one of the following:

- Development of creative projects related to addressing identified needs within the provider's program through the use of peer services, (such as engagement, retention, connection to needed clinical or recovery support services);
- Conduct of a provider readiness assessment for the integration of peer services inclusive of the provider's strengths, weaknesses, opportunities and barriers to peer services integration;
- Development of a partnership with an academic institution to facilitate the capacity to develop and submit grant applications for support for peer services integration;
- Conduct of an alumni need assessment survey regarding the needs of alumni/individuals in recovery within an identified community;
- Conduct of a brief demonstration project on the integration of peers within a specified program;

- Conduct of training needs assessment for provider administrators and leadership in order to develop support for a Recovery Oriented System of Care within a specified program;
- Utilization of peers to facilitate enrollment of their peers in Medicaid, health exchanges and private insurance as required under the federal ACA.

Note: Projects may also focus on the integration of mental health and/or addiction and physical health.

III. Eligible Applicants

Addiction and mental health treatment and/ or recovery organizations should partner with peers and/or peer advocacy organizations interested in developing and integrating peer services within a specified program. Each provider/peer partnership may only submit one application, and must demonstrate that there is collaboration and consensus among the involved peers. Applications for funding must be accompanied by a letter from the lead organization with statements from peer partners indicating their support for and/or involvement in the project. Applicants will be contracting with the (RFMH) and will be required to complete a W-9 as well as a fully executed contract prior to the awarding of funds.

IV. Submission Requirements

Interested applicants should submit a 3-5 page typed proposal that must include the following items:

- Description of the innovative peer services model, if applicable; and description of the program's identified problem that they want to remedy through the integration of peers. For example, does the program have an issue with client engagement, or retention? (10 points)
- Description of the current capacity or readiness of the provider to implement the integration of peer services; and specifically, a narrative that describes how the program's leadership will obtain 'buy-in' for the integration of peers with the staff; (10 points)
- Rationale for the selection of the proposed project; (10 points)
- Implementation Plan that identifies and describes the program (s) that will be the focus of the project; specific leaders and peers that will be involved; target dates for execution of the project; identification of external resources required by the project; agency policies and/or procedures that will require revision to support the project; job descriptions/qualifications that will need to be developed; service agreements that may be required; quality improvement procedures to assess the effectiveness of the project and the provision of supervisory monitoring of peers; and procedures to ensure regular and effective communication among all partnering organizations. (20 points)
- Project Management/Organizational Capacity-description of an individual(s) that will be responsible for managing and implementing the project, their qualifications and past experience in a project related to the proposed project; examples of organizational readiness to implement the proposed project. (10 points)

- Goals and Objectives-identify the specific goals of the project and a listing of measurable objectives for each goal identified. Proposals should identify expected outcomes of the project and may include process evaluation components. (20 points)
- Budget-the total amount of support requested with a description of how this support will be utilized. Identify the types and amounts of in-kind resources that will contribute to the project. (10 points)
- Sustainability-include a descriptive plan for continuation of the project's goals to sustain the provider's momentum for the integration of peer services. (10 points)

V. Reporting Requirements

Successful applicants will be expected to provide written monthly updates on their progress or barriers to progress. All projects must submit a final report in writing that includes a summary of the project's goals, implementation plan, activities conducted, identified barriers to implementation, accomplishments and next steps.

VI. Application Instructions

Applicants should submit one original and three copies to the BRSS Team Lead, Lureen McNeil on or before (cob) January 30, 2014.

Please address proposals to:

Lureen McNeil

501 7th Ave.

New York, New York 10018

Copies only may be emailed to Lureen.McNeil@oasas.ny.gov

Questions or request for clarification may be directed to Susan Brandau, BRSS Team Coordinator at Susan.Brandau@oasas.ny.gov in writing via e-mail or US Mail.

or Joseph Swinford, BRSS Team Lead, at Joseph.Swinford@omh.ny.gov (518) 473-6579.

VII. Prohibited Expenditures

The following activities are expressly prohibited by The Center for Social Innovation (C4), the grantor to OASAS through the Research Foundation for Mental Hygiene, Inc (RFMH), that is acting as an agent for CSAT:

- Direct mental health or substance use treatment, services, or care.
- Any activity that violates local, State, or Federal laws or the terms of SAMHSA contract with C4 for the operation of the SAMHSA BRSS TACS project
- Payment for professional services not directly related to the proposed activities that support the BRSS TACS project.

- Costs for the creation of new organizations.
- Fundraising.
- Indirect costs/institutional overhead (indirect costs are those not readily identifiable with a particular cost objective but necessary to the general operation of a nonprofit organization and the conduct of the activities it performs).
- Sub-granting or re-granting (pass-through awards).
- Lobbying activities.
- To supplant funding for programs or activities that is currently funded.

Reserved Rights

OASAS through its fiscal agent, RFMH reserves the right to:

- Reject any or all proposals received in response to this RFP;
- Not make an award to any applicant who is not in Good Standing at the time of award;
- Withdraw the RFP at any time, at the agency's sole discretion;
- Make an award under this RFP in whole or in part;
- Make awards based on geographical or regional consideration to best serve the interests of the state;
- Disqualify any bidder whose conduct and/or proposal fails to conform to the requirements of this RFP;
- Seek clarifications and revisions of proposals;
- Use proposal information obtained through site visits, management interviews and the state's investigation of a bidder's qualifications, experience, ability or financial standing, and any material or information submitted by the bidder in response to the agency's request for clarifying information in the course of evaluation and/or selection under the RFP;
- Prior to the bid opening, amend the RFP to correct errors of oversights, or to supply additional information as it becomes available;
- Prior to the bid opening, direct bidders to submit proposal modifications addressing subsequent RFP amendments;
- Change any of the scheduled dates;
- Eliminate any mandatory, non-material specification that cannot be met by all of the prospective bidders;
- Waive any requirement that is not material;
- Negotiate with the successful bidder within the scope of the RFP in the best interests of the state;
- Conduct contract negotiations with the next responsible bidder, should the agency be unsuccessful in negotiating with the selected bidder;
- Utilize any and all ideas submitted in the proposals received;

Require correction of simple arithmetic or other apparent errors for the purpose of assuring a full and complete understanding of a bidder's proposal and/or to determine a bidder's compliance with the requirements of the solicitation.