

DIVISION OF MENTAL HEALTH AND ADDICTION SERVICES

Notice of Availability of Funds

Funding for Regional Coalitions to Utilize Environmental Strategies to Achieve Population-Level Change

Take notice that, in compliance with N.J.S.A. 52:14-34.4 and 34.6, the Division of Mental Health and Addiction Services (DMHAS) hereby announces the availability of the following contract funds:

Name of program: Funding for Regional Coalitions to Utilize Environmental Strategies to Achieve Population-Level Change

Purpose: Funding for all services and activities described in this Request for Proposals (RFP) will be provided by Federal Substance Abuse Prevention and Treatment (SAPT) Block Grant funds and administered by DMHAS. Total funding available for this RFP is approximately \$3,300,000. Separate funds are also available to provide training, technical assistance, and evaluation support to coalitions. Information regarding this additional opportunity can be found in a separate RFP entitled, "Training, Technical Assistance, and Evaluation Support for Regional Prevention Coalitions."

The goals of this project are meant to address the prevention priorities identified by DMHAS' Prevention Strategic Planning Committee and to complement and reflect the first of the Substance Abuse and Mental Health Services Administration's (SAMHSA) Eight Strategic Initiatives.

In August of 2010, DMHAS convened a Prevention Strategic Planning committee for the purpose of developing a five-year prevention strategic plan. The purpose of the DMHAS Prevention Strategic Plan is to focus statewide prevention efforts on specific data-driven priorities for which measurable change can be achieved at the state and regional levels.

The Strategic Planning committee included community stakeholders and State government partners. In conducting its work, the planning committee formed needs assessment, capacity, and planning sub-committees to analyze existing data on addictions in the state population and current prevention resources. These data provided the foundation for identifying and selecting the following prevention priorities:

- **Reduce underage drinking**
- **Reduce the use of illegal substances – with a special focus on the use of opioids among young adults 18-25 years of age**
- **Reduce prescription medication misuse across the lifespan**
- **Reduce the use of new and emerging drugs of abuse across the lifespan**

SAMHSA has identified eight Strategic Initiatives to focus its resources on areas of urgency and opportunity. The initiatives also will enable SAMHSA to respond to National, State, Territorial, Tribal, and local trends and support implementation of the Affordable Care Act and the Mental Health Parity and Addictions Equity Act.

SAMHSA's Strategic Initiative #1: Prevention of Substance Abuse and Mental Illness

This entails creating communities where individuals, families, schools, faith-based organizations, and workplaces take action to promote emotional health and reduce the likelihood of mental illness, substance abuse including tobacco, and suicide. This Initiative will include a focus on the Nation's high-risk youth, youth in Tribal communities, and military families.

The promotion of positive mental health and the prevention of substance abuse and mental illness have been key components of SAMHSA's mission to reduce the impact of substance abuse and mental illness on America's communities. The evidence base in this area continues to grow and was recently summarized by the 2009 Institute of Medicine (IOM) report, *Preventing Mental, Emotional, and Behavioral Disorders among Young People*. The Affordable Care Act is also placing emphasis on prevention and promotion activities at the community, State, Territorial, and Tribal levels. By means of this Federal Initiative, SAMHSA will work to take advantage of the opportunities presented by the Affordable Care Act and the growing evidence base behind prevention to achieve the following goals:

Goal 1.1: With primary prevention as the focus, build emotional health, prevent or delay onset of, and mitigate symptoms and complications from substance abuse and mental illness.

Goal 1.2: Prevent or reduce consequences of underage drinking and adult problem drinking.

Goal 1.3: Prevent suicides and attempted suicides among populations at high risk, especially military families, LGBTQ youth, and American Indians and Alaska Natives.

Goal 1.4: Reduce prescription drug misuse and abuse.

Funding for Regional Coalitions to deliver Environmental Prevention Programs and Strategies

DMHAS is soliciting applications from established or new/developing New Jersey coalitions to address substance abuse prevention priorities in their region based upon the DMHAS-identified State priorities. Each funded coalition will conduct a data-driven needs assessment to determine which of the DMHAS-identified statewide priorities should be addressed in its region and identify the appropriate strategy. Coalitions will utilize the Strategic Prevention Framework (SPF), a five-step data driven planning process designed to identify and utilize environmental programs and strategies to achieve population-level change with respect to the identified priorities. Extensive training on the application of the SPF model will be provided at the mandatory bidders' conference and directly to funded coalitions.

Strategic Prevention Framework

Step 1: Assessment - Profile population needs, resources, and readiness to address needs and gaps

Step 2: Capacity - Mobilize and/or build capacity to address needs

Step 3: Planning - Develop a comprehensive strategic plan

Step 4 Implementation - Implement evidence-based environmental prevention programs, policies, and/or practices

Step 5: Evaluation – Monitor, evaluate, sustain, and improve or replace those components that fail

Amount of funding available: DMHAS will fund one coalition in seventeen (17) regions with annually renewable contracts for up to five years, based on availability of Federal funds and satisfactory project performance as well as compliance and completion of all required/requested reports. Contract awards are expected to range from approximately \$150,000 to \$225,000 yearly, depending upon the size and population of the region, with an anticipated start date of January 1, 2012. Actual funding levels will depend on the availability of funds. Please note that these awards are strictly federally funded, and as such, applicants should NOT expect State funds to replace these funds in the event of changes to New Jersey's Federal funding allocation nor is there a guarantee of Federal funds to continue the award beyond the contract period. Sustainability is a key component of coalition work and coalitions will receive extensive guidance and technical assistance in this area as research has consistently demonstrated that "planning for sustainability predicts sustainability".

All application and expenditure data pertaining to these contract funds must be independent of any other DMHAS or non-DMHAS funded program of the applicant/contractee. Awards under this RFP will be clustered separately from other existing components for contract application and reporting. Cost sharing is not required. This will be a five-year contract that is annually renewable. Annual continuation and

renewal are subject to availability of funds, satisfactory performance, as well as compliance and completion of all required/requested reports.

If the coalition/applicant is not a 501 (c) (3) corporation, the coalition will be required to identify and contract with a fiscal sponsor in its region. Fiscal sponsors are 501(c) (3) charitable corporations that give unincorporated groups whose missions are aligned with their own a tax-exempt home. Although sponsored programs are not completely independent—they are legally part of the sponsor organization—they nevertheless retain programmatic autonomy and often have separate advisory boards making their strategic decisions. They are responsible for their own fund-raising and they absorb any shortfall and retain any surplus. Typically, the sponsor provides accounting, human resources, and other back-office services, with its cost covered by an administrative charge applied to the revenues or expenses of the sponsored program.

Organizations that may apply: The following eligibility criteria shall apply.

1. Eligibility for contracts is limited to applicants who are either public or private non-profit organizations/coalitions. Applicants to the companion RFP entitled, “Training, Technical Assistance, and Evaluation Support for Regional Prevention Coalitions” are eligible to apply for the opportunities described herein, but may only be awarded one contract, even if recommended for funding for both contracts.
2. Applicants must have a New Jersey address and be able to conduct business from a facility located in New Jersey.

3. Non public applicants must demonstrate that they are incorporated through the New Jersey Department of State, and provide documentation of their current non-profit status under Federal IRS 501(c) (3) regulations, as applicable. If the coalition is not a 501 (c) (3) corporation, the fiscal sponsor must apply on behalf of the coalition. Additional information regarding fiscal sponsorship is provided in the Appendix of this RFP.
4. All New Jersey and out of State Corporations must obtain a Business Registration Certificate (BRC) from the Department of the Treasury, Division of Revenue prior to conducting business in the State of New Jersey.
5. Proof of valid business registration with the Division of Revenue, Department of the Treasury, State of New Jersey, shall be submitted by the bidder and, if applicable, by every subcontractor of the bidder, with the bidder's bid. No contract will be awarded without proof of business registration with the Division of Revenue. Any questions in this regard can be directed to the Division of Revenue at (609) 292-1730. Form NJ-REG. can be filed online at www.state.nj.us/njbgs/services.html
6. Before performing work under the contract, all sub-contractors of the contractor must provide to the contractor proof of New Jersey business registration. The contractor shall forward the business registration documents on to the using agency.
7. Applicants must not be suspended or debarred by DMHAS or any other State or Federal entity from receiving funds.

8. An applicant that is a current DHS/DMHAS contractee must be in compliance with the terms and conditions of its current contract.
9. Applicants must have all outstanding Plans of Correction (PoC) for deficiencies submitted to DMHAS for approval prior to submission.
10. Applicants must have a governing body that provides oversight as is legally permitted. No member of the Board of Directors can be employed as a consultant for the successful applicant.

NOTE: If, at the time of receipt of the proposal, the applicant does not comply with this standard, the applicant must submit evidence that it has begun to modify its structure and that the requirement will be met by the time the contract is executed. *If this required organizational structure is not in place before the start date, the contract will not be executed and the funding will be waived.*

11. Applicants must also attend the combination Mandatory Bidders' Conference/Training and Technical Assistance meeting from 9-5 on August 19, 2011 at the Hamilton Technology Center Auditorium located at 1200 Negrón Drive in Hamilton, NJ. (See directions attached in the RFP).

Qualifications needed by an applicant to be considered: According to SAMHSA, a coalition is defined as a formal arrangement for cooperation and collaboration between groups or sectors of a community, in which each group retains its identity but all agree to work together toward a common goal of building a safe, healthy, and drug free community. Coalitions receiving DMHAS funds through this RFP are expected to

adhere to the SAMHSA definition above and will be required to work within their region to identify and address regional substance abuse problems in alignment with the state-level priorities, utilizing a public health approach that employs environmental strategies. DMHAS seeks to fund existing or developing coalitions that have a successful history of delivering interventions to prevent substance abuse and other chronic diseases.

Procedure to apply: Eligible and interested organizations may obtain the RFP and related materials from the Department of Human Services website at <http://www.state.nj.us/humanservices/providers/grants/rfprfi/>. Interested organizations may also contact:

Helen Staton at:
Addiction Services
PO Box 362
Trenton, NJ 08625-0362
609-633-8781

Send one original proposal package and seven copies via United States Postal

Service to:

Helen Staton
Addiction Services
P.O. Box 362
Trenton, NJ 08625

OR

For UPS, FedEx, other courier service or hand delivery, please address to:

Helen Staton

Addiction Services

120 South Stockton Street, 3rd floor

Trenton, NJ 08611

Please note that if you send your application package through United States Postal Service two-day priority mail delivery to the P.O. Box, your package may not arrive in two days. In order to meet the deadline, please send your package earlier than two days before the deadline or use a private carrier's overnight delivery to street address.

Late proposals will not be reviewed. You will NOT be notified that your package has been received. If you require a telephone number for delivery, you may use (609) 633-8781.

Deadline by which all proposals must be submitted: Proposals must be submitted to and received at DMHAS by 5:00 P.M. on September 26, 2011.

Date by which applicants will be notified of intent to award or not award:

Applicants will be notified on or before October 31, 2011.

Jennifer Velez

Commissioner

Date