

## **PUBLIC NOTICE**

### **HUMAN SERVICES**

### **DIVISION OF MENTAL HEALTH AND ADDICTION SERVICES**

#### **Notice of Availability of Grant Funds to Housing Navigator Services to Supportive Housing Providers**

**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 grant program funds:

**Name of Program: Housing Navigator Services to Supportive Housing Providers**

**Purpose:** The State of New Jersey has been awarded funding from the US Department of Health and Human Services, Administration for Children and Families (ACF) in support of the State of New Jersey Recovery and Rebuilding efforts. The Department of Human Services (DHS), Division of Mental Health and Addiction Services (DMHAS) has received a grant for \$24,744,000 to expend from now until September 30, 2015 through the Social Services Block Grant (SSBG). The funds will provide time-limited supportive housing services for up to 354 individuals with a substance use disorder and/or mental illness who were residents of the 10 counties identified, (Atlantic, Bergen, Cape May, Cumberland, Essex, Hudson, Middlesex, Monmouth, Ocean, and Union), between October 28th and 30th, 2012, as suffering great impact from the Superstorm Sandy, as well as Housing Navigator services as described in this RFP.

DMHAS will be awarding funds for three Housing Navigator Programs (“Navigators”) to assist the Supportive Housing Providers (“Providers”) awarded contracts through other RFPs as noted above in the 10 impacted counties. Navigators will be regionally based with the equivalent of at least 3 FTEs serving in each of 3 regions: North, Central and South. Additionally, funding to support other-than-personnel (OTP) costs, including one time and travel funds, will be available.

DMHAS is funding housing navigation services to assist the Providers awarded through the following two previously issued RFPs, “Supportive Housing to Individuals with a Mental Illness or Co-Occurring Mental Illness and Substance Use Disorder” and “Supportive Housing for Individuals with a Substance Use Disorder.” Up to \$13,846,400 will be awarded for 213 supportive housing vouchers to consumers with a mental illness or co-occurring mental illness and substance use disorder. The second RFP will provide up to \$9,897,600 for 141 supportive housing vouchers for consumers with a substance use disorder.

Housing navigation services will identify housing opportunities for up to 354 individuals served in the two supportive housing initiatives.

**Amount of funding available:** Specifically, in the current initiative the DMHAS will be awarding up to \$1,000,000 (to be expended over federal fiscal years 2014 – 2015) to provide housing navigator services to the aforementioned 354 individuals with a mental illness or co-occurring mental illness and substance use disorder served by the SSBG temporary voucher initiatives.

**Organizations that may apply:** In order to be eligible for consideration for this Request for Proposal, an applicant must be a fiscally viable corporation duly registered to conduct business within the State of New Jersey.

The applicant must demonstrate the ability to comply with all rules and regulations for any DMHAS program element of service proposed by the applicant.

The applicant must comply with the terms and conditions of the Department of Human Services' contracting rules and regulations as set forth in the DHS Standard Language Document, the Contract Reimbursement Manual (CRM), and the Contract Policy and Information Manual (CPIM).

Any fiscally viable corporation, as noted above, which meets the qualifications of the Department of Human Services' Contract Policy and Information Manual, N.J.A.C. 10:3, may apply. A copy of this manual can be accessed from the webpage of the Office of Contract Policy and Management webpage at: <http://www.state.nj.us/humanservices/ocpm/home/resources/manuals/index.html>.

Applicants may contact the Division of Mental Health and Addiction Services Contract Unit at 609-777-0628 with general questions about the requirements in these manuals.

**Procedure to apply:** Effective May 5, 2014 eligible and interested organizations may obtain a copy of the Request for Proposal at: <http://www.state.nj.us/humanservices/dmhs/info/notices/> or by contacting Alicia Meyer, Coordinator, at (609) 777-0069 or at [alicia.meyer@dhs.state.nj.us](mailto:alicia.meyer@dhs.state.nj.us) Proposals must be submitted in accordance with requirements stipulated in the Request for Proposal.

**Mandatory Bidders' Conference:** A Mandatory Bidders' Conference will be conducted for interested applicants. All applicants intending to submit a proposal in response to this request must attend the mandatory Bidders' Conference on May 15, 2014. Information regarding the time and location of the bidder's conference may be found in the Request for Proposal. *Proposals submitted by an applicant not in attendance at the bidder's conference will not be considered.*

**Deadline by which all applications must be submitted:** Applications must be received by 4:00 P.M., June 12, 2014. Respondents must submit proposals electronically in PDF format to [RFP.submissions@dhs.state.nj.us](mailto:RFP.submissions@dhs.state.nj.us). Additionally, one hard copy of the proposal with an original signature and six additional hard copies that are not bound so as to preclude easy photocopying must be submitted to the attention of Bernice Harris (see RFP for mailing address) no later than 4:00 pm, June 12, 2014. No format other than the PDF and one original signed hardcopy and six hard copies will be accepted for this RFP.

**Date by which applicants will be notified of preliminary decision to accept or reject proposal:**

Applicants will be notified no later than July 21, 2014.

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Jennifer Velez, Commissioner

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Date