



# Mental Health and Recovery Services Board

## REQUEST FOR APPLICATION

### RFA Veterans Behavioral Health Initiatives

Calendar Year 2019

#### **I. Summary of Initiative**

- a. Briefly describe the initiative.
- b. Include the anticipated number of participants involved and the geographical area within Seneca, Sandusky and/or Wyandot Counties to be covered.

#### **II. Goals, Impact and Sustainability**

- a. List and describe the specific goals to be achieved through this project.
- b. How will outcomes be measured?
- c. How will this project continue without MHRBS funds?

#### **III. Budget**

- a. Use the attached budget form (Appendix A) and include a budget narrative with a description of how the funds will be utilized.
- b. An in-kind match is required up to 20% and must be listed on the budget.
- c. All awarded funds must be spent by December 31, 2019.

#### **IV. Reporting**

- a. A report must be submitted to the Board within 45 days after the initiative has been completed.
- b. The report must include the number served, outcomes and a narrative of initiative highlights and/or challenges.
- c. Any additional reporting requirements must be followed as listed in the Notice of Award.

**V. Proposal Submission**

- a. Proposal Due Date: No later than **4:30pm on March 1, 2019**. Proposals must be received by this time to be considered. Each agency will receive a confirmation of its submitted proposal within three business days.
- b. Where to Submit: Proposals need to be submitted via email to [director@mhrsbsw.org](mailto:director@mhrsbsw.org) using the subject line as **RFA Veterans**. No fax, mailed, courier delivered or hand-carried proposals will be accepted.

**VI. Conditions of Award**

- a. The MHR SB reserves the right to make awards according to their process and perception of need in each county. The awardees will be required to enter into a contract with the MHR SB.
- b. MHR SB reserves the right to make no award, make an award for a lesser amount, make an alternative award for the specific project or make an award for a shorter duration. MHR SB reserves the right to ask clarification questions, issue conditional awards, and negotiate a proposal. MHR SB reserves the right to waive errors and omissions that do not materially affect the proposal. Errors or omissions may result in lower evaluation scores or rejection of the proposal.
- c. Funding awarded pursuant this award depends on the availability of local levy funds. Should funding be reduced or terminated, the amount of funds available for reimbursement under this grant may be reduced or terminated upon notice to awardee(s), without further obligation on the part of MHR SB.
- d. All literature and publicity that pertains to the delivery of services via this award will state, "Funding for the (Provider name) services is paid in part by local levy funds from the Mental Health and Recovery Services Board of Seneca, Sandusky and Wyandot Counties."

**VII. Notification of Awards**

- a. All applicants will be notified in writing no later than **May 1, 2019** on the programs awarded under these levy funds. Each awardee will receive a notification letter of the award via email.