

Notice of Funding Opportunity

Recovery Community Center Expansion

As part of the Kentucky Opioid Response Effort (KORE), the Department for Behavioral Health, Developmental and Intellectual Disabilities (DBHDID) will award up to two grants to support eligible agencies to establish or expand the Recovery Community Center (RCC) model in Kentucky.

To learn more about the RCC model, please reference the following resources:

- <https://www.recoveryanswers.org/resource/recovery-community-centers/>
- <https://facesandvoicesofrecovery.org/wp-content/uploads/2019/06/RCO-Toolkit.pdf>
- https://bha.health.maryland.gov/POPULATION_BASED%20BEHAVIORAL%20HEALTH/Documents/StateCareCoordination/WMass_RCCenter_Manual.pdf

Recovery Community Center examples in Kentucky:

- <https://www.voicesofhopelex.org>
- <https://louisvillerecoveryconnection.org>

Applicant Eligibility:

- Applicant must be a nonprofit organization with 501c3 status. For-profit agencies may partner as a sub-awardee or sub-recipient of the nonprofit organization.*
- Applicant must have at least two (2) years of experience serving individuals experiencing substance use disorder and their families.
- Applicant must have an existing steering committee, advisory board, Board of Directors, or some other governance mechanism and be willing to ensure that at least one-half of the voting membership is comprised of individuals in recovery and/or family members of individuals in recovery or be willing to develop a steering committee or advisory board comprised of individuals in recovery and/or family members of individuals in recovery who will provide input to the larger governing body.
- Applicant must have or establish a vendor code from the Finance Cabinet.*
 - <https://finance.ky.gov/services/eprocurement/Pages/doingbusiness.aspx>
- Applicant must have or establish a vendor code with the Kentucky Secretary of State.*

* Please be prepared to provide documentation within 10 business days of award notification.

Award Information:

- Federal Funding Source: The Substance Abuse and Mental Health Services Administration (SAMHSA; TI083283-01)
- Funding Mechanism: Grant funding from KDBHDID
- Award Ceiling: \$400,000
- Budget: Submit a 12-month budget with an anticipated start date of December 1, 2020
- Cost Sharing/Match Requirement: No
- Service Delivery Data: To begin no later than 30 days from receipt of contract
- Length of Project: One year, with the possibility of renewal for a second year, depending on performance in Year 1 and federal resources
- Reporting Requirements: Awardees must submit monthly progress reports and participate in client-level longitudinal data collection using the Government Performance and Results Act (GPRA) tool. For an overview of the GPRA data collection requirement, please see the following:
<https://chfs.ky.gov/agencies/dbhdid/Documents/KORE-GPRA%20Manual%20for%20Providers%202.0.pdf>

Funding Parameters:

Grant funds may pay for the following:

- Non-billable or start-up staff time and recovery support services.
- Supplement existing activities. “Supplement” is defined as adding new programmatic components or capacity to existing activities.
- Pay for a building lease, but not beyond the project period.

Grant funds may not pay for the following:

- Supplant current funding of existing activities. “Supplant” is defined as replacing funding of a recipient’s existing program with funds from a federal grant.
- Pay for the purchase, construction, or renovation of any building or structure to house any part of the program.
- Support non-evidence-based interventions.
- For Community Mental Health Centers, funds awarded under this grant mechanism must be used to provide services in locations within the counties for which your Board is duly recognized as the Regional Community Mental Health Center.

Multi-Tiered Review and Selection Process:

Proposals will be screened to ensure minimum eligibility requirements have been met. Proposals meeting minimum eligibility requirements will be assessed by the KORE review panel and funded on a competitive basis.

Criteria	Possible Points
1. Mandatory Submission Requirements	Pass/Fail
2. Project Narrative Evaluation Criteria	
A. Organization profile	20
B. Population of focus and outreach	10
C. Description of program and services to be developed	40
D. Implementation/sustainability	20
E. Performance data collection and reporting	10
Total points possible for technical proposal	100

For applications scored similarly, priority will be given to:

- Recovery Community Centers in communities that experience a high frequency of opioid-related overdoses and/or stimulant use, compared with Kentucky’s state rate. See: <https://odcp.ky.gov/Pages/Overdose-Fatality-Report.aspx>
- Proposals reflecting the most effective utilization of one-time funds.
- Proposals serving underserved individuals such as individuals with criminal justice involvement, pregnant and parenting women, persons who have experienced an opioid-related overdose, transition-age youth, and families affected by opioid and/or stimulant use disorder.
- Recovery Community Organizations that have not previously been awarded KORE funding.

Mandatory Submission Requirements:

1. Cover letter on agency letterhead.
2. Project abstract/summary of proposal.
3. Project Narrative Sections A-E.
 - Sections should be organized and labeled such that each is clearly identifiable to the reviewers (e.g., B-1, B-2, etc.)
 - Proposals must be double-spaced using Times New Roman 12-point font
 - Pages must be numbered consecutively from beginning to end of the Proposal Narrative
 - The page limit for the Proposal Narrative is six (6) pages, excluding the cover page and attachments. Any narrative information that exceeds the six (6) page limit will be excluded from the review process
4. Attachment 1. Detailed Budget Worksheet and Narrative using template provided.
5. Attachment 2. Three (3) letters of commitment from recovery support providers. Do not include letters of support.
6. Attachment 3. Governing body membership list and attestation indicating willingness to ensure that at least one-third of the voting membership is comprised of individuals in recovery and/or family members of individuals in recovery or willingness to develop a steering committee or advisory board comprised of individuals in recovery and/or family members of individuals in recovery who will provide input to the larger governing body.
7. Attachment 4. Signed Attestation to Access to FDA-Approved Medications for Opioid Use Disorder form.
8. Attachment 5. Copy of the 501(3)(c) IRS letter indication non-profit status.

All materials must be submitted in a combined PDF titled **KORE_RCC2020** and **the name of your agency** by email to kore@ky.gov no later than **5pm ET on November 2, 2020**. For example, KORE_RCC2020_AgencyABC.

Questions:

Please submit questions regarding proposals to KORE at kore@ky.gov.

PROJECT NARRATIVE EVALUATION CRITERIA:

The Project Narrative describes what you intend to do with your project and includes the Evaluation Criteria in Sections A-E below. Your application will be reviewed according to the quality of your responses.

A. Organization Profile

1. Describe your capacity to carry out the proposed project, including your experience and qualifications as a provider of recovery support services and/or as a Recovery Community Center (RCC).
2. Describe the governing body/advisory structure(s) and feedback loops that will be put into place to ensure that individuals in recovery have genuine input into the design, implementation, and evaluation of the RCC.
3. State proposed hours of operation and describe the staffing patterns of the RCC. Describe whether and how non-paid volunteers will be included as part of the RCC.
4. Describe how the RCC will ensure that staff have sufficient training and expertise in addressing the recovery needs of the population(s) of focus.

B. Population of Focus and Outreach

The purpose of this section is to identify the individuals and geographic area(s) in which the RCC will be provided.

1. Describe the proposed population(s) of focus, the intended geographic area to be served, and the physical location in which the RCC will be housed.
2. Describe outreach and recruitment strategies for the population of focus and identify community partners who will serve as referral agents.

C. Description of Program and Services

The purpose of this section is to provide the following information regarding the proposed RCC services that will be delivered in the identified geographic service area(s).

1. Describe the project goals and state the measurable objectives of this proposed project. The following link provides guidance on writing goals and objectives <https://www.samhsa.gov/sites/default/files/nc-smart-goals-fact-sheet.pdf>.
2. Describe the proposed recovery supports accessible through the RCC and the necessary partners/organizations. Include supports and strategies for all pathways of recovery. Non-clinical support could include, but are not limited to, mutual aid groups, recovery coaching, telephone recovery support, skill-building groups, public awareness events, harm-reduction activities, substance-free recreation, and recovery celebrations. Include a minimum of three (3) letters of commitment from community partners who will provide recovery supports in a separate attachment (e.g., Local Health Department, public library, career centers, faith-based organizations, adult learning, law enforcement, social services, legal aid, etc.).
3. RCC's are non-clinical by nature, but operate as part of a larger recovery-oriented system of care. Describe how the RCC will link to clinical treatment services so that members will have access to a full continuum of clinical services, including trauma-informed services, such as outpatient, FDA-approved medications for opioid use disorder, individual, group, family, intensive outpatient, peer support, crisis (mobile and residential), case management, and high quality residential services.

D. Implementation and Sustainability

The purpose of this section is to provide a plan for implementation that aligns with key deadlines provided in this Notice of Funding Opportunity as well as details of how the RCC will sustain operations following the grant.

1. Provide an implementation timeline with key activities and responsible parties.
2. Describe a sustainability plan that supports the RCC beyond a 12-month award period and includes multiple potential reimbursement pathways and/or other sources of revenue generation.

E. Performance Data Collection and Reporting

To ensure accountability at all levels of service provision, the articulation and achievement of measurable outcomes is critical to help ensure that we are carrying out the most effective programming possible. At a minimum, applicants will be expected to collect and report GPRA data indicators and measures as described in the Award Information of this Notice of Funding Opportunity.

1. Describe your experience with data collection and your proposed procedures for collecting and reporting RCC demographic and service data.
2. Describe how you will use data for planning and evaluation purposes (including community stakeholders in the process).