STATE OF WYOMING

WYOMING DEPARTMENT OF HEALTH

BEHAVIORAL HEALTH DIVISION

MENTAL HEALTH AND SUBSTANCE ABUSE SERVICES SECTION

REQUEST FOR APPLICATION

**BIPARTISAN SAFER COMMUNITIES ACT (BSCA) SUPPLEMENTAL FUNDING FOR THE COMMUNITY MENTAL HEALTH BLOCK GRANT (MHBG)**

PROPOSAL DUE DATE AND TIME

MONDAY, JUNE 12, 2023

5:00 PM MST

Emailed to Agency Contact

AGENCY CONTACT:

MEGAN NORFOLK

[megan.norfolk1@wyo.gov](mailto:megan.norfolk1@wyo.gov)

307-777-7903

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# **GUIDANCE**

The following contains information about the guidance necessary to complete the request for application.

## DESCRIPTION

The Wyoming Department of Health has received the Community Mental Health Block Grant (MHBG) from the Substance Abuse and Mental Health Services Administration (SAMHSA). The Behavioral Health Division (Agency) oversees the MHBG.

The Agency is requesting applications from current Wyoming Community Mental Health Centers (CMHCs) to meet the requirements of the Bipartisan Safer Communities Act (BSCA) as part of the Community Mental Health Block Grant (MHBG) letter from the Substance Abuse and Mental Health Services Administration (SAMHSA). The purpose and goal of the application is to enhance behavioral health systems to address the need for mental health services in the aftermath of mass shootings and other traumatic events in the community.

Each provider who submits an application will receive funding to produce emergency preparedness plans in year one of the grant and in the second year, additional funds for updates to the plans. The provider may apply for the “Annual plans and MOU updates” section only.

All CMHCs with First Episode Psychosis (FEP) / Early Serious Mental Illness (ESMI) programs are obligated to receive a total of 10% of the overall allocation from SAMHSA for work specific to improving mental health services in disastrous and traumatic events within the community for individuals experiencing FEP/ESMI.

All CMHCs, including those with FEP/ESMI programs, have the opportunity to apply for additional funds to create, enhance, and strengthen community response efforts through workforce development and training activities, developing culturally and linguistically tailored messaging related to mental health, community collaboration efforts, and/or by developing and providing evidence-based practices for individuals affected by mental health emergency/crisis-related trauma, including mass shootings and school violence.

## ELIGIBLE APPLICANTS

Community Mental Health Centers (CMHCs) with Fiscal Year (FY) 2023 contracts and have been awarded FY 2024 contracts with the Agency, are eligible to apply. Applicants must provide their current Unique Entity Identifier (UEI) number and Certificate of Good Standing from the Wyoming Secretary of State or any updated letter from the County stating governmental status is required.

## FUNDING

A total of $76,796.00 is available for this grant program. The number of awards and the associated funding is dependent on the number of applications submitted and approved for funding.

This funding is pursuant to the authority of the Subparts I&III, B, Title XIX, PHS Act / 45 CFR Part 96 and is subject to the requirements of this statute and regulation and of other referenced, incorporated or attached terms and conditions. Subrecipient agrees to abide by the statutory requirement of all sections of the MHBG (PHS Act, Sections 1911 – 1920 and sections 1941 – 1957) (42 U.S.C. 300x-1-300x-9 and 300x-51-300x-67, as amended), and other administrative and legal requirements as applicable for the duration of the award period.

## TIMELINE

|  |  |  |
| --- | --- | --- |
| **Event Description** | **Date** | **Time (Mountain Time)** |
| RFA Release Date | May 25th, 2023 | N/A |
| RFA Submission Through Email to [megan.norfolk1@wyo.gov](mailto:megan.norfolk1@wyo.gov) | June 12th, 2023 | 5:00:00 PM |
| Tentative Award Date | June 30th, 2023 | N/A |
| Tentative Work Begin Date | August 1st, 2023 | N/A |

## HOW THIS APPLICATION WORKS

Applications will be accepted until Monday, June 12, 2023 at 5:00:00 PM MST. The successful applicant(s) will be funded up to September 30, 2024, with no guarantee of continued funding. Each application will be reviewed for completeness and incomplete applications will be returned to applicant without further consideration for funding. Be sure to read the instructions carefully.

The Wyoming Department of Health, Behavioral Health Division (Agency) will convene a team of reviewers familiar with the Community Mental Health Centers. An applicant or party with a conflict of interest will not be selected as a reviewer. The evaluation will be based on the demonstrated capabilities of the applicant in relation to the needs as set forth in this application. The merits of each proposal will be evaluated individually according to the proposal objective scoring criteria described in this document. The Agency reserves the right to accept or reject any proposal, and to waive any minor irregularities in the proposals.

Applicants shall receive written notice as to whether the application has been approved to be funded wholly, in part, or not funded. Funded applicants will begin the contract process with the Agency. All funded services must be completed within the term of a Contract. Payment for services is through reimbursement upon receipt and approval of a monthly invoice. There is no guarantee of continued funding. Grant agreements will be executed between the Agency and the grantee awarded funds through application.

## SUGGESTED ACTIVITIES

BSCA supplemental funds may be used only as specified and only for CMHCs providers. Focus is related to CMHCs with individuals with serious mental illness (SMI) or serious emotional disorder (SED); and 10% set aside is required for community mental health providers who have services for early serious mental illness (ESMI) or first episode psychosis (FEP) programs.

Activities suggested through the SAMHSA BSCA letter:

* Developing a mental health emergency preparedness and response plan focused on behavioral health and update it annually; describing collaborations between behavioral health, law enforcement, justice systems, local agencies, and public health to ensure that the identified services are integrated and sustainable.
* Develop a mental health emergency preparedness team as a point of contact for guidance and direction related to any anticipated or unanticipated mental health crisis.
* Identify multidisciplinary mobile crisis team(s) that can be deployed rapidly, 24/7, throughout the state to address the mental health components during an emergency/crisis.
* Develop culturally and linguistically tailored messaging about behavioral health to provide in a crisis/mental health emergency and/or identify culturally/linguistically appropriate supports for diverse populations. Leverage relationships with Lifeline 988, statewide call centers, peer recovery organizations, faith-based organizations, warmlines, telehealth and provider mutual aid agreements to disseminate. Ensure that electronic bed registries include information about the availability of culturally/linguistically accessible services.
* Build collaborations with child welfare organizations, schools, juvenile justice authorities, and children’s behavioral health services. Develop multidisciplinary youth-serving state/regional advisory groups to provide input on infrastructure and policy development.
* Coordinate with Medicaid and Early and Periodic Screening, Diagnosis and Treatment (EPSDT) to ensure access to comprehensive mental health services for children and youth diagnosed with serious emotional disturbances (SEDs).
* Develop and provide specific, evidence-based services for those affected by mental health emergency/crisis-related trauma, including mass shootings and school violence.

## REQUIREMENTS

Funding for this Grant is provided under a federal grant, therefore requirements include:

1. Provide current and updated emergency preparedness and response plans.
2. Electronically submitted monthly invoice and summary reports are due to the Division by the 15th of each month following the previous month of service. These documents will include a summary of activities completed and number of individuals who attended, along with a breakdown of funds spent.
3. Complete a final annual report and confirmation, due no later than September 30th, of each funded year, and must be submitted electronically. This report will include a full accounting of all funds by budget category.
   1. The location of the subrecipient(s) of grant funds which received enhancement(s);
   2. The purposes for which the BSCA Supplemental MHBG funds were expended;
   3. The authorized activities and/or services conducted;
   4. Particular attention should be given to the progress made toward filling needs and gaps of the community.
4. Continue to adhere to all Community Mental Health Block Grant rules and regulations. No commingling of funds allowed.

## UNALLOWABLE EXPENDITURES AND USE OF FUNDING

The following services are unallowable costs to the BSCA Supplemental MHBG grant:

1. Mental health treatment services.
2. Capital construction projects or purchase of a building.
3. Programs currently funded through other sources; supplanting of funds. Funds can be used to support enhancements or expansion programs.
4. Payment of expenses for lobbying.
5. Pay for administrative and promotional items including salaries, supplies, rent, clothing and commemorative items such as pens, mugs/cups, folders/folios, lanyards, and conference bags.
6. Purchase or reimbursements of food or meals.
7. Purchase, prescribe, or provide marijuana or treatment using marijuana.
8. Make direct payments to individuals to participate in emergency preparedness training related services.

# **APPLICATION**

Please provide the below information in a written electronic format (Word, PDF, etc.) to be emailed for submission by Monday, June 12, 2023 at 5:00:00 PM to megan.norfolk1@wyo.gov. Budgets may be completed within the same document or submitted as a separate document using electronic spreadsheets.

## COVER PAGE

Please provide the following information:

1. Proposer’s legal name, address, and contact information;
2. Name, title, and contact information of the individual authorized to negotiate contract terms;
3. Name, title, and contact information of the individual/s to be included as signors;
4. Unique Entity Identifier (UEI)

## DESCRIPTION

Provide a brief description of the request. Describe the service area for implementation (i.e. county and/or location’s address). Listing or providing copies of Memorandum of Understandings with partners and collaborators in relation to this request are encouraged.

## RESOURCES

Please provide a link, description, and/or documentation to support the proposed strategies, if available.

## SITUATION

Define how the activities proposed will address the Bipartisan Safer Communities Act purpose and goals to examine and enhance the need for mental health services in the aftermath of mass shootings and other traumatic events in the community.

## BACKGROUND

Detail the causes, conditions, or needs that have led to this request.

## BUDGET

Provide a detailed budget to describe how funding will be allocated. This can be done within the same document of provided a separate document.

## SUSTAINABILITY

This funding may be offered through 2025 by SAMHSA. Based on the possibility of future funds, please provide a detailed description on how your efforts developed and implemented during this grant may be continued.

If the funding turns out to be a one-time only award, provide a detailed description on how your efforts may be independently sustained in the future after this one-time funding ends.