



# CMHPSM

## RFP #2025A Prevention Questions and Answers

**Date: April 19, 2024**

**Topic: Questions Submitted Prior to April 15, 2024 5PM Deadline**

**Q. A series of emails were sent to ----@gmail.com. Can you advise on the nature of these emails?**

A. This email address is subscribed to the CMHPSM mailing list. This funding opportunity may not be applicable to them individually. They may unsubscribe from this list if they no longer want to receive CMHPSM emails.

**Q. Would you be able to tell me if the programs/funds for this RFP would need to take place within the region? Sacred Heart does not have an office in the CMHPSM region and we are not interested in developing new programming in the counties at this time.**

A. All funded programs must serve individuals who live within Region 6 (Lenawee, Livingston, Monroe and Washtenaw counties). This funding opportunity does not apply to SUD Medicaid Fee-For-Service treatment.

**Q. Just now on the Bidder's Conference it was presented that the Organization Financial Information was either 6 months of organizational financial statements OR the most recent organizational fiscal audit. However, RFP#2025 states "Attach the most recent six months of organizational financial statements and most recent organizational fiscal audit as PDF documents." (emphasis added)**

**Could you please clarify whether both categories of documents need to be submitted or just one of them?**

A. CMHPSM prefers both are submitted but if only one is submitted that is acceptable.

**Q. Does the open RFP allow for treatment centers outside your region to apply for contracted services?**

A. All funded programs must serve individuals who live within Region 6 (Lenawee, Livingston, Monroe and Washtenaw counties). This funding opportunity does not apply to SUD Medicaid Fee-For-Service treatment.

If a provider is seeking to contract as a Medicaid Fee-For-Service SUD treatment provider with the CMHPSM, contact the [contracts@cmhpsm.org](mailto:contracts@cmhpsm.org) for more information.



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**Q. We would like to inquire about the following: IDC- In years past there was a strict 10% IDC rate enforced for SOR funded grants, will this be true this year? In the presentation it says (unless approved otherwise). If we get confirmation from you all that it needs to be 10% that gives us more room to provide services within our means. Example: Last year- one grant funded by PA2/Block grant was 26% (A provider standard unless required otherwise), and our SOR grants were 10% (which I prefer but we need to show a provider this is a requirement by the funder or they default to 26%).**

A. Funding sources for awarded submissions will be determined at a later date and any Indirect Cost Rate (IDC) cost requirements will be communicated at that time. If your agency has a higher federally approved Indirect Cost Rate please note this in your budget narrative. If the project is awarded funding, documentation of proof will be required.

**Q. Cap on Funding Amount- Is there a cap on how much each organization is able to request? We will be submitting 3 different projects- does each individual project have a cap on funds requested?**

A. There is no cap on project amounts per project or overall. Amount(s) requested should be consistent with the level of program effort and outcomes.

**Q. Is a private for-profit agency that is part of the region 6 CMHPSM eligible to apply?**

A. Private for-profit agencies may apply. This funding opportunity does not apply to Medicaid SUD Fee-For-Service treatment.

**Q. Can you give a better idea how we are to have one PDF contact all information. Can I attach my audit, and budget as an attachment to that PDF?**

A. If you choose to submit multiple documents for one submission requirement, you will need to have different names for each document. Please follow all file naming requirements found within the RFP Main Document(s).

**Q. The budget we provided for recovery housing last year was not a detailed budget as shown in the bidder conference. We simply put the amount awarded divided by \$27.00 a day. Please advise.**



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A. Please complete your budget to reflect the program costs. CMHPSM Recovery Housing is funded on a per diem basis. If awarded, based on the proposed program, an agency may be required to submit a budget that reflects a per diem rate.

**Q. A provider would like to expand its services to include harm reduction and programming for seniors including education and outreach. Can I include it as part of RCO activities and request the dollars to expand services?**

A. Please select the program category that best fits your program needs and outcomes. The narrative proposal should include all aspects of your program which would be potentially funded by the CMHPSM. Agencies are also able to submit multiple proposals under different categories if applicable.

**Q. Can you give a better idea how we are to have one PDF contact all information. Can I attach my audit, and budget as an attachment to that PDF?**

A. If you choose to submit multiple documents for one submission requirement, you will need to have different names for each document. Please follow all file naming requirements found within the RFP Main Document(s).

**Q. Are we to use the treatment and logic model to report our proposed activities?**

A. As stated in the Main RFP Document, agencies should describe how the proposed program aligns with FY24-26 CMHPSM Substance Use Services Strategic Plan priority area(s). If the proposed program is not aligned within priority area(s), agencies should utilize data to explain why funding should be considered for an alternative, proposed priority within the region or local community where proposed effort will be implemented.

**Q. Will programs targeting gambling be considered?**

A. Proposals must be related to priority areas identified in the Main RFP Document. Organizations may identify another substance use focus area. If so, the agency must include epidemiological evidence/data in the proposal narrative of the issue in a specific community.

**Q. Can the cost of refreshments (food) for prevention related educational presentations be included in the budget?**



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A. Food/refreshments are generally unallowable unless the Evidence Based Intervention specifically identifies it as a program need.

**Q. A provider currently receives funding from CMHPSM for Family Recovery Housing (ARPA), Recovery Support Services and Recovery Court Peers (COVID Block Grant), and OUD/StUD (SOR 3). Would we have to apply for this funding in this funding opportunity for FY2025 or is it separate?**

A. All FY24 CMHPSM grant program funding contractually ends September 30, 2024. Any agency proposing to have a program funded by CMHPSM for FY25 must submit a proposal in response to one of the available funding opportunities to be considered for FY25 funding.

**Q. Would you be able to tell me if the programs/funds for this RFP would need to take place within the region? A provider does not have an office in the CMHPSM region and we are not interested in developing new programming in the counties at this time.**

A. All funded programs must serve individuals who live within Region 6 (Lenawee, Livingston, Monroe and Washtenaw counties). This funding opportunity does not apply to SUD Medicaid/Block Grant fee for service treatment.

**Q. Apologies if I missed this in the meeting last Friday, but should we just be asking for one year of funding in our proposal? 10/1/2024-9/30/2025?**

A. All funded programs awarded for FY25 will receive a one-year contract. The CMHPSM issues single fiscal year contracts to funded agencies.

**Q. A couple questions with the understanding of the Engagement Center program.**

**1. During the Covid19 pandemic we were told to start bringing in or training Certified Nursing Assistants. Is this still a requirement?**

A. The above is a requirement of certain fund sources for Engagement Centers. Once fund source(s) are determined and awards are made, detailed funding requirements and restrictions will be communicated.

**2. Are we still required to accept mental health crisis individuals or do they need to be co-occurring seeking SUD?**



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A. Once fund source(s) are determined and awards are made, detailed funding requirements and restrictions will be communicated.

**Q. I was wondering about the submission process and just wanted to make sure our organization was going about it correctly. I have activated my account through BidNet and can see all the documents. I have gone ahead and downloaded the RFP itself and was wondering when we start writing for the grant, is there a program we write though online OR do we download the files and write them on our computer and then at the end submit them through email?**

A. Proposals should follow submission directions found within the respective funding opportunity main documents. Please utilize specific templates when provided. Not all documents have a specific template to follow. Documents have a required file type listed in the submission instructions and should be submitted through the email address and using the noted naming conventions as provided in the directions.

**Q. Is there a page limit to the narrative section?**

A. If there is a page limit, it is noted in the instructions of the funding opportunity.

**Q. Is MCBAP certification required for key people/program staff on prevention coalitions?**

A. Please review and follow the MDHHS Staff Credentialing and Qualifications Policy. The link to this policy is included in each funding opportunity.

**Q. We are trying to write for 7 different programs underneath the agency as a whole. As we are writing for these 7 different programs, do we need to attach the documents 7 different times or just once?**

A. Each program proposal must be submitted separately and include all required documentation.