



Center for Innovative Practices
Child & Adolescent Behavioral Health Center of Excellence



Behavioral Health Respite Capacity Building Request for Applications

OHIO CHILDREN'S ALLIANCE

February 2025



ohiochildrensalliance.org



coe@ohiochildrensalliance.org

EDUCATE | ADVOCATE | INNOVATE | CONNECT



Application Overview

Anticipated Timeline

RFA Issued	February 12 th , 2025
Deadline for Submission of Written Questions Application Due Date	February 17 th 2025, at 12:00pm EST March 6th 2025 at 12:00pm EST
Award Notification	March 14 th , 2025 at 5:00 pm EST

An electronic copy of the RFA can be obtained at <https://www.ohiochildrensalliance.org/coe> and <https://socohio.org/> or by sending an e-mail requesting an electronic copy to COE@ohiochildrensalliance.org.

Overview:

The Ohio Children’s Alliance (“Alliance”), on behalf of the Child and Adolescent Behavioral Health Center of Excellence (COE), is accepting applications from Ohio Department of Mental Health and Addiction Services (OhioMHAS) certified community behavioral health agencies to utilize \$120,000 to expand the capacity of behavioral health respite services in three regions of Ohio for eligible OhioRISE enrolled youth.

OhioRISE is a specialized Medicaid managed care program for children and youth with complex behavioral health and multisystem needs. The OhioRISE Behavioral Health Respite benefit is available to all members enrolled in OhioRISE based upon their clinical needs. Respite services provide short-term, temporary relief for families in a home or community-based environment and are designed to support and preserve the primary caregiving relationship.

The Alliance will provide funding for grants of \$40,000 each for a scope of work covering April 1- June 30, 2025. The purpose of the grant opportunity is to further build Ohio’s capacity of respite care services for OhioRISE members. The grant funds can be used by awardees to assist in the development and/or expansion of respite care programs for OhioRISE youth in targeted regions of the State. This initiative seeks to increase the number of available respite practitioners and caregivers employed or contracted by OhioMHAS certified community behavioral health agencies so that more OhioRISE enrolled youth can access this important benefit.

The grant will provide funding for the following eligible activities:

- New Respite Agencies: Enter a formal contract for respite services with Aetna OhioRISE
- All Respite Agencies: Complete credentialing of new respite practitioners for ‘OHR’ BH Respite with the Aetna OhioRISE plan in the Provider Network Management (PNM) platform
- New Respite Agencies: Completion of a readiness assessment or strategic plan for respite services program development
- New Respite Agencies: Development of a respite program service model

- Current Respite Agencies: Completion of a strategic plan to grow respite capacity
- All Respite Agencies: Recruitment, hiring and training of new respite practitioners
- All Respite Agencies: Evaluate and report on the outcomes and impact of this capacity building funding

Eligibility:

The funding opportunity is open to any agency meeting the following criteria:

- Has a valid certification from OhioMHAS to provide behavioral health services
- Has the capacity and willingness to assess and report on the outcomes and impact of strategies executed to launch or expand behavioral health respite services
- Has the capacity and willingness to comply with all OhioRISE behavioral health respite specific rules & guidelines
- Has the capacity and willingness to develop and implement or expand a behavioral health respite program
- Has the capacity and willingness to hire and train certified respite workers as set forth in rule 5101:2-9-42 of the Administrative Code
- Has the capacity and willingness to expand an existing behavioral health respite program

Funding:

Each grant will provide \$40,000 for use during the period of **April 1-June 30, 2024**. The funding can be used for the following expenses:

- Readiness assessment or strategic plan to implement a behavioral health respite program
- Salary and benefits of newly hired respite workers
- Training and certification fees of respite workers
- Materials and supplies for the respite care program
- Existing Staff salaries to support program development
- Travel and transportation costs for the respite program
- Up to 10% indirect costs or overhead

The funding **cannot be used** for the following expenses:

- Capital expenses or equipment
- Existing program costs or activities

Project Details:

It is expected that through this funding opportunity, awardees will successfully launch or expand behavioral health respite services in one of the identified regions below in preparation to service eligible OhioRISE enrolled youth by July 1st, 2025. The three identified regions are:

- **Northwest Ohio, 18 counties:** Allen, Auglaize, Defiance, Erie, Fulton, Hancock, Henry, Huron, Lucas, Mercer, Ottawa, Paulding, Putnam, Sandusky, Seneca, Van Wert, Williams, Wood
- **Northeast Ohio, 17 counties:** Ashland, Ashtabula, Carroll, Columbiana, Cuyahoga, Geauga, Holmes, Lake, Lorain, Mahoning, Medina, Portage, Stark, Summit, Trumbull, Tuscarawas, Wayne

- **Southeast Ohio, 21 counties:** Athens, Belmont, Coshocton, Gallia, Guernsey, Harrison, Hocking, Jackson, Jefferson, Lawrence, Meigs, Monroe, Morgan, Muskingum, Noble, Perry, Pike, Ross, Scioto, Vinton, Washington

If applying for more than one region, applicants must submit separate applications for each region.

Request for Applications

Submission Guidance:

The Alliance will accept applications for grants of \$40,000 for a scope of work covering **April 1, 2025-June 30, 2025**.

For your application to be considered, it must be received via email at COE@ohiochildrensalliance.org **no later than 12:00pm EST on Thursday, March 6th 2025**:

The applicant is responsible for ensuring the application is received prior to the deadline. Applicants are encouraged to consider the risk of technical difficulty and factor it into the timeline for submission. The Alliance will acknowledge receipt of the application when received. Applications may not be delivered by mail, facsimile transmission, or submitted in person.

No extensions of time will be given. Applications will be reviewed as received and must be complete at the time of submission.

Applications submitted in response to this RFA must comply with the specifications stated herein. Failure to adhere to the formatting requirements may result in the application being determined non-responsive, resulting in the elimination of the application from consideration. Applications must be written in Times New Roman 12-point font, single spaced with 1" margins.

To be considered, the full application **MUST** include the following information:

SECTION ONE Maximum 2 pages

- Introduction
 - Applicant organization's name
 - If your agency has multiple locations, specify which applicant location this proposed project will be based
 - Please note – agency must submit a new application per region and/or applicant location

- Organization's mailing address
 - Organization's tax identification number
 - Applicant contact information for individual serving as the primary contact, including their name, title, phone number, and email address
 - Applicant organization's individual responsible for signing contracts, including their name, title, and email address
 - Applicant organization's individual responsible for finances, including their name, title, and email address
 - Is your organization certified by OhioMHAS and in good standing? (include a copy of the current certification, does not count toward page limit)
 - Overview of the organization's history, qualifications, experience, readiness, and subject matter expertise to implement the proposed project
- Service Delivery Identification
 - Is your agency applying as a new respite service provider or expanding current respite services?
 - If you plan to use foster parents to provide respite services, how many foster parents does your agency aim to recruit/onboard?
 - If you plan to use provider types other than foster parents to provide respite services, how many providers does your agency aim to hire/onboard?
 - If you aim to use foster parents to provide respite services, how many foster parents does your agency aim to recruit for behavioral health respite?
 - How many OhioRISE youth do you aim to serve as a result of starting or expanding respite services with this grant funding?
 - Is the proposed project a new project, continuation of an existing project, or an expansion of an existing project?
 - Which region is the agency applying for?
 - Is your intent to service the entire region in which you are applying? If not, what counties in this region do you aim to serve?
 - Please note – agency may apply for multiple regions but must submit a new application per region

SECTION TWO maximum 3 pages

Narrative section with the following sub-sections:

- Need: Describe the need for behavioral health respite in the region in which you are applying.
- Goals and Objectives: Describe the goals and objectives of the behavioral health respite program implementation or expansion and how they align with the purpose and goal of this grant.
- Program Model: Describe the program model you plan to use, or are using, for the behavioral health respite program.
- Program Activities: Describe the specific activities you plan to use the grant funds to implement or expand the behavioral health respite program, including the following deliverables:

- Contracting for respite services with Aetna OhioRISE
- Provider credentialing for 'OHR' BH Respite with the Aetna OhioRISE plan in the Provider Network Management (PNM) platform
- Completion of a readiness assessment or strategic plan for respite services program development
- Development of a respite program service model
- Recruitment, hiring and training of new respite practitioners or respite foster parents
- Evaluation and reporting on the outcomes and impact of this capacity building funding
- Program Evaluation: Describe the methods and tools you plan to use for program evaluation, and how you will report the results to the Alliance and other stakeholders.

SECTION THREE– Budget

- Budget and Budget Justification: Provide a budget outline and narrative for the grant funds using the categories found below. It is not required for every category to have dollars assigned to it. This should reflect the intended use of funds, if awarded.
 - Readiness assessment or strategic plan to implement a behavioral health respite program
 - Salary and benefits of newly hired respite workers
 - Training and certification fees of respite workers
 - Materials and supplies for the respite care program
 - Existing Staff salaries to support program development
 - Travel and transportation costs for the respite program
 - Up to 10% indirect costs or overhead

Payment Process:

Payment instructions will be described in the Subgrant Agreement between the Ohio Children's Alliance and awarded applicants.

Reporting Requirements:

If awarded funding, the applicant agrees to provide qualitative and quantitative information by the 15th of each month centered on the applicant's progress toward the defined goals via a provided reporting template.

Considerations

Written Questions

All questions from prospective applicants must be submitted in writing via email to COE@ohiochildrensalliance.org with *Behavioral Health Respite Capacity Building RFA* specified in the subject line and will be answered via posting on the Ohio Children's Alliance website, with both the question and the answer displayed. Written responses to all questions received by the Ohio Children's Alliance will be posted only once during the open RFA period. Questions submitted in

writing by February 17th, 2025 at 12:00pm deadline will be answered and posted for viewing by applicants by 4:00pm on February 19th, 2025. In order to ensure that all prospective applicants have equal access to the information, questions submitted after the deadline will not be answered.

Applications will be considered and awarded based upon their quality and geographical representation. One grant will be awarded per identified region. It is our goal to expand opportunities to a diverse array of community agencies throughout Ohio including in underserved areas.

Award

The Ohio Children's Alliance will issue a Letter of Intent to Award to the selected applicant(s) and will notify unsuccessful applicants as soon as they have been eliminated from consideration.

If state funds become unavailable to support this RFA, the award shall be cancelled in accordance with the RFA. Until the selected applicant receives a fully executed and approved written agreement from the Ohio Children's Alliance, there is no legal and valid contract, in law or in equity.

The Ohio Children's Alliance reserves the right to make no award or make an award for a lesser amount. The Ohio Children's Alliance reserves the right to ask clarifying questions, issue conditional awards and negotiate a best and final award with one or more applicants.

For any questions or inquiries about the grant, please contact The Ohio Children's Alliance RFA team at COE@ohiochildrensalliance.org

