



## **A. BACKGROUND**

The mission of Washington County is to create an environment for residents and businesses to enjoy our authentic quality of life through a well-governed and administered County dedicated to safe and secure communities, economic growth and vitality, effective mobility and reliable infrastructure, and access to basic needs.

To address the growing rise in mental health and substance use disorder (SUD) needs within the county, the County Executive and the Washington County Board has authorized the development of a Police-Mental Health Collaborative between the Washington County Sheriff's Office and the Health and Human Services Department. This co-responder model will provide on-site, community-based clinical intervention and risk assessment for those experiencing a mental health/suicide crisis. The partnership will address the mental health and substance use needs of this community in an efficient and proactive manner.

The goals of this model aim to:

- Utilize a law enforcement and mental health clinician partnership to support, stabilize, refer, and follow up with individuals experiencing a mental health crisis.
- Demonstrate an increasing number of crisis response contacts year-over-year that encompass both initial and follow up contacts.
- Decrease the time law enforcement officers spend on mental health calls.
- Connect individuals with mental health and/or SUD services in real time and complete follow up contacts to encourage treatment engagement and connection to community resources.

The success of this collaborative relies significantly on available community resources to meet the needs of individuals and families to support and stabilize them in the community.

On March 11, 2021, President Biden signed the American Rescue Plan Act (ARPA) of 2021 (H.R. 1319) into law. ARPA provides \$1.9 trillion in additional relief to respond to the novel coronavirus (COVID-19). According to the U.S. Department of the Treasury, the Coronavirus State and Local Fiscal Recovery Funds provide a substantial infusion of resources to help turn the tide on the COVID-19 pandemic, address its fallout, and lays the foundation for a strong and equitable recovery.

ARPA includes direct assistance to counties to address negative public health and economic impacts of the COVID-19 pandemic.

Washington County Health & Human Services Department has designated up to \$2,000,000 of one-time funding to support the development of evidence-based practices that improve access to and outcomes of delivered services. This funding opportunity targets individuals struggling with mental health and/or substance use disorders.

## **B. REQUEST FOR PROPOSALS PART 1: OVERVIEW**

### 1.1 General Information

- Up to \$2,000,000 of one-time funding is provided by the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) under the American Rescue Plan Act signed into law on March 11, 2021.
- Awards will be SLFRF sub awards and must follow all compliance and reporting requirements of SLFRF funds.
- Open for Applications: **January 13, 2023**
- Optional Webinar Information Session: **January 19, 2023, 3-4pm**

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*Topic: Washington County ARPA RFP*

*Time: Jan 19, 2023, 03:00 PM Central Time (US and Canada)*

*Join ZoomGov Meeting*

<https://washcowisco->

[gov.zoomgov.com/j/1606141643?pwd=MDVidWk4dW1PQ21zTE8vYnoxUGpJZz09](https://zoomgov.com/j/1606141643?pwd=MDVidWk4dW1PQ21zTE8vYnoxUGpJZz09)

*Meeting ID: 160 614 1643*

*Passcode: 595824*

*Dial by your location*

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- Application Due Date: **February 17, 2023**
  - Awards: **Week of March 6, 2023**

### 1.2 Program Description

This grant fits into ARPA category of services to Public Health, category 1.10 Mental Health Services and 1.11 Substance Use Services. Other ARPA categories will be considered if they can demonstrate an impact on populations affected by mental health and substance use. Those include - Services to disproportionately affected community's category - 3.4 Education Assistance: social, emotional and mental health services; 3.8 Healthy Childhood Environments: Services to Foster Youth or

Families Involved in Child Welfare Systems; 3.11 Housing Support: Services for unhoused persons; and 3.12 Housing Support: Other Housing Assistance.

An advisory board made up of county and community members will review applications and make recommendations to the Washington County Executive and Washington County Board.

### 1.3 Funding and Project Dates

#### FUNDING

Up to \$2,000,000 is available for project awards. There is no minimum grant amount. Maximum grant amount is \$50,000 per year or \$200,000 for a multi-year grant.

#### PROJECT DATES

Projects have a minimum 12-month grant period, starting January 1, 2023. Applicants can submit multi-year proposals through December 31, 2026. Projects will need to begin operating within 90 days of grant award and all expenditures must be expended by December 31, 2026.

### **C. REQUESTS FOR PROPOSALS PART 2: EVIDENCE-BASED INTERVENTIONS AND ELIGIBLE ACTIVITIES**

The ARPA funds require use of evidence-based interventions. Applicants are encouraged to use relevant evidence clearinghouses, among other sources, to assess the level of evidence for their interventions and identify evidence-based models that could be applied in their jurisdiction; such evidence clearinghouses include:

- **Examples of Clearinghouse websites (this is not an all-inclusive list):**

<https://www.samhsa.gov/ebp-resource-center>

<http://www.sprc.org/resources-programs>

<https://preventionservices.abtsites.com>

<https://ies.ed.gov/ncee/WWC>

<https://nida.nih.gov>

<https://www.mhanational.org>

➤ **Examples of Eligible Activities**

- Prevention: Evidence-Based Practices
- Evidence-Based Treatments
- Recovery Supports: Housing and Transportation
- Recovery Supports: Individuals who are Pregnant, Parenting or Have a Jeopardized Child Custody
- Youth Mental Health Promotion and Screening
- Crisis Intervention Supports for Youth and Adults

## 2.1 Application Submission Instructions and Deadline

**All applications must be submitted by 4:00pm on Friday February 17, 2023.** Applications cannot be submitted after this time. No paper submissions will be accepted.

All applications should be submitted as a PDF via email to Natalie MacMullen – [Natalie.MacMullen@washcowisconsin.gov](mailto:Natalie.MacMullen@washcowisconsin.gov) You will receive an email confirmation once submitted. For submission issues or concerns please contact us at 262-335-4563

## 2.2 Terms and Conditions, Grant Program Guidelines

As part of submitting this application, the applicant agency agrees to comply with federal ARPA reporting guidelines, submission of quarterly grant reports, insurance requirements and audit requirements.

## 2.3 Application Content

### A. Project Information Form

- Contact information for the Fiscal/Applicant Agency (this is the agency named in the grant contract and responsible for the administration of the grant)
- Contact information for the person/s responsible for programming, financials, and contracts.
- Brief project description and project's geographic information.

### B. Narrative

Address the following in an eight-page maximum Word Document with ¾ inch margins, single-space, 12-point font size. The narrative should be numbered and address the following issues:

#### 1. Organization Overview (10 Points):

- Brief description of agency's mission and history.

- Total annual agency budget and how this request fits in the overall organization.
- Experience in grant management.
- Experience serving the identified population.

## **2. Planning Process (10 Points):**

- Statement of the issue to be addressed, include relevant data to support your statement.
- Describe in detail what geographic area will be served and what people in that area will be served.
- If currently operating, what is the demographic detail of the population served?

## **3. Project Description (40 Points):**

- Describe proposed goals, activities, and projected outcomes of the project.
- Explain how this will respond to the mental health and substance abuse needs in the community.
- How many people will be served through these grant activities?
- What is the strategy for attracting program participants?
- List the evidence-based practices to be used; cite the research supporting these.
- Describe how the proposed activities will be effective with the population to be served (may include lived experiences, organizational experience, research, etc.)
- Describe program innovations and how this project will augment or fill a gap in existing community resources.
- Describe how the program will intersect with the Police-Mental Health collaborative and other community services.
- Roles and responsibilities of key staff assigned to the project, key partner agencies and their contributions.

## **4. Evaluation & Data Collection (10 Points):**

- Outline specific benchmarks to be used to track program success.
- Include data you plan to collect. Funded applicants may be required to collect specific data at the request of Washington County.
- Outline the process for data collection.

## **C. Work Plan/Outcomes (20 Points):**

This section DOES NOT count toward the required eight-page minimum. Applicants must complete a work plan, which will be used as a roadmap throughout the life of the grant as the basis for quarterly project reporting. The

work shall describe the day-to-day activities of the project. The plan should include detail on specific activities, purpose of the activity, number of sessions/persons served, frequency and duration of activities, and intended results or outcomes. The activities and their intended effect should expand on the goal and activities described in the narrative. Include how you will measure the success of the program, and how the program will be sustained after ARPA funds are exhausted in 2026.

#### D. Budget

The budget should be consistent with your narrative and work plan, clearly outline how each activity will be funded, and be consistent with usual and customary costs of existing programs. The budget will cover twelve-month period and all expenses must be listed and directly related to the grant. When estimating costs, please show your calculations by including quantities, unit costs and other details. Only include grant funded expenses in the budget descriptions.

If requesting funding for more than one year, submit a budget for each fiscal year you are requesting funding for.

#### **Examples of unallowable expenses:**

- Capital expenses such as building improvements or facility remodeling.
- Prepayment for activity occurring after the grant ends.
- Contract/consultant costs must be reasonable for the services provided.

If reimbursed expenses are later found to be ineligible, the grantee will be asked to repay those funds.

Budget line items include Personnel, Payroll Taxes & Fringe, Contract Services, Travel, Training, Office Expenses, Program Expenses, and Other Expenses. Not all line items need to be used.

#### **Staffing considerations:**

- Staff positions in budget must be listed with corresponding activities in the work plan.
- Staff whose salary is partially paid with these funds will need to track their time by funding source.