COOK COUNTY HEALTH (CCH)

Open Call # 001

TITLE: Building Healthy Communities: Behavioral Health Initiative

GENERAL DESCRIPTION: Building Healthy Communities: Behavioral Health Initiative aim to address inequities in mental health and substance use in suburban Cook County by strengthening the capacity of organizations to increase and enhance access to a full continuum of integrated and equitable behavioral health and substance use services, support, and treatment in suburban Cook County. These initiatives, led by the Cook County Department of Public Health (CCDPH), are supported by funds from the U.S. Department of Treasury, under the American Rescue Plan Act (ARPA).

DATE ISSUED: Wednesday, October 26, 2022

APPLICANT QUESTIONS DUE DATE: All questions must be received by 12:00 PM CST on Friday, November 30, 2022. Responses to questions will be added to a Frequently Asked Questions (FAQs) with updated versions posted on the www.cookcountypublichealth.org/BHCopencall webpage of the Cook County Department of Public Health website (see schedule below).

Questions received by:	Updated FAQ posted by:
Wednesday, November 2, 2022, 12 PM CDT	Friday, November 4, 2022, 5 PM CDT
Wednesday, November 9, 2022, 12 PM CDT	Friday, November 11, 2022, 5 PM CDT
Wednesday, November 16, 2022, 12 PM CST	Friday, November 18, 2022, 5 PM CST
Wednesday, November 23, 2022, 12 PM CST	Friday, November 25, 2022, 5 PM CST
Wednesday, November 30, 2022, 12 PM CST	Friday, December 2, 2022, 5 PM CST

PROPOSAL DUE DATE: Wednesday, December 7th, 2022, no later than 5:00 PM CST

INFORMATION SESSION: Virtual sessions will be held Friday, October 28th from 12 pm – 1 pm and Wednesday, November 2nd from 12 PM – 1 PM. Registration is required. Link to register is on the Open Call website at www.cookcountypublichealth.org/BHCopencall

OPTIONAL CAPACITY BUILDING WORKSHOPS: Optional virtual capacity building workshops will be held to support organizations, especially smaller ones with less grant experience, as they develop compelling grant proposals and programs. Workshops will be facilitated by Cook County partner Guidehouse on behalf of the Cook County Department of Public Health. Workshops are open to public and will be recorded and uploaded to the Open Call webpage. Registration is required. The link to register is on the Open Call website at www.cookcountypublichealth.org/BHCopencall. The schedule of trainings is below:

Grant Application	Friday, November 4, 2022, 12 PM CDT
Program Design	Friday, November 11, 2022, 12 PM CDT
Monitoring, Reporting, & Legal Agreements	Friday, November 18, 2022, 12 PM CST

QUESTIONS: All questions regarding this Open Call should be submitted via email to BuildingHealthyCommunitiesOpenCall@cookcountyhhs.org

The Open Call and related Addenda will be posted at www.cookcountypublichealth.org/BHCopencall

Building Healthy Communities: Behavioral Health Initiative Open Call #001

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List of Attachments

The following Appendices are included electronically to this Open Call. Applicants may access them by 1) downloading and saving this Open Call file to a local drive, 2) opening the Open Call document using an Adobe application, and 3) expanding the navigation pane by clicking on the paper-clip icon on the left-hand side. Double-click on the attachment or Appendix to open the document.

Appendix A: Work Plan Template
Appendix B: Budget Preparation Guidelines and Budget Narrative
Appendix C: Application (Fillable PDF)

1. Open Call At-A-Glance

The Building Healthy Communities Behavioral Health Initiative aims to reduce inequities in mental health and substance use in suburban Cook County by strengthening the capacity of organizations to increase and enhance access to a full continuum of integrated and equitable behavioral health and substance use services, support, and treatment in suburban Cook County. These initiatives, led by the Cook County Department of Public Health (CCDPH), are supported by funds from the U.S. Department of Treasury, under the American Rescue Plan Act (ARPA).

Eligibility

Proposed projects must take place and impact communities **within suburban Cook County,** excluding Chicago, Evanston, Oak Park, Skokie, and Stickney Township, which are served by their own state-certified public health departments. In general, the following are eligible to receive funding as part of this Open Call.

- Local governments
- Federally Qualified Health Centers (FQHC)
- Community Health Centers, including free clinics, FQHC "lookalikes," Independent Practice Associations (IPAs), mental health centers, and opioid treatment programs (OTPs)
- Community-based organizations (CBOs), defined as 501(c)(3) non-profit organizations that have demonstrated service delivery to specific populations and/or community areas
- Education agencies, including Regional Offices of Education, K-12 public school districts, and K-12 public and private schools.
    *It is important to note that eligibility differs by each strategy identified on the Menu of Options. *

Award recipients must have the organizational, fiscal, and contracting capacity to conduct the work described in this Open Call and have the accounting and administrative controls necessary to effectively manage a grant. Requirements include financial stability, fiscal solvency, ability to provide separate reporting for use of funds, and staff to oversee the scope of work and comply with the agreement.

Use and Availability of Funding

The goals of this funding opportunity are to increase availability of access to, and provision of culturally and linguistically tailored programs and services, improve equitable distribution of resources, and strengthen the places where people live, work, learn and play in suburban Cook County.
Eligible applicants may choose to apply to one or more of the strategies listed in the Menu of Options within the Open Call (see pgs. 14-15). A total of over $14 million is available, and each award recipient may receive a funding amount between $250,000 and $1,345,715 in multi-year grants dependent on the strategy.

Information Sessions: October 28 and November 2,
CCDPH will conduct virtual Information Sessions on Friday, October 28th from 12-1 PM and Wednesday, November 2 from 12-1 PM. CCDPH strongly encourages potential applicants to attend one session to have the chance to find out more about this funding opportunity. A recording of the session will be made available on the Cook County Department of Public Health's website at www.cookcountypublichealth.org/BHCopencall.

Optional Capacity Building Workshops
CCDPH partner Guidehouse will conduct optional virtual capacity building workshops regarding how to develop compelling grant proposals and programs. Recordings of the workshops will be available on the BHC Open Call website. The schedule for the workshops is below.

Grant Application	Friday, November 4, 2022, 12 PM CDT
Program Design	Friday, November 11, 2022, 12 PM CDT
Monitoring, Reporting, & Legal Agreements	Friday, November 18, 2022, 12 PM CST

Proposal: Deadline – December 7th, 2022
Proposals must be submitted by Wednesday, December 7, 2022, no later than 5 PM CST. You will find a work plan template in Appendix A, and budget preparation guidelines and budget narrative template in Appendix B.

Initial Award Notification and Project Period
Applicants will be notified of funding status the week of January 16, 2023. The project period is for 4 years, beginning March 2023, and ending November 30, 2026, unless otherwise stated.

Project Administration Schedule
Recipients should be prepared to begin project work as soon as possible after notification of award, initial meeting with all award recipients, and execution of an agreement. CCH/CCDPH will administer all projects through subrecipient agreements. Recipients can seek an advancement between 25% to 50% of the estimated budget per fiscal year, multiple times a year once the agreement is executed and the P.O. is established. Additionally, any remaining funds can be disbursed on a reimbursement basis. All project expenditures must be made by November 30, 2026, and final invoices submitted for reimbursement by December 16, 2026 (unless otherwise stated).

General Guidelines for Applicants & Summary Agreement Terms and Conditions
Award recipients will be bound by the requirements set forth in the Open Call, the General Guidelines for Applicants, the Agreement terms, and conditions should the proposal be accepted, and an Agreement offered by CCDPH. Applicants may also download and view the full Agreement template on the Open Call's webpage of the Cook County Department of Public Health at www.cookcountypublichealth.org/BHCopencall.

Questions
You may ask send questions via email to BuildingHealthyCommunitiesOpenCallcookcountyhhs.org. Questions and their respective responses will be added to a list of Frequently Asked Questions (FAQs) with updated versions posted on the Open Call's webpage of the Cook County Department of Public Health at www.cookcountypublichealth.org/BHCopencall on the following Fridays: November 4, November 11, November 18, November 25, and December 2. All questions must be received by 12 p.m. CST on Wednesday, November 30, 2022.

To download any Open Call-related documents, including the FAQs, please visit www.cookcountypublichealth.org/BHCopencall.

2. Important Dates

October 26, 2022	Open Call is released
October 28 and November 2, 2022	Information sessions will be held for interested organizations to learn more about the Open Call
November 4, November 11, November 18, 2022	Optional virtual capacity building workshops will be held regarding the grant application, program design, monitoring and reporting, and legal agreements. Recordings of the workshops will be made available.
December 7, 2022	Deadline for proposals
Week of January 16, 2023	Notification of awards
January – February 2023	Solidify scope(s) of work and budget(s) for agreements Completion of Cook County Risk Assessment and supporting materials
February 2023	Anticipated presentation of awards over $1,000,000 to Cook County Board of Commissioners for approval
March 2023	Agreements are processed and executed & project period begins

3. Information Sessions – October 28 and November 2, 2022

CCDPH will conduct virtual Information Sessions on Friday, October 28 and Wednesday, November 2. Both sessions will present the same information. CCDPH strongly encourages potential applicants to attend one session to have the chance to find out more about this funding opportunity.

Registration is required for the Information Sessions. An email confirmation that includes information on how to join the meeting will be sent after registration is completed.

- Information Session 1
  Friday, October 28, 2022
  12- 1 PM CST

- Information Session 2
  Wednesday, November 2, 2022
  12-1 PM CST

Recordings of both sessions will be available on the Open Call's webpage of the Cook County Department of Public Health at www.cookcountypublichealth.org/BHCopencall, and all questions asked during the sessions will be included in the FAQs posted on Wednesday, November 30, 2022 by 12 PM CST.

4. Optional Capacity Building Workshops – November 4, November 11, and November 18, 2022

CCDPH partner Guidehouse will conduct optional virtual capacity building workshops covering grant application (November 4), program design (November 11), and monitoring, reporting & legal agreements (November 18).

Registration is required for the Capacity Building Workshops. An email confirmation that includes information on how to join the meeting will be sent after registration is completed.

Recordings of the workshops will be available on the Open Call's webpage of the Cook County Department of Public Health. Schedule for the workshops is below

- Grant Application Workshop
  Friday, November 4, 2022
  12 PM CST

- Program Design
  Friday, November 11, 2022
  12 PM CST

- Monitoring, Reporting & Legal Agreements
  Friday, November 18, 2022
  12 PM CST

Registration for the information sessions and capacity building workshops is required and can be done at
www.cookcountypublichealth.org/BHCopencall

5. Background

Recognizing the complex interplay between individual, relationship, community, and societal factors that put people and communities at risk for experiencing mental health illness, substance use, and overdose, and the societal factors such as structural racism, which drive health inequities; CCDPH is implementing the Building Healthy Communities: Behavioral Health Initiative. These Initiatives aim to reduce the inequities in mental health and substance use in suburban Cook County exacerbated by the COVID-19 pandemic by supporting a diverse array of community-based organizations (CBOs), community service providers, and education agencies to increase and enhance access to a full continuum of integrated and equitable behavioral health and substance use services, support, and treatment in suburban Cook County.

COVID-19 has been tough on everyone, but for children and adults who were already struggling with a mental illness or substance use disorder, the uncertainty, disruption, and limits on our social ties has been especially challenging. People experiencing new behavioral health symptoms have also found it hard to find the help that they need. Kaiser Family Foundation research from April 2021 found that about half of adults (47%) continue to report negative mental health impacts related to worry or stress from the pandemic. More than half of women overall (55%) report a negative impact on their mental health related to the coronavirus pandemic, compared to about four in ten men (38%) who report the same. One in four adults who did not get the mental health care say the main reason why was because they could not find a provider (24%).

According to analysis of national electronic health record datasets, people with substance use disorder are at greater risk for COVID-19 infection[1], particularly Non-Hispanic African-Americans with opioid use disorder. Other studies have also shown that people with OUD who contract COVID-19 may also experience higher rates of hospitalization, longer hospitalization stays, and higher odds of death from COVID-19[2]. All of this suggests that people with SUD and OUD should be prioritized for COVID-19 prevention efforts. Additionally, preliminary qualitative data from interviews conducted with people with OUD in Vancouver, British Columbia[3], found that the isolation measures implemented during the COVID-19 pandemic affected people's ability to implement harm reduction efforts. This also highlights the need for expanded harm reduction supports during stay-at-home orders, to combat the risks of using alone and an erratic drug supply affected by COVID-19 supply chain issues.

The Building Healthy Communities: Behavioral Health Initiative will both expand the capacity for organizations serving under-resourced communities in suburban Cook County to provide essential behavioral health and/or harm reduction services and programs to address the needs created and exacerbated by the COVID-19 pandemic. These initiatives support suburban Cook County organizations who are preventing suicide, providing school-based supports, addressing systemic drivers of community traumas, expanding Living Rooms and other community-based resources, or providing harm reduction services.

Supported by funds from the U.S. Department of Treasury, under the American Rescue Plan Act, Cook County Department of Public Health (CCDPH) will award over $14 million in grants over a 4-year grant period to:

- Increase availability and access to community prevention, treatment, and support in suburban Cook County, including suicide prevention, community-based treatment, group therapy, and counseling options;
- Advance the behavioral health of suburban Cook County's children, youth, and their families by supporting or expanding programs and services that directly support prevention and support approaches;

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[1] https://www.nature.com/articles/s41380-020-00880-7
[2] https://www.thelancet.com/journals/eclinm/article/PIIS2589-5370(21)00218-2/fulltext
[3] https://journals.plos.org/plosone/article?id=10.1371/journal.pone.0255396

- Expand and/or launch youth-based programming and/or mental health resources to support children at-risk for experiencing mental health symptoms;
- Launch or expand initiatives that address upstream and downstream drivers of behavioral health and community trauma in suburban Cook County, including housing, transportation, and other wrap-around services for people with a substance use disorder or mental illness;[4]
- Develop and/or expand harm reduction outreach programming in high-need areas in suburban Cook County, including mobile services, naloxone distribution, safer use supplies distribution, fentanyl test strip distribution, and community-based drug checking.

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[4]   https://www.ncbi.nlm.nih.gov/pmc/articles/PMC6181118/

6. Applicant Eligibility Criteria

Proposed projects must take place and impact communities within suburban Cook County, excluding Evanston, Oak Park, Skokie, and Stickney Township which are served by their own state-certified public health departments. In general, the following are eligible to receive funding as part of this Open Call.

- Local governments
- Federally Qualified Health Centers (FQHC)
- Community-based organizations (CBOs), defined as 501(c)(3) non-profit organizations that have demonstrated service delivery to specific populations and/or community areas
- Community Health Centers, including free clinics, Federally Qualified Health Centers (FQHC), FQHC "lookalikes," Independent Practice Associations (IPAs), and mental health centers
- Education agencies, including Regional Offices of Education, K-12 public school districts, and K-12 public and private schools.

    It is important to note that eligibility differs by each strategy identified on the Menu of Options.

It is important to note that eligibility differs by each strategy identified on the Menu of Options. Refer to the Program Description section for eligibility by strategy (see pgs. 14-15). Strategies include programming and service delivery, as well as policy, systems, and environmental improvements, driven by an understanding of, or directed by, community voice. Collaborations and partnerships between organizations are strongly encouraged.

Award recipients must have the organizational capacity to conduct the work described in this Open Call and have the fiscal and contracting capacity, as well as the accounting and administrative controls necessary to effectively manage a grant. Requirements include financial stability, fiscal solvency, ability to provide separate reporting for use of funds, and staff to oversee the scope of work and comply with the agreement.

7. Key Application Concepts and Priorities

Each applicant should keep the following areas of emphasis in mind when preparing their proposal.

Promote COVID-19 Recovery & Resiliency
While continued efforts are needed to prevent and control the spread of COVID-19 and to lessen the health, social and economic impacts from the pandemic, a simultaneous shift towards COVID-19 resiliency and recovery is needed. Research and experience have shown that communities with greater capacity – as defined by their access to human, social, political, and economic capital – and greater capabilities in developing, acquiring, or exchanging these resources, are more likely to adapt, withstand and rapidly recover from a disaster. COVID-19 exemplified how some communities are hit harder and will take longer to recover than others. Applicants should showcase their ability to reach priority communities and populations (refer to pg. 13), and how their impact will be sustained.

Foster Collaborations and Authentic Community Engagement
Collaborations and partnerships will maximize a proposal's impact. Coordination among multiple entities within a single community and/or across multiple communities are acceptable. Partnerships among grassroots organizations and community residents are strongly encouraged.

Engagement with priority populations (refer to pg. 13) in the proposal will ensure that people most affected

by COVID-19 and inequities, contribute to the development and implementation of their programs. Applicants should highlight existing partnerships that can be leveraged, and how their existing programs and services are grounded in or driven by an understanding of the people they serve, data, and best practices.

Applicants should also describe their ability to reach priority communities and/or populations targeted for the specific strategy. If an applicant proposes to implement a program or provide services, they should demonstrate experience in reaching priority communities and/or populations with positive outcomes. Commitment and buy-in of leadership within the organization and with partners is crucial for implementation and long-term sustainability of efforts through this program.

Advance Racial and Health Equity

"Health equity is assurance of the conditions for optimal health for all people. Achieving health equity requires valuing all individuals and populations equally, recognizing and rectifying historical injustices, and providing resources according need."[5] This initiative strives to increase availability and access to culturally and linguistically tailored programs and services, improve equitable distribution of resources, and strengthen the places people live, work, learn and play in suburban Cook County. Additionally, funding is expected to be directed primarily to priority communities and populations outlined on pg. 13. Applicants should ensure consideration of additional barriers they face.

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[5] https://journals.lww.com/lww-medicalcare/Fulltext/2014/10001/Systems_of_Power,_Axes_of_Inequity__Parallels,.12.aspx

8.   Benefits to Award Recipients

Award recipients may be awarded funding between $250,000 - $1,345,715 over a 4-year period between March 2023 – November 30, 2026 (unless otherwise stated) to advance proposed strategies. Over $14 million is available.

During the Grant Period

- ***Technical Assistance***
  Award recipients will have the opportunity to receive tailored technical assistance (TA) from CCDPH staff who can help plan and implement strategies.

- **Performance Monitoring and Evaluation Data**
  Award recipients will be tracking and submitting monthly information on their respective activities and outputs. This data can be used in real time for quality improvement, to broaden and deepen impact, and to showcase success stories to garner more support and resources. (See pages 16-17 for performance metrics by strategy)

Beyond the Grant Period

Benefits beyond the grant period include:
- Increased organizational capacity to sustain or expand community health initiatives.
- New partnerships to collaborate on future projects and funding opportunities.
- An ongoing, bi-directional relationship with CCDPH.

9.   Use and Availability of Funding

Overall, the goal of this funding opportunity is to continue to increase access to behavioral health prevention, treatment and support and increase access to harm reduction services.

9.1 Total Funding and Award Amounts

Over $14 million is available for community agreements. Eligible organizations can apply for funding between $250,000 and $1,345,715 over a 4-year period. More details are provided as part of the Program Description section (See pages 14-15).

If selected, the agreement will be made at an amount that aligns with the scope of work and reach. Each organization may receive an advancement of 25% to 50% of the approved fiscal year budget upon execution of the agreement and establishment of a P.O, and approval from the Cook County Government. The advancement and determination, as well as the exact amount will be determined on a case-by-case basis.

9.2 Size of Funding Amount

Funding amounts will vary based on the strategy and several factors including, but not limited to:
9.2.1	Strategy
9.2.2	Demonstrated need in the defined project area
9.2.3	Scope of work, including the number of priority populations or communities reached, resources being offered, partners involved and related activities to implement the programs or services
9.2.4	Total number of people impacted by the work

9.3 Use of Funds

In general, budgets must reflect the scope of work proposed and justified. Funding must be used to implement strategies identified in the Menu of Options. Funding may be used for:

9.3.1   **Salary & Wages**: Include staff time supporting program activities. This may include percent time of existing staff or salaries of new staff.

9.3.2   **Fringe Benefits**: Include costs of leave, employee insurance, pensions, unemployment benefit plans, etc. Should be based on actual costs or an established formula.

9.3.3   **Consultant Costs**: Include costs related to hiring an individual who will give professional advice or services (e.g., training, expert consultant, etc.) for a fee. This individual is not and cannot be an employee of the organization.

9.3.4   **Equipment**: Include costs of any item of property that has a per unit acquisition cost of $5,000 or more and has an expected service life of more than one year.

9.3.5   **Supplies**: Include costs for supplies that support program activities (e.g., computers, printers, computer software and applications, educational materials, naloxone, fentanyl test strips, and general office supplies).

9.3.6   **Local Travel**: Include costs for local travel during project period if this is applicable to your respective strategy. Travel mileage reimbursement rate is $.625 per mile.

9.3.7   **Other**: Include costs associated with your activities not covered in other categories (i.e., stipends and incentives).

9.3.8   **Contractual Costs**: Include costs for: 1) work performed by an independent contractor requiring specialized knowledge, experience, expertise, or similar capabilities. 2) purchase of a product or service to be procured by contract and an estimate of cost.

9.3.9   **Indirect costs**: Capped at 10% of direct costs.

Guidelines and budget worksheets for each funding source are available in Appendix B to support budget preparation. A budget will need to be developed for each funding source in which strategies are selected.

9.4 Funding Restrictions

Funds may not be used as matching funds for any other grant program, or for:

9.4.1   Political or religious purposes

9.4.2   Contributions or donations

9.4.3   Fundraising or legislative lobbying expenses

9.4.4   Conference registration fees

9.4.5   Payment of bad or non-program related debts, fines, or penalties

9.4.6   Contribution to a contingency fund or provision for unforeseen events

9.4.7   Food or beverages, including alcoholic beverages

9.4.8   Membership fees, interest or financial payments, or other fines or penalties

9.4.9   Purpose or improvement of land or purchase, improvement, or construction of a building

9.4.10   Expenditures that may create conflict of interest or the perception of impropriety

9.4.11   Exhibit fees of any kind

9.4.12   Airfare

9.4.13   Out of state travel costs

9.4.14   Bonus pay

9.4.15   Cash assistance

9.4.16   Research

9.4.17   Reimbursement for pre-award costs

Use of funds for prohibited purposes may result in loss of community contract and/or place the community contractor at risk for recouping those funds used for the prohibited purposes.

10. Priority Populations and Communities

Populations who have been made more vulnerable, are at higher risk or harder to reach include:

- Racial and ethnic minorities, African American, Hispanic/Latinx, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color
- Persons adversely impacted by persistent poverty or inequality
- Individuals who are educationally disadvantaged
- Immigrants, refugees, and undocumented individuals
- Individuals who are housing insecure
- Older persons (65 and older), especially those with chronic conditions
- Individuals with disabilities
- Individuals with limited or no English proficiency
- Low income or low wage workers
- Individuals who are uninsured, underinsured, or have limited healthcare access
- Individuals with behavioral health challenges
- Individuals who are justice-involved
- Individuals with low technical literacy
- Sexual and gender minorities
- Youth especially those who are economically disadvantaged
- Individuals experiencing trauma, violence, and/or abuse

Other populations with strong justification will be considered for funding.

Priority communities include 35 suburban Cook County municipalities, primarily located in the west and south suburbs, with the highest Social Vulnerability Index (SVI). Refer to Attachment 1: Municipality SVI in CCDPH's Jurisdiction.

- Berwyn
- Blue Island
- Bridgeview
- Burnham
- Calumet City
- Calumet Park
- Chicago Heights
- Chicago Ridge
- Cicero
- Dixmoor
- Dolton
- East Hazel Crest
- Ford Heights
- Hanover Park
- Harvey
- Hodgkins
- Justice
- Lynwood
- Markham
- Maywood
- Melrose Park
- Merrionette Park
- Northlake
- Phoenix
- Posen
- Richton Park
- Riverdale
- Robbins
- Sauk Village
- South Chicago Heights
- South Holland
- Stone Park
- Summit
- Thorton
- University Park

11. Program Description

The Building Healthy Communities: Behavioral Health Initiative aims to reduce the community burden of mental health and substance use in suburban Cook County exacerbated by the COVID-19 pandemic in priority communities and with priority populations. This opportunity is intended to fund local governments, FQHCs, CBOs, community health centers, and education agencies serving suburban Cook County, excluding Evanston, Oak Park, Skokie, and Stickney Township. For additional information on eligibility, refer to pg. 8.

Over $14 million will be awarded to successful applicants who have the commitment and ability to implement one or more strategies listed in the Menu of Options below within a 4-year period, March 2023 – November 30, 2026 (unless otherwise stated).

This Open Call is supported by the American Rescue Plan Act, Coronavirus State and Local Fiscal Recovery Funds. On March 11, 2021, President Biden signed into law the $1.9 trillion American Rescue Plan Act (ARPA) package and established the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) program. The SLFRF program provides support to State, territorial, local, and Tribal governments responding to the economic and public health impacts of COVID-19.

Menu of Options

The Menu of Options are described below and include who is eligible, and an estimated funding amount and number of awards for each strategy. ***Eligible applicants may apply for more than one strategy.***

Strategies	Description & Examples (where possible)	Eligible Applicant	Est. Funding
Behavioral Health Expansion			
1. Mental Health	Mental health is the foundation for well-being and effective functioning of individuals, and is the ability to think, learn, and understand one's emotions and the reactions of others (World Health Organization). Funding will support the development, maintenance, and/or expansion of new or existing programs and services that promote mental health. This may include but is not limited to programs and services that increase the availability and access to community prevention, treatment and supports including suicide prevention, community-based treatment, group therapy, and counseling options, and/or initiatives that address upstream drivers of behavioral health and community trauma, including housing, transportation, and other wrap-around services for people with a substance use disorder or mental illness.	• Local Governments • FQHCs • CBOs • Community Health Centers • Education Agencies	**Track 1 – Awards up to $250,000** **Track 2 – Awards up to $1,000,000**
2. Positive Youth Development	The COVID-19 pandemic has exacerbated mental health challenges of suburban Cook County youth, with a disproportionate toll being placed among the most vulnerable. Promoting positive youth development is critical for COVID-19 recovery and resiliency. It is a prosocial approach that engages youth in a productive and constructive way; recognizes, uses, and enhances young people's strengths; and provides opportunities, and fosters positive relationships. Funding will support the development, maintenance, and/or expansion of		

	programs and services dedicated to positive youth development. This can include but is not limited to youth-based programming to support children at-risk or experiencing mental health symptoms, youth leadership, social and emotional learning, healthy development, and service opportunities.		
Opioid Overdose and Substance Use Prevention			
3. Overdose Prevention	The overdose prevention initiative will expand on existing opioid-involved overdose prevention activities to address the impact of COVID-19 on opioid and substance use disorder in suburban Cook County (SCC). The initiative will provide technical assistance and capacity-building support for harm reduction services in the South and West suburbs where harm reduction non-profits are few and far between. Funding will support the development and/or expansion of harm reduction outreach programming in high-need areas of SCC, including mobile services, naloxone distribution, safer use supplies distribution, fentanyl test strip distribution, and community-based drug checking sites.	• CBOs	**3 awards up to $1,345,715**

11. Deliverables and Obligations of Award Recipients

Project Activities

- Identify one individual to be the lead liaison and two individuals to serve as an alternate with CCDPH.
- Solidify work plan(s) based on selected strategy or strategies outlining populations targeted and specific implementation steps. The work plan, where possible, should include explicit efforts to address identified population(s) most affected by racial and health inequities as well as strategies for continuing to sustain operations beyond this initial funding based on published literature and best practices.
- Participate in required meetings including but not limited to launch meeting, , regular check-in calls with designated CCDPH coordinator, and closeout meeting.
- Measure progress related to each strategy being implemented, as well as document outcomes, lessons learned, best practices and success stories during the project period.
- Submit monthly progress reports pursuant to funding source requirements and as developed by CCDPH. A final report will be due by end of the agreement period. Schedule and requirements will be finalized and shared with award recipients.
- Submit monthly data as requested, and within the necessary parameters of protecting PHI and ensuring data is submitted as encrypted and secure.

Administrative Activities

- Complete a risk assessment and submit required financial documentation.
- Adhere to Federal award guidelines in the Uniform Guidance, a set of federal rules -- including administrative requirements, cost principles, and audit guidelines -- that apply to federal money.
- Submit monthly expense reports as required by the Subrecipient Agreement and in accordance with the terms of their Risk Assessment and Financial Management Letter.
- Submit monthly, quarterly, and annual reports on the below metrics by strategy. Additional metrics may be required dependent on the program.

Strategies	Metrics
Mental Health	Monthly (as applicable): # of participants or people serviced; # of people impacted by the work; # of youth reached (program participation); # of schools or community hubs reached; # of referrals
Positive Youth Development	Monthly (as applicable): # of participants or people serviced; # of people impacted by the work; # of youth reached (program participation); # of schools or community hubs reached; # of referrals

Overdose Prevention	Monthly: # of naloxone kits given out by subrecipient CBOs; # of naloxone training sessions performed by CBOs; # of naloxone training sessions performed by CCDPH; # of total individuals trained; # of various harm reduction safer use supplies given out by CBOs; # of individuals that received harm reduction counseling conducted by CBOs; # of sites with drug checking available # of samples drug checked, # of public alerts developed in response to drug-checking results; # of clinical education materials developed in response to results; # of toxicology samples sent from EDs

12. Proposal Requirements and Review Process

Proposal Submission

CCDPH intends to award funding to eligible applicants to support activities described in this Open Call. Completed proposals must be submitted by **Wednesday, December 7, 2022, no later than 5 PM CST.** Proposals submitted beyond this deadline will not be considered.

A complete proposal comprises of:
1) A submission of an Application via www.cookcountypublichealth.org/BHCopencall/Application, and
2) A submission of attachments, including work plan and budget and budget narrative.

Incomplete proposals will not be considered.

The Application Form will be completed online. After completing the Application Form and uploading workplan and budget and budget narrative applicants will receive a confirmatory email from BuildingHealthyCommunitiesOpenCall@cookcountyhhs.org acknowledging submission of the Application Form. Please note that the application is not complete until all required application components and documents are also completed and submitted.

General Instructions
1. Click www.cookcountypublichealth.org/BHCopencall/Application to access and complete the Application Form. *We recommend you use the fillable PDF to plan out your answers before submitting in the application form.*
2. Complete the required application attachments using templates available in Appendix A and Appendix B that can be found on www.cookcountypublichealth.org/BHCopencall.
3. Submit the completed Application Form.
4. Once the Application Form is submitted, the liaisons listed in the application and the person who certified the application will receive an email acknowledging submission from BuildingHealthyCommunitiesOpenCall@cookcountyhhs.org
5. The completed Application Form and required application documents must be submitted by **Wednesday December 7, 2022, no later than 5 pm CST**.

Proposal Sections

There are five sections to the Application Form and 2 required attachments (1. work plan, and 2. budget and budget narrative) Each is very important. **Incomplete proposals will not be considered**.
- ☐ **Section I: Applicant Criteria (15 Points Total)**
  - o Organization contact information (primary and two alternate points of contact)
  - o Organization type
  - o Organization description
  - o Previous funding from CCDPH
  - o Previous funding from another government entity
  - o Organization equity focus
- ☐ **Section II: Organizational Capacity and Key Application Priorities (45 Points Total)**
  - o Description of organizational strengths, experience, and partnerships

- o Organization's fiscal and contracting capacity
- o Rationale for funding proposal including description of community need and benefit using data and published literature
- o Identification of selected strategies by funding source as part of the Menu of Options
- o Populations and communities to be reached
- ☐ **Section III: Work Plan by Strategy (25 Points Total)**
  - o Submit work plan(s) by strategy. If applying for funding for more than 1 strategy included in the Menu of Options provide a work plan for each. *Templates available in Appendix A.*
- ☐ **Section IV: Budget by Strategy (15 Points Total)**
  - o Submit budgets(s) by strategy. If applying for funding for more than 1 strategy included in the Menu of Options provide a budget for each *Preparation Guidelines and Budget Worksheets available in Appendix B.*

Other Proposal Considerations

Proposals should speak to the following questions and issues, as each proposal will be evaluated in the context of the larger goals of CCDPH

- • How the proposed activities address equity issues within your broader community.
- • The assets and degree of need of the communities and populations identified in the proposal supported by data and published literature.
- • The reach of the strategy and related activities (e.g., total number of people reached).
- • How your proposal builds upon or utilizes existing and new partnerships and utilizes direct community involvement/input.
- • The degree to which the proposal is tailored to meet the unique needs of the community.
- • The ability of your organization and its partners to start your activities rapidly and complete your work within the grant period.

13. Review Process & Application Selection Criteria

The review process will consist of the following steps:

1. CCDPH will screen proposals for eligibility, completeness, and technical requirements.
2. CCDPH panels will review proposals, score them based on quality, and recommend full, partial or no funding. Proposals will be reviewed for consistency with prevailing public sector and relevant professional body ethics and conflict of interest codes of practice. CCDPH staff with potential conflicts of interest will not participate in scoring or selecting the affected proposals.
3. CCDPH committee will recommend a set of proposals for funding to CCDPH leadership. The selection will be based on scoring, as well as achieving an effective and integrated mix of strategies, geographic distribution across suburban Cook County, and inclusion of priority communities and populations disproportionately affected by racial and health inequities.
4. CCDPH will notify each applicant of the decision about its proposal. CCDPH may determine that the recommended proposals for funding do not fully address the goals of the Behavioral Health Expansion Initiative and/or the Opioid Overdose and Substance Use Prevention Initiative and may try to fill any gaps by requesting changes to submitted proposals.
5. CCH/CCDPH will authorize the agreements to award recipients.

Selection Criteria	Description	Points
	Section I: Applicant Criteria	**15**
Organizational Background and Program Eligibility	• Applicant provides required information • Applicant showcases equity components of the application – previous funding, DEI, and size of the organization	
	Section II: Organizational Capacity and Key Application Priorities	**45**
Capacity and Skills to Execute the Project	• Clear explanation on the capacity and skills to execute the project (including past track record or other demonstration of capacity) • Describe similar past projects executed and the outcomes • If partnering with another organization, applicant explained relationship	
Description of Project and Target Population	• Rationale for funding proposal including description of community need and benefit using data and published literature • The applicant demonstrates the need for the proposed project • The applicant identifies the target population and provides a detailed description of the population(s) to be served	
	Section III: Work Plan by Strategy	**25**
Goals, Objectives, and Expected Outcomes	• The applicant clearly defines the activities to be undertaken or services to be provided. • Applicant provides a program design that reaches the intended audiences • Applicant provides actionable and achievable goals and outcomes • Applicant identifies service location(s) being within the proposed communities and history serving the proposed communities	

	Section IV: Budget Development and Requirements	15
Clarity and Reasonableness of Proposed Costs	• Applicant provides complete budget of program activities. • Proposed cost estimates provided by applicant are reasonable. • Applicant demonstrates reasonable implementation costs.	

14. General Guidelines for Applicants

1. Applicants shall comply with all laws prohibiting discrimination on the basis of race, sex, color, national origin, disability, religion, age, sexual orientation; and/or any other legally protected classification group.

2. All submitted proposals and related materials shall become and remain the exclusive property of CCDPH.

3. All submitted proposals and evaluation materials become public information at the conclusion of the evaluation, negotiation and award process and may be reviewed pursuant to operation of law or court order. Any application which includes privileged and confidential information should contain a conspicuous notice of the same on such portions Applicant deems to be privileged and confidential. Full applications labeled privileged and confidential will not be accepted.

4. CCDPH is not liable for any costs incurred by the Applicant prior to issuing the Agreement.

5. An authorized representative shall complete the certification and such completion and submission of a proposal constitutes agreement with subsequent contracting requirements and with conditions of participation in the Behavioral Health Expansion and Opioid Overdose and Substance Use Prevention Initiative.

6. CCDPH reserves the right to reject any and all proposals that are deemed not responsive to its goals under the Behavioral Health Expansion Initiative and/or the Opioid Overdose and Substance Use Prevention Initiative.

15. Summary of Agreement Terms and Conditions

This summary outlines certain terms and conditions that will be used as the basis for agreements with Grantees. CCDPH anticipates entering into agreements with multiple award recipients and would prefer consistency in the terms and conditions contained in the Agreement. Requests for changes or modifications will require multiple approval levels, could create delays in the contracting process and potentially result in the cancellation of negotiations with an award recipient. See Appendix F to review full agreement template.

1. Funding
   The Behavioral Health Expansion Initiative and the Opioid Overdose and Substance Use Prevention Initiative are supported by funds made available from the U.S. Department of Treasury, under the American Rescue Plan Act (ARPA).

2. Method of Payment
   Grantee must submit invoices to CCDPH in such detail as CCDPH requests and on a monthly basis. CCDPH will process payment within forty-five (45) days after receipt of invoices.

3. Grant Budget
   CCDPH and Grantee shall jointly develop a detailed grant budget that is based upon and consistent with the funding source(s). Any revisions of a line item in the working budget shall be subject to approval by CCDPH.

4. Grantee Qualifications
   Grantee shall ensure all agents, employees and subcontractors performing the services agreed upon, meet, and maintain any licensure, certification and accreditation required to carry out such services.

5. Reporting
   Grantees shall submit monthly and/or final reports pursuant to funding source requirements and as developed by CCDPH.

16. Questions

You may ask questions via email to BuildingHealthCommunitiesOpenCall@cookcountyhhs.org from the time that the Open Call is released until Wednesday, November 30, 2022, 12 PM CST. Questions and responses will be added to a list of Frequently Asked Questions (FAQs) and posted on www.cookcountypublichealth.org/BHCopencall as follows.

Questions received by:	Updated FAQ posted by:
Wednesday, November 2, 2022, 12 PM CST	Friday, November 4, 2022, 5 PM CST
Wednesday, November 9, 2022, 12 PM CST	Friday, November 11, 2022, 5 PM CST
Wednesday, November 16, 2022, 12 PM CST	Friday, November 18, 2022, 5 PM CST
Wednesday, November 23, 2022, 12 PM CST	Friday, November 25, 2022, 5 PM CST
Wednesday, November 30, 2022, 12 PM CST	Friday, December 2, 2022, 5 PM CST

To download any Open Call documents, including the FAQs, please visit www.cookcountypublichealth.org/BHCopencall on the Cook County Department of Public Health website.