



Franklin County
Board of Commissioners

JUSTICE POLICY & PROGRAMS

FY 2024/2025 Joint Targeted Community Alternatives to Prison (TCAP) and Local Opioid Settlement Government Fund Grant Solicitation

REQUEST FOR PROPOSALS

The deadline for submission is 11:59 PM EST on November 20, 2023

Applications should be submitted electronically by email to Courtney Moats, Grants Administrator, at Courtney.Moats@franklincountyohio.gov. Late applications will not be reviewed or considered for funding.

Franklin County Office of Justice Policy and Programs

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JOHN O'GRADY, President Commissioner

KEVIN L. BOYCE, Commissioner

ERICA C. CRAWLEY, Commissioner

RUCHELLE PRIDE, Director

The application template may be accessed and downloaded directly from the OJPP website at <https://jpp.franklincountyohio.gov/Grants>

**TARGETED COMMUNITY ALTERNATIVES TO PRISON
AND LOCAL OPIOID SETTLEMENT GOVERNMENT FUND
REQUEST FOR PROPOSALS**

INTRODUCTION

The Franklin County Office of Justice Policy and Programs (OJPP) serves as the Metropolitan County Criminal Justice Services Agency for Franklin County and is directed by oversight of the Franklin County Board of Commissioners and the Franklin County Criminal Justice Planning Board. OJPP provides oversight and support for many County initiatives including administration of formula and discretionary justice grants, systemwide reentry planning, domestic violence/intimate partner violence prevention and response services, and efforts related to the local overdose crisis, national Stepping Up and Justice Counts initiatives.

OJPP is seeking applications for the joint Targeted Community Alternatives to Prison (TCAP) and Local Opioid Settlement Government Fund grant solicitation. This joint funding opportunity furthers the mission of OJPP by assisting criminal justice efforts to reduce the over-incarceration of non-violent, non-sex related felony offenses while improving the functioning of the criminal justice system, specifically through support for innovative and evidence-based practices, more effective information sharing, and multi-agency collaboration, and increasing access to opioid and other substance misuse treatment, recovery, interdiction, and prevention services to end the opioid epidemic and prevents its recurrence.

Applicants may submit no more than one funding application under each category for their organization. Applicants may choose to apply for one or both funding categories.

CATEGORY 1: TARGETED COMMUNITY ALTERNATIVES TO PRISON (TCAP)

The Ohio Department of Rehabilitation and Correction established the TCAP program to reduce the number of persons convicted of nonviolent, non-sex related fourth or fifth degree felony offenses committed to state penal institutions and/or detained in and/or committed to local corrections agencies. Pursuant to authority in Sections 2929.34 and 5149.38 of the Ohio Revised Code, TCAP funding will support initiatives designed to offer community-based services for individuals diverted from the prison system and/or at high risk for future criminal justice involvement.

Programs applying under this category must have at least one or more of the following TCAP goals identified in their application:

1. Reduce recidivism and implement effective reentry efforts through comprehensive and collaborative strategies focused on successfully reintegrating medium and high-risk offenders back into the community.
2. Reduce all levels of crime by addressing the social determinants of health of justice involved individuals including housing instability, workforce development, economic stability, transportation, behavioral health, and medical care.

3. Reduce the prevalence of violent crime(s) through implementation of proven innovative Community Violence Intervention strategies like deployment of trusted messengers to work with at-risk individuals, hospital-based violence intervention programs, street outreach, etc.
4. Reduce illicit drug use and overdose fatality rates of justice involved individuals by enhancing treatment and intervention efforts along with harm reduction education.

CATEGORY 2: LOCAL OPIOID SETTLEMENT GOVERNMENT FUND (LOSGF)

On August 12, 2021, the Franklin County Board of Commissioners accepted the terms of the Local Opioid Settlement Government Fund (LOSGF) and entered into a Memorandum of Understanding detailing the distribution of settlement funds. This settlement agreement allocates a percentage of funds to be distributed to local governments to support prevention, treatment, and recovery from addiction including opioids and/or any other co-occurring substance use and/or mental health conditions which are all long-lasting (chronic) diseases that can cause major health, social, and economic problems at the individual, family, and/or community level.

Programs applying under this category must identify at least one or more of the following strategies intended to abate addiction in Franklin County:

1. **Strategies for Community Recovery:** Included but not limited to prevention, treatment, recovery support and community recovery projects (examples include child welfare, law enforcement strategies and other infrastructure supports). Approached identified under this strategy should support community collaboration and expansion of necessary services to support the communities most impacted by the opioid crisis.
2. **Strategies for Local Innovation and Recovery:** Included but not limited to initiatives that promote local change and development for prevention, treatment, recovery supports, and community recovery (examples include local treatment hubs, drug interdiction activities, data collection, and dissemination). This component also includes research and development to understand how to better serve individuals and families in Franklin County.
3. **Strategies for Sustainability:** Ohio's addiction and mental health epidemic was not created overnight, and it will not go away immediately. By collaborating to share resources and knowledge, Ohio's communities can build a sustainable financing strategy and infrastructure to reverse the damage that has been done and prevent future epidemics and crises.

The list of eligible program activities under the Local Opioid Settlement Government Fund Local program is extensive. Applicants wishing to apply under this Category are encouraged to visit the following website for a comprehensive listing of allowable activities supporting Treatment, Early Intervention and Crisis Support, Needs of Justice-Involved Persons, Mother-Centered Treatment and Support, Recovery Support, Prevention, Prevention of Over-Prescribing, Harm Reduction, Services for Children, First Responder activities including Community Corrections Responses, Workforce, Innovation, Stigma Reduction, and Research. [Click here](#) to access the full list of allowable program activities.

ELIGIBILITY

The following entities are eligible to apply:

- Units of local government including first responders and community corrections organizations
- Non-profit organizations
- For-profit organizations. Eligibility for for-profit organizations is limited to treatment, housing, and/or employment providers.

A unit of local government may contract or make subawards to one or more established neighborhood or community-based organizations.

AWARD AMOUNTS

This solicitation does not have a set funding cap. Applicants however should ensure their budget requests are both reasonable and realistic for a one-year project term. Applicants should additionally take into consideration that funding may not be available in subsequent years and should develop a sustainability plan to ensure the continuity of services beyond this solicitation.

PROJECT PERIOD

Applicants are invited to apply through this solicitation and should indicate a program model and budget that operates for a period beginning January 1, 2024, through December 31, 2024.

COST SHARING OR MATCHING REQUIREMENT

This solicitation does not require a match.

GRANT CRITERIA

All applications should have the following components built into the program design:

- The project includes evidence-based practices and/or is considered a best practice in the field.
- For applicants applying under the TCAP category, the project must support individuals that are currently or formally justice involved. Implementing agency must utilize a validated risk instrument.
- For applicants applying under the TCAP category and/or to support justice involved individuals under the LOSGF category, the program must have the ability to monitor and track current and future justice involvement of program recipients.
- Project development and implementation must include clear goals, objectives, and performance measures.
- The program model supports outreach and services that are equitable, culturally competent, and trauma informed.

ALLOWABLE COSTS

TCAP and Local Opioid Settlement Government Funds (LOSGF) may not be available in future years; therefore, when requests are made to fund personnel or other ongoing activities or costs, applicants are strongly encouraged to identify future potential funding sources in the *Sustainability Plan* section of the application. Applicants should have a sustainability plan to ensure the program is ongoing beyond this funding availability.

TCAP Eligible expenses include personnel, employee related expenses, overtime, travel, supplies, and costs related to contractual or consulting services. Stipends for participant involvement may be built into the program model if strongly justified and a plan for monitoring costs is included. Equipment associated with project activities may be awarded on a limited basis if funding is available. Priority funding will be given to budgets that support direct services and minimize overhead related costs.

LOSGF Eligible expenses include personnel, employee related expenses, overtime, travel, supplies, and costs related to contractual or consulting services. Stipends for participant involvement may be built into the program model if strongly justified and a plan for monitoring costs is included. Infrastructure, capital, and equipment costs are eligible expenses through the LOSGF grant program; however, significant justification will be required including a plan for sustainment of capital expenditures once the grant funds expire.

Indirect costs may be charged; however, is limited to 10% of the modified total direct costs (MTDC). Modified total direct costs equal the sum of personnel and fringe expenses, travel, supplies, other costs and up to \$25,000 for each sub-award, consultant and/or contract for services. When calculating the MTDC, exclude equipment, stipends, subsistence allowances, and facility rental costs.

INFORMATION SPECIFIC TO FOR-PROFIT ORGANIZATIONS

For-profit organizations eligible to apply for funding through this solicitation are limited to treatment, housing, and/or employment providers. Where for-profit organizations are eligible and able to charge private and/or third-party insurance programs, the expectation is that grant funding will be used as a last resort. Expenses able to be charged to private and/or third-party insurance programs should not be charged to the grant.

APPLICATION SUBMISSION

Applications will be submitted electronically by email attachment to Courtney Moats at Courtney.Moats@franklincountyohio.gov . The deadline for submission is **11:59 PM EST on November 20, 2023**. Late applications will not be reviewed or considered for funding. Failure to follow the specified requirements will also result in the application not being reviewed for funding.

TECHNICAL ASSISTANCE

For technical assistance on any part of the TCAP and Local Opioid Settlement Government Fund application, please contact Courtney Moats by email at Courtney.Moats@franklincountyohio.gov.

All correspondences related to this solicitation shall be in writing. Responses to general questions will be posted on our website and updated weekly.

Optional virtual office hours will be held from 11:00 AM – 1:00 PM on 10/30, and 11/13. [Click here to join.](#)

APPLICATION CHECKLIST

All components within each section of the RFP must be addressed and clearly described. Use the following checklist to ensure all required components are addressed. Read the entire RFP before completing and submitting proposals.

- Title Page
- Project Summary
- Problem Statement
- Program Description
- Collaborative Efforts
 - Letters of Support
- Outcome Measures
- Sustainability Plan
- Nexus to Franklin County Initiatives
- Budget with Narrative

APPLICATION CRITERIA AND FORMATTING

For this solicitation, OJPP requires the following application components: Title Page, Project Summary, Problem Statement, Program Description, Collaborative Efforts, Outcome Measures, Sustainability Plan, Nexus to County Initiatives, and Budget with Narrative. Applicants are required to use the template outlined on Pages 12-17 of the RFP. **The application template may be accessed and downloaded directly from the OJPP website at <https://jpp.franklincountyoohio.gov/Grants>**

An applicant should anticipate that if it fails to submit an application on the required template that includes all specified elements, it may negatively affect the review of its application; and, should a decision be made to make an award, it may result in the inclusion of award conditions that preclude the recipient from accessing or using award funds until the recipient satisfies the conditions and OJPP makes the funds available.

A. Title Page

B. Project Summary (Max Length – ½ page)

The project summary will serve as a high-level overview of the proposed program and include the targeted population and justification for the need in the proposed community and/or jurisdiction. The project summary will include a recap of the intended goals, objectives and measures and must include the requested budget amount. An overview of the implementing agency and collaborating partners shall be included in the project summary.

C. Problem Statement (Max Length – 1 page)

The problem statement will identify the need for services in the community and be supported by **relevant and updated** statistical data.

Describe the nature and scope of the issue in the targeted jurisdiction or community, including recidivism rates, reentry rates from state and/or local carceral settings, overdose rates and/or hot spots where a large proportion of crime or illicit drug use occurs.

Describe the geographic boundaries of the targeted jurisdiction or community, as well as the population size and demographic makeup of the population of both the overall jurisdiction or community and targeted area where strategy is proposed.

D. Program Description (Max Length – 2 pages)

The program description should clearly address the goals of the grant and the intended efforts of the proposed program. The project description must clearly state how the program and/or approach will be implemented and how it will impact the stated problem.

Specifically, the program description should provide an in-depth explanation of program components including, but not limited to, the following, if applicable:

- Targeted population
- Referral source
- Hours and days of operation
- Location of services
- Curriculum utilized
- Evidence based model(s) and/or best practices incorporated
- Screening and assessment process
- Modality and/or type of service offered
- Fee model if fees are charged
- Documentation requirements
- Description of all participants and stakeholders involved in the program
- Staffing Model to support the program including staffing ratios
- Quality controls
- Staff Oversight

Please include a section that identifies potential obstacles and/or challenges to program implementation and how your organization plans to mitigate and/or overcome.

A section of the program description should include how your organization will ensure access to services are equitable, culturally responsive and responsive to the needs of the targeted population.

E. Collaborative Efforts (Max Length – ½ page)

The collaboration with other criminal justice agencies and community organizations is integral to a successful grant project. The project should include and integrate as many partners as appropriate. Please provide an overview of the program partners and stakeholders vested in the implementation and success of this program and its participants.

Current letters of support from criminal justice partners, treatment providers, community leaders, local government partners including community corrections, law enforcement and other key partners may be attached to your application. Letters of support are to be submitted as supplemental attachments to the application.

F. Outcome Measures (Max Length – 1 page)

Goals are broad intentions that are the desired, long-term purpose of the grant project. The goals of the TCAP and Local Opioid Settlement Government Fund programs include:

CATEGORY 1: Targeted Community Alternatives to Prison (TCAP)

1. Reduce recidivism and implement effective reentry efforts through comprehensive and collaborative strategies focused on successfully reintegrating medium and high-risk offenders back into the community.
2. Reduce all levels of crime by addressing the social determinants of health of justice involved individuals including housing instability, workforce development, economic stability, transportation, behavioral health, and medical care.
3. Reduce the prevalence of violent crime(s) through implementation of proven innovative Community Violence Intervention strategies like deployment of trusted messengers to work with at-risk individuals, hospital-based violence intervention programs, street outreach, etc.

CATEGORY 2: Local Opioid Settlement Government Fund (LOSGF)

1. Increase and/or expand the availability of quality treatment intervention options, to include the use FDA medications, for individuals affected by substance use disorders.
2. Increase and/or expand substance use prevention strategies
3. Reduce illicit drug use and overdose fatality rates of at risk individuals.
4. Increase and/or expand harm reduction efforts through the implementation of innovative strategies to reach individuals most at risk for a substance use disorder and/or overdose.
5. Decrease the oversupply of licit and illicit opioids.

6. Increase the availability of recovery supportive services to include but not limited to recovery housing, community-based recovery centers, peer support services, transportation assistance, employment access and support.

Please identify which category and goal(s) aligns with your proposed program and develop a minimum of three objectives that are clearly defined, measurable, and attainable within the project period.

The objectives proposed must be reasonable, achievable, and logically connect to the goal(s). Performance measures should include numerical descriptions of work, usually expressed in outputs and outcomes.

G. Sustainability Plan (Max Length – 1 page)

Applicants must demonstrate strategic leveraging of federal, state, local and private funding sufficient to ensure sustainability. Please indicate all sources of revenue supporting your organization’s efforts and more specifically, the proposed program being considered under this solicitation.

A sustainability plan acknowledges the intent to continue effective and impactful program activities beyond the grant funding. Please include an example of your organization’s ability to sustain a program upon expiration of original funding support.

H. Nexus to County Initiatives (Max Length – 1 page)

Applicants must demonstrate how their proposed program addresses at least one of the following Franklin County initiatives:

- a) [Rise Together Blueprint for Addressing Poverty](#)
- b) [The Franklin County Criminal Justice Strategic Plan](#)
- c) The Franklin County Reentry Advisory Board Strategic Plan
- d) [The Columbus and Franklin County Addiction Plan](#)

I. Budget with Narrative

Applicants must provide a complete budget with supporting narrative justifying all costs. Costs must be necessary and reasonable for effectively implementing and operating the project. *Please refer to Page 5 of the RFP for further details on allowable costs.*

APPLICATION SCORING AND REVIEW

Applications will be reviewed, scored, and ranked from the highest to lowest point value. The following point values have been assigned to the required application components:

Title Page	0 pts
Project Summary	10 pts
Problem Statement	15 pts
Program Description	30 pts
Collaborative Effort	10 pts

Outcome Measures	15 pts
Sustainability Plan	5 pts
Nexus to Franklin County Initiatives	5 pts
<u>Budget with Narrative</u>	<u>10 pts</u>
Total	100 pts

OJPP implements a competitive four-tiered application review process:

1. Internal compliance of financial and programmatic reporting (for continuation programs only)
2. Peer (professionals from the field) and/or OJPP subject matter expert reviews.
3. Review of proposed funding plan by OJPP Director.
4. Funding plan reviewed and approved by the Franklin County Criminal Justice Planning Board and Board of Commissioners.

Total score may not be the only factor used to determine whether a program will receive funding. Community need, location, and past/present performance will also be considered during the final selection process.

AWARD TIMELINE

Applications will undergo peer review November 22nd – December 8th. Applicants can anticipate any requests to submit additional supporting information will occur during the week of December 11th – 15th. Applicants will be notified of award decisions on or around December 20th. Final awards are anticipated to be formally approved by the Board of Commissioners in early 2024.

OJPP recognizes the timeline restrictions imposed by the dates in the previous paragraph and will work with applicants to build in flexibility where necessary. OJPP will additionally be hosting a series of virtual technical support office hours to assist applicants with any additional requests for supporting information.

POST AWARD CONDITIONS

Applications should acknowledge the following post award considerations and grant requirements:

1. Grant Orientation: All subgrantees will be required to attend a grant orientation hosted by OJPP during the first quarter of the grant period.
2. Virtual and On-Site Monitoring: OJPP Grants Administrator, Fiscal Administrator, and other grants personnel will conduct one or more virtual or onsite visits per year.
3. Financial Reporting: Funding will be distributed on a reimbursement basis. Financial reports must be submitted to OJPP to receive payment. Subgrantees can choose between a monthly or financial reporting structure. The reporting format will be prescribed by OJPP.

4. Programmatic Reporting: Data collection and reporting is required. Data must be reported to OJPP each quarter. The reporting format will be prescribed by OJPP.
5. Audit: OJPP is required to ensure that all recipients of funding adhere to OMB Circular A-133 and the OJP Financial Guide audit requirements. Agencies that expend \$750,000 or more annually in federal funds must have an audit.

More details pertaining to post award conditions and reporting requirements will be provided to organizations following final program selection.

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**Franklin County Office of Justice Policy and Programs
Targeted Community Alternatives to Prison (TCAP) and Local Opioid Settlement
Government Fund (LOSGF) Application**

Title Page

A. Title of Project					
B. Project Period					
C. Type of Application	<input type="checkbox"/> New Project <input type="checkbox"/> Existing Project				
D. Funding Amount Requested	\$				
E. Organization Type	<input type="checkbox"/> Local Government <input type="checkbox"/> Non-Profit <input type="checkbox"/> For-Profit <i>(Non-Profit Organizations Only):</i> Can you verify organizational history through written documentation of nonprofit status? <input type="checkbox"/> Yes <input type="checkbox"/> No Nonprofit status date: <i>(For-Profit Organizations Only):</i> Select type: <input type="checkbox"/> Treatment <input type="checkbox"/> Housing <input type="checkbox"/> Employment				
F. Funding Category <i>Select all that apply.</i>	<input type="checkbox"/> Category 1: Targeted Community Alternatives to Prison (TCAP) <input type="checkbox"/> Category 2: Local Opioid Settlement Government Fund Drug (LOSGF)				
G. Project Director <i>The project director listed must be the main contact for this project and the person with whom OJPP can regularly communicate.</i>	Prefix	First Name	MI	Last Name	Suffix
	Title		Agency		
	Address		City	Zip	
	Phone		Fax		
	Email		County		
H. Implementing Agency <i>Please list the agency that will implement the project.</i>	Prefix	First Name	MI	Last Name	Suffix
	Title		Agency		
	Address		City	Zip	
	Phone		Fax		
	Email		County		
I. Financial Reports will be Prepared by: Name:					
J. Performance Reports will be Prepared by: Name:					

Project Summary

Problem Statement

Program Description

Collaborative Effort

Outcome Measures

Sustainability Plan

Nexus to County Initiatives

Budget with Narrative

PART A – BUDGET RESOURCE BY COST CATEGORY

Section 1 – Personnel Costs

Salaries and Personnel

Name	Title	No. Hrs.	Rate per Hr.	Total
<i>Salary Subtotal</i>				\$

Employer's Share of Fringe Benefits

Fringe Benefits	Rate (%)	Annual Wages	Total Cost
PERS (government agencies)			
FICA (private agencies)			
Retirement (private agencies)			
Worker's Compensation (actual rate)			
Unemployment Compensation (rate applies only to first \$9,000/employee)			
Medicare			
Health Insurance			
<i>Fill in the formula: \$ _____ (Monthly Rate) x _____ (# Months) x _____ (FTE)</i>			
<i>Fringe Subtotal</i>			\$

Personnel Total	\$
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Narrative Required: Provide justification for each position; list job duties.

Section 2 – Consultants/Contracts

Name	Hourly Fee	Hours	Total
Consultants Total			\$

Narrative Required: Provide justification, method of procurement and basis of selection.

Section 3 – Travel

A. Auto	No. Miles	Mileage Rate (\$0.50)	Total
B. Per Diem	No. Days	Rate	Total
C. Other	No. Items	Rate	Total
Travel Total			\$

Narrative Required: Provide justification for travel. Costs must relate to the program and objectives.

Section 4 – Equipment *(defined by an item of property that has an acquisition cost of \$5,000 or more and an expected service life of more than one year)*

Item(s) to be Purchased	Quantity	Unit Price	Total
Equipment Total			\$

Narrative Required: Provide justification for the equipment requested.

Section 5 – Capital/Infrastructure

Item	Quantity	Unit Price	Total
Capital/Infrastructure Total			\$

Narrative Required: Provide justification for capital/infrastructure costs.

Section 6 – Supplies

Item(s) to be Purchased	Quantity	Unit Price	Total

Supplies Total			\$

Narrative Required: Provide justification for the supplies.

Section 7 – Other Costs

Other Charges	Quantity	Unit Price	Total
Other Costs Total			\$

Narrative Required: Provide justification for other general operating costs; provide allocation methods where appropriate.

Section 8 – Indirect Costs

Indirect Cost Rate	Eligible Direct Costs	Total
%		
	Indirect Costs Total	\$

Narrative Required: Provide justification for indirect cost; attach a copy of your federally approved plan, if applicable.

PART B – BUDGET REQUEST BY RESOURCE & COST CATEGORY

Budget Category	Total
1. Personnel	
2. Consultants/Contracts	
3. Travel	
4. Equipment	
5. Capital/Infrastructure	
6. Supplies	
7. Other Costs	
8. Indirect Costs	
Total Program Budget	\$

PART C – FINANCIAL RESOURCES

1. What other funding resources outside of the TCAP/ Local Opioid Settlement Government Funds will support the proposed grant funded project/program?
2. What percentage of the total annual project/program budget would TCAP/ Local Opioid Settlement Government Funds support, if awarded? %
3. What percentage of your total annual organizational budget would be supported with TCAP/ Local Opioid Settlement Government Funds, if awarded? %