

Notice of Funding Opportunity

Kentucky's Recovery Community Center Expansion FY 24

DBHDID recognizes and supports substance use disorder (SUD), remission, and recovery as a life-long process. A Recovery Community Center (RCC) is a peer-operated center that serves as a locatable resource of community-based recovery supports. People do not live at these centers, but rather are able to obtain recovery supports and resources in the community. Volunteers and peer support specialists guide individuals in accessing recovery information and resources, mutual-aid or peer support organization meetings (e.g., SMART Recovery, LifeRing, 12-step programming, etc.), social activities, and other community-based services. RCCs play a unique role in a community by helping people and communities to build recovery capital. The purpose of this funding opportunity is to increase access and availability of RCC's to the recovery community within the state.

The Department for Behavioral Health, Developmental and Intellectual Disabilities (DBHDID) and Kentucky Opioid Response Effort will award up to four (4) one-year competitive grants to support eligible agencies to expand the availability of the RCC model in Kentucky.

To learn more about the RCC model, please reference the following resources:

- <https://www.recoveryanswers.org/resource/recovery-community-centers/>
- <https://facesandvoicesofrecovery.org/resource/rco-toolkit/>
- <https://www.councilsepa.org/programs/pro-act/what-is-a-recovery-community-center-rcc/>
- <https://missouriopioidstr.org/recovery/>
- [Creating a Healing Forest: The Entire African American Community as the Recovery Center](#)

Recovery Community Center examples in Kentucky:

- <https://www.voicesofhopelex.org>
- <https://louisvillerecoveryconnection.org/>
- <https://www.recoverycafelexington.org/>

Purpose & Expectations:

- Selected proposals must reflect the most effective utilization of funds to develop and/or expand recovery support services through the RCC model.
- Priority will be given to applicants who propose:
 - The most effective utilization of one-time funds.
 - Recovery Community Organizations that have not previously been awarded funding.
 - RCC's in counties that do not currently have a RCC.
 - Services and supports related to harm reduction and overdose prevention.
 - Services and supports for individuals who have a SUD and co-occurring mental illness.
 - Expansion of recovery supports to marginalized and minoritized populations, including Black, Indigenous, and People of Color, to reduce disparities.
 - Services and supports to individuals with criminal-legal involvement, pregnant and parenting women, and transition-age youth.
- Awardees must submit quarterly progress reports, agree to participate in program-level data collection, and participate in learning opportunities supported by DBHDID.

Minimum Eligibility of Applicants:

- Must be a nonprofit with 501(c) 3 status or quasi-governmental agency.
- KORE-funded RCCs may apply if they propose a new site outside of the county they are currently located.
- Must have an existing steering committee, advisory board, Board of Directors, or some other governance mechanism and be willing to ensure that at least one-half of the voting membership is comprised of individuals in recovery and/or family members of individuals in recovery or be willing to develop a steering committee or advisory board comprised of individuals in recovery and/or family members of individuals in recovery who will provide input to the larger governing body.
- Must have at least two (2) years of experience working with individuals experiencing SUD.
- Applicants may submit only one proposal, however the proposal can cover multiple sites.
- Must have or establish a vendor code with the Kentucky Secretary of State and Finance Cabinet*

*Please be prepared to provide documentation within 10 days of award notification.

Award Information:

- Federal Funding Source: The Substance Abuse and Mental Health Services Administration (SAMHSA)
- Funding Mechanism: Grants awarded by the Kentucky Department for Behavioral Health Intellectual and Developmental Disabilities (DBHDID) and KORE
- Award Ceiling: \$300,000
- Length of Project: One year, with the possibility of renewal for a second year, depending on performance in Year 1 and grant resources
- Anticipated Start Date: July 1, 2023.
- Cost Sharing/Match Requirement: No
- Service Delivery Date: To begin no later than 30 days from receipt of contract
- Reporting Requirements: Awardees must submit quarterly progress reports and participate in program data collection as outlined by the DBHDID

Funding Parameters

Funding is subject to DBHDID and SAMHSA's funding restrictions.

For Community Mental Health Centers, funds awarded under this grant mechanism must be used to provide services in locations within the counties for which your Board is duly recognized as the Regional Community Mental Health Center.

Grant funds cannot be used to:

- Supplant current funding of existing activities. "Supplant" is defined as replacing funding of a recipient's existing program with funds from a federal grant. Grant funds may be used to expand existing activities or services.
- Pay for the purchase or construction of any building or structure to house any part of the program. Applicants may request up to \$75,000 for renovations and alterations of existing facilities, if necessary and appropriate to the project.
- Pay for salaries of individuals who able to perform a billable service such as peer support services. Grant funds can pay for non-billable or start-up staff time.
- Pay for salaries of administrative or clerical staff as that is allocated to indirect costs.

- Pay for promotional items including, but not limited to, clothing and commemorative items such as pens, mugs/cups, lanyards and conference bags.
- Support non-evidence-based or non-evidence-informed approaches.
- Purchasing food except in the form of snacks calculated at \$3.00 per person.
- Pay for data collection over 5% of the total budget proposal (to include personnel and fringe, data systems, and gift cards).

Please note that funds for “Facilities and Administration” are considered indirect costs. Administration is defined as general administration and general expenses such as the director’s office, accounting, or other positions hired by the agency but not-specific to the grant.

Mandatory Submission Requirements:

1. Cover letter on agency letterhead. For some reason, it won’t let me add comments. I don’t think we should ask for a cover letter or abstract. It doesn’t help the review process, IMO.
2. Project abstract/summary of proposal.
3. Project Narrative Sections A-E d
 - Sections should be organized and labeled such that each is clearly identifiable to the reviewers (e.g., B-1, B-2, etc.)
 - Proposals must be double-spaced using Times New Roman 12-point font
 - Pages must be numbered consecutively from beginning to end of the Proposal Narrative
 - The page limit for the Proposal Narrative is six (6) pages, excluding the cover page and attachments. Any narrative information that exceeds the six (6) page limit will be excluded from the review process
4. Attachment 1. Detailed Budget Worksheet and Narrative using template provided. If renting space for the center, please include a floor plan.
5. Attachment 2. Three (3) letters of commitment from recovery support providers. Do not include letters of support.
6. Attachment 3. Governing body membership list and attestation indicating willingness to ensure that at least one-half of the voting membership is comprised of individuals in recovery and/or family members of individuals in recovery or willingness to develop a steering committee or advisory board comprised of individuals in recovery and/or family members of individuals in recovery who will provide input to the larger governing body.
7. Attachment 4. Signed Attestation to Access to FDA-Approved Medications for Opioid Use Disorder form.
8. Attachment 5. Copy of the 501(c) 3 IRS letter indication non-profit status.

All materials must be submitted in a combined PDF titled **DBHDID_RCC2024** and **the name of your agency** by email to kore@ky.gov no later than **5pm ET on January 4th, 2023**. For example, **DBHDID_RCC2024_AgencyABC**.

Questions:

Please submit questions regarding proposals to Michelle Kilgore at michelle.kilgore@ky.gov who will direct questions to appropriate staff.

PROJECT NARRATIVE EVALUATION CRITERIA:

The Project Narrative describes what you intend to do with your project and includes the Evaluation Criteria in Sections A-E below. The application will be reviewed according to the quality of your responses.

A. Organization Profile

1. Describe your capacity to carry out the proposed project, including your experience and qualifications as a provider of recovery support services and/or as a RCC.
2. Describe the governing body/advisory structure(s) and feedback loops that will be put into place to ensure that individuals with lived experience have genuine input into the design, implementation, and evaluation of the RCC.
3. State proposed hours of operation and describe the staffing patterns of the RCC. Describe whether and how non-paid volunteers will be included as part of the RCC.
4. Describe how the RCC will ensure that staff have sufficient training and expertise in addressing the recovery needs of the population(s) of focus.

B. Population of Focus and Outreach

The purpose of this section is to identify the individuals and geographic area(s) in which the RCC will be provided.

1. Describe the proposed population(s) of focus and the intended geographic area to be served.
2. Describe the physical location in which the RCC will be housed (e.g., floor plan, description of space, location in the community relative to other services and supports)
3. Describe outreach and recruitment strategies.
4. Identify clinical and non-clinical community partners who will serve as referral agents.

C. Description of Program and Services

The purpose of this section is to provide the following information regarding the proposed RCC services that will be delivered in the identified geographic service area(s).

1. State the project goals and measurable objectives of this proposed project. The following link provides guidance on writing goals and objectives: <https://www.samhsa.gov/sites/default/files/nc-smart-goals-fact-sheet.pdf>
2. Describe the proposed recovery supports accessible through the RCC and the necessary partners/organizations. Include supports and strategies for all pathways of recovery. Non-clinical support could include, but are not limited to, mutual aid groups, recovery coaching, telephone recovery support, skill-building groups, public awareness events, harm-reduction activities, employment supports, and housing supports, linkage to community-based services, substance-free recreation, and recovery celebrations.
Include a minimum of three (3) letters of commitment from community partners who will provide recovery supports in a separate attachment (e.g., Health Department, public library, career centers, faith-based organizations, adult learning, law enforcement, social services, and legal aid).
3. Although not clinical in nature, RCCs often serve as a front door for people seeking treatment services. Describe your organizations' approach to linking people to trauma-informed clinical services across the continuum of care.

D. Implementation and Sustainability

The purpose of this section is to provide a plan for implementation that aligns with key deadlines provided in this Notice of Funding Opportunity as well as details of how the RCC will sustain operations following the grant.

1. Provide an implementation timeline with key activities and responsible parties.
2. Describe a sustainability plan that supports the RCC beyond a 12-month award period and includes multiple potential reimbursement pathways and/or sources of revenue generation.

E. Performance Data Collection and Reporting

To ensure accountability at all levels of service provision, the articulation and achievement of measurable outcomes is critical to help ensure that we are carrying out the most effective programming possible. At a minimum, applicants will be expected to collect and report quarterly data indicators and measures.

1. Describe your experience with data collection and your proposed procedures for collecting and reporting RCC demographic and service data.
2. Describe how you will use data for planning and evaluation purposes (including community stakeholders in the process).

Multi-Tiered Review and Selection Process:

Proposals will be screened to ensure minimum eligibility requirements have been met. Proposals meeting minimum eligibility requirements will be assessed by the DBHDID review panel and funded on a competitive basis.

Criteria	Possible Points
1. Mandatory Submission Requirements	Pass/Fail
2. Project Narrative Evaluation Criteria	
A. Organization profile	20
B. Population of focus and outreach	20
C. Description of program and services to be developed	40
D. Implementation/sustainability	10
E. Performance data collection and reporting	10
Total points possible for technical proposal	100

For applications scored similarly, priority will be given to:

- RCCs in communities that experience a high frequency of opioid-related overdoses and/or stimulant use, compared with Kentucky's state rate.
- Proposals reflecting the most effective utilization of one-time funds.
- Proposals serving underserved individuals such as individuals with criminal legal involvement, pregnant and parenting women, persons who have experienced an opioid-related overdose, transition-age youth, and families affected by opioid and/or stimulant use disorder.
- Recovery Community Organizations that have not previously been awarded KORE funding.