

# Pennsylvania

## Department of Drug and Alcohol Programs

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| <b>Grant Initiative Funding Application (GIFA) Title:</b>  | Pregnancy Support Services  |
| <b>GIFA Number:</b>  | 19-01   |
| <b>Due Date for Applications:</b>  | September 12, 2019 by 5:00 p.m.<br><br>Late applications will not be accepted regardless of the reason.   |
| <b>Application Submitted via email only to:</b>  | Application shall be submitted via email to <a href="mailto:RA-DADDAPPROCUREMENT@PA.GOV">RA-DADDAPPROCUREMENT@PA.GOV</a> through September 12, 2019 by 5:00pm. Late submissions will not be accepted for any reason. Applicant must be able to demonstrate the application has been submitted by the required timeframe, if there is any dispute. |
| <b>Anticipated Total Available Funding:</b>  | Up to \$2,000,000 annually for one year   |
| <b>Estimated Number of Grant Awards:</b>   | 5 awards up to 400,000 each   |
| <b>Length of Project Period:</b>   | One (1) year and the possibility of one (1) year renewal option, if funding is available.   |
| <b>Eligible Applicants:</b>  | Entity must be able to serve pregnant women and postpartum women with Opioid Use Disorder (OUD).<br><br>Single County Authorities (SCAs) are not eligible to apply under this funding announcement.   |
| <b>Questions</b>   | Questions can be submitted to <a href="mailto:RA-DADDAPPROCUREMENT@PA.GOV">RA-DADDAPPROCUREMENT@PA.GOV</a> through August 30, 2019 by 5:00 p.m. Questions and answers will be posted to the website by September 6, 2019.<br><br>DDAP will not accept <u>any</u> phone calls regarding this funding opportunity.                                  |
| <b>PROJECT SUMMARY:</b><br><br>DDAP is accepting applications for providers who will provide pregnancy support services or make referrals to address the needs of pregnant and postpartum women with OUD. In addition, these community providers will facilitate or make referrals for outpatient Medication-Assisted Treatment (MAT). |   |

## **Part 1: GRANT INITIATIVE GUIDELINES**

### **1. OVERVIEW**

Pennsylvania has been experiencing the worst overdose crisis in recent history. As a result, on January 10, 2018 the Governor issued a statewide disaster declaration to enhance state response, increase access to treatment and save lives. The Governor then extended the disaster declaration to continue working to improve response coordination for those suffering from substance use disorders. DDAP has identified a continued need for pregnancy support services to include care for pregnant women and postpartum women with OUD.

### **2. FUNDING AVAILABILITY**

Applicants can submit a grant application for an amount up to \$400,000 annually.

### **3. PROJECT DATES**

Contingent upon the availability of state and federal funds and the receipt of qualified applications, the term of the project will commence on October 1, 2019 and end on September 29, 2020 with the possibility of one (1) year renewal option, if funding is available.

### **4. ELIGIBLE APPLICANTS**

All eligible Applicants must be able to serve pregnant or postpartum women with OUD who present for support service. Applicants that cannot meet this requirement will not be considered.

### **5. APPLICATION REQUIREMENTS**

Applicant must provide a narrative proposal to include the project description and budget narrative which is a minimum of 7 pages and a maximum of 10 pages (single sided, Times New Roman, font size 12).

#### **Project Description:**

All grant applications must include, at a minimum, a detailed plan describing the management of the day-to-day operations as follows:

- a. The Applicant shall provide a Statement of Need for any pregnant or postpartum women with OUD. The Statement of Need shall, at a minimum:
  - Include prevalence rates or incident data of OUD among pregnant and postpartum women and indicate the lack of current resources to this population;
  - Identify the source of the data, and;
  - Describe the existing capacity for MAT as it relates to the continuum of care.

Applicants may submit other valid data, as appropriate to support this application.

- b. The application shall include the total number of pregnant and postpartum women to be served for the duration of the project with an anticipated number to be served monthly. Applicant shall include the types and amounts of support services the Applicant will provide on a monthly basis.
- c. Services must be provided either by the Applicant or through Memoranda of Understanding or Agreements (MOUs/MOAs) with partners. The services for pregnant and postpartum women with OUD shall include but not limited to the following:
- Outreach and engagement in services provided by the Applicant;
  - Coordinate with the local Single County Authority (SCA) for assessment and provision of MAT/ODU treatment services;
  - Substance abuse education and relapse education;
  - Referral for necessary medical, dental, and other health care services, including obstetrics, gynecology, diabetes, hypertension and prenatal care;
  - Postpartum health care including attention to depression and anxiety disorders, and medication needs;
  - Specialized assessment, monitoring, and referrals for education, peer support, therapeutic intervention and physical safety;
  - Mental health care that includes a trauma-informed system of assessments and interventions;
  - Parenting education and interventions to include child development;
  - Nutritional education;
  - Home management and life skills training;
  - Education, testing, counseling, and treatment of hepatitis, HIV/AIDS, other STDs and related issues;
  - Employment readiness, and job training and placement;
  - Education and tutoring assistance for obtaining a GED, high school diploma and beyond;
  - Childcare during periods in which the women is engaged in therapy or in other necessary health or rehabilitative activities;
  - Recovery support activities such as groups, mentoring and coaching; and
  - Transportation and other necessary wraparound services.
- d. The Applicant shall demonstrate the capacity beginning on October 1, 2019 to provide support services to pregnant and postpartum women with OUD. All personnel, systems, procedures and resources must be in place to perform or assure an in-person, direct referral for all of the services under this grant.
- e. The Applicant must explain its process regarding points of entry for individuals seeking pregnancy support services to include screening and how eligibility to the program is determined. In addition, provide any eligibility restrictions which may exist.

- f. The Applicant must explain the care coordination process in the catchment area or surrounding area in which prenatal care to pregnant and postpartum care women with OUD can receive support services.
- g. The Applicant must explain coordination of care and assure an in-person, direct referral for 100 percent of the services to include time frames for both.
- h. If the Applicant will provide any services through a partner under MOUs/MOAs, the Applicant must submit the MOUs/MOAs with the application. MOUs/MOAs will not count toward the application project description and budget narrative page limit.
- i. The Applicant must explain a communication strategy to facilitate coordination among the obstetric provider, OUD treatment provider, health system clinical staff and child welfare services.
- j. The application shall include a listing of additional resources and adjunct services currently available in the community which will strengthen proposed initiative and assist the individuals served.
- k. The Applicant must provide an explanation regarding knowledge and adherence of the Federal (Child Abuse Prevention Treatment Act – CAPTA), state and county reporting guidelines for substance-exposed infants and how the program will support these guidelines. The link for Pennsylvania Plan of Safe Care Guidance is listed below. [http://www.keepkidssafe.pa.gov/cs/groups/webcontent/documents/document/c\\_287154.pdf](http://www.keepkidssafe.pa.gov/cs/groups/webcontent/documents/document/c_287154.pdf)
- l. The Applicant shall operate a program which meets all applicable federal and state confidentiality laws and the Health Information Portability and Accountability Act (HIPAA) requirements. Provide a summary how the Applicant will adhere to these laws.
- m. Explain how the Applicant plans to collaborate with the SCAs or another entity to assist qualified individuals in obtaining transportation to and from treatment.
- n. The Applicant shall provide a detailed description outlining its capacity to measure and report effectiveness of the services provided under this grant. The Applicant must contain an explanation how it will gather data and submit reports required by section 9. If applicable, specify and justify any additional measures or instruments the Applicant plans to utilize.

**Budget Narrative/Detail:**

The budget narrative shall be included in the 10-page maximum.. It must provide a justification for the costs and figures submitted in the Budget Template, Appendix C-1. Completion of the Budget Template, Appendix C-1 is required in addition to the 10-page maximum and must align with the Project Description and Budget Narrative.

## **6. ELIGIBLE PROGRAM ACTIVITIES AND EXPENSES**

All expenses must be described and justified in the Budget Narrative/Detail and correspond to the Budget Template, Appendix C-1 provided. DDAP has approval of all final budgets. Each cost must be a separate line item and include the itemization/calculation. The following are examples of expenses which directly support this grant initiative funding application:

- a. Personnel Services;
- b. Consultant/Subcontracted Services, if applicable;
- c. Patient Services - including supplemental or adjunct services to program participants such as transportation and childcare costs provided in direct relation to project services (i.e., travel to and from OUD treatment, related medical appointments or childcare during participants engagement in those services);
- d. Supplies/Equipment – equipment under \$5,000 necessary for the direct execution of the project;
- e. Travel;
- f. Other Costs – as contained in the Budget Template, Appendix C-1;
- g. Indirect (Facilities and Administration) Costs;
  - Current approved federally negotiated indirect cost rate or
  - Cost allocation plan or
  - Indirect cost proposal with a defined indirect cost rate.

## **7. INELIGIBLE EXPENSES**

The following are ineligible expenses through this grant initiative funding application:

- a. Expenses related to the provision of OUD/MAT treatment services;
- b. Capital expenditures for purchases and/or improvements to land, building or equipment which materially increase their value or useful life, i.e., “Bricks and Mortar”;
- c. Construction upgrades and remodeling;
- d. Fixed Assets of \$5000 or above (fixed assets include furniture, equipment, computers, etc. which have a life of more than one year);
- e. Cash payments directly to the intended recipients of the services.

## **8. STANDARDS FOR FINANCIAL MANAGEMENT**

All grant award recipients are required to meet the standards and requirements for financial management systems set forth in 45 CFR part 75. The financial systems must enable the recipient to maintain records that adequately identify the sources of funds for federally assisted activities and the purposes for which the award was used, including authorizations, obligations, unobligations balances, assets, liabilities, outlays or expenditures, and any program income. The system must also enable the recipient to compare actual expenditures or outlays with the approved budget for the award.

These funds must retain their award-specific identity. The funds may not be commingled with state funds or other federal funds. [“Commingling funds” typically means depositing or recording funds in a general account without the ability to identify each specific source of funds

for any expenditure.] Nor shall these funds supplant, in any way, current state or federal funds for already existing services.

## 9. REPORTING REQUIREMENTS

All grant applications must include a detailed outline of the grantee’s ability to collect required information and submit reports in a timely manner to the Department. Sample reports (which are not included in the 10-page narrative maximum) must be included with your grant application to include the following information:

- a. Data Reports. The Applicant shall submit monthly reports beginning October 31, 2019 to DDAP to include, at a minimum, the following information:
  - Number of referrals received;
  - Number of women admitted;
  - Types and number of services received per individual;
  - Length of stay;
  - Outcome measures as determined by the program but to include at least:
    - Average length of engagement;
    - Percentage abstinent at 6 months post discharge;
    - Post-delivery engagement in current services or referral to other services;
    - Reason for discharge;
    - Other measures as determined/identified in proposal.
  - Completion of data elements as required by the Government Performance and Results Act (GPRA).
  - In addition, the grant Applicant shall submit any additional financial reports which are deemed necessary by DDAP or required for federal reporting requirements, and any other such reports as DDAP may require.
- b. Problem Identification Report. When the need arises or as required by the Department, complete a Problem Identification Report. This report shall describe problem areas and its impact. The report shall list different choices with advantages and disadvantages of each and include Applicant recommendations with supporting rationale.

## 10. COMMONWEALTH USE

All material submitted shall be considered the property of the Commonwealth of Pennsylvania and may be returned only at the Commonwealth’s option. Notwithstanding any Applicants’ copyright designations contained on proposals, the Commonwealth shall have the right to make copies and distribute proposals internally and to comply with public record or other disclosure requirements under the provisions of any Commonwealth or United States statute or regulation, or rule or order of any court of competent jurisdiction.

## **11. INCORPORATED DOCUMENTS**

Any Applicant awarded funds under this GIFA must agree to the Standard General Terms and Conditions in the Grant Agreement. The link for the Standard General Terms and Conditions is listed below. The document is listed under the Procurement section.

<https://www.ddap.pa.gov/Professionals/Pages/Procurement.aspx>