Announcement Overview

<table>
<thead>
<tr>
<th>Participating Agency(s)</th>
<th>Kansas Department for Aging and Disability Services (KDADS)</th>
</tr>
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<tr>
<td>Request for Application Title</td>
<td>Supported Employment, Individual Placement and Support (IPS) COVID Supplemental Substance Abuse Block Grant (SABG)</td>
</tr>
<tr>
<td>KDADS Commission, Division, Unit</td>
<td>Behavioral Health Services Commission, Community Integration Division, Quality Assurance Unit</td>
</tr>
<tr>
<td>Announcement Type (New or Existing), Total Available Funding</td>
<td>New Announcement, $800,000.00</td>
</tr>
<tr>
<td>Funding Source, Federal Award #</td>
<td>COVID Supplemental Substance Abuse Block Grant, 1B08TI083533 (SAMSHA)</td>
</tr>
<tr>
<td>Match Fund Requirement</td>
<td>None</td>
</tr>
<tr>
<td>Purpose</td>
<td>This funding opportunity has been established to create and develop an evidence-based supported employment program for individuals who meet SAMHSA’s Substance Abuse Federal Block Grant Eligibility. An evidence-based practice (EBP) refers to approaches to prevention, treatment, or recovery that are validated by some form of documented research evidence. Individual Placement and Support (IPS) is the preferred evidence-based program model.</td>
</tr>
<tr>
<td>Eligible Applicants</td>
<td>Current Block Grant Eligible Licensed Providers for Substance Abuse and Licensed Community Mental Health Centers or Certified Community Behavioral Health Clinics that provide direct services and supports to individuals with a substance use disorder (SUD) or a co-occurring substance use disorder and serious mental illness (SMI).</td>
</tr>
</tbody>
</table>
Kansas Department for Aging and Disability Services
Request for Application

RFA
Supported Employment, IPS COVID Supplemental Agreement
Posting Date
August 08, 2022
Application Due Date
Monday, August 29th, 2022

### Key Dates

<table>
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<tr>
<th>Event</th>
<th>Date</th>
</tr>
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<tr>
<td>Posted Date</td>
<td>August 8, 2022</td>
</tr>
<tr>
<td>Open Date (Earliest Submission Date)</td>
<td>August 8, 2022</td>
</tr>
<tr>
<td>Letter of Intent and Questions Due Date(s)</td>
<td>August 15, 2022, Send to <a href="mailto:KDADS.QA@KS.GOV">KDADS.QA@KS.GOV</a></td>
</tr>
<tr>
<td>Posted Answers to Questions, if applicable, Date</td>
<td>August 20, 2022</td>
</tr>
<tr>
<td>Application Due Date(s)</td>
<td>August 29, 2022</td>
</tr>
<tr>
<td>Earliest Start Date</td>
<td>September 5, 2022</td>
</tr>
<tr>
<td>Award End Date</td>
<td>March 1, 2023</td>
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 Announcement Full Text

Purpose
Kansas Department for Aging and Disability Services (KDADS) is currently soliciting applications for the State of Kansas fiscal year (FY) 2022-2023 for Individual Placement and Support (IPS) Supported Employment Grant Programming.

This funding opportunity has been established to create and develop an evidence-based supported employment program for individuals who meet SAMHSA’s Substance Abuse Federal Block Grant Eligibility. An evidence-based practice (EBP) refers to approaches to prevention, treatment, or recovery that are validated by some form of documented research evidence. Individual Placement and Support (IPS) is the preferred evidence-based program model.

As an alternative to the IPS evidence-based model, eligible applicants may also submit a novel or promising practice program model for consideration. Alternative program applicants must demonstrate how individuals living with substance use disorder and/or a co-occurring substance use disorder (SUD) and serious mental illness (SMI) would benefit from the proposed employment program model and how the model used will provide low barrier self-directed behavioral health support services and access to integrated employment opportunities.

Eligibility
To be considered for this funding opportunity, you must be a Licensed provider for Substance Abuse and Licensed Community Mental Health Centers (CMHC) or Certified Community Behavioral Health Clinics (CCBHC) that provide direct services and supports to individuals with a substance use disorder (SUD) or a co-occurring substance use disorder and serious mental illness (SMI) and be in good contractual standing and provide documentation of such.

Priority will be given to those CMHCs or CCBHCs who will be providing specialized services to their local Nursing Facilities for Mental Health (NFMHs). However, we encourage all to apply as consideration will be given to communities who are in most need.

Selected applicants shall sign a Notice of Grant Award (NOGA), an agreement that KDADS will provide. The application submitted to KDADS shall become part of the NOGA.

Applicants must be able to provide proof of System for Award Management (SAM) registration, Current Kansas Tax Clearance, Current compliance with Federal and State Laws, Regulations, and Administrative Code for Behavioral Health Services Commission (BHSC). Applicant must also assure that data reporting requirements, and KDADS BHSC project and Quality Assurance unit, and comply with Business Associate Agreement requirements.
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Target Population

Funding for this programming effort will be directed to persons in need of behavioral health interventions and recovery support services who have a desire to enter or return to the workforce regardless of their sobriety or housing situations. The target individuals would meet one of the following Substance Abuse or Mental Health Services Administration’s (SAMHSA’S) Federal Block Grant criteria and/or KDADS Target Populations.

Substance Abuse:

Center for Substance Abuse Services (CSAT) with SAMHSA, has defined the target population as, “individuals that are; Pregnant women and women with dependent children, and Intravenous Drug users.” Individuals also eligible for services are low-income homeless or at risk of homelessness individuals and for whom health insurance coverage has been terminated for short periods of time. Substance abuse services that are not covered by Medicaid, Medicare, or private insurance or are not affordable based on the individual’s income and assets may also be included as part of the service provision plan.

Co-Occurring Mental Health:

Adults with serious mental illnesses (SMI). “Includes persons age 18 who are un-insured or underinsured and have a diagnosable behavioral, mental, emotional or co-occurring SMI and substance abuse condition—as defined by the Psychiatric Associations’ Diagnostic and Statistical Manual (DSM) of Mental Disorders. The condition above substantially interferes with, or limits, one or more major life activities, such as: Basic daily living (for example, eating or dressing), Instrumental living (for example, taking prescribed medications or getting around the community), or Participating in a family, school, or workplace”

KDADS:

Individuals who are exiting or at risk for placement in a State Nursing Facility for Mental Health or other Publicly Funded Institution/Facility, who have a co-occurring behavioral health and/or substance use disorder that may have contributed to the placement or risk of admission to a Nursing Facility for Mental Health or other publicly funded institution (including State Hospitals and State & County Correctional Facilities).

Individuals who are exiting Substance Abuse Detoxification, Residential, or Outpatient Care who are interested in participating in supported employment services and interventions that will assist them with obtaining and sustaining integrated employment within the community as part of the individual’s recovery plan.
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Terms of the Grant

The term of this agreement shall run as outlined in the Key Dates table, unless earlier terminated pursuant to the provisions in this Request for Application (RFA) and the Award Contract. Programs are expected to begin to provide services to the intended population within 30 days upon final execution of grant agreement with Kansas Department for Aging and Disability Services (KDADS).

We have identified 5 main goals crucial to the implementation of Supported Employment services and the IPS Model:

Goal 1: Increase the community capacity for eligible individuals to ensure access and sustainability of integrated community supported employment programming, utilizing the IPS program model or other KDADS approved evidenced based model.

Goal 2: Increase access through expansion of existing, or through the development, of high-quality direct care supportive services that are responsive to the needs of the individual and the community on a flexible service delivery schedule.

Goal 3: Support recovery from substance use disorder challenges via comprehensive community-based substance use/mental health treatment and supports through in-reach and outreach service delivery models that are available to the participant on a flexible schedule.

Goal 4: By the term of the grant all providers shall be familiar and will have begun the process of developing or expanding current programming efforts for integrative supported employment and will have started the process of service delivery to the targeted population.

Goal 5: Continually work to measure and improve the quality-of-service delivery through participant and family/support customer satisfaction surveys via survey monkey. (Include cost for Survey Monkey in Grant Budget Request)

These five goals must be successfully administered to achieve high fidelity, ensuring greater outcomes for individuals who participate.
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Deliverables and Reporting

Services to be provided by an IPS team
Programming efforts must be self-directed, comprehensive, and shall follow the 8-core Supportive Employment Principles as stated in the IPS Employment Center website (https://ipsworks.org/index.php/what-is-ips/):

1. Competitive Employment
2. Systematic Job Development
3. Rapid Job Search
4. Integrated Services
5. Benefits Planning
6. Zero Exclusion
7. Time-Unlimited Supports
8. Worker Preferences

Applicants will be responsible for ensuring that IPS Supported Employment teams are allocated time during the work week to complete the training for evidence-based employment program models. The cost for those trainings may be included in the applicant’s line-item budget request. (See KDADS approved budget form).

Individuals participating in the IPS Supported Employment program must be connected to a SOAR (SSI/SSDI Outreach, Access, and Recovery) benefits specialist to determine eligibility for Medicaid and other federal entitlement benefits and programming including but not limited to; Social Security, Vocational-Rehab, and Ticket to Work, by the applicant. The cost of a SOAR specialist can be added to the KDADS budget request.

Applicants will need to integrate the use of Person-Centered Planning and Informed Choice Care planning processes and principles.

Applicants will need to develop and present, to the individual participant, a flexible array of employment options and support services to assist with job search, job retention, and are of the participant’s choosing (per the IPS Fidelity scale criteria).

Applicants shall demonstrate a plan for the implementation of a flexible staffing pattern to best meet the needs of individuals served including back up staffing patterns.
Reporting

The successful applicant must be able to meet Kansas Department for Aging and Disability Services (KDADS) reporting requirements within established guidelines, must be HIPAA (Health Insurance Portability & Accountability Act of 1996) compliant, and must be able to submit electronic service claims data to KDADS Behavioral Health Commission’s Program Staff in the required email format. General reporting requirements include, but are not limited to, the following:

1) Performance Reports and Financial Reports (including supplemental narratives) shall be completed and submitted to KDADS, electronically, by the 15th of the month following the service month.

2) Total number of Individuals served, individuals transferred, and individuals discharge data shall be submitted to KDADS by the 15th of each month and can be attached to the fiscal invoice and identified through a Unique ID.

3) Progress towards Outcome Goals and Participant/Family-Support Customer Satisfaction Survey’s through Survey Monkey shall be submitted on a 6-month intervals and prior to discharge if possible.

4) Targeted Block Grant Eligibility of the participant shall be identified and reported back to KDADS program management teams and submitted with monthly invoicing by the 15th of each month.

5) All awardee’s will be required to submit an Annual Quality Evaluation Progress Report to show annual progress on outcome goals and total number of persons served.

6) Financial Reporting

   a. Invoicing:

      i. Payment will not be made without the submission of an invoice.
      ii. All invoices submitted will be done in a format provided or approved by KDADS.
      iii. The total amount of invoicing shall not exceed the amount of compensation agreed upon in the final, executed contract.

   b. The following release shall be on final financial report:

      “Contractor hereby understands and agrees that final payment is being made in the amount above and it releases the Contractor and KDADS from any further claims under this Agreement, subject to KDADS contract close-out procedures. After payment of the Final Financial Report (Final Payment), no further amount shall be due or payable by KDADS under this Agreement.”
Application Review Information

A. Instructions:
   1. Submit one electronic application to KDADS.QA@KS.GOV
   2. Complete the required cover sheet.
   3. Project Narrative to address each section above including:
      - Demonstrate organizational capacity to provide the services of IPS that meet fidelity.
      - Methods planned for addressing the outcome goals, services & project proposal.
      - The number of persons served and how direct service and participant data will be collected and reported back to KDADS.
      - A general timeline for start and completion of the project. Must be completed by the end of this RFA
      - How eligible persons will be screened in and not screened out in a low barrier access, admission, and service delivery process.
      - Service Provision plan for assisting individuals interested in accessing employment programming while transitioning to the community from State Hospitals and Nursing Facilities for Mental Health who struggle with substance use disorder and/or co-occurring substance use and serious mental illness.
      - Demonstrate how compliance with all federal and state rules, regulations, statutes, and guidelines will be accomplished. This includes knowledge of, and experience with SAMHSA’s Federal Block Grant and Medicaid rules, regulations, and reporting requirements.
      - The boundaries of the areas to be served and communities of focus. An explanation as to why the areas were selected (current service needs and gaps within the area). Any demographic data to support your selection, cite your sources.

   4. Proposed Budget
      - Use of the KDADS provided budget form required (Excel format).
      - Adhere to any funding limitations that may be listed within the project description.
      - Budget may include personnel & fringe benefits, training, travel, supplies, and/or other related expenses.

B. Funds may not be expended through the grant or a sub-award by any agency which would deny any eligible client, patient, or individual access to their program because of their use of FDA approved medications for the treatment of substance use disorders.
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C. No individual may be screened as ineligible for the following reasons, not employment or treatment ready, too symptomatic, not currently active in services, substance use or misuse, does not meet (SPMI) or Psych Rehab Eligible (PRE) criteria.

D. The Applicant agrees to abide by all state, federal and local laws, rules, and regulations prohibiting discrimination in employment and controlling workplace safety. Any violation of applicable laws, rules or regulations may result in termination of this Grant.

E. Budget Information
KDADS Approved Budget Form Attachment (A) with a brief justification narrative for each line item.
KDADS approved budget form shall be submitted with the grant proposal.

F. KDADS Staff Contact
Tara Jo Latham
Quality Assurance Manager
Behavioral Health Services Commission
Community Integration Division
Tarajo.latham@ks.gov
Kansas Department for Aging and Disability Services  
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Application Cover Page  

Legal Name of Organization:  

Official Administrative Address:  

City, State, Zip+4:  

Federal ID #:  

Authorized Contract Signor & Title:  

Contact for Application & Title:  

Email Address:  

Telephone:  

Populations Served:  

Counties Served:  