



Larry Hogan, Governor · Boyd K. Rutherford, Lt. Governor · Robert R. Neall, Secretary

**Behavioral Health Administration**  
Lisa A. Burgess, M.D.  
(Acting) Deputy Secretary/Executive Director  
55 Wade Ave., Dix Bldg., SGHC  
Catonsville, MD 21228

October 18, 2019

Dear Local and State Partners:

The Maryland Department of Health (MDH), Behavioral Health Administration (BHA) is seeking proposals for the Substance Abuse Treatment Outcomes Partnership Fund (S.T.O.P.) funding for Fiscal Year 2021 (July 1, 2020 through June 30, 2021). The budget for FY 21 will remain at the FY' 20 level at \$6.4 million. All proposals and budgets are due to BHA **no later than 5:00 p.m. on Friday, November 22, 2019**. Please send all proposals by email to the following address: [bha.stopgrant@maryland.gov](mailto:bha.stopgrant@maryland.gov)

Attached please find the solicitation, which includes the eligibility criteria and guidelines. Please adhere to the guidelines, as failure to do so may result in a reduced score or no funding. Responses should be aligned with the subheadings in the solicitation. If awarded S.T.O.P. funds from the previous fiscal year, also provide a narrative and/or table outlining the progress in achieving last year's projected outcomes. Please note that any jurisdiction currently receiving an award for STOP funding in FY'20 must reapply and submit a proposal for continued funding in FY'21. As in previous years, proposals that score below 70 will not be funded.

If there are any questions concerning the guidelines or other aspects, please contact the Clinical Services, Adults and Older Adults Division. The point of contact for this solicitation is Lisa Morrel Michalov. She can be reached at 410-402-8338 or at [lisa.morrel@maryland.gov](mailto:lisa.morrel@maryland.gov). A pre-proposal conference call is scheduled for Thursday, October 24, 2019 at 1:30 p.m. – 3:00 p.m. to answer questions. More details will be sent through a calendar invitation. Thank you for your interest.

Respectfully,

Lisa A. Burgess, M.D.  
Deputy Secretary, Behavioral Health (Acting)

Enclosures

CC: Marian Bland  
Stephanie Garrity  
Darren McGregor  
Lisa Morrel Michalov  
Marion Katsereles  
Fran Phillips  
Steven Reeder  
Hyman Sugar

**MARYLAND DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
FY 2021 REQUEST FOR PROPOSALS  
FOR  
SUBSTANCE ABUSE TREATMENT OUTCOMES PARTNERSHIP (S.T.O.P.)  
FUNDING**

**I. INTRODUCTION AND BACKGROUND**

The Behavioral Health Administration (BHA) of the Maryland Department of Health (the "Department") is seeking proposals for the provision of substance-related disorder treatment services to be funded by the Substance Abuse Treatment Outcomes Partnership (STOP) Fund. The award of STOP funding is restricted in accordance with the provisions of the Annotated Code of Maryland, Health- General Article, Title 8, Subtitle 6C, to the governing bodies of Maryland's twenty-three counties and Baltimore City. For purposes of this Request for Proposals, "jurisdiction" means any of Maryland's 23 counties or Baltimore City.

STOP funds will be provided to local jurisdictions to fund treatment services and supports that promote recovery, resiliency, health and wellness for individuals who have, or are at risk for, emotional, substance-related, addictive, and/or psychiatric disorders. Services shall be aligned to meet two or more of the following **BHA goals**:

- Goal 1:** Reduce opioid misuse, related health consequences and overdose death.
- Goal 2:** Develop and expand a high quality, integrated, person-centered and recovery-oriented system of care to address mental health, co-occurring and substance use disorders, and other forms of addictions across the lifespan.
- Goal 3:** Improve and expand data collection, analysis and dissemination to inform and evaluate planning, decision-making, policies and programs.
- Goal 4:** Improve and expand the implementation of telehealth and e-health to support the delivery of behavioral health services.
- Goal 5:** Strengthen the behavioral health workforce, cultivate diversity and, cultural and linguistic competence.
- Goal 6:** Develop a streamlined and effective system for budgeting and operations that track expenditures and fund-balances for all contracts, interagency agreements, grants and administrative functions.

Agreements resulting from the award of S.T.O.P. funds shall be for one year. S.T.O.P. funding has been budgeted in Fiscal Year 2021 (July 1, 2020 through June 30, 2021) in the amount of \$6,433,718. Funding for the continuation of an award from year-to-year is not guaranteed, thus, a plan for how services will be sustained in the absence of STOP funding should be considered and addressed in the proposal.

## II. S.T.O.P. FUNDING REQUIREMENTS

A. Jurisdictions awarded S.T.O.P. funding must use these funds to serve one or more of the following eligible populations:

1. Mothers of drug-addicted infants;
2. Parents of children in need of assistance;
3. Individuals who have been admitted to hospital emergency rooms;
4. Needy families receiving Temporary Cash Assistance;
5. Foster care children and parents;
6. Children in after-school programs and their parents, including children and parents in programs supported by the Maryland After-School Opportunity Fund;
7. Adolescents;
8. Parents subject to arrearage in child support payments;
9. Drug offenders under the supervision of the Division of Parole and Probation;
10. Pretrial correctional inmates;
11. Pre-release correctional inmates;
12. Members of the general inmate population within county-managed correctional facilities;
13. Parents of children entering out-of-home placements or at risk of entering out-of-home placements; or
14. Drug offenders under the supervision of the problem-solving courts.

B. Jurisdictions awarded S.T.O.P. funding must use these funds to provide one or more of the following eligible functions:

1. Transportation to and from treatment services, excluding the purchase or maintenance of vehicles or the insurance of vehicles;
2. Treatment, prevention, recovery support, and care coordination services not otherwise funded by or reimbursable through the Public Behavioral Health System (PBHS) or other sources;
3. Planning of treatment, walk-in, crisis and stabilization services;
4. Data sharing services among counties and other appropriate treatment providers, that are in compliance with federal confidentiality guidelines;
5. Education or outreach programs and materials related to behavioral health;
6. In-community emergency behavioral health services or crisis stabilization units;
7. Behavioral health programs in schools, not otherwise reimbursed through Medicaid; and
8. Services to support improved treatment outcomes.

C. STOP funds shall not be used for any of the following purposes:

1. Supplantation or replacement of funding for substance-related disorder treatment and recovery support services funded with federal, state, local, or private funds;

2. Funding of staff to conduct §8-505 assessments or to provide ambulatory or substance-related disorder treatment (i.e., Outpatient ASAM Level 1.0; Opioid Treatment Program ADSAM Level 1.0; Intensive Outpatient Program ASAM Level 2.1; or Partial Hospitalization Program ASAM Level 2.5; or Ambulatory Withdrawal Management) or residential substance-related disorder treatment services (i.e. ASAM Levels 3.1, 3.3, 3.5, 3.7, and 3.7WM); and
  3. Services otherwise funded by or reimbursable funded by or reimbursable through the Public Behavioral Health System (PBHS) or other sources.
- D.** A fifty (50) percent cash or in-kind match shall be required of any jurisdiction(s) receiving S.T.O.P. funding, unless the Department determines appropriate criteria have been met. The Department may require less than a fifty (50) percent match after considering the following:
1. Documented claims of a detailed financial hardship by the participating jurisdiction(s), including financial documentation to support hardship;
  2. Prior and current contributions of funds for substance-related disorder treatment programs made by the participating jurisdiction(s); or
  3. Other considerations deemed appropriate by the Department.

### **III. PROPOSAL SUBMISSION GUIDELINES**

#### **A. Format**

Proposals, not to exceed ten (10), single-spaced pages using twelve (12) point Times New Roman font, shall be submitted by the governing body of a jurisdiction or its designee. Proposals exceeding the 10-page limit will not be considered. Two or more jurisdictions or their designee can join together and submit a single, integrated proposal.

#### **B. Proposal Summary**

Proposals should be responsive to and organized in accordance with each evaluation criterion outlined in Section IV.

#### **C. Budget**

The program budget and performance measures may be submitted as a separate attachment and will not count towards the 10-page limit. Additionally, if S.T.O.P. funding was received for FY20, please submit a table that corresponds with the FY20 proposed plan and demonstrates performance measures/outcomes from the past year. This table may also be submitted as a separate attachment, above the 10-page narrative limit.

### **IV. EVALUATION CRITERIA**

**Each proposal shall be evaluated using the following criteria:**

**A.** A description of the proposed services, including evidence-based practices, and how these services will assist the jurisdiction with achieving BHA's Mission: "The BHA will, through publicly-funded services and supports, promote recovery, resiliency, health and wellness for individuals who have or are at risk for emotional, substance-related, addictive, and/or psychiatric disorders to improve their ability to function in their communities," and align with a minimum of **two of BHA's goals**, as outlined on page one (1) of this document.

**(Maximum points eligible to be awarded: 18)**

**B.** Identification of one or more of the eligible targeted population(s) to be served, the eligible function(s) that will be funded, a description of how the function(s) will benefit the eligible targeted population(s), and a brief description of the expected measurable outcome(s). Outcomes from previous grant years and/or other projects serving the same population with the same function may be used as examples. (See Sections II.A. and II.B.)

**(Maximum points eligible to be awarded: 12)**

**C.** Identification of the local provider(s) who will provide the services; the location where services will be provided; and a description of the provider's experience in providing such services. A plan for outreach to the targeted population should also be identified.

**(Maximum points eligible to be awarded: 12)**

**D.** A detailed description of all start-up activities and the expected timeline for implementation, including the service start date. The proposal should also describe if services are new or supplement existing services, and how the services fill a critical gap in the continuum of care. It should also be shown how services reduce the need for other State or local public services or programs.

**(Maximum points eligible to be awarded: 18)**

**E.** A description as to how the proposed provider and local behavioral health authority or local health department will work together with other federal, state, and local agencies and are coordinated with the local Opioid Intervention Team. Proposals will be evaluated for their ability to balance local strategies addressing substance use treatment with regional substance use treatment strategies.

**(Maximum points eligible to be awarded: 6)**

**F.** Identification and description of performance and outcome indicators to be used to evaluate the program's effectiveness, including a description of the expected schedule for measuring program performance and outcomes. If the proposed services are a continuation of services, provide qualitative and quantitative outcomes achieved.

**(Maximum points eligible to be awarded: 15)**

**G.** A detailed statement of the local match to be committed to the project. The local match may be cash or in-kind contributions that the applicant intends to commit. In-

kind contributions may include, but not be limited to the provision of space, staff, or services. The match must support and be related to the activities to be performed with STOP funding. Proposals that do not clearly identify cash and/or in-kind matches will not be considered.

**(Maximum points eligible to be awarded: 6)**

H. A line item budget with all required details, including the amount of funding being requested. The budget should include the amount of funding spent with FY 2020 STOP funding and projected unspent FY 2020 STOP funds. Budgets should be submitted using the Local Health Department Budget Package Form (DHMH 4542) or the Department of Health and Mental Hygiene Human Services Contract Proposal Form (DHMH 432). The budget must match the activities proposed.

**(Maximum points awarded: 9)**

I. A budget narrative that describes the funding needed to support the proposed services.

**(Maximum points eligible to be awarded: 4)**

**Proposals will be rated as outlined above. The maximum score is 100. Scores below 70 may not be funded. Full funding of proposals is dependent upon the availability of funds.**

## **V. CONTRACT AWARD**

It is anticipated that any agreement resulting from this solicitation shall begin on July 1, 2020. The term of each agreement shall be valid for a period of one year from July 1, 2020 through June 30, 2021.

## **VI. CLOSING DATE AND TIME**

**Proposals and MDH 4542 budget forms shall be emailed no later than 5:00 p.m. Friday, November 22, 2019 to: [bha.stopgrant@maryland.gov](mailto:bha.stopgrant@maryland.gov)**

**No proposals will be considered if received after the above time.**