

**GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF MENTAL HEALTH
NOTICE OF FUNDING AVAILABILITY (NOFA)**

**Independent Mental Health Community Residence Facilities Emergency
Preparedness**

Purpose/Description of Project

The District of Columbia Department of Mental Health (DMH) announces the following grant opportunity. The DMH, Disaster Mental Health Services seeks a housing improvement and/or housing finance intermediary to oversee selection of up to ten (10) eligible Independent Mental Health Community Residence Facilities (MHCRFs) who will receive standby backup generators for their facilities. The grant will help MHCRFs better respond to the DMH All Hazards Response Plan and Continuity of Operations Plan (COOP) to assure the safety and security of the consumers with mental illness residing in MHCRFs.

This is a pilot project with the purpose of ensuring safety and continuity of operations for persons living in MHCRFs through the installation of emergency standby generators in 7-10 MHCRFs. The successful Applicant will be a housing improvement and/or housing finance intermediary with demonstrated experience in administration of housing development, construction or improvement projects in the District of Columbia. The Grantee will be responsible for the overall project including: application development and the solicitation, review and selection of eligible MHCRFs; the identification of qualified generator vendors and installers; monitoring the installation of emergency standby generators in independent MHCRFs; and payment of generator vendors upon satisfactory completion.

Eligibility

Eligibility criteria for the Grantee include the following:

- 1) Substantial experience and/or expertise working with housing or housing improvements for low-to-moderate income residents or special populations of the District of Columbia.
- 2) Experience and demonstrated skill in providing recoverable grants and/or loans to help owners update and/or renovate housing.
- 3) Ability to move quickly with project start up, as project completion date is 6/30/13.
- 4) Sound organizational structure with adequate staff, technical and recordkeeping ability to comply with legal and sub-grant requirements.
- 5) Current compliance with all applicable District of Columbia and regulatory standards including tax and Clean Hands requirements.
- 6) Ability to enter into an agreement with DMH requiring compliance with District of Columbia regulations governing sub-grant awards (1 DCMR Chapter 50).

- 7) Ability to comply with Grant Application requirements set forth in this Request for Applications and to meet federal and District requirements for compliance with HIPAA regulations and the District of Columbia Mental Health Information Act as applicable.

Review Factors:

The review factors for the proposed award include the following:

- 1) Comprehensiveness including soundness of proposed delivery plan.
- 2) Management experience and qualifications including demonstrated capability for managing proposed project.
- 3) Adequacy of resources and mandatory Attachments.
- 4) Demonstrated experience and skill working with housing development, construction for District of Columbia low-to-moderate-income residents or other special needs populations.
- 5) Demonstration of organization's experience working with licensed or certified contractors on similar projects.
- 6) Demonstrated experience in awarding grants, loans, or other awards, including application preparation, dissemination, review and selection of awardees.
- 7) Demonstrated ability to provide quick project start up to meet the aggressive timeline.
- 8) Demonstrated compliance and good standing with all applicable District of Columbia Regulations.
- 9) Grant Applicant is invited to address any ways in which it will continue to assist independent MHCRFs after the grant period has ended.

Review factors will be more fully detailed in the Request for Application (RFA).

Length of Award

The proposed grant award to the successful Grantee will extend through June 30, 2013.

Available Funding

The estimated total funding available for the grant award through June 30, 2013 is \$77,220.00 total including a \$7,000.00 administrative fee for Grantee costs and \$70,220.00 intended for direct costs for project. The source of funding is federal grant funding awarded to the District of Columbia Department of Health, Health Emergency Preparedness Administration and transferred to DMH. There will be one award for this pilot project, which shall be subject to all laws, regulations and conditions applicable to sub-grants of federal grant funds.

Time and Location to Obtain RFA.

The Request for Applications (RFA) will be available on Tuesday February 19, 2013, no later than 2 p.m., and may be picked up at the reception desk of the Department of Mental Health located at 64 New York Avenue, NE, 3rd Floor, Washington, DC 20002, Monday through Friday between 9am and 4pm. A copy of the RFA will also be forwarded to the Office of Partnerships and Grant Services (OPGS) for publication in the weekly *Funding Alert* and posting on the District's Grants Clearinghouse of the OPGS website at: opgs.dc.gov.

Application Submission:

Completed applications may be submitted via e-mail to kevin.obrien@dc.gov, by 4:30 p.m. on Friday March 15, 2013, provided required documents are signed and scanned; or hand delivered by 4:30 p.m. on March 15, 2013 to 64 New York Avenue, NE, (3rd floor reception area, Washington, DC 20002 **Attention:** Dr. Kevin O'Brien. Mailed applications must be postmarked before midnight, February 12, 2013. **Late or incomplete applications will not be forwarded for review.**

Questions Regarding NOFA or RFA

The deadline for submitting written questions is at 4:30 pm on February 28, 2013. All written questions concerning this NOFA/RFA will receive a written response by March 5, 2013. Inquiries regarding this NOFA/RFA, should be directed to kevin.obrien@dc.gov, or Dr. Kevin O'Brien, Director Disaster Mental Health Services, Department of Mental Health, 64 New York Avenue, NE, 3rd Floor, Washington, D.C. 20002. Phone: (202) 671-0347.