

**Welcome to the**  
**MOBILE NARCOTIC TREATMENT PROGRAMS AND**  
**MEDICATION UNITS**  
**RFA Overview Webinar**



**January 30, 2024**



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# Our Team



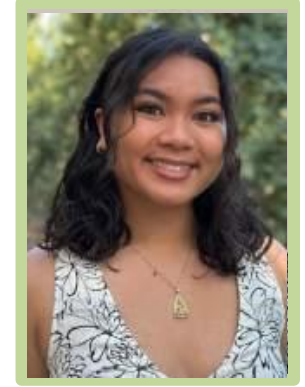
**Nora Dunlap**  
Associate Director  
Opioid Use Programs



**Madeline Sabatoni**  
Senior Program  
Officer



**Hannah Finegold**  
Program Associate



**Jenavie Rivera**  
Program Assistant



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# Agenda

- Background
- The Funding Opportunity
- How to Apply



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# *Background*



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- Launched in 2012
- Brings people, ideas, and infrastructure together to create positive change in California
- Dedicated to health and racial equity
- Under the Opioid Use Programs department

## Program Goal

Department of Health Care Services' (DHCS) primary objective for this funding opportunity is to expand the availability of MUs and MNTPs, to increase MOUD access for rural areas, justice-involved populations, Indigenous and Native communities, patients without transportation, and areas that do not have a [Narcotic Treatment Program \(NTP\)](#) within close proximity to patients in need of NTP services.



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# Program Background

- MUs and MNTPs expand access to medications for opioid use disorder treatment (MOUD, also known as MAT), including buprenorphine, methadone, and naltrexone, to patients unable to travel to an NTP due to lack of geographic proximity or other factors. On June 28, 2021, the U.S. Drug Enforcement Administration (DEA) [released new rules](#) allowing DEA-registered Opioid Treatment Programs (NTPs in California) to establish and operate MNTPs without obtaining a separate DEA registration for each mobile component.
- As a result, California is spearheading these efforts to increase MUs and MNTPs to increase access to MOUD. On January 8, 2024, DHCS released new guidance related to the creation of MNTPs in California. That guidance is available in [BHIN 24-005](#).



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# Program Background

- California was the first state to create and implement Medication Units (MUs) and has a newly established policy that allows for the creation of mobile narcotic treatment programs (MNTPs). MUs and MNTPs both operate as an extension of a Narcotic Treatment Program (NTP).
- An MU is a geographically separate facility from an NTP with a fixed location, while MNTPs are units that do not have a fixed location. To operate, MUs and MNTPs must be connected to [primary NTPs](#). The primary NTP is not required to be in the same county as the MU or MNTP but holds responsibility for continuing treatment services if the MU or MNTP ceases to provide services.





# *The Funding Opportunity*

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# MOBILE NARCOTIC TREATMENT PROGRAMS AND MEDICATION UNITS

## Program Scope

- To improve access to MUs and MNTPs in rural areas without NTPs, justice involved populations, Indigenous and Native communities, and other vulnerable populations
- Project Period: **May 1, 2024 – October 31, 2025**



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# Eligibility

- The primary NTP must have a valid DHCS license.
- The primary NTP must have a valid DEA Registration.
- The primary NTP must have a valid Substance Abuse and Mental Health Administration (SAMHSA) accreditation.
- The primary NTP must demonstrate Drug Medical (DMC) enrollment.



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# Eligibility Continued

The target audience for this opportunity are DHCS-licensed NTPs. All NTPs are encouraged to apply, with priority being given to NTPs wanting to expand their services via an MU and/or an MNTP to prioritize rural communities, correctional facilities, local DHCS licensed residential substance use disorder facilities that do not offer MAT, and Indigenous and Native communities. NTPs will also be prioritized for serving Medi-Cal beneficiaries.

**Note:** *Provider organizations with multiple NTP's may apply for multiple MU's per eligible NTP. Provider organizations may apply for one MNTP per eligible NTP site. Each MU and MNTP must have a separate application.*



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# Program Tracks

Track one: Medication Unit (MU)

Track two: Mobile Narcotic Treatment Program (MNTP)



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# Program Tracks – Track One

## Track One: Medication Unit (MU)

For initial start up costs for new MUs in which licensed practitioners and/or community pharmacists dispense MOUD.

DHCS encourages applicants for this funding opportunity to partner with pharmacies to co-locate MUs within pharmacy settings and correctional facilities.



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# Program Tracks – Track Two

## Track Two: Mobile Narcotic Treatment Program (MNTP)

For a program operating from a motor vehicle that serves as a mobile component of a primary NTP to treat opioid addiction and operates under the primary NTP's active license.

This funding can only be used for initial start-up costs for new mobile units and cannot be used for ongoing costs.

*Provider organizations may apply for one MNTP per eligible NTP site, but separate applications are required for each MNTP requested.*



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# Program Tracks – Track One and Track Two

Funding Amounts:

❖ Track One Funding Amount:

- Up to \$400,000 per MU.

❖ Track Two Funding Amount:

- Up to \$1,000,000 per MNTP.

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# Program Tracks – Track One and Track Two

## Payment Schedule

1. 50% of the award will be paid upon execution of the contract and the completion of all compliance components, documented through a signed agreement, received insurance, and license documents.
  2. 40% of the award will be paid based on receipt and approval of documentation demonstrating the purchase of a vehicle or MU site procurement.
  3. 10% of the award will be paid based on receipt and approval of documentation, demonstrating completion of all deliverables to that point, including the date service delivery will begin and ability to offer services, (e.g. licensed), as well as expected outcomes for the remainder of the project.
- *Note:* If a contractor achieves all required deliverables by the end of the contract, the entire contract amount will be paid (i.e., “make up” payments are allowed).



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# Selection Criteria:

The most competitive applications will:

- Provide a detailed description of the proposed project, including what will be done and how it will be implemented – who will be involved, what they will do, a clear and realistic timeline of activities, and concrete, measurable objectives.
- Include sufficiently detailed budgets that closely align with proposed activities.
- Detail how the proposed projects have organizational and community buy-in.
- Provide a concrete plan for incorporating proposed activities into the organization's current workflow.
- Be applicants who plan to work with local DHCS licensed residential SUD facilities that do not offer MAT.



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# Selection Criteria Continued:

The most competitive applications will:

- Propose a treatment services model that promotes the meaningful involvement of participants, works in alliance with MOUD patients, and addresses stigma, racial, gender, and other institutionalized discrimination to improve care outcomes.
- Integrate MU and/or MNTP services with other parts of the continuum of care, including harm reduction services for people who continue to use drugs and/or substance use disorder recovery services for people who wish to utilize them. Such services may be offered directly or in partnership with other organizations.
- Affirm the applicant's ability to submit regular data and financial progress reports.



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# If Awarded: Compliance Requirements

- Insurance
  - Insurance compliance documents must be submitted to The Center within 30 days of executing your agreement.
  - Insurance must be maintained through the duration of the project and renewed if necessary.
  - See RFA for more information



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# If Awarded: Reporting and Data Requirements

- Six-month report
- One year report
- Final report

*Note:* Reporting Schedule is listed in the RFA

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# Questions?

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# *How to Apply*

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# Grants Portal and Application Walk Through



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# Application:



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## Mobile Narcotic Treatment Programs and Medication Units Application

Save my progress and resume later | [Resume a previously saved form](#)

Be sure to read the **Mobile Narcotic Treatment Programs and Medication Units Application** guidelines and instructions in the Request for Applications (RFA) carefully before beginning your application. Required fields and attachment uploads are marked with a red \* (asterisk).

You may save your in-progress application at any time and return to it later using the link you will receive in an automated e-mail.

If you have questions, send an email to [centergrants@shfcenter.org](mailto:centergrants@shfcenter.org) with the subject line: **Mobile Narcotic Treatment Programs and Medication Units Application Online Help.**

Use Tab key or mouse click to move from field to field. Clicking Enter will attempt to Submit an incomplete application.

After submission you will receive an email confirmation along with a printable PDF copy of your application.



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# Application:



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# Application

## *Applicant Information*

- Applicant organization information
- Applicant organization CEO/Director information
- Application contact information – for questions related to the proposal
- Applicant Organization Tax ID # & 501(c)(3) status
- Congressional Districts
- Annual Budget



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# Application

## *Project Information*

- Project Name and Brief Purpose
- Requested Amount
- Track Applying For
- Geography – Counties the Project will Impact,  
*Please indicate the jurisdiction where your project will be focused.*
- Population to Be Served



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# Application

## *Questions for Project Narrative*

- 1) Organization Description
- 2) Need
- 3) Track Record with Proposed Focus Population
- 4) Project Activities
- 5) Community Engagement
- 6) Equity Implementation
- 7) Partnerships
- 8) Monitoring and Evaluation
- 9) Organizational Capacity
- 10) Additional Funding
- 11) Technical Assistance



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# Attachments



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# Application

## Required Application Attachments

- Proposed Project Budget
  - Download The Center's budget form from the application. Fill it in and upload it in Excel format.
- Proposed Work Plan
  - Download The Center's work plan from the application. Fill it in and upload it in a PDF or Word format.
- Applicant Organization's W-9
- DHCS-Issued Primary NTP License
- Drug Medi-Cal Approval Letter



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# Application

## Required Application Attachments

**Please note:** Grant applications may not be considered if requested attachments are not included or completed.

**Only upload your files with the final version. Uploading the same file many times will cause errors. If you must upload a new version of the file, change the file name.**

**Proposed Project Budget** Please download the The Center's Proposed Budget Template ([here](#)), complete it, and upload it here.

**Choose File** No file chosen

**Proposed Work Plan** Please download the The Center's Proposed Work Plan Template ([here](#)), complete it, and upload it here.

**Choose File** No file chosen

**Applicant Organization's W-9**

Upload the applicant organization's W-9 in PDF format.

**Choose File** No file chosen

**DHCS-Issued NTP License** PDF format

**Choose File** No file chosen

**Drug Medi-Cal Approval Letter** PDF format

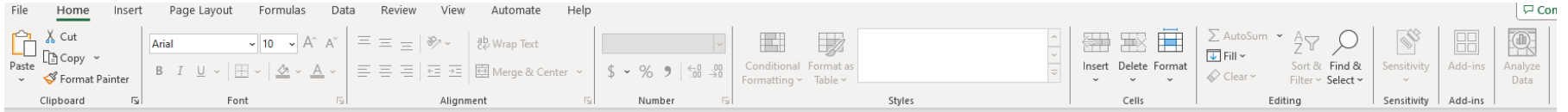
**Choose File** No file chosen



# Proposed Budget



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The Center Proposed Project Budget		Applicant Organization:		Period Start: 5/1/2024 Period End: 10/31/2024		Period Start: 11/1/2024 Period End: 4/30/2025		Period Start: 5/1/2025 Period End: 10/31/2025		Total Project Budget
Project Budget Period 1 05/01/24-10/31/24 (6 Months)		Description	Project Budget Period 2 11/01/24-04/30/25 (6 Months)		Description	Project Budget Period 3 05/01/25-10/31/25 (6 Months)		Description	Total Project Budget	
13	1	Program Assistant							\$0.00	
14	2								\$0.00	
15	3								\$0.00	
16	4								\$0.00	
17	5								\$0.00	
18	6								\$0.00	
19	7								\$0.00	
20	8								\$0.00	
21	Payroll Taxes and Benefits								\$0.00	
22	I. Total Personnel		\$0.00		\$0.00		\$0.00		\$0.00	
23	II. Consultant Fees								\$0.00	
24	1								\$0.00	
25	2								\$0.00	
26	3								\$0.00	
27	4								\$0.00	
28	II. Total Consultants		\$0.00		\$0.00		\$0.00		\$0.00	
29	III. Other Expenses								\$0.00	
32	Office Supplies								\$0.00	
33	Postage								\$0.00	
34	Printing/Duplicating								\$0.00	
35	Information/Materials								\$0.00	
36	Equipment								\$0.00	
37	Rent / Utilities								\$0.00	
38	Travel								\$0.00	
39	Miscellaneous (List)								\$0.00	
40	1								\$0.00	
41	2								\$0.00	



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The Center Proposed Project Budget									
Applicant Organization:									
	Period Start:	5/1/2024	Period Start:	11/1/2024	Period Start:	5/1/2025			
	Period End:	10/31/2024	Period End:	4/30/2025	Period End:	10/31/2025			
	Project Budget Period 1 05/01/24- 10/31/24 (6 Months)	Description	Project Budget Period 2 11/01/24- 04/30/25 (6 Months)	Description	Project Budget Period 3 05/01/25- 10/31/25 (6 Months)	Description			Total Project Budget
Office Supplies									\$0.00
Postage									\$0.00
Printing/Duplicating									\$0.00
Information/Materials									\$0.00
Equipment									\$0.00
Rent / Utilities									\$0.00
Travel									\$0.00
Miscellaneous (List)									
1									\$0.00
2									\$0.00
3									\$0.00
4									\$0.00
5									\$0.00
6									\$0.00
7									\$0.00
8									\$0.00
<b>III. Total Other Expenses</b>	Indirect Rate *	\$0.00	\$0.00		\$0.00				\$0.00
Indirect (check agreement for max rate)	10%	\$0.00	\$0.00		\$0.00				\$0.00
<b>Total Grant Expenses</b>		\$0.00	\$0.00		\$0.00				\$0.00

\* enter actual indirect rate %



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# Questions?

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# Application Submission Tips

- Submit application before the deadline date
- Write response to the narrative question outside of the application portal, then cut and paste your response in the appropriate field
- As you write responses, track your word count
- Do not spell out dates. For example: write 10/26, not October 26<sup>th</sup>
- For multiple answers from a drop-down list:
  - For PC users, press and hold the Control key and click on each choice
  - For Mac users, press and hold the Command key, then click each choice on the drop-down menu
- On the portal, you may click “Save my progress and resume later” at any time
- Note: You may only submit your application once
  - Use **Tab** key or **mouse click** to move from field to field. Clicking **Enter** will attempt to **Submit** an incomplete application

# Checklist

- ✓ Review Request for Applications and Funding Overview
- ✓ Complete the application in the online portal:
  - ✓ Completed application questions
  - ✓ Proposed Project Budget
  - ✓ Proposed Work Plan
  - ✓ Applicant Organization's W-9
  - ✓ DHCS-Issued Primary NTP License
  - ✓ Drug Medi-Cal Approval Letter



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# Timeline

- Application deadline → **February 26, 2024, at 1pm (PST)**
- Review of applications → February – March 2024
- Approximate award announcement → April 2024



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## Contact Us

If your question was not answered, e-mail questions to [centergrants@shfcenter.org](mailto:centergrants@shfcenter.org) with the subject line:

“Mobile Narcotic Treatment Programs and Medication Units Application Online Help”

## Additional Resources

[www.mataccesspoints.org](http://www.mataccesspoints.org)

[www.shfcenter.org](http://www.shfcenter.org)

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# Questions?

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# Thank you!

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