Welcome to the
NARCOTIC TREATMENT PROGRAMS MEDICATION UNITS ROUND TWO

RFA Overview Webinar

March 17, 2025

DHCS

THE CENTER
at Sierra Health Foundation
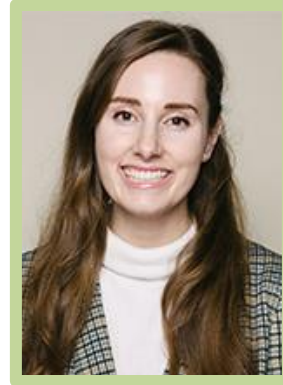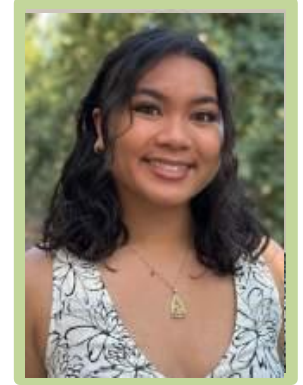
Our Team

Nora Dunlap
Managing Director
Opioid Use Programs

Madeline Sabatoni
Senior Program Officer

Hannah Finegold
Program Associate

Jenavie Rivera
Program Assistant

Our Team - continued

Keith Wilson
Senior Grant Accountant

Karissa Rogers
Contract Administrator II

Antony Maikuri
Evaluation Officer

Agenda

- Background

- The Funding Opportunity

  - *New*: Federal Funding

- How to Apply

Background

The Center at Sierra Health Foundation

- 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, administered by the State Opioid Funding team

Program Goal

The primary objective of this funding opportunity is to expand the availability of MUs, and 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.

See RFA for more information (page 3)

Program Background

- Federal and State law defines MUs as treatment facilities from which licensed practitioners and/or community pharmacists dispense MOUD. An MU is a geographically separate facility from an NTP that operates under that NTP's active license. This allows the NTP to extend services to communities that may not otherwise have access to MOUD. DHCS encourages applicants for this funding opportunity to partner with pharmacies to co-locate MUs within pharmacy settings and correctional facilities.

- This funding can only be used for initial start-up costs for new medication units and cannot be used for ongoing or established work. Provider organizations may apply for multiple MUs per eligible NTP license, but separate applications are required for each MU requested.

See RFA for more information (page 4)

Program Background - continued

- Round One funded in 2024

- Round Two funding provided by SORIV funds from SAMHSA

- Round Two has additional requirements from previously funded rounds

State General Funds (MU/MNTP Round One) → SOR IV funds from SAMHSA (MU Round Two)

The Funding Opportunity

Program Scope

- To improve access in rural areas without NTPs, justice involved populations, Indigenous and Native communities, and other vulnerable populations through startup funds for MUs.

- **Project Period:** July 1, 2025 – December 31, 2026 (18 months)

- **Funding Amount:** Up to $750,000 per MU.

See RFA for more information (pages 4-5)

Eligibility

- The primary NTP must have a valid DHCS license and remain in good standing.
- The primary NTP must demonstrate Drug Medi-Cal (DMC) enrollment.
- The primary NTP must have a valid DEA Registration.
- The primary NTP must have a valid Substance Abuse and Mental Health Administration (SAMHSA) accreditation.

See RFA for more information (page 3)

Eligibility - continued

Target Audience:

- DHCS-licensed NTPs, with priority being given to NTPs wanting to expand their services via an MU 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 may apply for multiple MUs per eligible NTP license, however, each MU must have a separate application.

See RFA for more information (page 3)

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.

See RFA for more information (pages 7-8)

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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 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 progress reports.

See RFA for more information (pages 7-8)

Funding Information

Requirements:

- Applicants are required to adhere to the budget guidelines included in the Budget Templates.

- Applicants must submit their proposed budgets in the template formats.

- Applications that do not conform to these templates will not be considered. All items budgeted must be inclusive of all costs, including taxes and fees, in U.S. dollars.

- Applicants are required to submit a detailed cost budget to assist The Center in establishing cost reasonableness of the final amount awarded to the site.

See RFA for more information (page 5)

Funding Information - continued

Federal Funding Requirements

While applying:

- PARA

- Sam.gov registration (System for Award Management)
  - UEI

If awarded:

- Insurance/Compliance

- Reporting and Data Requirements

- GPRA

- Payment Schedule

Funding Information - continued

Federal Funding Requirements

Pre-Award Risk Assessment (PARA)

While applying:

- Completed during application period

- Assessing applicants to identify potential risks

- Responses will not affect eligibility or funding recommendations

- Brief survey taking 10-15 minutes to complete

  ➤ Link also in application: <u>Pre-Award Risk Assessment (PARA) Form Survey</u>

See RFA for more information (page 17)

Funding Information - continued

Federal Funding Requirements

Sam.gov/UEI

- Organization must register for a Unique Entity ID (UEI) before it can accept any funds

- Must register on Sam.gov

- Must have active SAM registration throughout contract period

See RFA for more information (page 8)

If Awarded: Insurance/Compliance

- Completed after awarded, within 30 days of signing contract agreement

- Insurance must be maintained through the duration of the project and renewed if necessary.

- Awarded organizations will receive an e-mail from "The Center@Sierra Health Foundation" via TrustLayer requesting the insurance documents indicated in the RFA

See RFA for more information (pages 13-14)

If Awarded: Reporting and Data Requirements

- Nine-month report

- Final report

Note: Performance measures may be revised as needed to address current situations and high-priority challenges

Report	Report Period	Due Date to The Center
9-month Report	July 1, 2025 – March 31, 2026	April 30, 2026
Final Narrative	April 1, 2026 – December 31, 2026	January 31, 2027

See RFA for more information (page 10)

If Awarded: Federal Reporting - GPRA

- The Government Performance and Results Act (GPRA) data will need to be submitted via online survey

- Surveys conducted at intake, six months after, and upon client discharge

- One training and one technical assistance webinar by Aurrera Health Group are required

See RFA for more information (pages 9-10)

If Awarded: Payment Schedule

Deliverable Based Payment Schedule

- Contractors need to demonstrate progress on startup measures (for example defined startup costs include MU location procurement, and office equipment) and fulfill set deliverables.

  - Deliverables will be documented through narrative progress and data reports.

  - Consistent with a deliverable-based agreement, awarded applicants will receive an amount established for the successful completion of each negotiated deliverable, rather than payment for actual costs incurred during the agreement period.

  - Funded organizations will be required to submit an invoice upon deliverable completion to initiate the payment process. The Center will provide an invoice template.

See RFA for more information (page 5)

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Questions?

How to Apply

Grants Portal and Application Walk Through

Application:

Narcotic Treatment Programs Medication Units
Round Two

☐ Save my progress and resume later | Resume a previously saved form

Be sure to read the **Narcotic Treatment Programs Medication Units Round Two** 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 e-mail to **stateopioidfunding@shfcenter.org** with the subject line: **NTP Medication Units Round Two 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.

Is the project sponsored by the applicant organization?
A fiscal sponsor is an organization that applies on behalf of an entity or group that does not have legal standing with the IRS. *

○ Yes

○ No

Application:

**Narcotic Treatment Programs Medication Units
Round Two**

☑ Save my progress and resume later | Resume a previously saved form

Resume Later

In order to be able to resume this form later, please enter your email and choose a password.

Your Email:

A Password:

Confirm
Password:

Password must contain the following:

- 12 Characters
- 1 Uppercase letter
- 1 Lowercase letter
- 1 Number
- 1 Special character

Save

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

- UEI/PARA status

Application:

Project Information

- Project Name and Brief Purpose

- Requested Amount

- Geography – Counties the Project will Impact
  - ➤ *Please indicate the jurisdiction where your project will be focused*

- Population to Be Served

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) Sustainability
11) Technical Assistance* (not scored)

Attachments

Application:

Required Application Attachments

- **Proposed Project Budget**

  ➢ Download The Center's line-item budget form from the application. Fill it in and upload it in Excel format.

  ➢ Download The Center's deliverable budget form from the application. Fill it in and upload it in PDF or Word 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**

- **DEA Registration**

- **Substance Abuse and Mental Health Administration (SAMHSA) Accreditation**

- **County Letter of Support**

Application:

Required Application Attachments

Required Attachments

Please note: *Grant applications may not be considered if requested attachments are not included or completed. Please upload your file **only** once for each requirement.*

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.

MU RFA Round 2 Work plan template: Download here
MU RFA Round 2 Budget Template: Download here
MU RFA Round 2 Deliverable Budget Template: Download here

Attachment Title

Proposed Project Budget

Upload a line item budget for this project and proposed activities in excel format.

Upload file here
Choose File   No file chosen

Proposed Line-item and Deliverable Project Budgets
&
Work Plan

The Center
Proposed Project Budget

Applicant Organization:
Tax ID/EIN:
Contract #:

| | Period Start: | 7/1/2025 |
| | Period End: | 12/31/2026 |

	Project Budget Period 1 07/01/25- 12/31/26 (18 Months)	Description
. Personnel	*3,144 work hours in budget period*	
Salaries FTE		
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
Payroll Taxes and Benefits		
I. Total Personnel	$0.00	
I. Consultant Fees		
1		
2		
3		
4		
5		
6		
7		
II. Total Consultants	$0.00	
II. Other Expenses		
Office Supplies		
Postage		
Printing/Duplicating		

Organization Name:

Budget for Year 1 (07/01/2025 – 6/30/2026)

Deliverable	Deliverable Description	Amount	Delivery
D1	**Contract Execution and Compliance Components** • Execution of contract agreement as well as completion of all required compliance components: o Pre-award Risk Assessment o Certificate of Insurance o Sam.gov Active Registration o ACH set up o Executed Contract o Participation in The Center's Onboarding Webinar	$	July 2025
D2	**MU Site Procurement** • Procure MU location • Facility renovations and start-up activities	$	December 2025
D3	**MU Establishment** • Submit MU application to DHCS	$	January 2026
D4	**MU Reporting** • Complete and submit narrative report and submit to The Center by 4/30/26	$	April 2026
D5	**MU Operations** • Provide MOUD access to areas without a Narcotic Treatment Program within close proximity • Participation in the GPRA Reporting Webinar • Complete and submit GPRA data through Aurrera portal every month MU is operational • Complete and submit service-level data to The Center every month MU is operational	$	June 2026
Total Year 1		$	

The work plan has five parts:

- **Goal and Objectives**: The goal and objectives are statements of what major accomplishments you expect to achieve. Objectives should be "SMART":
  - Specific: Identify the specific change you want to see, including the individuals or groups that you want to see the change in.
  - Measurable: Identify how much change you expect to see.
  - Achievable: Be ambitious but realistic in what can be achieved in the funding period.
  - Relevant: Identify changes that are likely to affect the contributing factors in ways that will help you achieve the overall project goal.
  - Time-bound: All objectives should be achievable by the end of the grant period. Annual objectives should identify what can be achieved in each year.
- **Project activities that support the identified goal and objectives**: Identify the specific project activities needed to reach the identified goals and objectives.
- **Responsible staff and partners**: Identify the responsible partner/organization who will be implementing the specific activity.
- **Timeline**: Provide the start date and end date for each specific activity.

Example: Goal:	Provide MU services to vulnerable populations in Humboldt and Mendocino counties by October 2025.			
Objectives (A., B., etc.)	A. Increase Internal staffing, capacity, and knowledge. B. Build infrastructure for mobile services.			
Project activities that support the identified goal and objectives	Responsible staff/ partners	Timeline		
		Start Date	End Date	
1. Recruit, interview and hire 1-2 people with lived experience to provide program design guidance 2. Provide professional development training to staff on the following topics: harm reduction and stigma	1. Project Lead 2. Project Lead will develop materials and Partner Organization will provide recruitment 3. Training developed by (organization name) and	7/1/2025 7/1/2025 12/1/2025	9/30/2025 9/1/2025 (Ongoing)	

Questions?

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 26th

- 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*

Application Checklist

✓ **Review [Request for Applications (RFA)](#) and Funding Overview**

✓ **Complete the application in the [online portal](#) and ensure you have the required application attachments:**

- ❑ Proposed Project line-item budget completed in The Center's Proposed Budget Template
- ❑ Proposed Project deliverable budget completed in The Center's Proposed Deliverable Template
- ❑ Proposed Work Plan completed in the Center's Proposed Work Plan Template
- ❑ Applicant Organization's W-9
- ❑ DHCS-Issued NTP License
- ❑ Drug Medi-Cal Approval Letter
- ❑ DEA Registration
- ❑ Substance Abuse and Mental Health Administration (SAMHSA) Accreditation
- ❑ County Letter of Support

See RFA for more information (page 11)

Application Timeline

Application deadline → **April 28th, 2025, at 1 p.m. (PST)**

Review of applications → April – May 2025

Approximate award announcement → June 2025

See RFA for more information (pages 10-11)

Contact Us

If your question was not answered, please e-mail questions to stateopioidfunding@shfcenter.org with the subject line:

"NTP Medication Units Round Two Application Online Help"

Additional Resources

www.mataccesspoints.org

www.shfcenter.org

Sign up for the monthly Sierra Health Foundation newsletter to stay abreast of programs and upcoming funding opportunities

Questions?

Thank you!