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# **APPLICANT WEBINAR CONFERENCE**

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**Request for Application No. HHS0013447**

**Substance Use Prevention Services**

**October 18, 2023, at 10:00AM CST**

# **Applicant Webinar**

# **AGENDA**



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- **Welcome / Introduction**
- **Procurement Activities**
- **Project Overview**
- **Closing Comments**

# INTRODUCTION

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## Speaker

- Amy Pearson, Grants Specialist /Sole Point of Contact  
HHSC Procurement and Contracting Services (PCS)



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# PROCUREMENT ACTIVITIES

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# Procurement Roles

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## HHSC Procurement Team

- **Procurement and Contracting Services (PCS)**- Responsible for all procurement activities.
- **Behavioral Health Services (BHS)**-Responsible for project scope.
- **Substance Use Disorder Contract Management Unit** - Responsible for ensuring compliance with requirements, performance, results, contract management and monitoring.



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# Schedule of Events

## Deadline for Submitting Questions

**October 20, 2023, by 2:00 p.m. CST**

Any questions arising from today's webinar or anytime prior to the questions deadline, **must be submitted in writing** to [amy.pearson@hhs.texas.gov](mailto:amy.pearson@hhs.texas.gov)

## HHSC Posts Responses to Applicant Questions

Tentative Date **November 6, 2023**

## Deadline for Submission of Solicitation Responses

**December 7, 2023, by 10:30 a.m. CST**

## Anticipated Operations Start Date

September 1, 2024

***Refer to RFA Article VII. RFA Administrative Information and Inquiries, Section 7.1 Schedule of Events***



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# Solicitation Access

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**HHSC will post all official communication regarding this RFA on the following websites, including the notice of award:**

- **The Texas E-grants is located at <https://hhs.texas.gov/doing-business-hhs/grants>**
- **The HHSC Grants website is located at <https://apps.hhs.texas.gov/pcs/rfa.cfm>**

HHSC reserves the right to cancel this RFA, or to make no award if it determines such action is in the best interest of the State. HHSC may, in its discretion, reject any and all proposals or portions thereof.



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# HHSC Sole Point of Contact

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All communications relating to this RFA **must** be directed in writing to Amy Pearson, HHSC Sole Point of Contact, at [amy.pearson@hhs.texas.gov](mailto:amy.pearson@hhs.texas.gov)

All communications between Applicants and other HHSC staff members concerning this RFA is **strictly prohibited.**

Failure to comply with these requirements may result in proposal disqualification.



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# PROJECT OVERVIEW

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## Substance Use Prevention Services



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# Executive Summary

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The Texas Health and Human Services Commission is accepting Applications for the Substance Use Prevention Services for The Community Coalition Partnerships (CCP), Prevention Resource Centers (PRCs), and Youth Prevention Services (YP, includes Universal, Selective, and Indicated).

This five-year grant starts at the beginning of the State Fiscal Year 2025 on September 1, 2024.

The purpose of this program is to provide substance use prevention and behavioral health promotion services to individuals and communities across the state.



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# Grant Award & Term

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## Available Funding

- \$ 47,453,201 per fiscal year

## Grant Term

- September 1, 2024, through August 31, 2029



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# Eligible Applicants

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Eligible Applicants include state, tribal and local governments, school districts and public or private non-profit 501(c)(3) entities.

All Applicants must comply with the criteria listed under this RFA at the time the Application is submitted.



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***Refer to Article III. Applicant Eligibility Requirements,  
Section 3.2 Application Screening Requirements.***

# Eligible Population

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The eligible populations to be served under this RFA for the program types are listed as follows:

- A. **Community Coalition Partnerships (CCP)**, the primary population of focus is the general population across the lifespan within the approved service area.
- B. **Prevention Resource Center (PRC)**, the primary population of focus is all HHSC-funded Prevention Providers in the region. The secondary population of focus includes but is not limited to entities not funded by HHSC, such as school administrators and teachers, higher education institutions, community groups and coalitions, education services centers (ESCs), local mental health authorities (LMHAs), substance use disorder (SUD) intervention and treatment organizations, law enforcement, media, faith-based organizations, healthcare entities, healthcare providers, tobacco retailers, and community stakeholders including youth, young adults, parents, and residents in Texas.



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# Eligible Population

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- C. **Youth Prevention (YP)**, the primary population, youth in Pre-K to 12th grade, and their families. The secondary population(s) include:
1. Community members in the funded service area.
  2. Other priority populations as determined by the grantee and HHSC.



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***Refer to Article II. Scope of Grant Project,  
Section 2.3 Eligible Population.***

# Eligible Service Areas

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The service areas eligible for Project funding under this RFA are the eleven (11) HHS service regions in Texas.



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***Refer to Exhibit L, Health and Human Services (HHS) Offices By County for a map of HHS service regions.***

# Programmatic Highlights 1 of 4

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## Programmatic highlights consist of:

- Greater focus on Adverse and Positive Childhood Experiences. *(Refer to Exhibit K, Prevention and Behavioral Health Promotion (PBHP) General Statement of Work, Section II. Goals)*
- Limit on maximum programs per region, and only one application per organization per region. *(Refer to RFA, Article X. Award of Grant Agreement Process, Section 10.1 Final Selection)*
- Greater focus on Evidence-Based Strategies for CCP. *(Refer to Exhibit M, Strategic Focus Areas and Menu of Strategies)*
- Greater Focus on Family-Focused programming for YP, and a maximum cost per individual served of \$25. *(Refer to Exhibit P, Performance Measures Estimation Tool)*
- Greater focus on Regional Mobilization and removed Data Core for PRC. *(Refer to Exhibit K-2 Prevention Resource Centers Statement Of Work, Section V. Grantee Responsibilities)*



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# Programmatic Highlights 2 of 4

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## Limit on Maximum Programs per Region

HHSC will allow each organization one award per Region according to the following parameters:

- A. One (1) Prevention Resource Center (PRC);
- B. One (1) Community Coalition Partnership (CCP) with up to four (4) Coalitions. HHSC will only fund one (1) coalition to serve one (1) county, except in counties with a population of over 2 million, where up to three (3) coalitions may be funded;
- C. One (1) Youth Prevention Program Type (YP) with up to four (4) different curricula across the three (3) Programs (YPU, YPS, YPI). A fifth curriculum may also be allowed if it is Family-Focused. No organization is eligible to receive funding for more than two (2) curricula per Program (YPU, YPS, YPI) unless at least one (1) of them is Family-Focused.

***Refer to RFA, Article X. Award of Grant Agreement Process, Section 10.1 Final Selection***



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# Programmatic Highlights 3 of 4

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## Greater focus on evidence-based strategies for CCP

- **Exhibit M, RFA FY25 Community Coalition Partnership Strategic Focus Areas and Menu of Strategies** provides a list of strategic focus areas and a menu of strategies that CCPs must put into practice in their communities. Strategic Focus Areas include:
  - Increase social and community connectedness;
  - Reduce access to alcohol, commercial tobacco and nicotine, marijuana and other cannabinoids, prescription drugs, and other drugs and substances; and
  - Increase access and availability of economic support and opportunities, while promoting policies and practices focused on increasing individual and community resiliency.



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# Programmatic Highlights 4 of 4

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Refer to **Exhibit O, Approved Curriculum List** for Curriculum List by Grade Level and Program Type.

Refer to **Exhibit K-2, Prevention Resource Center, Statement of Work**, describes the PRC four (4) Core Functions:

1. Regional Alignment Coordination
2. Training and Professional Development
3. Media Awareness Activities Coordination
4. Tobacco Specific Compliance Coordination



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# Evaluation Process

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Applications will be evaluated and scored in accordance with the following scoring criteria using **Exhibit I, Substance Use Prevention Services Evaluation Tool**.

**Scoring Criteria:** Qualified Applications shall be evaluated based upon:

- A. Prevention Capacity (25%);
- B. Individual/Relationship Level (25%);
- C. Community Level (25%); and
- D. Societal Level (25%).



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# Submission Of Forms

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Applicants must complete and submit **Forms A through H** per Article XIII. Submission Checklist to address all requirements of the RFA.

- **Form A, Respondent Information**
- **Form B-1, Governmental Entity (*if applicable*)**
- **Form B-2, Non-Governmental Entity (*if applicable*)**
- **Form C, Administrative Information**
- **Form D, Contact Person Information**
- **Form E, Program Response Form**
- **Form F, Requested Budget Template (EXCEL format)**
- **Form G, Texas Health & Human Services Indirect Costs Rate (ICR) Questionnaire**
- **Form H, Financial Management & Administrative Questionnaire**



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# Submission Of Exhibits

Applicants must complete (sign) and submit per Article XIII. Submission Checklist listed below to address all requirements of the RFA.

- **Exhibit A, HHS Solicitation Affirmations v2.3**
- **Exhibit D, HHS Data Use Agreement**
- **Exhibit D-1, HHS Data Use Agreement (DUA)  
Governmental Entity**
- **Exhibit D-2, Texas HHS System-Data Use Agreement-  
Attachment 2, Security and Privacy Inquiry (SPI)**
- **Exhibit E, Federal Funding Accountability and  
Transparency Act (FFATA) Certification Form**
- **Exhibit F, Assurances – Non-Construction Programs**
- **Exhibit G, Certification Regarding Lobbying**
- **Exhibit H, Exceptions Form, *if applicable***
- **Addenda, All Signed Addendums**



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# CLOSING COMMENTS

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# Required Submission Method

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**Applicants must submit their completed Application by the Deadline for Submission of Applications provided in Section 7.1, Schedule of Events, using the required submission method below.**

Applications submitted by any other method (e.g. facsimile, email) will not be considered and will be disqualified.

Applicant shall submit the following through the **HHS Online Bid Room** utilizing the procedures in ***Exhibit J, HHS Online Bid Room***.

Applicants shall upload the following documents:

1. One (1) copy marked as "Original Application" that contains the Applicant's entire application in a Portable Document Format ("PDF") file;
2. One (1) copy of the completed ***Form F, Requested Budget Template***, in its original **Excel format**; and
3. One (1) copy of the complete Application Marked as "Public Information Act Copy," if applicable, in accordance with Section 12.1, Texas Public Information Act, in a PDF file.



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# Questions & Answers

**All questions must be submitted in writing to the Sole Point of Contact adhering to the format below from Article 7.3, RFA Questions and Requests for Clarification.**

All questions and requests for clarification must include the following information. *Submissions that do not include this information may not be accepted:*

1. RFA number;
2. Section or paragraph number from this solicitation;
3. Page number of this solicitation;
4. Exhibit or other attachment and section or paragraph number from the exhibit or other attachment;
5. Page number of the exhibit;
6. Language, topic, section heading being questioned;  
and
7. Question.



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# Question Deadline

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- Questions must be received by the Sole Point of Contact by the Deadline for Submitting Questions set forth in **Article 7.1, Schedule of Events.**
- Questions are due **October 20, 2023, by 2:00PM CST**
- Questions received *after* this deadline **cannot** be responded to.
- An addendum will be posted on the HHS Grants Website with the answers to questions tentatively on November 6, 2023.



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# Closing Comments

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- Applicants are responsible for meeting the RFA requirements, including any addendums.
- All Addendums must be signed and submitted with the original response.
- Applicants must check HHS Grants website ***frequently*** for any addendums that may have been added to this solicitation.



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**RFA Posted on HHS Website at:**

<https://resources.hhs.texas.gov/rfa/hhs0013447>



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# Thank You!

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**RFA No. HHS0013447**