

## **EXHIBIT 1- Requirements**

### **1. Information and Requirements**

1. Eligible entities include:
  - a) County governments; or
  - b) Multi-county government partnerships.
2. For a proposal to be considered, the applying entity must submit all necessary documents to meet the requirements outlined in the request for proposal.
3. Supplier shall comply with applicable laws, rules and regulations, including Title 57 Section 631.
4. Supplier shall partner with or be supported by one or more local ODMHSAS-contracted or ODMHSAS-certified entities and shall maintain in good standing with ODMHSAS through the entirety of the contract award.

### **2. Allowable Program Categories**

1. Applications shall include the development and implementation of evidence-based programs within one or more of the below:
  - a) Mental health and substance abuse treatment programs or other health care programs;
  - b) Pretrial diversion programs;
  - c) Employment programs;
  - d) Education programs; and
  - e) Housing programs.
2. Proposed programs shall be an addition of service to the county/counties and shall not supplant existing funds or otherwise fund programs or services which are an existing governmental service requirements.

### **3. Conditions**

1. Supplier's staff must attend trainings and meetings as required by the ODMHSAS.
2. Supplier must agree to submit data and participate in ODMHSAS evaluation processes, including those necessary to complete an annual program report.
3. Any changes in program operations must be submitted to the ODMHSAS.
4. If the program is found to be in non-adherence on the evaluation criteria at any time, a notice of non-compliance will be issued to the Supplier and a period of remediation of 30 days will begin from the date of the receipt of the notice. Notice may be issued in person at a site audit, via certified registered U.S. mail or other certified carrier of the notice of non-compliance. If compliance is not returned within the 30-day period, immediate cancellation of the contract may be executed and no moneys due from the date of non-compliance will be paid. A

30-day notification must be submitted to the ODMHSAS before cancellation of a contract.

#### **4. Compensation**

1. Compensation and billing processes pursuant to this contract shall be contingent upon the program models proposed and will be described in any award documents. Supplier shall complete Exhibit 3 Budget Template and submit with proposal.

#### **5. Additional Requirements**

Submit a response to each item below within the page limits described under each item.

1. Assurance that Bidder meets eligible entity requirements and that this proposal is intended to be the single proposal submitted on behalf of the eligible entity in response to this RFP. (1 page maximum)
2. Attestation that the services proposed are an addition of service to the county/counties and are not supplanting or otherwise funding programs or services which are an existing governmental service requirement. (1 page maximum)
3. Description of proposed services which shall minimally include (4 page maximum):
  - a) Clearly identify which of the allowable program category or categories are included in the application
  - b) Include description of evidence-based practices to be used
  - c) Include detailed timeline with clear start date or program(s) or service(s)
  - d) Include county or multi-county data that supports the need for the proposed program(s) or services(s)
  - e) The anticipated outcome of the program(s) or service(s)
  - f) Number of individuals to be served by the proposed program(s) or service(s)
  - g) Manner in which the program(s) or service(s) will partner with or be supported by one or more local ODMHSAS-contracted or ODMHSAS-certified entity
  - h) Ability to report data to ODMHSAS, including the completion of quarterly data reports
  - i) Proposed payment methodology
4. Description of ODMHSAS-contracted or ODMHSAS-certified entity/entities which will partner with or be supported by the proposal including (1 page maximum):
  - a) Name and description of the entity/entities

- b) Clearly identify what portion of the program(s) or service(s) will be funded through the application, if any
  - c) Clearly identify what portion of the program(s) or service(s) will be provided but not funded by the application. For example, applicants may propose a partnership with an ODMHSAS-contracted entity for which services are funded through existing ODMHSAS and Medicaid contracts.
  - d) The reason entity/entities was/were selected by the applicant to partner for this application.
5. Documentation identifying support from county partners including (1 page each):
- a) MOU or other document indicating a formal agreement in place between the applicant and the ODMHSAS-contracted or ODMHSAS-certified entity/entities.
  - b) Letter from the County Commissioners demonstrating majority support for the application.
6. Budget request for the project. Bidders may use the Budget Template provided. If the Budget Template is not utilized, the Bidder shall include the same information requested in the template. The budget request shall include:
- a) Total annual amount requested
  - b) Detail and narrative description to account for all funds requested
  - c) If any funds are sub awarded or subcontracted, include amount to the partnering entity/entities. The budget description shall include information about how Medicaid, ODMHSAS contracts, or other funding sources will be utilized as primary sources of funding for eligible programs or services. If eligible programs or services are not compensable by Medicaid or ODMHSAS contracts, this should also be noted.
  - d) Include a per person cost based on the total amount requested and the total number of individuals to be served.