



State Fiscal Year 2024 Competitive Funding Opportunity | Request for Proposal

Final Application Deadline – July 10th, 2023, at 5:00pm

Executive Summary

The Ohio Suicide Prevention Foundation (OSPF), PreventionFIRST! (PF!), and the Center for Suicide Prevention and Research at Nationwide Children’s Hospital (CSPR) are seeking partners to support the expansion of several youth suicide prevention programs, including:

1. **Sources of Strength (Sources)**, an evidence-based program for students in kindergarten – 12th grade that uses curricula and strategic messaging campaigns to build protective factors and transform school culture.
2. **Be Present Ohio: The Online Experience (BPO:XP)**, an evidence-informed program that teaches foundational suicide prevention skills to 13- to 18-year-olds through a series of interactive online learning modules.
3. **Kognito**, which offers evidence-based, on-demand virtual trainings to administrators, educators, and students.

Applicants can apply for funding related to one or more of the above programs.

Awardees will support expansion of the program(s) named in their proposal by recruiting schools to participate in the program, assisting with training and/or program implementation, providing technical assistance to local implementation sites, and liaising between local and state partners. **Awardees will be eligible to apply for funding in State Fiscal Year 2025 (SFY25).**

Funding Period: State Fiscal Year 2024 starting August 1, 2023, through June 30, 2024

Issue Date: May 1, 2023

Proposal Submission Deadline: July 10, 2023, at 5:00 p.m. (see page 10 for details on the optional May 22nd, 2023, deadline)

Award Amount: \$3,000 to \$18,000

Eligibility: Youth-led groups, not-for-profit organizations, schools, school partners, and government organizations.

Questions: Contact RFP@ohiospf.org no later than July 3, 2023, at 5:00 p.m. FAQs will be posted at the bottom of the RFP landing page.

Funding and Support for this RFP comes from the Following Organizations:



Funding Overview

In 2020, OSPF and PF! received funds from the Ohio Department of Mental Health and Addiction Services (OhioMHAS) to spread Sources of Strength (Sources) across the Buckeye State at no cost to Ohio schools. Since 2021, OSPF and PF! have worked with community leaders who receive grant funds to help them bring Sources to schools in their region. These Network Leaders (NLs) promote Sources, recruit schools, and support training and technical assistance. Their success has led OSPF to scale up the Network Leader approach to include additional programs: Kognito and Be Present Ohio: The Online Experience.

In their application, Applicants may request funding to support one or more programs (hereafter referred to as *Chosen Programming*).

Applicants need to demonstrate a proven ability to work with local schools and a willingness to build relationships with schools in and outside of their region. **Strong Applicants** will have existing relationships with local schools as demonstrated through letters of support or other evidence corroborated on school websites, local news articles, etc.

Permissible Use of Funds

Funds may be expended on personnel, travel, lodging, per diems, food/beverages (for programming purposes only), marketing, supplemental training aides, materials and supplies, participant group activities/incentives, meeting space rental fees, registration fees, and other items listed in the budget/budget narrative template.

About the Programs

Sources of Strength (Sources)

Sources is an international wellness program for kindergarten through 12th grade that builds resiliency in youth populations and increases protective factors associated with the prevention of suicide, bullying, violence, and substance misuse. Through funding from OhioMHAS and the Ohio Department of Education (ODE), Sources is available at no cost in Ohio. This initiative, known as Sources of Strength Ohio (SourcesOH), is led by OSPF and PF! and has spread Sources to 81 secondary schools and 104 elementary schools.

Sources of Strength is named for **eight protective factors** (see right) shown to reduce suicidal behavior and promote positive behavioral health outcomes.

Sources works through two programs:

- **Sources Elementary Program** – consists of **four curricula**, with individual curricula



for kindergarten, first grade, and second grade, and a universal curriculum for grades 3-6. Schools designate **Coaches** in the school to **support the wellness of staff** charged with implementing the curricula, as well as to **coordinate lessons**.

- The **Secondary Program** is evidence-based and implemented in grades 7-12 as a youth-led program. **Adult Advisors and Peer Leaders develop and implement social norming campaigns** that promote Sources protective factors and change social norms around mental health and suicide.

Sources is listed as approved program by ODE to help schools reach compliance with HB123, also known as the SAVE Students Act.

For more information, check out SourcesofStrengthOhio.org or SourcesofStrength.org.

Be Present Ohio: The Online Experience (BPO:XP)

BPO:XP is a brand new program from OSPF and the Center for Suicide Prevention and Research at Nationwide Children’s Hospital (CSPR) that teaches teens the warning signs of suicide and how to get help for themselves and others in the event of a crisis. CSPR acted as the subject matter experts for this project and developed the content used in BPO:XP. OSPF and CSPR worked with gamification experts at BMC Media to translate the material into a series of online modules featuring videos and activities. BPO:XP is funded by OhioMHAS and will be available to Ohio schools at no cost. BPO:XP consists of three modules and takes one to three class periods to complete. This program is intended for 13- to 18-year-old students.



BPO:XP is an innovative suicide prevention program that uses gamification to support learning. Gamification incorporates elements associated with board games and video games into a product to increase user engagement and retention. BPO:XP takes inspiration from video games by, for example, rewarding correct answers with coins and allowing users to create an avatar (see example, left) they can level up as they go through the program.

For more information about Be Present Ohio, visit BePresentOhio.org. For more information on BPO:XP, check out the [information session on the pilot program](#).

Kognito

Kognito uses virtual simulated conversations to engage youth, educators, and administrators around mental health and suicide prevention. Kognito modules are self-paced and take between 30 and 60 minutes. In addition, **Kognito modules can help Ohio schools meet State requirements regarding staff suicide prevention training.**

In 2022, OSPF received a Garrett Lee Smith grant from the Substance Abuse and Mental Health Services Administration (SAMHSA) to support youth suicide prevention in Ohio. OSPF's proposal makes the following Kognito modules available at no cost to Ohio schools:

- **Friend2Friend** – For students in grades 6-12. Builds awareness, knowledge, and skills about mental health while reducing the stigma.
- **At Risk K-12** – For educators who work with K-12 students. Builds understanding, knowledge, and skills in mental health and behavior management.
- **Resilient Together** – For administrators. Prepares schools for responding to a death in the school community, including how to develop a crisis response plan.
- **Step In Speak Up** – For educators and administrators. Builds understanding and appreciation for the challenges faced by LGBTQ+ youth, and prepares educators to lead real-life conversations with students.



For more information about Kognito, visit [Kognito.com](https://kognito.com).

Grant Activities and Alternative Proposals

Awardees will work with one another as well as OSPF and supporting partners to expand their Chosen Programming across Ohio. Applicants must submit a proposal that...

- A. Affirms their willingness to participate in grant activities as described on the following pages, or
- B. Proposes alternatives to the required grant activities. These alternatives should still support the goal of expanding Chosen Programming in the Applicant's area. Applicants must also:
 - a. Explain why they cannot or will not commit to the grant deliverables as described on the following pages.
 - b. Identify a funding level appropriate for the alternative deliverables. E.g., if an Application proposes working with 100 students to complete BPO:XP instead of 250, the Application should not request the full \$3,000 in funding.

Example alternative proposals may include:

- Scheduling conflicts that would prevent a Network Leader from attending one of the in-person meetings listed in the meeting schedule on the next page.
- Proposal to recruit a different number of schools, secure a different number of Kognito registrations, or ensure a different number of students complete BPO:XP for either more or less than the recommending funding level.

- Proposal to support the Sources Secondary Program, but not Elementary.

Grant Activities

Proposals must designate one person to act as the lead on all activities (the proposed Network Leader), but additional staff members may support the Network Leader in the completion of grant activities. **Network Leaders must attend in-person meetings and may miss no more than two of the nine virtual monthly meetings.**

- I. Participate in and complete monthly assignments for the virtual Network Leader meetings, typically held on the first Monday of each month from 2:00 to 3:30 p.m. (Full schedule at right.)

| SFY24 Meeting Schedule - All Programs | |
|---|--|
| Meeting Date | Format |
| Monday, August 7 th , 2023 | Virtual |
| Thursday, September 14 th , 2023 | In-person for grantees supporting Kognito and/or BPO:XP as well as new grantees supporting Sources |
| Friday, September 15 th | In-person for all grantees |
| Monday, October 2 nd , 2023 | Virtual |
| Monday, November 6 th , 2023 | Virtual |
| Monday, December 4 th , 2023 | Virtual |
| Monday, January 8 th , 2024 | Virtual |
| Friday, February 9 th , 2024 | In-person for all grantees |
| Monday, March 4 th , 2024 | Virtual |
| Monday, April 1 st , 2024 | Virtual |
| Monday, May 6 th , 2024 | Virtual |
| Monday, June 3 rd , 2024 | Virtual |

- II. Attend in-person meetings in Columbus, Ohio on Friday, September 15th, 2023, and Friday, February 9th, 2024. Grantees supporting a program new to them must also attend an in-person meeting on Thursday, September 14th, 2023.

- III. Promote programs for Chosen Programs, recruit area schools to implement said programs, and support local implementation efforts.

IV. **If seeking funds to support Sources (suggested request of \$18,000)**

- a. Attain or maintain certification as a Sources of Strength Elementary Coach and/or Secondary Local Trainer.
- b. Recruit at least five (5) elementary school buildings to implement one or more of the Sources Elementary Curricula. Recruitment is defined as a.) procuring a letter of commitment (LOC) from school administration and b.) helping the school to identify one to two Coaches responsible for implementation.
- c. Train or re-train at least five (5) Sources Secondary Program teams. To train a Sources team, Network Leaders or their team members must conduct the team's Adult Advisor (AA) training and Peer Leader (PL) training. AA trainings

may be combined with permission from SourcesOH and would count as separate teams for the purposes of meeting this requirement. These trainings may take place outside of the area the Applicant typically serves.

- d If not certified as a Secondary Program Local Trainer, Network Leaders must become certified by completing [training requirements established on SourcesofStrength.org](#).
- e Regularly communicate with key staff at OSPF and PF! regarding successes and barriers for expanding Sources of Strength in the Awardee's region.
- f Support special events and projects hosted by SourcesOH, such as evaluations and professional development opportunities for Sources champions, like Coaches and Adult Advisors.

V. If seeking funds to support BPO:XP (suggested request of \$3,000)

- a Complete the BPO:XP program (please contact RFP@OhioSPF.org if interested in demoing the program prior to applying for funds).
- b Promote BPO:XP to area schools.
- c Work with one or more schools or community programs to complete the BPO:XP with at least 300 students.
- d Prepare and support program facilitators before and during implementation.
- e Regularly communicate with key staff at OSPF and PF! regarding successes and barriers for expanding Sources of Strength in the Awardee's region.
- f Facilitate order and delivery of program incentives, such as Be Present Ohio t-shirts, water bottles, and journals.

VI. If seeking funds to support Kognito (suggested request of \$3,000)

- a Identify which of the modules listed on page 4 the Applicant will support, and how many registrations of each module the Applicant will seek to secure (minimum of 100 registration for each module).
- b Complete the Kognito modules for which the Applicant is seeking funding (please contact RFP@OhioSPF.org if interested in demoing Kognito prior to applying for funds).
- c Promote identified Kognito modules to area schools.
- d Recruit area schools to register for identified modules.
- e Work with area schools to ensure that at least 75% of registrants complete modules for which they have registered.

- f Prepare and support program facilitators before and during implementation.
- g Regularly communicate with key staff at OSPF and PF! regarding successes and barriers for expanding Sources of Strength in the Awardee's region.

Proposal Components (not to exceed 15 pages)

A. Organization Face Sheet. (1 page) This component introduces the Applicant and should include the following information:

1. Applicant organization name
2. Applicant organization address
3. Applicant organization phone number
4. Applicant organization's federal tax ID
5. Applicant status as a 501.c.3 non-profit or government entity
6. Executive director name
7. Executive director contact information (email and phone number)
8. Applicant fiscal officer name
9. Applicant fiscal officer contact information (email and phone number)
10. Name and title of the contact person responsible for implementing grant activities (the proposed Network Leader)
11. Network Leader contact information (email and phone number)
12. Amount of funding requested
 - a. For Sources of Strength (suggested funding \$18,000)
 - b. For Be Present Ohio: The Online Experience (suggested funding \$3,000)
 - c. For Kognito (suggested funding \$3,000)
13. Programs the Network Leader will support, if funded. For Sources of Strength, specify if the Applicant will be supporting the Elementary and/or Secondary Program(s).
14. Proposal title

B. Project Narrative. (2 to 14 pages) This component describes the Applicant's approach to fulfilling grant activities as outlined on the previous page or in their alternative proposal.

Applicants should consider local needs as determined by local data sources (school survey data, youth suicide rates, etc.) and the presence of existing prevention programming when developing their plan to encourage regional adoption of Chosen Programming. Applicants

can reach out to RFP@ohiospf.org by July 3rd, 2023, to inquire about program implementation or training efforts in their area.

The following points must be addressed In Applicant proposals:

1. Describe the organization contact person who will be responsible for implementing the required grant activities (the proposed Network Leader), including:
 - a. What makes them a promising or effective Network Leader?
 - b. What is their experience with training, particularly with students or school-based personnel?
 - c. What is their experience with recruitment, particularly the recruitment of schools for new or expanded programming?
 - d. If the Network Leader will be working with other staff to complete required grant activities, describe that team, including their role within the Applicant organization and how they will support the Network Leader.
 - e. Include the Network Leader resume as an appendix to the proposal. The resume does not count toward the page limit.
2. Confirm the Applicant's willingness to complete the required grant activities, or describe the Applicant's alternative deliverable proposals and why these alternatives are necessary and/or will benefit the Applicant's region.
3. Describe the Applicant's experience with their Chosen Programming, including:
 - a. When the proposed Network Leader (and supporting staff, if applicable) completed the following trainings:
 - 1 Sources Elementary Coach's Training
 - 2 Sources Secondary Program Training of the Trainers
 - 3 Be Present Ohio: The Online Experience
 - 4 Kognito modules (list the name of the module)
 - b. If requesting funds to support Sources of Strength:
 - 1 How many letters of commitment (LOCs) the Applicant has secured from local schools to demonstrate commitment to implementing the Elementary or Secondary Program.
 - 2 How many Adult Advisor, Peer Leader, professional development, or information sessions have been conducted by the Applicant. Include names and the number of schools reached as well as the number of staff and students who participated in those trainings/sessions.

4. Describe the region the Applicant intends to serve, including county names, cities/towns, and school districts included in this area. Is this region primarily urban, suburban, rural, Appalachian? What are the demographics of this region?
 5. What is the Applicant's willingness to expand Sources beyond their school, community or county? To which schools, communities, or counties would the Applicant be willing to travel in order to satisfy required grant activities or activities described in the Applicant proposal?
 6. Describe the role of the Applicant organization in the region. How is the Applicant embedded in the community and with local schools?
 7. In which efforts is the Applicant organization engaging to address mental and behavioral health in the communities or schools they serve?
 8. Describe the Applicant's relationships with local schools and youth-serving or youth-led organizations. Applicants may provide letters of support, supplementary materials such as website pages, or other pieces of evidence to demonstrate the strength of their relationships with local schools. These materials should be added as appendices to the proposal and do not count toward the page limit for the proposal.
 9. Why is the Applicant interested in their Chosen Programming?
 10. What opportunities does the Applicant see for Chosen Programming in the region? Consider the area's resistance to or embrace of prevention programming, social-emotional learning, or recognition of behavioral health issues.
 11. Detail the Applicant's plan and timeline for supporting implementation of Chosen Programming. Include details on plans to fulfill grant activities as described on pages 5-7 of the RFP and/or alternative proposals as described on page 8.
 12. List two objectives the Applicant expects to achieve by June 30, 2024, including:
 - a. How the Applicant will achieve those objectives.
 - b. How the Applicant will track their progress toward their objectives.
 13. Describe the plan to promote Chosen Programming in the Applicant's region, recruit schools, and offer training/technical assistance to local programs.
- C. Budget and Budget Narrative.** (Does not count toward the page limit.) This component describes how the funds will be used to fulfill grant activities and/or alternative proposals. Details on allowable costs are listed in the Permissible Use of Funds section in this RFP, the budget template, and the Conditions and Assurances Agreement. **Applicant must submit one budget and budget narrative for each program for which they are requesting funds to support.**

- D. Conditions and Assurances Agreement.** (Does not count toward the page limit.) This component details the conditions on which grant funds will be disbursed to Awardees as well as assurances made by the Awardee to the Ohio Suicide Prevention Foundation as the fiscal agent for this grant.
- E. Organization Form W-9.** (Does not count toward the page limit.) This is a tax form that must be filled out by the Applicant organization (not the proposed Network Leader). [A template can be found here](#), but Applicants may submit an existing form provided all information on the form is up to date.

Submission Information

All proposals should be emailed as Microsoft Word or PDF documents to RFP@ohiospf.org. Confirmation emails will be sent the business day after the proposal has been received. If no confirmation email is sent, Applicants are encouraged to contact OSPF by phone at 614-429-1528 to follow up on their application.

Applicants may choose one of the following deadlines to apply for funds: May 22nd, 2023 or July 10th, 2023. The earlier deadline is recommended for Applicants, such as Educational Service Centers, who do not operate during the summer months.

Review and Selection Process

Applications will be scored using the rubric at the end of this document.

Applicants must participate in a 30-minute Zoom interview during business hours after their applications has been submitted. Staff will schedule this meeting with the proposed Network Leader upon receipt of their proposal.

For Applicants observing the May 22nd deadline: Zoom interviews will take place between May 23rd and May 26th. Applicants will be notified of their award status by June 2nd, 2023.

For Applicants observing the July 10th deadline: Zoom interviews will take place between July 11th and July 14th. Applicants will be notified of their award status by July 21st, 2023.

OSPF reserves the right to make no award, make an award for a lesser amount, make an alternative award for the specified project, or make an award for a shorter duration. OSPF reserves the right to ask clarifying questions, issue conditional awards, and negotiate a best and final application with one or more Applicants. OSPF reserves the right to waive errors and omissions that do not materially affect the application. Errors and omissions may result in lower evaluation scores or rejection of the application.



SFY24 Competitive Funding Opportunity | Budget Narrative

Introduction: This document should be used to develop the Applicant’s budget and budget narrative. One budget and budget narrative should be submitted for each program for which the Applicant is requesting funds.

Directions: Fill out the table below to show how Award funds will be used, then complete the budget narrative on the next page.

Budget Table

| Budget Categories: | OSPF Funds | Other Funds (not required) | Total Funds |
|---|------------|-------------------------------|-------------|
| Category I: Personnel Costs | | | |
| Personnel | | | |
| Fringe Benefits | | | |
| Category II: Non-Personnel Costs | | | |
| Consultants | | | |
| Subscriptions & Publications | | | |
| Supplies | | | |
| Printing/Copying | | | |
| Rent/Lease Expenses | | | |
| Phone/Utilities | | | |
| Maintenance/Repair | | | |
| Rentals | | | |
| Insurance | | | |
| Motor Vehicle | | | |
| Travel-hotel | | | |
| Food | | | |
| Conference/Training/ Registration | | | |
| Equipment/Computer | | | |
| Furniture | | | |
| Totals | | | |

Budget Narrative

For each category, include the total value of funds devoted to the project.

Personnel Salaries and Wages

Total Value of funds: \$ _____.

Explanation of how expenditures were calculated and the justification for the expended funds for the proposed project.

Fringe Benefits

Total Value of funds: \$ _____.

Explanation of how fringe expenditures were calculated and the justification for the expended funds for the proposed project.

Travel

Total Value of funds: \$ _____.

Explanation of how expenditures were calculated and the justification for the expended funds for the devoted project.

Equipment

Total Value of funds: \$ _____.

Explanation of how expenditures were calculated and the justification for the expended funds for the proposed project. This Award requires the technological capability to participate in video conferencing. Applicants should include a webcam or other supplies to participate in video conferencing if needed.

Supplies

Total Value of funds: \$ _____.

Explanation of how expenditures were calculated and the justification for the expended funds for the devoted project.

Contractual

Total Value of funds: \$ _____.

The cost of consultants and other independent contractors (including their invoiced support costs), temporary help, and task and deliverables based sub-contracts.

Other Expenses

Total Value of funds: \$ _____.

Insert explanation of how expenditures were calculated and the justification for the expended funds for the proposed project.

Indirect Costs

Total Value of funds: \$ _____.

Insert explanation of how expenditures were calculated and the justification for the expended funds for the proposed project.

Matched

Total Value of funds: \$ _____.

Insert explanation of how expenditures were calculated and the justification for the expended funds for the proposed project.



SOURCES
OF STRENGTH | OHIO



SFY24 Competitive Funding Opportunity | Conditions and Assurances Agreement

Introduction

The purpose of this document is to ensure that the Applicant is aware of expectations that accompany an award of funds to support Sources, BPO:XP, and/or Kognito (hereafter referred to as the “Award”) and of

(hereafter referred to as “Grantee”) if they receive the Award. By signing the Conditions and Assurances Agreement (hereafter referred to as “the Agreement,”), Grantee agrees to abide by the assurances enclosed as a condition of receiving the Award.

Funding Period: August 1, 2023, through June 30, 2024

Directions: Fill in document blanks and secure signatures from the Grantee Executive Director, Fiscal Officer, and Network Leader. Applicants must accept the conditions and assurances without amendment. Signatures must be completed with a blue or black pen. In organizations where one person acts as two signors (the executive director, the fiscal officer, and/or the Network Leader), the individual in question should sign all applicable lines.

Conditions and Assurances

The undersigned grantee, _____ makes the following representations and agrees to the following conditions in accepting funds from the Ohio Suicide Prevention Foundation through the Ohio Department of Mental Health and Addiction Services.

1. Grantee will utilize the funds solely for the purpose of participation as outlined in the grant application.
 - a. Funds CANNOT be used for any product or publication purchased from OSPF.
 - b. Funds CAN be used for food/beverages related to or required by project work or for any travel purposes.
 - c. Funds CAN be used for the following, including but not limited to, personnel and fringe, office lease, utilities, telephone/Internet, and general supplies for the purposes of completing the goals and objectives of the grant.
2. Funds CAN be used to contract with third party subject matter experts and may be used to offer financial assistance to other organizations/individuals for the purposes of completing goals and objectives of the grant.
3. Grantee possesses the legal authority to apply for the grant and a motion resolution, or similar action has been adopted by Grantee and certified or executed by a duly authorized officer or representative of Grantee, authorizing the filing of the application for the Funds, including all understandings and assurances contained therein, and

directing and authorizing the person identified below as the official representative of the Grantee to act in connection with the proposal and to provide such additional information as may be required.

4. Grantee will comply with all applicable federal, state, and local laws prohibiting unlawful discrimination on the basis of race, ethnicity, age, color, religion, sex, national origin, sexual orientation, or disability.
5. Grantee will acknowledge the source of the funds on all written materials generated from the Award, and in all advertising and media releases using the language:

“This project was funded by the Ohio Suicide Prevention Foundation with grants and support from the Ohio Department of Mental Health and Addiction Services.”

In addition, Grantees receiving funds for Kognito will include the following language:

“Kognito trainings are made accessible to you free by the Ohio Suicide Prevention Foundation through Substance Abuse and Mental Health Services (SAMHSA) Garrett Lee Smith (GLS) Youth Suicide Prevention Grant Number SM086105.”

6. Grantee will participate in and complete all activities and deliverables related to the grant as specified in this RFP or in the Grantee’s alternative proposal.
7. Grantee will complete all activities and related expenses by June 30, 2024.
8. Grantee understands that failure to meet the parameters of 6 and 7 above will impact the grantee’s ability to receive funding from OSPF for future projects.
9. Grantee will calculate fund expenditures and report any anticipated unspent funds to OSPF by Monday, June 17, 2024.
10. If the Grantee does not expend the entire portion of the awarded funds, the remaining funds will be returned to OSPF by Friday, August 2, 2024.
11. Grantee will not make budget changes in excess of 10% of the total Award amount without the prior approval of OSPF. If grant funds are used other than set forth in the application, approved budget, or the Agreement without written approval, the applicant will repay the full amount of the grant.
12. Grantee hereby agrees to indemnify, defend, save and hold harmless OSPF from any and all liabilities, obligations, claims, suits, actions, losses, damages, fines, penalties or any other costs which arise in whole or in part out of any authorized or unauthorized acts by the Grantee, its representatives, agents, employees or affiliates, directly or indirectly related to the Award, accompanying funds, projects, or activities.
13. Grantee agrees not to accept sponsorship from or partnership with the alcohol or tobacco industry for any purpose within the scope of this project.
14. Grantee agrees not to alter the OSPF logo, Sources of Strength Ohio logo, Sources of Strength logo, Kognito logo, or BPO:XP logo for any reason.

15. Grantee agrees to provide OSPF with an accurate accounting of grant expenditures for this grant accompanied by receipts upon request.
16. Grantee is aware that Lobbying - Section 319 of Public Law 101-121 generally prohibits recipients of Federal grants and cooperative agreements from using appropriated funds for lobbying.

| | | |
|---------------------|-----------|-------|
| _____ | _____ | _____ |
| Network Leader Name | Signature | Date |

| | | |
|--------------------|-----------|-------|
| _____ | _____ | _____ |
| Fiscal Office Name | Signature | Date |

| | | |
|-----------------------------|-----------|-------|
| _____ | _____ | _____ |
| CEO/Executive Director Name | Signature | Date |



SFY24 Competitive Funding Opportunity | RFP Rubric

Introduction: The purpose of this document is to facilitate Applicant understanding of how each proposal will be scored by reviewers. Applicants are encouraged to use the rubric below to ensure they meet or exceed reviewer expectations for a competitive proposal.

Scoring: Reviewers will use the following scale to rate the proposal’s ability to meet criterion.

- 0** = Proposal **does not meet** expectations for this criterion.
- 1** = Proposal **partially** meets expectations for this criterion.
- 2** = Proposal **meets** expectations for this criterion.
- 3** = Proposal **exceeds** expectations for this criterion.

The rubric includes three sections, weighted as follows. Before being weighted, applications will be worth a maximum of 87 points:

| Section | Weight | Maximum Score (Before Weight) |
|-----------------------------|--------|-------------------------------|
| Applicant Face Sheet | 10% | 42 points |
| Project Narrative | 70% | 36 points |
| Budget and Budget Narrative | 20% | 9 points |

After being weighted, proposals will be worth a maximum of 30 points.

| I. APPLICANT FACE SHEET - <u>42 points possible</u> (before weight) | SCORE |
|---|-------|
| 1. Applicant organization name | |
| 2. Applicant organization address | |
| 3. Applicant organization phone number | |
| 4. Applicant organization’s federal tax ID | |
| 5. Applicant status as a 501.c.3 non-profit or government entity | |
| 6. Executive director name | |
| 7. Executive director contact information (email and phone number) | |
| 8. Applicant fiscal officer name | |

| | |
|---|--|
| 9. Applicant fiscal officer contact information (email and phone number) | |
| 10. Name and title of the proposed Network Leader | |
| 11. Network Leader contact information (email and phone number) | |
| 12. Amount of funding requested: <ul style="list-style-type: none"> • For Sources (suggested funding \$18,000 - \$20,000) • For BPO:XP (suggested funding \$3,000) • For Kognito (suggested funding \$3,000) | |
| 13. Programs the Network Leader will support. For Sources, also specify if the Applicant will be supporting Elementary and/or Secondary Program(s). | |
| 14. Proposal title | |
| Total Score | |

| II. PROJECT NARRATIVE - 36 points possible (before weight) | SCORE |
|--|--------------|
| 1. Competency and role of proposed Network Leader as described on page 8 of the RFP. Must also include the Network Leader resume as an appendix. | |
| 2. Applicant willingness to complete required grant activities as described on pages 5-7 and/or rate the value of the Applicant's alternative proposal. | |
| 3. Applicant experience with Chosen Programming, as described on page 9 of the RFP. | |
| 4. Description of applicants' intended service area, including county names, cities/towns, and school districts; designation as urban, suburban, rural and/or Appalachian; demographics of the region. | |
| 5. Willingness to expand Sources beyond their school, community, or county. | |
| 6. Applicant's role in their region and description of embeddedness within the community/local schools. | |
| 7. Applicant's efforts to address mental & behavioral health. | |
| 8. Applicant's relationship with local schools and youth-serving or youthled community organizations. | |
| 9. Description of interest in Chosen Programming. | |
| 10. Opportunities to expand Chosen Programming in Applicant's region as described on page 9 of the RFP. | |

| | |
|--|--|
| 11. Applicant plan and timeline for supporting implementation of Chosen Programming. Included details on plans to fulfill grant activities and/or alternative proposals. | |
| 12. Two objectives to be achieved by the end of SFY22 and plan to track progress toward the objectives. | |
| 13. Applicant plan to promote Chosen Programming in their region, recruit schools, and offer training/technical assistance to local programs. | |
| Total Score | |

| III. BUDGET AND BUDGET NARRATIVE - <u>9 points possible</u> (before weight) | SCORE |
|--|--------------|
| Budget expenditures align with expenditure restrictions and allowable costs as described in the RFP and Conditions and Assurances. | |
| Budget narrative is sufficient to explain proposed funding expenditures. | |
| Proposed funding expenditures support the goal of expanding Chosen Programming as described in the RFP. | |
| Total Score | |