



The Ohio Suicide Prevention Foundation and PreventionFIRST! present:

## Sources of Strength Ohio Network

### State Fiscal Year 2023 Competitive Funding Opportunity | Request for Proposal

Application Deadline – Friday, December 2, 2022, at 5:00pm

#### Executive Summary

The Ohio Suicide Prevention Foundation (OSPF) and PreventionFIRST! (PF!) are seeking additional partners to support the statewide rollout of **Sources of Strength**, an evidence-based suicide prevention program for students in kindergarten - 12th grade. **Sources of Strength Ohio Network Awardees** (hereafter referred to as “the Awardees”) will recruit schools to participate in Sources of Strength Elementary and Secondary Programming, assist with program implementation, provide technical assistance to local implementation sites, and liaison between local and state partners. **Awardees will be eligible to apply for funding up to \$18,000 in State Fiscal Year 2024 (SFY24).**

Candidates need to be trained in Sources of Strength (Sources) to apply, and while the strongest candidates will be trained in programming for kindergarten – 12<sup>th</sup> grade, candidates may apply for a lower level of funding to offer either the Elementary Program (for kindergarten – 6<sup>th</sup> grade) or the Secondary Program (for 7<sup>th</sup> – 12<sup>th</sup> grade).

**Funding Period:** State Fiscal Year 2023 starting January 9, 2022, through June 30, 2023

**Issue Date:** November 4, 2022

**Proposal Submission Deadline:** December 2, 2022, at 5:00pm

**Award Amount:** \$11,000

**Eligibility:** Youth-led groups, not-for-profit organizations, schools, school partners, and government organizations. Must be a non-profit or governmental entity. Candidates must be trained as both an Elementary Coach and Secondary Program Trainer (provisional certification acceptable) to apply for the full funding amount.

**Questions:** Contact [RFP@ohiospf.org](mailto:RFP@ohiospf.org) no later than November 22, 2022, at 5:00 p.m. FAQs will be posted at the bottom of the RFP landing page.



## Funding Overview

Sources of Strength (Sources) is a comprehensive wellness program that uses curricula and youth-led programming to build resiliency in youth populations and increase protective factors associated with the prevention of suicide, bullying, violence, and substance misuse. This radically upstream approach to suicide prevention has been implemented in schools across the United States for decades, but Sources' popularity is limited largely by implementation costs that average \$5,000 per school for initial programming. Through funding from the Ohio Department of Mental Health and Addiction Services (OhioMHAS) and the CARES Act of 2020, Sources is available at no cost to Ohio communities. This initiative, known as Sources of Strength Ohio (SourcesOH), is led by the Ohio Suicide Prevention Foundation (OSPF) and PreventionFIRST! (PF!), each of whom are trusted authorities on suicide prevention and behavioral health promotion in the state of Ohio and beyond. Since late 2020, SourcesOH has spread Sources to 62 secondary schools and 54 elementary schools.

In SFY22, SourcesOH teamed up with local leaders across the state to establish new Sources programs. **In December of 2022, a maximum of six (6) award recipients will join six existing grantees to expand upon SourcesOH's SFY22 efforts.**

Organizations that apply for this Award (Applicants) do not need to demonstrate connectedness to schools in multiple school districts or counties, but they do 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, registration fees, and other items listed in the budget/budget narrative template.

## About Sources of Strength

Sources of Strength is named for the **eight protective factors** shown to reduce suicidal behavior and promote positive behavioral health outcomes. Research shows that youth and young adults who can rely on one to two of the protective factors in the **Sources of Strength Wheel** (top-left of page 3) have lower rates of suicide and suicidal behavior. Sources' programming has been developed and refined over several decades to promote these protective factors at the individual, interpersonal, and community level.

The 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.



This **evidence-informed curricula** incorporates a protective factor framework for preventing bullying, substance abuse, violence, and suicide. Because the curricula are designed to optimize flexibility, schools designate “Coaches” in the school to support the wellness of staff charged with implementing the curricula, as well as to coordinate lessons based on school and classroom goals.

The **Secondary Program** is implemented in grades 7-12 as a youth-led prevention program. Secondary Program Coordinators work with teams of **Adult Advisors and Youth Peer Leaders to develop and implement social**

**norming campaigns** that promote Sources’ eight protective factors during the school year and change social norms around mental health and suicide.

### Required Grant Activities

Awardees will work with one another as well as SourcesOH to expand Sources programming across the state. Applicants must submit a proposal that affirms their willingness to participate in required grant activities as described below. 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 required grant activities.

**Network Leaders must attend the in-person meeting and may miss no more than one of the six monthly meetings scheduled from January to June of 2023.**

- I. Promote Sources, recruit area schools to implement the Elementary and/or Secondary program, and support local implementation efforts.
- II. **If seeking funds to support implementation of the Elementary Program:**
  - a Candidates must be certified to Coach the 3-6 universal curriculum as well as the new curricula for kindergarten – 2nd grade. Candidates who are only certified to Coach the universal curriculum for grades 3- 6 may attend the Virtual Booster Training for the kindergarten – 2nd grade curricula (K-2 Booster) on November 18th, 2022, ([register here](#)) to achieve eligibility for funding.
  - b Recruit at least three (3) 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.
- III. **If seeking funds to support implementation of the Secondary Program:**
  - a If not certified as a Secondary Program Local Trainer, Network Leaders must become certified by completing [Sources' training requirements](#).

- b Train at least three (3) Sources Secondary Program Teams. To train a Sources Team, Network Leaders or their team members must conduct the Team's Adult Advisor Training and Youth Peer Leader Training. Adult Advisor 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.
- IV. Participate in and complete monthly assignments for the virtual SourcesOH Network Leader meetings, held from 2:00 – 3:30 p.m. on Monday, January 9, 2023, as well as the first Monday of each month from March through June.
- V. Attend an in-person event with national Sources Trainers, tentatively scheduled for February 2023. Mileage, meal, and hotel costs for this event will be covered by additional funding and do not need to be accounted for in the Applicant Budget.
- VI. Regularly communicate with key staff at OSPF and PF! regarding successes and barriers for expanding Sources of Strength in the Awardee's region.
- VII. Support special events and projects hosted by SourcesOH, such as crosswalks between Sources curricula and State of Ohio learning standards, and professional development opportunities for Sources champions, like Coaches and Adult Advisors.

**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) or (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 who will be responsible for implementing grant required grant activities.
11. Network Leader (NL) contact information (email and phone number)
12. Amount of funding requested
13. Program(s) the NL will support if funded (Elementary, Secondary, or both)



#### 14. Proposal title

**B. Project Narrative.** (2 to 14 pages) This component describes the Applicant's approach to fulfilling the required grant activities outlined on the previous pages.

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 Sources. Applicants can reach out to [RFP@ohiospf.org](mailto:RFP@ohiospf.org) by November 22, 2022, to inquire about Sources implementation or training efforts in their area.

The following points must be addressed in Applicant proposals:

1. Why is the Applicant interested in the Sources of Strength programs?
2. Describe the proposed Network Leader who will be responsible for implementing the required grant activities, including:
  - a. What makes them a promising 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 their resume as an appendix to the proposal. The resume does not count toward the page limit.
3. Confirm the Applicant's willingness to complete the required grant activities and communicate exceptions where needed. E.g., if the Applicant is only willing to recruit local schools for the Elementary Program or the Secondary Program.
4. Describe the Applicant's experience with Sources, including:
  - a. If/when the proposed Network Leader (and supporting staff, if applicable) completed the Coach's Training. Specify if the Coach's Training they attended included the curricula for kindergarten – 2<sup>nd</sup> grade (K-2 Curricula) and if they've attended a K-2 Booster Training.
  - b. If/when the proposed Network Leader (and supporting staff, if applicable) completed the Secondary Program Training of the Trainers.
  - c. How many LOCs the Applicant has secured from local schools.
  - d. How many Sources Adult Advisor, Youth Peer Leader, and/or information sessions have been conducted by the Applicant. Include the number of schools, staff, and students reached.

5. 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?
  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. What opportunities does the Applicant see for Sources in the region?
    - a. Consider the area's resistance to or embrace of prevention programming, social-emotional learning, or recognition of behavioral health issues.
    - b. **If seeking funds to support implementation of the Secondary Program:** What is the Applicant's willingness to expand Sources beyond the Applicant's school, community or county? To which schools, communities, or counties would the Applicant be willing to travel to satisfy the Secondary Program Training requirement as described in the required grant activities?
  10. Detail the Applicant's plan and timeline for supporting Sources implementation. This section should refer to required grant activities I, II, and III on pages 3-4 of the RFP. Note: Network Leaders seeking funds for Secondary Programming do not need to secure LOCs for Secondary Programs to conduct Trainings for those programs.
  11. List two objectives the Applicant expects to achieve by June 30, 2023, including:
    - a. How the Applicant will achieve those objectives.
    - b. How the Applicant will track their progress toward their objectives.
  12. Describe the plan to promote Sources in your region, recruit schools, and offer training/technical assistance to local Elementary and Secondary programs.
- C. Budget and Budget Narrative.** (Does not count toward the page limit.) This component describes how the funds will be used to fulfill required grant activities. Applicants may request a maximum of \$11,000. 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.
- 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 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**

Proposals should be emailed as Microsoft Word or PDF documents to [RFP@ohiospf.org](mailto:RFP@ohiospf.org) by 5:00 p.m. on Friday, December 2, 2022. 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.

### **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 with SourcesOH between December 5 and December 9, 2022. Staff will schedule this meeting with the proposed Network Leader upon receipt of their proposal.

Applicants will be notified of their award status by December 16, 2022.

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.



**SFY23 Competitive Funding Opportunity | Budget Narrative**

**Introduction:** This document should be used to develop the Applicant’s Sources of Strength Ohio Network Award (hereafter referred to as “the Award”) budget and budget narrative.

**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**

<b>Budget Categories:</b>	<b>OSPF Funds</b>	<b>Other Funds (not required)</b>	<b>Total Funds</b>
<b>Category I: Personnel Costs</b>			
Personnel			
Fringe Benefits			
<b>Category II: Non-Personnel Costs</b>			
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			
<b>Totals</b>			



## 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.



## SFY23 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 the Sources of Strength Ohio Network Leader Award (hereafter referred to as “the Award”) and of

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(hereafter referred to as “the 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 grant funding.

**Funding Period:** January 9, 2023 – June 30, 2023

**Directions:** Fill in document blanks and secure signatures from the Grantee Executive Director, Fiscal Officer, and Network Leader. To satisfy the requirements for this component, 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.”

6. Grantee will participate in and complete all activities and deliverables related to the grant as specified in the Sources of Strength Ohio RFP and Grantee proposal.
7. Grantee will complete all activities and related expenses by June 30, 2023.
8. Grantee will calculate fund expenditures and report any anticipated unspent funds to OSPF by Friday, June 18, 2023.
9. If the Grantee does not expend the entire portion of the awarded funds, the remaining funds will be returned to OSPF by Friday, August 4, 2023.
10. 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 or the Agreement without written approval, the applicant will repay the full amount of the grant.
11. 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.
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 or Sources of Strength Ohio 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



**SFY23 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
- 1** = Proposal **partially** meets expectations
- 2** = Proposal **meets** expectations
- 3** = Proposal **exceeds** expectations

The rubric includes three sections, and is weighted as follows out of a maximum of 78 points:

Section	Weight	Maximum Score (Before Weight)
Applicant Face Sheet	10%	33 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>33 points possible</u> (before weight)	SCORE
Applicant organization's name	
Applicant organization's address	
Applicant organization's phone number	
Applicant organization's federal tax ID	
Applicant organization's status as a non-profit or governmental entity	
Executive director's name, email address, and phone number	
Fiscal officer's name, email address, and phone number	
Network Leader's (NL) name, email address, and phone number	
Amount of funding requested	
Program(s) the NL will support if funded (Elementary, Secondary, or both)	
Proposal title	
<b>Total Score</b>	



II. PROJECT NARRATIVE - <b>36 points possible</b> (before weight)	SCORE
1. Description of interest in Sources of Strength.	
2. Competency and role of the proposed Network Leader as described on page 5 of the RFP.	
3. Applicant willingness to complete required grant activities as described on page 3 and 4 of the RFP.	
4. Applicant experience with Sources as described on page 5 of the RFP.	
5. 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.	
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 youth-led community organizations.	
9. Opportunities to expand Sources in Applicant's region as described on page 6 of the RFP. <b>If seeking funds to implement Secondary Program:</b> Willingness to expand Sources beyond their school, community, or county.	
10. Applicant's plan and timeline for supporting Sources implementation, specifically the required grant activities I, II, and III on pages 3 and 4 of the RFP.	
11. Two objectives to be achieved by the end of SFY23 and plan to track progress toward the objectives.	
12. Applicant plan to promote Sources in their region, recruit schools, and offer training/technical assistance to local Sources programs as described on page 6 of the RFP.	
<b>Total Score</b>	

III. BUDGET AND BUDGET NARRATIVE - <b>9 points possible</b> (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 developing the Sources Network as described in the RFP.	
<b>Total Score</b>	