

MEMORANDUM  
**DEPARTMENT OF COMMUNITY HEALTH**  
LANSING, MICHIGAN 48913

**TO:** Community Mental Health Services Program Executive Directors

**FROM:** Patrick Barrie, Deputy Director

**DATE:** April 1, 2003

**SUBJECT:** Mental Health Block Grant Request for Proposals  
Application Deadline: May 23, 2003

Enclosed for your careful consideration is the FY 2003/2004 Mental Health Block Grant Request for Proposals (RFP). Please share this RFP with your program and financial staff. Community Mental Health Services Block Grant funds are used to provide community-based services for adults with serious mental illness and children with serious emotional disturbance.

Service initiatives are designed to carry out the goals and objectives of the Michigan Department of Community Health plan as approved by the Substance Abuse and Mental Health Services Administration, Center for Mental Health Services (CMHS). The application to CMHS included the department's intent to use Mental Health Block Grant funds to foster service innovation and service development within Michigan's system of 48 Community Mental Health Services Programs (CMHSPs).

Please remember that block grant funds are limited to services for people with serious mental illness. They may be used for people with co-occurring disorders if one of the disorders is a serious mental illness. The RFP contains specifications for priority service areas around which CMHSPs may develop service approaches. Continuing focus areas include anti-stigma; case management; person-centered planning; self-determination; jail diversion; co-occurring mental health and substance use disorders; consumer-run, delivered, or directed services; supports and services for older adults; ACT; clubhouse programs; vocational/employment; rural initiatives; homeless populations; and special populations. Crisis planning and recovery are added as new focus areas.

This RFP includes funding from fiscal year 2003 and projected fiscal year 2004 funds. The maximum amount to be awarded for a single project is \$75,000; in the case of two-year projects up to \$75,000 may be requested for each year. Larger awards may be made for single projects that involve multiple CMHSPs within a Prepaid Health Plan. Funding recommendations will be made based upon the review criteria contained in the RFP. The term of contracts awarded pursuant to the RFP process will be October 1, 2003 to September 30, 2004. If a two-year project is approved for continuation the second year contract will be from October 1, 2004 to September 30, 2005. Contracts which begin October 1, 2003 must be signed by both parties no later than September 30, 2003.

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It is expected that uncommitted funding of approximately \$5 million will be made available for proposals addressing adult needs on a one-time basis. The block grant funding for childrens services is committed on an ongoing basis for previously established initiatives.

Only CMHSPs, or established Prepaid Health Plans and their affiliations, are eligible to submit proposals in response to this RFP. Many proposals will include services to be performed by CMHSP subcontractors but the CMHSP is responsible for review of the proposals before submission (including assuring accurate completion of budget forms). Department staff reviewing proposals will be contacting CMHSP staff to resolve any questions they may have regarding proposals. Please make sure that the face sheet contains the appropriate contact people information.

An informational meeting for CMHSPs interested in responding to this RFP is scheduled for Tuesday, April 29, 2003, from 1:00 p.m. to 3:30 p.m., at the Michigan Library and Historical Museum, Lake Ontario Room, 717 West Allegan Street, Lansing, MI (see enclosed parking lot information which has information on obtaining maps and driving directions). Due to space limitations, each CMHSP may have one or two representatives at this meeting. A summary of questions and answers from the meeting will be compiled and sent to all CMHSPs following the meeting.

Application information and program specialists to contact for technical assistance and consultation are included in the RFP. Please direct questions regarding this RFP to the specialist identified for each program area of the RFP. I urge you to take advantage of this opportunity to expand and improve services to people with serious mental illness in your service area.

Enclosures

CC: Janet Olszewski  
Irene Kazieczko  
Mark Kielhorn  
Judy Webb