



City of Boise
2022 Coronavirus Fiscal Recovery Grant Program
Notice of Funding Opportunity (NOFO) – Mental Health Projects

Funding Opportunity Number: RFP # 4137

Assistance Listing Number: [Assistance Listing Number \(ALN\) 21.027: Coronavirus State and Local Fiscal Recovery Funds \(CSLFRF\), Coronavirus State Fiscal Recovery Fund \(CSFRF\) and Coronavirus Local Fiscal Recovery Fund \(CLFRF\)](#)

Key Dates:

July 11, 2022	Issuance of Notice of Funding Opportunity
August 31, 2022	Application Submission Deadline (10:59 p.m. MDT)
September 2022	Initial Screening; Scoring and Selections
October 2022	Awards Announced; Agreements Issued; Projects Begin

Synopsis of Grant Opportunity:

The City of Boise (the City) is pleased to announce its competitive grant program in support of mental health care under the American Rescue Plan Act (ARPA). Funding will be provided through a master grant the City received from the U.S. Department of the Treasury to administer the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) program. The City will issue Subaward Agreements to successful applicants for projects that increase access to affordable, equitable, culturally, and linguistically appropriate mental health care services for low-income, underserved, uninsured, and/or underinsured individuals and families.

Funding Available: \$2,500,000

Maximum Award: \$500,000

Estimated Number of Awards: 5-10 awards

Grant Period: October 1, 2022 – September 30, 2024



Important Reminders:

- All grant applications must be submitted through the City's ZoomGrants site:

Apply Online Using ZoomGrants

- All required supporting documentation must be uploaded to the City's ZoomGrants site. No email, mail, or faxes will be accepted.
- On December 26, 2014, the Office of Management and Budget (OMB) consolidated various grant-related circulars into the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) located at 2 CFR 200 (<https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/>). OMB's Uniform Guidance applies to the 2022 Coronavirus Fiscal Recovery Grant Program.

Additional Resources:

- If you have questions about this Notice of Funding Opportunity, the 2022 Coronavirus Fiscal Recovery Grant Program, or ZoomGrants, please email ARPA@cityofboise.org.
- Review guidance from the U.S. Department of the Treasury regarding allowable uses for Coronavirus State and Local Fiscal Recovery Funds and specific program requirements: <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>
- Review OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200?toc=1>



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1. CORONAVIRUS FISCAL RECOVERY FUNDS BACKGROUND

The City of Boise has been awarded \$36.9 million from the U.S. Department of the Treasury (the Treasury) through the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) program under the American Rescue Plan Act (ARPA). Certain federal restrictions apply to the deployment and administration of SLFRF funds as outlined in the Treasury's [Final Rule](#) (31 CFR Part 35). This guidance has clarified and expanded upon the ways in which SLFRF funding can be used, including to support or create certain infrastructure (i.e., water, sewer, and broadband), address revenue loss, and meet community needs, specifically as they relate to the impacts of the COVID-19 pandemic.

2. PROGRAM DESCRIPTION AND GOALS

The mental health and wellness of all Boise residents is crucial to ensure a healthy and thriving community. This Notice of Funding Opportunity (NOFO) is designed to support organizations providing mental health services to low-income, underserved, uninsured, and/or underinsured individuals and families. Examples of eligible projects include, but are not limited to, outpatient therapeutic services, support groups, addressing gaps in service, expanding access to service, addiction recovery services, and suicide prevention efforts.

The City of Boise will issue Subaward Agreements to successful applicants for eligible project activities as outlined in the U.S. Department of the Treasury's Coronavirus State and Local Fiscal Recovery Funds (SLFRF) program and further defined below.

3. ELIGIBILITY INFORMATION

A. Eligible Applicants

- Non-profit organizations with 501(c)(3) status, including hospitals and local providers; and
- For-profit organizations, including hospitals and local providers.

Note: Individuals and educational institutions are not eligible to apply.

B. Service Requirements

Projects must increase access to affordable, equitable, culturally, and linguistically appropriate mental health care services for low-income, underserved, uninsured, and/or underinsured individuals and families.

All mental health care services provided must utilize evidence-based practices as defined by the Treasury and/or the Substance Abuse and Mental Health Services Administration (SAMHSA):



- The Treasury defines evidence-based practices as interventions that demonstrate a strong or moderate evidence base.
 - Strong evidence can support causal conclusions for the specific program proposed with highest level of confidence through the following:
 - One or more well-designed and well-implemented experimental studies conducted on the proposed program with positive findings on one or more intended outcomes
 - Moderate evidence includes a reasonably developed evidence base that can support causal conclusions through the following:
 - One or more quasi-experimental studies with positive findings on one or more intended outcomes; or
 - Two or more nonexperimental studies with positive findings on one or more intended outcomes.
- See link to SAMHSA's Evidence Based Practices Resource Center:
<https://www.samhsa.gov/resource-search/ebp>

C. Allowable Activities

Allowable project activities may include:

- Therapeutic services, including individual, family, and group therapy
- Community support groups
- Prevention and intervention strategies focused on the provision of culturally responsive care to diverse populations
- Addiction recovery services
- Mental health care services for youth and/or seniors

D. Eligible Expenses

Eligible project expenses include, but are not limited to, the following:

- Direct administrative expenses (e.g., staff time, operating costs, etc.)
- Indirect expenses (i.e., expenses not exclusively/directly tied to the project)
- Costs associated with delivery of evidence-based mental health care services provided to low-income, underserved, uninsured, and/or underinsured individuals and families
- Contractual expenses and/or fees related to service delivery
- Translation and interpretation services

E. Ineligible Activities and Expenses

Individuals and educational institutions (i.e., school-based programming, etc.) are ineligible for this funding opportunity.



Ineligible expenses include, but are not limited to, the following:

- Services that are not evidence-based as defined by the Treasury and/or the Substance Abuse and Mental Health Services Administration
- Training, including training registrations, and/or travel expenses
- Equipment purchases (defined as tangible personal property having a useful life of more than one year and a per-unit acquisition cost of \$5,000 or more)
- Expenditures incurred prior to grant award
- Fundraising, including financial campaigns, solicitation of gifts and bequests, and similar expenses incurred to raise capital or obtain financial contributions
- Taxes, except sales tax on goods and services
- Lobbyists and political contributions
- Bad debts, late payment fees, finance charges, legal costs, or contingency funds
- Parking or traffic violations
- Out-of-state transportation or travel expenses
- Inherently religious activities, such as worship, religious instruction, or proselytization

F. Required Registrations

Applicant organizations must complete and maintain the following registrations to be eligible to apply for or receive an award. All registrations must be completed prior to the application being submitted. Applicants are encouraged to begin the registration process as soon as possible to allow for processing time.

- Unique Entity Identification (UEI) Number – All registrations require that applicants be issued a UEI number. After obtaining a UEI number, applicants can begin their SAM registration.
- System for Award Management (SAM) – Applicants must complete and maintain an active registration, which requires renewal at least annually.

G. Service Area

Projects must provide services within Boise city limits. If telehealth services are included as part of this project, the base of operations for these services must be located within the city of Boise.

See map of Boise city limits here:

<https://boise.maps.arcgis.com/apps/instant/basic/index.html?appid=300d07645ff84c73b873f7bf6b5ae239>

H. Cost Sharing/Matching

There are no cost sharing or matching requirements associated with this funding opportunity. However, projects that include cost sharing/matching will receive



additional points during the scoring and selection process. Please see scoring criteria information below for more details.

4. SUBMISSION INFORMATION

A. Application Package

This announcement contains all narrative instructions to complete an application and includes links to additional useful resources. The application itself should be submitted through ZoomGrants. An Application Package outlining all grant application questions and supporting documentation requirements, can be found here: <http://www.cityofboise.org/arpa/mental-health>

B. Form of Application Submission

- Applications must be submitted online by 10:59 p.m. MDT on August 31, 2022 at <https://www.zoomgrants.com/zgf/cityofboise/4137>. To submit an application, your organization must have an account with ZoomGrants. To create a free account, visit <https://www.zoomgrants.com/zgf/cityofboise/4137> and complete the fields in the “New ZoomGrants Account” box on the right-hand side of the screen
- Supporting documentation must be uploaded to the ZoomGrants account in the Documents Tab. Emailed, mailed, or faxed documents will not be accepted and will result in application disqualification

C. Submission Dates and Times

- **Application deadline: August 31, 2022 at 10:59 p.m. (MDT)**
- Online applications and all required supporting documentation must be submitted by 10:59 p.m. MDT on or before August 31, 2022
- Applications received after the deadline specified above, for any reason, will not be considered for funding

D. ZoomGrants Site

Applicants will use the City of Boise's ZoomGrants site to submit grant applications and upload required documentation. The site is user-friendly but please allow extra time to become familiar with the site as needed. Please create only one (1) ZoomGrants account per organization.

5. APPLICATION REVIEW INFORMATION

A. Phase I: Initial Screening

ZoomGrants will automatically perform an error check of all submitted applications for completeness and technical errors. If errors are found, ZoomGrants will provide a



listing of any incomplete questions and missing documents and prompt the applicant to fix them. Applicants will not be able to submit their application until all errors are fixed.

The initial review criteria are:

- Was the application received prior to the application deadline?
- Is the applicant an eligible organization?
- Is the application complete? Were all appropriate questions answered?
- Was all required supporting documentation received prior to the application deadline?
- Is the application request equal to or less than \$500,000?

Applications that satisfy all of the above criteria will move forward to the Review Committee. Applications that do not meet any one of the above requirements may be disqualified.

B. Phase II: Review Committee: Application Scoring and Selection Process

Applications completing the Initial Screening will then be reviewed by an application Review Committee – a volunteer panel of City of Boise experts with varied backgrounds. During the review process, the Review Committee will use the following scoring criteria:

Criteria No.	Criteria	Points
1	Organization Type:	
	Non-Profit Organization	10 points
	For-Profit Organization	5 points
	Other	5 points
2	Organization Background and Experience: Comprehensively describes organizational background and experience related to the mental health care field.	Up to 10 points
2	Community Need: This project adequately addresses community need(s) that are clearly defined and supported by data; clearly identifies who will be served.	Up to 20 points
3	Project Description: Project activities are clearly defined, measurable, and tied to community need(s).	Up to 40 points
5	Evaluation Methods: Specific to project activities; clearly defined and measurable with expected project outcomes.	Up to 20 points



6	Project Management and Implementation: Applicant outlines a well thought out approach to accomplishing goals and objectives, including roles and responsibilities of key staff.	Up to 30 points
7	Sustainability: Project demonstrates the ability to sustain services without federal award by prioritizing the continuation or expansion of existing services.	
	Continuation and/or expansion of existing services	10 points
	Development of new services	5 points
8	Work Plan: Clearly outlines detailed work plan activities in accordance with provided application information (i.e., goals, objectives, milestones, deliverables, timeline, roles/responsibilities of key staff, etc.)	Up to 20 points
9	Detailed Budget: Clearly outlines allowable project expenses in accordance with provided application information (i.e., goals, objectives, milestones, deliverables, timeline, roles/responsibilities of key staff, etc.)	Up to 20 points
10	Applicant Match: Applicant identifies match sources for project, including cash or in-kind match commitments from the applicant or identified third parties.	
	20%+ match	10 points
	1-19% match	5 points
	0% match	0 points
11	Letters of Support: Applicant provides letters of support from community partners that demonstrate commitment to services and/or community impact:	
	3+ community partners/letters of support	10 points
	1-2 community partners/letters of support	5 points
	0 community partners/letters of support	0 points

6. AWARD ADMINISTRATION INFORMATION

A. Award Announcements

Awarded applications will be announced by October 2022.

Funding decisions will be available on the City of Boise's website at <https://www.cityofboise.org/departments/mayor/arpa/>.

B. Award Requirements

Grants issued through this funding opportunity will be governed by a Subaward Agreement between the City of Boise and the applicant organization



("Subrecipient"). The Subaward Agreement will incorporate, by reference, the relevant federal regulations that must be followed. It is strongly recommended applicants thoroughly review the appropriate federal grant guidelines before submitting applications. As designated Subrecipients, successful applicants will be subject to certain requirements and should implement a robust and thoughtful compliance framework to support the administration of federal funds.

I. Administrative Requirements

Relevant Guidance:

- [Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards: 2 CFR Part 200](#)

Subject	Non-Profit Organizations	For-Profit Organizations
Administrative Requirements	2 CFR 200, Subpart D Website: https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D	2 CFR 200, Subpart D Website: https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D
Cost Principles	2 CFR 200, Subpart E Website: https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E	48 CFR FAR 31.2 Website: https://www.ecfr.gov/current/title-48/chapter-1/subchapter-E/part-31/subpart-31.2
Audits	2 CFR 200, Subpart F Website: https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-F	2 CFR 200.501(h) (For-Profit recipient Audit thresholds are determined by the awarding agency.)

II. Programmatic Requirements

Relevant Guidance:

- [U.S. Department of the Treasury's Final Rule \(31 CFR Part 35\)](#)
- [Assistance Listing Number \(ALN\) 21.027: Coronavirus State and Local Fiscal Recovery Funds \(CSLFRF\), Coronavirus State Fiscal Recovery Fund \(CSFRF\) and Coronavirus Local Fiscal Recovery Fund \(CLFRF\)](#)

Expenditure Category according to the Treasury's Final Rule:

- 1. Public Health
 - Behavioral Health
 - 1.12 Mental Health Services



III. Compliance Considerations

The following is a summary of select compliance requirements from among those identified in the Treasury's [SLFRF Compliance and Reporting Guidance](#) and the Office of Management and Budget's (OMB) [Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards \(Uniform Guidance\) located at 2 CFR Part 200](#).

- **Eligible Activities** – Subrecipients must use SLFRF funds for eligible activities in accordance with the Treasury's Final Rule and Compliance and Reporting Guidance.
- **Performance Indicators and Programmatic Data** – Subrecipients must report SLFRF performance indicators and programmatic data on a quarterly and annual basis.
- **Records and Reporting** – Subrecipients must establish financial, administrative, and programmatic records for all SLFRF activities and maintain documents for five (5) years after all funds have been expended or returned.
- **Period of Performance** – Subrecipients must incur and expend SLFRF funds in accordance with period of performance dates established in the Subaward Agreement.
- **Allowable Costs** – Subrecipients must ensure that SLFRF activity costs, including administrative costs, are allowable, reasonable, allocable, properly calculated, and documented as defined in [§ 200.403-§ 200.405](#).
- **Internal Controls** – Subrecipients must manage and maintain SLFRF funds and activities through effective internal controls.
- **Audits** – SLFRF funds are subject to audit requirements, which may require a program-specific audit or audit under the Single Audit Act, depending on the Subrecipient's federal award expenditures.
- **Monitoring** – Subrecipients must monitor, inspect, and audit SLFRF funds and activities to ensure that funds are used for authorized activities, costs, and purposes.
- **Procurement** – Subrecipients must procure SLFRF-funded goods, services, and contracts in accordance with procurement procedures that reflect federal, state, and local laws and regulations to include 2 CFR 200.318.
- **Suspension and Debarment** – SLFRF funds are subject to suspension and debarment regulations. Subrecipients should verify that their subrecipient(s) and/or contractor(s) are not excluded or disqualified from conducting business with the federal government.
- **Civil Rights** – Subrecipients must comply with all federal, state, and local nondiscrimination laws.
- **Insurance** – Subrecipients shall carry and maintain the sufficient insurance applicable to their organization's status (e.g., 501(c)(3) status, etc.).



- **Advanced Funding** – Subrecipients may be paid in advance provided that they maintain or demonstrate the willingness to maintain written procedures for the timely expenditure of funds and management systems that meet the standards for fund control and accountability as outlined in [OMB's Uniform Guidance \(2 CFR 200\)](#).

C. Grant Reporting

At a minimum, quarterly progress reports and a final report will be required as a condition of the grant award. This information, including specific due dates for reports, will be outlined in the Subaward Agreements issued to successful applicants.

Subrecipients are expected to complete the required reports listed below by their respective deadlines and show adequate progress at each reporting interval. Failure to meet these requirements may result in withholding of grant funds and/or termination of the grant due to non-performance or lack of organizational capacity.

- **Service Information** – Total number of individuals and families served, population(s) served, description of services provided, evidence-based practices utilized, program impact, success stories, etc.
- **Program Delivery Information** – Processes and procedures, summary of program activities, financial reporting as defined in [§ 200.302](#) and [§ 200.328](#), etc.

Reporting Activity	Reporting Frequency	Reporting Period	Report Due Date(s)
Progress Reports	Quarterly (in each year of the agreement period)	Q1: Oct 1 – Dec 31 Q2: Jan 1 – Mar 31 Q3: Apr 1 – Jun 31 Q4: Jul 1 – Sept 30	January 15 th April 15 th July 15 th October 15 th
Final Report	Post-Completion	Oct 1, 2022 – Sept 30, 2024	December 31, 2024

D. Billing Procedures

Billing procedures for this project will be outlined in the Subaward Agreement. Invoices will be due no more frequently than monthly and no less frequently than quarterly. Invoices for this project will serve as requests for reimbursement based on work performed.

If cash flow is necessary for particular project activities, requests for advanced funding may be submitted for consideration and approval. A form will be included with the Subaward Agreement package for this purpose. See "Compliance Requirements" above for information about the terms and conditions that will apply to advanced funding requests.