

Elgin Township Community Mental Health Board Funding

Notice of Funding Opportunity

Description: This document serves as the public funding announcement and is consistent with the requirements per 2 CFR 200.204.

Program Title: Elgin Township Mental Health Board Funding

Assistance Listing: Assistance Listing Program Title is **Community Mental Health Services** and Assistance Listing Number is _____.

Key Dates: Cost allowability period March 3, 2021 – September 30, 2026; closing date for applications August 15, 2024.

Availability Period: 14 days

Program Description: The Elgin Township Mental Health Board has allocated funds to support local organizations in providing mental health, substance use, and developmental disability services to residents of Elgin Township. The Program aims to enhance the local behavioral health infrastructure, addressing gaps in services and promoting overall community well-being. Funding is available for programmatic expenses, staffing, and operational costs.

This Program has a minimum award of \$75,000 and a maximum award of \$150,000. Eligible organizations can apply for the amount of assistance needed to cover eligible costs. All grants will be issued on a reimbursement basis, with grantees required to submit appropriate documentation to substantiate their requests for reimbursement. All awarded grant funds must be spent by September 30, 2026. Any organization requesting an extension for grant fund expenditure must submit such a request to the Elgin Township Mental Health Board in writing 30 days prior to September 30, 2026.

Eligibility Criteria:

To be eligible for assistance under this Program, organizations must meet the following criteria:

- Be a 501(c)(3) non-profit organization.
- Provide services within Elgin Township. If services are provided outside of the Township, the organization must have the ability to track services provided in Elgin separately.
- Offer services in the areas of mental health, substance use, or developmental disabilities.
- Not currently receiving ARPA funds.
- Be in good standing with all applicable federal, state, and local standards and requirements.

Evaluation Criteria: The Mental Health Board will evaluate applications on a competitive basis using a formula, subject to funding availability.

Score = (Weight 1 x Criterion 1) + (Weight 2 x Criterion 2) + ... (Weight # x Criterion #)

- Score means the overall score of the proposal, which will be used to compare applications.

- Weight is the weight assigned to each criterion. The assigned weights reflect the relative importance of the criteria in the evaluation process.
- Criterion are the scores assigned to each proposal based on each criterion. These scores will be determined through a scoring rubric specific to each criterion. Each category will receive a score between 1-100.
- The proposals with the highest scores will receive funding. This approach allows for a systematic and transparent evaluation process, ensuring that proposals are assessed based on predefined criteria and priorities.

Criterion 1: Does the project align with the mission and funding priorities of the Elgin Township Community Mental Health Board?

Criterion 2: Does the project include components to build an inclusive, smart & caring region?

Criterion 3: Does the budget clearly detail expenses and revenue with transparency?

Criterion 4: Is the project and organization well enough supported and organized to succeed?

Criterion 5: Does the application clearly detail the number of people impacted and projected outcomes?

Criterion 6: Partnerships ensure projects are successful. Can you clearly identify the partnerships developed?

Criterion 7: Does the project directly align with Funding Priorities?

Scoring Criteria

- **Alignment with Funding Priorities:** The extent to which the proposal addresses the specific funding priorities outlined in the notice of funding opportunity. Proposals that closely align with the identified priorities may receive higher funding amounts.
- **Scope and Impact:** The potential impact of the proposed project on improving behavioral health outcomes and addressing systemic challenges. Proposals with broader scope and greater potential to effect positive change may receive higher funding amounts.
- **Innovation and Creativity:** The degree of innovation and creativity demonstrated in the proposed approach to addressing behavioral health system improvement. Projects that propose novel or unique strategies may receive additional funding to support experimentation and exploration of new ideas.
- **Sustainability:** The likelihood that the proposed project will be sustainable beyond the funding period. Proposals that include plans for long-term sustainability, such as leveraging additional resources or establishing partnerships, may receive higher funding amounts.
- **Capacity Building:** The extent to which the proposed project contributes to building the capacity of organizations, communities, or individuals involved in behavioral health service delivery. Projects that focus on training, education, or infrastructure development may receive additional funding to support capacity-building efforts.

- **Community Engagement and Collaboration:** The level of community engagement and collaboration demonstrated in the proposed project. Proposals that involve meaningful engagement with stakeholders, including individuals with lived experience of behavioral health issues, may receive higher funding amounts.
- **Evaluation and Monitoring:** The strength of the proposed evaluation and monitoring plan to assess project outcomes and measure impact. Proposals with robust evaluation plans that include clear objectives, performance measures, and data collection methods may receive additional funding to support rigorous evaluation efforts.
- **Geographic and Population Diversity:** The extent to which the proposed project addresses the needs of diverse geographic areas and populations. Projects that target underserved or marginalized communities may receive higher funding amounts to support efforts to reduce disparities in access to behavioral health services.

Application Preparation & Submission:

Applications must be submitted via email to mhb@elgintownship.com. The Township will not accept applications submitted by other methods such as mail or hard copy. Applications are due on August 15th, 2024.

Budget Submission:

Applicants should provide combined estimates of eligible costs incurred between March 3, 2021, and December 31, 2024.

- **Maximum available:** Organizations may apply for up to \$150,000.
- **Minimum:** \$75,000.
- Amounts will be assigned at the discretion of the Mental Health Board.
- **Eligible expenses:**

Expense Type	Description	Detailed Description
Programmatic Expenses	Expenses related to the delivery of services	Costs associated with the direct provision of mental health, substance use, and developmental disability services.
Operational Expenses	Expenses related to the organization's operations	Non-C-suite payroll, contracted labor, goods and services required for operation.

Appeals:

Final funding decisions will be communicated by August 29th, 2024. Notifications will be sent to the email that is registered in the application.

If your application is not selected for funding, an appeal may be submitted to the Elgin Township Mental Health Board by September 1, 2024, via mhb@elgintownship.com. The email must be sent by the email registered in the application. Information should include a description of how your organization meets the eligibility requirements and any supporting documentation deemed relevant. Awarded amounts are considered final, and the Board will not consider appeals for awarded amounts.

Terms & Conditions: The Elgin Township Mental Health Board Program is funded by the Department of Treasury Coronavirus Local and Fiscal Recovery Fund (“Fund”) established by Section 9901 of the American Rescue Plan Act of 2021. Applicants must comply with all requirements of the Fund and guidance issued by the Department of Treasury. An amendment containing the terms and conditions for this Program is forthcoming and will be included in grant agreements signed by approved applicants and the County.