**STATE OF MAINE**

**Department of Health and Human Services**

*Maine Center for Disease Control and Prevention*



**RFA# 202206096**

**School Based Health Center Services**

**Grant Funding**

**FY 2023 Application**

|  |  |
| --- | --- |
| **RFA Coordinator** | All communication regarding the RFA must be made through the RFA Coordinator identified below.  **Name:** Brittany Hall **Title:** Procurement Administrator  **Contact Information:** [Brittany.hall@maine.gov](mailto:Brittany.hall@maine.gov) |
| **Submitted Questions** | *All questions must be received by the RFA Coordinator identified above by:*  **Date:** August 1, 2022 no later than 11:59 p.m., local time and must include **“RFA# 202206096 Question”** in the subject line of the e-mail. |
| **Application Submission Period** | *Applications must be received by the Division of Procurement Services by:*  **Submission Deadline:** August 17, 2022, no later than 11:59 p.m., local time.  *Applications must be submitted electronically to the following address:*  **Electronic (e-mail) Submission Address:** [Proposals@maine.gov](mailto:Proposals@maine.gov)  and must include **“RFA# 202206096 Application Submission”** in the subject line of the e-mail. |

**RFA TERMS/ACRONYMS with DEFINITIONS**

The following terms and acronyms, as referenced in the RFP, shall have the meanings indicated below:

| **Term/Acronym** | **Definition** |
| --- | --- |
| **Acute** | An issue, of recent onset, in need of immediate care. |
| **Behavioral Health Services** | Care provided to Enrolled Students for the treatment and management of Acute or on-going mental health needs. |
| **Community Advisory Board** | A group of stakeholders, with representatives from the SAU, the HCO, and the community served by the School Based Health Center (SBHC). |
| **Coordinator** | An individual who oversees SBHC clinic operations, data collection and submission, attends SBHC Statewide meetings and serves as the liaison with the Department. |
| **Department** | Department of Health and Human Services |
| **Enrolled Student** | Individual, between grades 7 and 12, enrolled to receive SBHC services. |
| **Health Care Organization (HCO)** | An entity providing acute and preventative medical care. |
| **Medical Services** | Care provided to Enrolled Students by a State licensed provider under the supervision of a medical doctor who oversees care provided to Patients and supervises mid-level practitioners. Routine Medical Services may include, but are not limited to:   * Well-child visits; * Sports physicals; * Immunizations; * Acute care visits; and * Management of chronic conditions. |
| **MOA** | Memorandum of Agreement |
| **Preventative** | Provided with intent to address and reduce risk factors for illness or injury, or education and guidance to Enrolled Students with the goal of reducing the likelihood of developing a condition. |
| **RFA** | Request for Application |
| **SAU** | [School Administrative Unit](https://www.maine.gov/doe/schools/structure/sau-organization-costsharing) |
| **School Based Health Center (SBHC)** | A clinical site located within a school building, which provides routine Medical Services and Behavioral Health Services to the student body of the school. |
| **State** | State of Maine |
| **Students of Color** | Students who identify their race or ethnicity as other than White Non-Hispanic. |
| **WSCC** | Whole School, Whole Community, Whole Child |
| **Youth Advisory Board** | A group of students attending the school served by the SBHC, that provide input on services offered and strategies for promoting overall student health. |

**Details and Instructions**

## Application Purpose and Background

The Department of Health and Human Services (Department) is dedicated to promoting health, safety, resiliency, and opportunity to all Maine residents. The Department’s Maine Center for Disease Control and Prevention (Maine CDC) provides leadership, expertise, information, and tools to assure conditions in which all the people of Maine can be healthy. Through this RFA, the Maine CDC’s Adolescent Health and Injury Prevention Program in partnership with the Maine Department of Education (MDOE) is seeking to assist School Administrative Units (SAUs) and Health Care Organizations (HCOs) in the delivery and expansion of integrated Medical and Behavioral Health Services in middle and/or high school settings through a School Based Health Center (SBHC) as a Statewide initiative.

As children reach adolescence, they are less likely to utilize recommended preventive Medical and Behavioral Health Services. Multiple factors contribute to adolescents’ reluctance to seek care, including lack of transportation, concerns about confidentiality, perception that Preventative care is unnecessary, and lack of family support. These barriers must be addressed to ensure that adolescents receive recommended preventive care and screening, and treatment for Acute medical and behavioral health needs. SBHCs are an effective intervention to increase access to high-quality, age-appropriate care among adolescents. SBHCs support the physical and social-emotional development of students aligned with the MDOE’s Whole School, Whole Community, Whole Child (WSCC) model as a holistic approach to providing services to ensure positive educational outcomes. A widely endorsed framework, the WSCC model is an expansion of the U.S. Centers for Disease Control (CDC) and Prevention’s Coordinated School Health (CSH) framework which incorporates the tenets of the Association for the Supervision of Curriculum Development’s (ASCD’s) whole child, unified approach to health and learning. An overarching guiding principal is building understanding within school communities to the way in which education and health are inextricably linked.

The grant funding offered through this RFA process shall aid students to have the opportunity to receive essential Preventative and Acute care by reducing access barriers, such as transportation or scheduling delays, while allowing students to access services without interrupting valuable instructional time in the classroom. In addition, this grant funding shall support SBHCs in assessing and identifying health risk behaviors of students that, if unaddressed, may place the students at higher risk for developing chronic medical or mental health conditions as adults. Further, this grant funding shall support the establishment of SBHCs in rural and medically underserved areas of the State, improve equity of access to health care services for Students of Color, and support the provision of Preventative oral health services.

Through this RFA, the Maine CDC intends to provide grant funding to healthcare providers or SAUs to increase the number of SBHCs and expand access to health and Behavioral Health Services for students in Maine. The funding opportunity is provided through the [MDOE American Rescue Plan, Elementary and Secondary School Emergency Relief Funds](https://www.maine.gov/doe/covid-19/fedrelief#esser).

By offering this grant funding, continued SBHC services will further the Department’s mission of improving individual and public health as well as improving student’s ability to succeed. This grant funding will support adolescents in receiving recommended Medical and Behavioral Health Services to be healthier, have reduced risk of developing chronic conditions in adulthood, and be better able to learn and succeed academically.

## General Provisions

1. From the time this RFA is issued until award notification is made, all contact with the State regarding this RFA must be made through the RFA Coordinator identified on the cover page of this RFA. No other person/State employee is empowered to make binding statements regarding this RFA. Violation of this provision may lead to disqualification from the application process, at the State’s discretion.
2. The Applicant shall take careful note that in evaluating its application submitted in response to this RFA the Department will consider materials provided in the application and internal Departmental information of previous contract history, if any, with the Applicant. The Department also reserves the right to consider other reliable references and publicly available information in evaluating the Applicant’s experience and capabilities.
3. All submissions in response to this RFA will be public records, available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA) ([1 M.R.S. § 401](http://www.mainelegislature.org/legis/statutes/1/title1sec401.html) et seq.).
4. All applicable laws, whether or not herein contained, shall be included by this reference. It shall be the Applicant’s responsibility to determine the applicability and requirements of any such laws and to abide by them.

## Eligibility to Submit Applications

In order to be considered for Grant funding, Applicants must:

1. Be a SAU; or
2. Be an HCO.

## Awards

The Department anticipates making multiple awards as a result of this RFA process. The Department reserves the right to eliminate the lowest scoring application(s), approve or deny any funding request, and/or make awards at amounts less than requested, whichever is in the best interest of the State.

The Department intends to apply priority scoring for new SBHC applications under Component 1 (see below) where services are provided in Rural and/or Medically Underserved Areas of the State.

Any person aggrieved by the award decision that results from the RFA may appeal the decision to the Director of the Bureau of General Services in the manner prescribed in [5 M.R.S.A. § 1825-E](http://www.mainelegislature.org/legis/statutes/5/title5sec1825-E.html) and [18-554 Code of Maine Rules Chapter 120](https://www.maine.gov/dafs/bbm/procurementservices/policies-procedures/chapter-120).  The appeal must be in writing and filed with the Director of the Bureau of General Services, 9 State House Station, Augusta, Maine, 04333-0009 within 15 calendar days of receipt of notification of conditional contract award.

## Application Funding Components and Award Amounts

Applicants may apply for Base Funding, and/or Enhanced Operational Funding, and/or Boost Funding for the maximum amounts allowed within each table component below.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Component 1**  **Base Funding for New SBHC Sites** | | | | | |
| Applicants may apply for the maximum funding identified in Tiers I – III for each proposed new SBHC Site in alignment with the requirements below. | | | | | |
| * + - * + SBHC Sites currently receiving State funding are not eligible to apply for base funding under this RFA.         + Level of economic need shall be measured by the three (3) year average percentage of free/reduced school meal eligibility (refer to [[Maine Department of Education Nutrition](https://www.maine.gov/doe/data-reporting/reporting/warehouse) Data and Reporting](https://neo.maine.gov/DOE/neo/Nutrition/Reports/NutritionPublicReports.aspx?reportPath=ED534bySchool)).         + Applicants proposing multiple SBHC Sites - the funding available will be based on the characteristics of each individual clinic location according to the tiers. | | | | | |
| **Tier** | **Student Population** | **Minimum Hours of Medical Service** | **Minimum Hours of Behavioral Health Services** | **% of Students Eligible for Free/Reduced Lunch** | **Annual Funding per Site** |
| **I** | < 750 | 8 /week | 16 /week | < 40% | Up to $38,000 |
| **II** | < 750 | 8 /week | 20 /week | > 40% | Up to $46,000 |
| > 750 | 15 /week | < 40% |
| **III** | > 750 | 15 /week | 24 /week | > 40% | Up to $56,000 |

|  |  |
| --- | --- |
| **Component 2**  **Enhanced Operational Funding** | |
| New and existing SBHC Sites may apply for up to $22,500 annually to support: | |
| **Proposed Effort** | **Maximum Funding** |
| Planning and outreach to increase enrollment | $2,500 |
| Site improvement and start-up costs | $10,000 |
| Clinical coordination services | $10,000 |

|  |  |  |
| --- | --- | --- |
| **Component 3**  **Boost Funding** | | |
| New and existing SBHCs may apply for up to $16,000 annually for specific SBHC Site characteristics. | | |
| **Site Factor** | **Available Funding** | **Requirements** |
| Rural | Up to $3,000 per SBHC Site | The SAU administrative office is located in a rural area designated as small and/or isolated as determined by the Department. |
| Equity | Up to $3,000 per SBHC Site | The Student of Color ratio within the SAU is greater than ten percent (10%) as determined by the Department. |
| Dental | Up to $10,000 per SBHC Site | Sufficient equipment, supplies, and staffing available to provide oral health services to Enrolled Students. |

1. **Contract Terms**

Applicants awarded through this RFA process will be conditionally awarded a contract for up to a two (2) year period. At the conclusion of the two (2) year contract, Applicants must resubmit an application in order to be considered for additional funding.

1. **Annual Application Submittals**

This RFA offers an annual application submittal process for new Applicants, pending available funds. A new application will be released and available to new Applicants each year at [Division of Procurement Services Grants RFPs and RFAs website](http://www.maine.gov/dafs/procurementservices/vendors/grants).

**Activities and Requirements**

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1. **SBHC Activities**
2. Provide School Based Health Center (SBHC) services at school(s) that serve students between seventh (7th) and twelfth (12th) grades.
   1. SBHC services must be provided by a nurse practitioner, physician assistant, or physician who is available over a minimum of two (2) days and at a minimum of:
      1. Eight (8) hours per week for sites with less than seven hundred fifty (750) students.
      2. Fifteen (15) hours per week for sites with more than seven hundred fifty (750) students.
3. Provide Preventative and Acute Medical and Behavioral Health Services for Enrolled Students.
4. Ensure SBHC services are available and provided to Enrolled Students during non-school hours and when school is not in session (including weekends, holidays, school vacations, and summer breaks).
   1. SBHC services may be provided through community referral relationships.
5. Collect and enter SBHC service data into each Enrolled Students Electronic Health Record.
   1. Use appropriate [ICD-10](https://www.icd10data.com/ICD10CM/Codes) and [CPT](https://www.ama-assn.org/practice-management/cpt/cpt-overview-and-code-approval) codes for SBHC services provided. Aggregated, de-identified data must be provided to the Department twice annually.
6. Ensure compliance with standards of patient confidentiality and appropriate release of information, including [Health Insurance Portability and Accountability Act (HIPAA)](https://www.hhs.gov/hipaa/for-professionals/privacy/laws-regulations/index.html) and [Family Educational Rights and Privacy Act of 1974 (FERPA)](https://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html).
   1. Establish procedures for ensuring that confidential care is provided under relevant statutes, including but not limited to (refer to **Table 1**):

|  |  |
| --- | --- |
| **Table 1**  **Maine’s Minor Consent to Care and Confidentiality Laws** | |
| * [20-A M.R.S. Chapter 201 §4008(2)](https://www.mainelegislature.org/legis/statutes/20-a/title20-Asec4008.html) * [22 M.R.S. Chapter 260 §1502](https://www.mainelegislature.org/legis/statutes/22/title22sec1502.html) * [22 M.R.S. Chapter 260 §1503](https://www.mainelegislature.org/legis/statutes/22/title22sec1503.html) * [22 M.R.S. Chapter 260 §1505](https://www.mainelegislature.org/legis/statutes/22/title22sec1505.html) * [22 M.R.S. Chapter 260 §1506](https://www.mainelegislature.org/legis/statutes/22/title22sec1506.html) * [22 M.R.S. Chapter 260 §1507](https://www.mainelegislature.org/legis/statutes/22/title22sec1507.html) | * [22 M.R.S. Chapter 263-B §1597-A](https://legislature.maine.gov/statutes/22/title22sec1597-A.html) * [22 M.R.S. Chapter 405 §1823](https://www.mainelegislature.org/legis/statutes/22/title22sec1823.html) * [22 M.R.S. Chapter 406 §1908](https://legislature.maine.gov/legis/statutes/22/title22sec1908.html) * [32 M.R.S. Chapter 48 §3292](https://legislature.maine.gov/statutes/32/title32sec3292.html) * [32 M.R.S. Chapter 56 §3817](https://legislature.maine.gov/statutes/32/title32sec3817.html) * [34-B M.R.S Chapter 3 §3831(3)](https://legislature.maine.gov/statutes/34-B/title34-Bsec3831.html) |

1. Establish protocols for responding to Enrolled Students who are identified as suicidal or in mental health crisis.
2. Establish and maintain policies, procedures, and standards of care that comply with the SBHC Performance Standards, refer to **Appendix D**.
   1. If a new SBHC site is being proposed ensure that policies, procedures, and standards are successfully implemented within six (6) months.
3. Develop and maintain systems for billing third-party payers for Medical and Behavioral Health Services provided through the SBHC, as available and appropriate, including:
4. A plan for ensuring the sustainability of SBHC services, including procedures for maximizing billing revenue and any external or organization sources of funding.
5. Establishing policies ensuring that no student is denied SBHC services based on inability to pay, including students who may be uninsured, underinsured, or for whom costs present a significant barrier to receiving appropriate care.
6. Applicants may seek reimbursement for confidential care from a third-party payer, provided that doing so does not jeopardize minor patient confidentiality.
7. Participate in professional development, quality improvement initiatives, and reporting in coordination, and as directed, by the Department.
8. Develop and implement a marketing and outreach plan targeted to families, caregivers, and students to facilitate information sharing and increase enrollment in the SBHCs.
9. Develop and implement a plan for management and coordination of the SBHC, including ensuring all care provided meets SBHC Performance Standards (**Appendix D**), conducting quality improvement activities, overseeing timely and accurate reporting of Performance Standards data, and maintaining collaboration between the School Administrative Unit (SAU) and Health Care Organization (HCO).
10. **Collaboration Requirements**
11. Collaborate with community resources by:
    1. Identifying community partners for referrals to services not provided within the SBHC.
    2. Creating a Community Advisory Board, to include, at a minimum:
       1. Appropriate and relevant SAU Staff;
       2. Family members of students;
       3. Clinical and public health professionals; and
       4. Other interested stakeholders.
          1. Ensure the Community Advisory Board:
             1. Is responsible for providing oversight, connection, and integration of the SBHC with school and community resources and initiatives.
             2. Meets a minimum of two (2) times annually.
    3. Creating a Youth Advisory Board, to include, at a minimum:
       1. Youth, who utilize SBHC or are interested in creating healthier school environments and supporting the preventions of health risk behaviors in their peers.
          1. Ensure the Youth Advisory Board:
             1. Provides feedback on the accessibility and acceptability of SBHC services and engages in youth-driven projects to support the overall health of the school community.
             2. Meets monthly, while school is in session.
12. Maintain collaboration through a Memorandum of Agreement (MOA):
    1. For SAUs the MOA shall be with an HCO to provide EHR and billing capacity, medical supervision, emergency care, and care when school is not in session.
    2. For HCOs the MOA shall be with the SAU where the SBHC is to be located.
13. Ensure MOAs include, at a minimum:
    1. The SAU specific level of support for the SBHC services to be provided; and
    2. Commitment from both the SAU and HCO to provide ongoing maintenance of effort.
14. Ensure SBHC services do not supplant school nursing services if there is a partnership with the school’s nurse.
15. **Staffing Requirements**
    * + - 1. Ensure Medical Services are provided by qualified personnel who hold a valid and in good standing license to practice in the State, which shall include:

[Nurse Practitioner](https://www.maine.gov/boardofnursing/licensing/advanced-practice-rn/index.html);

[Physician Assistant](https://www.maine.gov/md/licensure/pa-license); and/or

[Medical Doctor](https://www.maine.gov/md/licensure/md-license).

* + - * 1. Ensure Behavioral Health Services are provided by a Behavioral Health Service professional who holds a valid and in good standing license to practice in the State, which shall include:

1. [Psychologist](https://www.mainelegislature.org/legis/statutes/32/title32sec3811.html);
2. [Licensed Social Worker](https://www.mainelegislature.org/legis/statutes/32/title32ch83.pdf);
3. [Licensed Clinical Social Worker](https://www.mainelegislature.org/legis/statutes/32/title32ch83.pdf)
4. [Licensed Master Social Worker](https://www.mainelegislature.org/legis/statutes/32/title32ch83.pdf); and/or
5. [Licensed Clinical Professional Counselor](https://www.mainelegislature.org/legis/statutes/32/title32sec13851-1.html).
   1. Ensure SBHC staff are trained in the [Gatekeeper Suicide Prevention Model](https://www.namimaine.org/spcommunity).
6. **Reports**

*Awarded Applicants will be required to adhere to all Department reporting requirements outlined in the contract resulting from this RFA process. Reporting requirements will be determined during contract negotiations.*

**Key Process Events**

## Submitting Questions about the Request for Applications

Any questions must be submitted by e-mail and received by the RFA Coordinator identified on the cover page of this RFA, as soon as possible but no later than the date and time specified on the RFA cover page. Submitted Questions must include the subject line: “RFA# 202206096 Questions”. The Department assumes no liability for assuring accurate/complete/on time e-mail transmission and receipt.

**Question & Answer Summary:** Responses to all questions will be compiled in writing and posted on the Division of Procurement Services [Grant RFPs and RFAs](https://www.maine.gov/dafs/bbm/procurementservices/vendors/grants) website. It is the responsibility of all interested parties to go to this website to obtain a copy of the Question & Answer Summary. Only those answers issued in writing on this website will be considered binding.

## Amendments to the Request for Applications

All amendments (if any) released in regard to this Request for Applications will be posted on the Division of Procurement Services [Grant RFPs and RFAs](https://www.maine.gov/dafs/bbm/procurementservices/vendors/grants) website. It is the responsibility of all interested parties to go to this website to obtain amendments. Only those amendments posted on this website are considered binding.

## Submitting an Application

* 1. **Applications Due:** Applications must be received no later than 11:59 p.m. local time, on the date listed on the cover page of the RFA. E-mails containing original application submissions, or any additional or revised application files, received after the 11:59 p.m. deadline will be rejected without exception.

If the need arises, the Department may reopen this RFA to fund additional SBHCs.

1. **Submission Instructions:** Applications are to be submitted electronically to the State of Maine Division of Procurement services, via e-mail, to [proposals@maine.gov](mailto:proposals@maine.gov).
   1. Only applications received by e-mail will be considered. The Department assumes no liability for assuring accurate/complete e-mail transmission and receipt.
   2. E-mails containing links to file sharing sites or online file repositories will not be accepted as submissions. Only e-mail applications that have the actual requested files attached will be accepted.
   3. Encrypted e-mails received which require opening attachments and logging into a proprietary system will not be accepted as submissions. Please check with your organizations Information Technology team to ensure your security settings will not encrypt your proposal submission.
   4. File size limits are 25MB per e-mail. Applicants may submit files across multiple e-mails, as necessary, due to file size concerns. All e-mails and files must be received by the due date and time listed above.
   5. Applicants are to insert the following into the subject line of their e-mail submission: “**RFA# 202206096 Application Submission – [Applicant’s Name]**”.
   6. Applications are to be submitted as a single, typed, WORD file and must include all related documents identified on the application specific to each category, refer to **Appendix C**.

**Application Evaluation and Selection**

1. **Scoring Weights:** The score will be based on a 100-point scale and will measure the degree to which each application meets the following criteria.

|  |  |
| --- | --- |
| **Scoring Criteria** | **Points Available** |
| **Part I – Eligibility** | Pass/Fail |
| **Part II – Priority Points** | 10 |
| **Part III – Applicant Experience** | 10 |
| **Part IV – Response to RFA Requirements**  **Component 1 – 15 points**  **Component 2 – 10 points**  **Component 3 – 10 points** | 35 |
| **Part V – Reimbursement and Sustainability** | 20 |
| **Part VI – Budget Forms and Budget Narrative** | 25 |
| **Total** | **100 points** |

1. **Scoring Process:** The Grant Review Team will use a consensus approach to evaluate and score all sections listed above. Members of the review team will not score those sections individually but, instead, will arrive at a consensus as to assignment of points for each of those sections.

The Department intends to apply priority scoring for new SBHC applications under Component 1 where services are provided in Rural and/or Medically Underserved Areas of the State, specifically:

## Rurality of Site Location: Competitive priority points will be awarded to proposals seeking to establish new SBHC’s in rural locations as determined by the Department. Rural location status will be determined by the Department based on the location of the SAU administrative offices.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Rural Category | Non-Rural | Large Rural | Small Rural | Isolated Rural |
| Priority Points | 0 points | 3 points | 4 points | 5 points |

## Medically Underserved Area: Competitive priority points will be awarded to proposals seeking to establish new SBHCs in [Maine Medically Underserved Areas](https://www.maine.gov/dhhs/mecdc/public-health-systems/rhpc/data.shtml) as designated by the [Health Resources & Services Administration Medically Underserved Areas/Populations](https://data.hrsa.gov/tools/shortage-area/mua-find). Rural location status will be determined by the Department based on the location of the SAU administrative offices.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Medically Underserved Area Index | Index score75 - 100 | Index Score51 - 75 | Index Score26 – 50 | Index Score0 – 25 |
| Priority Points | 0 | 3 points | 4 points | 5 points |

Applicants receiving the minimum point allocation or higher based on the Component(s) being applied for will be considered for either full or partial funding based on the criteria below. The total maximum points allowed does not include priority points.

|  |  |  |
| --- | --- | --- |
| **Component(s) being applied for** | **Total Minimum Point Allocation** | **Total Maximum Points Allowed** |
| **1, 2, and 3** | 54 points | 90 points |
| **1 and 2 or 1 and 3** | 48 points | 80 points |
| **1** | 42 points | 70 points |
| **2 and 3** | 45 points | 75 points |
| **2 or 3** | 39 points | 65 points |

1. **Selection and Award:** Notification of selection or non-selection will be made in writing by the Department. Issuance of this RFA in no way constitutes a commitment by the State of Maine to award a contract, or to pay costs incurred in the preparation of a response to this request, or to pay costs incurred in procuring or contracting for services, supplies, physical space, personnel, or any other costs incurred by the Applicant.

The Department will consider all application funding requests on a case-by-case basis. The Department reserves the right to approve or deny any funding requests including approval of an application at an amount lower than requested by the Applicant.

**APPENDIX A**

**RFA# 202206096**

**School Based Health Center Services**

**FY 2023 Grant Funding**

**GRANT FUNDING APPLICATION – COVER PAGE**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Applicant’s Organization Name:** | |  | | |
| **Chief Executive - Name/Title:** | |  | | |
| **Tel:** |  | | **E-mail:** |  |
| **Headquarters Street Address:** | |  | | |
| **Headquarters City/State/Zip:** | |  | | |
| ***(Provide information requested below if different from above)*** | | | | |
| **Lead Point of Contact for Application - Name/Title:** | | |  | |
| **Tel:** |  | | **E-mail:** |  |
| **Headquarters Street Address:** | |  | | |
| **Headquarters City/State/Zip:** | |  | | |

* This Application and the pricing structure contained herein will remain firm for a period of one hundred eighty (180) days from the date and time of the bid opening.
* No personnel currently employed by the Department or any other State agency participated, either directly or indirectly, in any activities relating to the preparation of the Applicant’s Application.
* No attempt has been made, or will be made, by the Applicant to induce any other person or firm to submit or not to submit an Application.
* The above-named organization is the legal entity entering into the resulting contract with the Department should they be awarded the contract.
* The undersigned is authorized to enter contractual obligations on behalf of the above-named organization.

*To the best of my knowledge, all information provided in the enclosed application, both programmatic and financial, is complete and accurate at the time of submission.*

|  |  |
| --- | --- |
| **Name (Print):** | **Title:** |
| **Authorized Signature:** | **Date:** |

**APPENDIX B**

**RFA# 202206096**

**School Based Health Center Services**

**FY 2023 Grant Funding**

**DEBARMENT, PERFORMANCE and NON-COLLUSION CERTIFICATION**

*By signing this document, I certify to the best of my knowledge and belief that the aforementioned organization, its principals and any subcontractors named in this proposal:*

1. *Are not presently debarred, suspended, proposed for debarment, and declared ineligible or voluntarily excluded from bidding or working on contracts issued by any governmental agency.*
2. *Have not within three years of submitting the proposal for this contract been convicted of or had a civil judgment rendered against them for:*
   1. *Fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a federal, state, or local government transaction or contract.*
   2. *Violating Federal or State antitrust statutes or committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.*
3. *Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or Local) with commission of any of the offenses enumerated in paragraph (b) of this certification.*
4. *Have not within a three (3) year period preceding this proposal had one or more federal, state, or local government transactions terminated for cause or default*.
5. *Have not entered into a prior understanding, agreement, or connection with any corporation, firm, or person submitting a response for the same materials, supplies, equipment, or services and this proposal is in all respects fair and without collusion or fraud. The above-mentioned entities understand and agree that collusive bidding is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards.*

**Failure to provide this certification will result in the disqualification of the Applicant’s Application.**

|  |  |
| --- | --- |
| Name (Print): | Title: |
| Authorized Signature: | Date: |

**APPENDIX C**

**RFA# 202206096**

**School Based Health Center Services**

**FY 2023 Grant Funding**

## APPLICATION FORM

## The Application may be obtained in a Word (.docx) format by double clicking on the document icon below.

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**APPENDIX D**

**RFA# 202206096**

## School Based Health Center Services

**FY 2023 Grant Funding**

**PERFORMANCE STANDARDS**

## The SBHC Performance Standards may be obtained in a PDF (.pdf) format by double clicking on the document icon below.

## 

**APPENDIX E**

**RFA# 202206096**

## School Based Health Center Services

**FY 2023 Grant Funding**

**MAINE SBHC STANDARDS ASSESSMENT TOOL**

## The Assessment Tool may be obtained in a Word (.docx) format by double clicking on the document icon below.

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