



Notice of Grants Available for Mental Health Services for Lincoln Residents

Proposals Due by 5PM February 9, 2023 **(postmarks will not be accepted if proposal is** **not physically received by deadline)**

The City of Lincoln received over \$11.5 million dollars from the American Recovery Plan Act (ARPA). The US Treasury issued several rulings on the appropriate and allowable use of the ARPA funds. The final rule allows government agencies, such as the City of Lincoln, to select a standard allowance of up to \$10 million dollars. The City has elected this provision for use of these funds and the City Council designated \$2 million dollars of those funds for relief and response to the COVID-19 pandemic. The City has completed a small business grant program and small non-profit grant program with over \$1.3 million dollars awarded!

The City Council has allocated \$350,000 towards the funding of a competitive large non-profit grant program aimed toward mental health providers and services. The City of Lincoln is seeking applications/proposals from qualified firms to provide mental health services to Lincoln residents. Qualified firms are those that provide mental health, substance use treatment, or other behavioral health care services to the general public. Firms are expected to provide services based on the following priorities as established by the Lincoln City Council:

- Mental Health in youth populations and other vulnerable populations.
- Mental Health resources for families.
- Programs and resources to assist in homelessness response.
- Creative partnerships with medical and mental health providers to address mental health impacts in the community.

Organizations interested in receiving funds must submit a proposal that provides details about the proposed mental health program for Lincoln residents. Proposed programs must offer new or expanded services to Lincoln residents; funds should not be used to offset costs for regular operations. Additional proposal requirements can be found below in the Proposal Requirements section. Funds will be provided through a contract with the City and a direct grant to the organizations after the contract is executed.

Organizations should be able to demonstrate a use of evidence-based interventions in supporting clients.¹ Firms are also expected to provide audited financial statements and regular expenditure reports to City staff to comply with US Department of Treasury reporting requirements. Firms may also be subject to subrecipient reporting as required by the Final Rule.²

The City reserves the right to select one firm, multiple firms, or no firms to receive funding. The City may also release a second Notice of Grant Availability if a firm is not selected or funds are not fully expended. All proposals must contain the information referenced in the Proposal Requirements section below. All questions must be submitted in writing to cityclerk@lincolncity.gov.

Proposals are due February 9, 2023, by 5:00 p.m. Proposals can be mailed or emailed to:

City Clerk
City of Lincoln
600 6th Street
Lincoln, CA 95648
cityclerk@loncolnca.gov

¹For more information about evidence based treatments, see the US Department of Treasury's Compliance and Reporting Guidance here: <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds/recipient-compliance-and-reporting-responsibilities>

²Additional information about the Final Rule can be found on the Treasury's website here: <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>

Proposal Requirements

1. Describe your organization (how long it has been in existence, the types of services you provide, location, is it a 501c3 or other type, etc.).
2. Describe the program you would be providing with these grant funds. Please specify if this is a program that you have conducted previously (if so when, where, for how long and with what sources of funding) or whether it is a new program. Proposals must include the information below:
 - Detailed description of the program objectives and services. Include a timeline of service delivery and program completion date. Include if the firm has plans to continue services after one-time funding has been expended.
 - Description of the targeted populations, if any (children, youth, seniors, homeless, specific income levels, etc.).
 - Description of the desired outcomes of the program, including any metrics used to track success.
 - Marketing/promotion plans to inform Lincoln residents of the program or new services.
3. Describe your experience administering programs similar to your proposal.
4. Identify the amount of your funding request. Describe specifically how you would spend the funds and who (by titles or description) would be conducting the activities if funding would be used for staff costs. Provide a detail description of all expenditures related to this program.
5. List who in your organization would be the primary contact for the grant including their full contact information (i.e., phone, e-mail, etc.).
6. Review Addendum A and provide a letter confirming you can meet the standard requirements for contracts with the City. Identify who in your organization appears on the Secretary of State Business Search Forms and has the authority to sign contracts and provide the full names of those parties (preferably 2 individuals with signing authority).

Addendum A: City of Lincoln Contract Requirements

The City requires the standard insurance coverages noted below and will require evidence of insurance, full endorsements, and the City named or endorsed as additionally insured if your entity is selected for funding. If your entity cannot meet these requirements, please provide information regarding the level of coverage that can be provided and written justification for any reduced amounts of coverage.

1. Worker's Compensation and Employer's Liability Insurance.
 - i. Worker's Compensation Insurance to protect the Consultant/Contractor, its contractors and subcontractors from all claims under Worker's Compensation and Employer's Liability Acts, including Longshoremens and Harbor Worker's Act ("Acts"), if applicable. Such coverage shall be maintained, in type and amount, in strict compliance with all applicable state and federal statutes and regulations. The Consultant/Contractor shall execute a certificate of compliance with Labor Code Section 3700, on the form provided in the Contract Documents.
 - ii. Consultant/Contractor shall provide a Waiver of Subrogation endorsement in favor of the City, its officers, officials, employees, agents and volunteers for losses arising from work performed by the Consultant/Contractor
2. Commercial General Liability Insurance
 - i. The insurance shall be provided on form CG0001, or its equivalent, and shall include coverage for claims for bodily injury or property damage arising out of premises/operations, products/completed operations, contractual liability, and subconsultant's work and personal and advertising injury resulting from actions, failures to act, or operations of the insured, or by its employees or agents, or by anyone directly or indirectly employed by the insured. The amount of insurance coverage shall not be less than \$1,000,000 per occurrence and \$2,000,000 general and products/completed operations aggregates.
 - ii. The commercial general liability insurance shall also include the following:
 - Endorsement equivalent to CG 2010 1185 naming the City, its officers, officials, employees, agents, and volunteers as additional insureds. The endorsement shall contain no special limitations on the scope of protection afforded to the City, its officers, officials, employees or volunteers.
 - Endorsement stating insurance provided to the City shall be primary as respects the City, its officers, officials, employees and any insurance or self insurance maintained by the City, its officers, officials, employees or volunteers shall be in excess of the Consultant's insurance and shall not contribute with it, to the payment or satisfaction of any defense expenses, loss, or judgment.
 - Provision or endorsement stating that the Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

- Provision or endorsement stating that any failure to comply with reporting or other provisions of the policies including breaches of representations shall not affect coverage provided to the City, its officers, officials, employees, or volunteers.
 - Provision or endorsement stating that such insurance, subject to all of its other terms and conditions, applies to the liability assumed by the Consultant/Contractor under the Contract, including, without limitation, set forth in Section 15, Indemnity and Litigation Costs.
3. Commercial Automobile Insurance.
- The commercial automobile liability insurance shall include, but shall not be limited to, protection against claims for death, bodily or personal injury, or property damage for owned, non-owned, and hired automobiles resulting from actions, failures to act, or operations of the insured, or by its employees or agents, or by anyone directly or indirectly employed by the insured. The amount of insurance coverage shall not be less than \$1,000,000.00 per occurrence.
 - The commercial automobile liability insurance shall include the same endorsements as required for Commercial General Liability Insurance (16.J.2 above.)
4. Professional Liability.
- The Consultant/Contractor and its contractors and subcontractors shall secure and maintain in full force, during the term of this Contract and for five years thereafter, professional liability insurance policies appropriate to the respective professions and the work to be performed as specified in this Contract. The limits of such professional liability insurance coverage shall not be less than \$1,000,000 per claim.

Other Insurance Provisions

The insurance policies are to contain, or be endorsed to contain, the following provisions:

5. **Additional Insured Status.** The City, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor’s insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 forms if later revisions used).

6. **Primary Coverage.** For any claims related to this contract, the Contractor’s insurance coverage shall be primary with coverage at least as broad as ISO CG 20 01 04 13 as respects the City, its officers, officials, employees, or volunteers, and shall be excess of the Contractor’s insurance and shall not contribute to it.

7. **Notice of Cancellation.** Each insurance policy required above shall not be canceled, except with notice to the City.

8. **Waiver of Subrogation.** Contractor hereby grants to City a waiver of any right to subrogation which any insurer of said Contractor may acquire against the City by virtue of the payment of any loss under such insurance. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

9. **Self-Insured Retentions.** Self-insured retentions must be declared to and approved by the City. The City may require the Contractor to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or City.

10. **Acceptability of Insurers.** Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the City.

11. **Claims Made Policies.** If any of the required policies provide coverage on a claims made basis:

- i. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
- ii. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work.
- iii. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Contractor must purchase "extended reporting" coverage for a minimum of five (5) years after completion of contract work.

12. **Verification of Coverage.** Contractor shall furnish the City with original Certificate of Insurance including all required amendatory endorsements (or copies of the applicable policy language effecting coverage required by this clause) and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to the City before work begins. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

13. **Subcontractors.** Contractor shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Contractor shall ensure that City is an additional insured on insurance required from subcontractors.