



Eastern Iowa MHDS Region Cedar, Clinton, Jackson, Muscatine, and Scott Counties

Request for Proposal from the Eastern Iowa MHDS Region for the Coronavirus Relief Fund (CRF) under the CARES Act

Introduction:

The Eastern Iowa MHDS Region invites entities to submit a Request for Proposal (RFP) for Regional Coronavirus Relief Funds under the CARES Act. All who provide services to individuals covered by the Eastern Iowa Management Plan are eligible to apply for this grant.

General Requirements:

The purpose of these funds is to support entities that promote wellness and mental health services. The funds through this grant are to be used for COVID-19 related expenditures. Applicants must be entities that provide services to individuals with disabilities.

Service Description:

This RFP is specifically to provide relief to the entities doing business with the Eastern Iowa Region in response to the COVID-19 crisis.

As required by the CARES Act, the money can only be used to cover expenses that:

- are necessary expenses incurred in response to the COVID-19;
- have not been reimbursed from another source, such as billed to and paid by, a traditional funder or funding received from any source for COVID-19 relief;
- are not accounted for in the Regional FY20 and FY21 budget;
- and are incurred during the period that begins March 1, 2020 and ends on December 30, 2020.

Conditions:

The Eastern Iowa Region shall follow a non-competitive selection process, which is a formal process established to identify needs and proposals to determine if the application meets the requirements set by the Federal and State governments.

- The successful applications shall identify how the funds will enhance or allow continuance of services that have been impacted as a result of the COVID-19 pandemic;
- Applicants must address the specific intended uses of the funds. The funds requested cannot supplant any other state or federal funds;
- Applicants must, in cooperation with the Eastern Iowa Region, provide records and/or documentations of all costs claimed.
- Documentation must be maintained for five (5) years.

Submission Requirements:

Per federal guidelines, the grant period is from March 1, 2020 to December 30, 2020. Upon the Eastern Iowa Governing Board of Director's approval, the grant period will immediately be retroactive to March 1, 2020, or a later date if designated in the proposal. It is anticipated that the Board will review and make a decision on awards no later than November 9, 2020. Reimbursements will be made upon receipt of any required documentation.

- The Application shall be submitted to Lori Elam, CEO for the Eastern Iowa MHDS Region at: lori.elam@scottcountyiowa.gov no later than Wednesday, October 28, 2020 by 4:30 pm.



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- The Eastern Iowa Region cannot guarantee funding however all applications will be reviewed and considered.

Standards for Review of Applications:

Each application shall be reviewed by the Region's Management Team and Governing Board, with the final award determinations to be made by the Governing Board, according to the requirements set forth in this RFP. **PLEASE NOTE: The Governing Board requests that providers applying for funds attend the Governing Board meeting when all RFPs are being reviewed/approved in case there are questions.**

The Eastern Iowa Region reserves the right to decline any and all applications and to choose to not award any or all grants.

Purchasing Requirements:

The applicant agrees that any items purchased under this grant shall do so as efficiently and effectively as possible and make every reasonable effort to ensure that the commitment of public funds obtains the most value for the money spent. Misappropriation or abuse of this process shall result in the applicant reimbursing the Eastern Iowa Region for the funds spent.