



**Strengthening & Sustaining Ohio's Suicide Prevention Coalitions
(SSOSPC):**

Strengths-Based Transformational Leadership Study Group

**FFY 2022 Competitive Application for a Coalition Development
Opportunity + Flexible Learning Stipend**

Application deadline: December 6, 2021, by 12:00 NOON

Background and Intent

Ohio's suicide prevention coalitions work diligently in their local communities to provide education, awareness, and advocacy in order to influence and establish healthier individuals and communities and decrease rates of suicide attempts and suicide deaths. Oftentimes, this community-level work is done with little-to-no dedicated funding, resources, and/or staffing, and therefore relies upon the commitment of passionate individuals to come together for a common purpose. These groups enter these roles to purposefully serve their coalitions, sometimes with or without formalized leadership training.

To support the development of suicide prevention coalitions, the [Ohio Department of Mental Health and Addiction Services \(OhioMHAS\)](#), [Ohio Suicide Prevention Foundation \(OSPF\)](#), [Ohio University's Voinovich School of Leadership and Public Service](#), and [You Thrive Training & Consulting](#) are collaborating on the implementation of the **Suicide Prevention Coalition Strengths-Based Transformational Leadership Study Group** (Transformational Leadership Study Group). The intent and spirit of this opportunity is for coalitions to effectively utilize strengths-based leadership skills for the benefit of their coalitions and their communities.

This opportunity is unique because it will provide **a flexible learning stipend of \$5,000 to a maximum of seven suicide prevention coalitions** as an incentive to participate in **virtual** training, technical assistance, professional development, and networking opportunities provided at no cost to the coalition. Funding for this study group comes from the Ohio Department of Mental Health and Addiction Services. **Prevention Continuing Education Units (CEUs) will be available for participation in Learning Community sessions.**

Strength-based leadership, the foundation of this study group, is backed by

over 50 years of research and used by Fortune 1000 companies, the United Nations, the US military, and others. The Transformational Leadership Study Group will further provide practical experience for suicide prevention coalition leaders and members so they can identify, unleash, and maximize their true leadership potential and enhance the effectiveness of their coalition's efforts.

Flexible Learning Stipend. Along with professional development, OSPF is pleased to offer a \$5,000 flexible learning stipend to coalitions selected to participate in the Transformational Leadership Study Group. Please see the section titled "Permissible Use of Flexible Learning Stipends" for more details.

Proposals are due Monday, December 6, 2021, at 12:00pm.

Eligible Applicants

All Ohio-based suicide prevention coalitions are eligible to participate. This study group does not specify a definition of "suicide prevention coalition" to honor the uniqueness that exists in local coalitions around the state of Ohio. Preference will go to those coalitions that have a coalition leadership structure in place with dedicated roles that guide and direct the efforts of the coalition.

Note: Applicants may also apply under for a separate competitive application for funding through *OSPF's Strengthening & Sustaining Ohio's Suicide Prevention Coalitions (SSOSPC): Community Coalition Action Theory (CCAT) Study Group*. Participants of the CCAT Study Group will understand and utilize the Community Coalition Action Theory (CCAT) to enhance their coalition's infrastructure and coalition capacity. Applicants may only apply for both opportunities if their current coalition capacity supports full participation in both opportunities and completion of all deliverables. Applicants planning to apply for both opportunities are encouraged to read the entirety of both applications to determine their coalition's capacity to satisfy the expected roles and responsibilities, timelines, and deliverables.

Approach

The goal of the Transformational Leadership Study Group is to create a competitive opportunity through the SSOSPC Initiative to build capacity at the local level and make a greater impact in suicide prevention across Ohio. Selected coalitions will engage in a **virtual learning community** based on Strengths-Based Leadership styles. Selected coalitions can expect learning community activities to focus on (1) developing the knowledge, skills, and attitudes for enhancing the infrastructure and sustainability of local suicide prevention coalitions; (2) collaborating with peers across the State to

enhance suicide prevention efforts; and (3) participating in professional development and leadership skill-building opportunities.

Applicants should remember that this is a unique opportunity to receive funds for professional development. Therefore, selected coalitions will be expected to participate fully in every aspect of the opportunity.

This opportunity is being delivered in three phases, consisting of participation in a Learning Community as well as individual and group coaching sessions.

Phase 1 – Individual Strengths (January 2022 –March 2022). In Phase 1, participants will complete the Gallup CliftonStrengths assessment and take part in a series of virtual meetings designed to explore the results. At the end of Phase 1, participants will finalize an outcomes-driven leadership development plan that incorporates and leverages their individual Strengths.

Phase 2 – Strengths Coaching (April 2022 – May 2022). In Phase 2, participants will develop actionable goals that incorporate their individual Strengths and engage in leadership coaching. Coalitions will act on their leadership development plans during two Learning Community sessions and one individual coaching session with a Gallup-trained CliftonStrengths coach. Participants will also become familiar with “Leaders as Coaches,” learning and practicing basic coaching approaches in leading others.

Phase 3 – Coalition Coaching (June 2022 – August 2022). In Phase 3, applicants will identify and leverage collective Strengths found in their coalitions and develop actionable goals to sustain this approach beyond the conclusion of the Transformational Leadership Study Group. In this phase, participants will introduce their coalition members to Strengths, ensuring that a minimum of 75% of active coalition members complete the Gallup CliftonStrengths Assessment. Coalitions will complete two virtual Learning Community sessions on how to understand and use group Strengths. A third virtual session will be conducted with coalition members and will help coalition members identify and leverage their Strengths as both individuals and as a part of the coalition.

Funding, Fiscal Agent, and Time Frame

Applicants may apply for and receive a \$5,000 Flexible Learning Stipend for this one-time, nine-month funding opportunity beginning January 1, 2022, and ending September 30, 2022.

Applicants must have a fiscal agent in place that can accept funding from the Ohio Suicide Prevention Foundation.

Project requirements and deliverables with deadlines are outlined in the sections that follow. The final report template must be completed and submitted by 5:00pm on Friday, October 21, 2022.

Required Project Personnel

Applicants must identify two to four Learning Community Members who will be responsible for completing project deliverables and attending all Learning Community meetings.

This team of Learning Community Members must include **a minimum of two coalition leaders**. *Coalition leader* refers to individuals in coalition leadership positions such as Chair, Co-Chair, Vice Chair, Secretary, Treasurer, Coalition Staff, Coalition Manager, Coalition Director, or similar position with unique responsibilities related to the facilitation and functioning of the coalition.

In addition to the two coalition leaders above, applicants may identify one to two additional Learning Community Members for a maximum of four Learning Community Members. These additional Members can be coalition leaders or **coalition members**. *Coalition member* refers to individuals that actively serve on the local suicide prevention coalition, but do not have specific leadership responsibilities for the coalition. Note: when used as a plurality, *coalition members* can be understood to include coalition leadership.

Each applicant must also explicitly demonstrate how the coalition's broader membership will be engaged in the group coaching sessions in Phase 3 of the project. There is an expectation that the majority of the applicant coalitions' active members will be engaged in Phase 3 project deliverables.

Note: there is an average time commitment of approximately 6 to 10 hours per person per month. Some months may require fewer hours of work whereas others may require more. Personnel changes must be approved by OSPF.

Permissible Use of Flexible Learning Stipends (FLS)

Applicants may choose between two options for how to utilize the Transformational Leadership Study Group FLS: support personnel participating in the study group or increase coalition visibility in the community. The budget narrative will signal to the review committee how each applicant plans to allocate funds. Regardless of which option applicants choose, all applicants are required to:

- Complete all deliverables as outlined in this RFP.
- Attend an in-person celebration in Columbus, Ohio in September 2022, depending on health and safety concerns related to COVID-19. This

event may require travel or overnight stay depending on the applicant's location.

Funds may be expended on salary and benefits, travel, lodging, per diems, food/beverages (for programming purposes only), marketing, supplemental training aides, materials and supplies, participant group activities/incentives, meeting space rental, registration fees, and other items approved in writing by the SSOSPC Leadership Team.

Option 1: Utilize FLS to Support Personnel Participating in the Transformational Leadership Study Group. The primary costs associated with the Transformational Leadership Study Group are personnel (staff salary and benefits). As such, applicants may choose to use the FLS to support personnel costs (through salary and benefits or stipends) for individuals participating in the Study Group. We estimate that it will take, on average, 6-10 hours per person, per month to complete every deliverable. Because this is an estimate, some weeks may require minimal or no work while other weeks may require more. It is difficult to assign a specific time commitment as tasks involve reading and writing - and the speed at which individuals engage in those tasks varies greatly.

Option 2: Utilize FLS to Increase Visibility of the Coalition in the Community. Some coalitions may choose to cover costs related to personnel through their operating budget, a different funding source, or to utilize staff employed by another community partner's organization. If funds are not needed to support staff participation in this study group, applicants may allocate the \$5,000 FLS to activities that make the coalition visible in the community. For example, funds may be used to promote the coalition, including marketing or branding activities; for activities that build health awareness within the community; or other activities that demonstrate to the community that the suicide prevention coalition is present and actively engaged.

Applicants that choose Option 2 must: (1) Fully engage in the Transformational Leadership Study Group and complete all deliverables as assigned. Failure to complete deliverable requirements will result in the coalition re-paying any funds spent on activities to increase the visibility of the coalition to OSPF. Applicants must also: (2) Attend the September 2022 in-person celebration in Columbus. If coalitions would like to allocate some FLS funds to attend the event, please include that in the budget and budget narrative.

Required Activities and Deliverables

As a phased approach, applicants should plan on completing the required “post-work” between each learning community meeting phases build upon one another. See below for brief descriptions and due dates of both Learning Community meetings and deliverables.

Phase 1: Individual Strengths Virtual Learning Community Meetings

Required Activity	Date / Time	Coalition Personnel Requirements
Virtual Learning Community Meetings		
Virtual Learning Community Meeting #1	January 6, 2022 9:30am - 11:30am	Learning Community Members
Virtual Learning Community Meeting #2	February 3, 2022 9:30am - 11:30am	Learning Community Members
Virtual Learning Community Meeting #3	March 3, 2022 9:30am - 11:30am	Learning Community Members

Phase 1: Deliverables

Deliverables	Due Date
1. Completion of the Gallup CliftonStrengths assessment by each Learning Community Member.	TBD
2. Individual Development Plan Incorporating Learning Community Members’ Strengths.	TBD
3. Submission of assigned post-workshop reflections and other assignments.	TBD

Phase 2: Strengths Coaching Activities

Required Activity	Date / Time	Coalition Personnel Requirements
Strengths Coaching		
From April 1, 2022 – May 31, 2022, participants will have opportunities to reflect on their own leadership journeys through Strengths coaching.		
One-hour coaching sessions	TBD	Learning Community Members
Virtual Learning Community Meetings		
Virtual Learning Community Meeting #4	April 7, 2022 9:30am – 11:30am	Learning Community Members
Virtual Learning Community Meeting #5	May 5, 2022 9:30am – 11:30am	Learning Community Members

Phase 2: Deliverables

Deliverable	Due Date
1. Between April 1, 2022 – May 31, 2022, participants must meet with a Gallup-trained Strengths Coach from the Ohio University Voinovich Academy for Excellence in Public Service or You Thrive Training & Consulting, LLC. The coaching session will be one hour in duration and will serve as an opportunity for applicants to operationalize their Individual Development Plans and further explore their unique Strengths and talents.	5/31/2022
2. Participants must submit a reflection paper (1,000 words or less) that summarizes their post-coaching plans to achieve goals outlined in Individual Development Plans.	5/31/2022
3. Submission of assigned post-workshop reflections and other assignments.	TBD

Phase 3: Coalition Strengths Activities

Required Activity	Date / Time	Coalition Personnel Requirements
Coalition Strengths Coaching Members of coalitions will be guided by a coach to reflect on their own Strengths and how to leverage them in their coalition work.		
One-hour group coaching sessions	TBD	Each coalition’s full membership
Virtual Learning Community Meetings		
Virtual Learning Community Meeting #6	June 2, 2022 9:30am - 11:30am	Learning Community Members
Virtual Learning Community Meeting #7	July 14, 2022 9:30am - 11:30am	Learning Community Members
Virtual Learning Community Meeting #8	August 8, 2022 9:30am - 11:30am	Learning Community Members
Final Celebration Event We envision that we will be able to host an in-person event in Columbus in September 2022 to celebrate successes of the coalitions. While the details for this event are TBD (based upon COVID-19 restrictions), we want to make our intentions clear at the outset of the Study Group.		
Project-End Celebration Event (Columbus, OH)	Date/Time TBA	Learning Community Members

Phase 3: Deliverables

Deliverables	Due Date
1. Completion of the StrengthsFinder Assessment by a minimum of 75% of coalition members.	7/31/2022
2. Learning Community Members and coalition members must participate in a one-hour group coaching session with a Gallup-trained Strengths Coach from the Ohio University Voinovich Academy for Excellence in Public Service or You Thrive Training & Consulting, LLC. The coaching session will serve as an opportunity for applicants to focus on how they can better understand and use the Strengths of their coalition members to achieve	8/15/2022

coalition objectives.	
3. Coalition Strengths Action Plan – Learning Community Members and coalition members will develop and submit an action plan with achievable objectives that foster continuation of Strengths in their coalition work.	8/31/2022
4. Submission of assigned post-workshop reflections and other assignments.	TBD

Informational Webinar, Question & Answer Period, and Opportunity Updates

An informational webinar about this opportunity will be posted on the OhioMHAS Suicide Prevention [website](#). The video recording and PDF of the PowerPoint slides from the webinar will be made available by Friday, November 19, 2021.

The question-and-answer period is November 22 – December 3, 2021. Questions can be submitted to RFP@ohiospf.org no later than December 3, 2021, by 5:00 PM. No questions will be answered after that deadline. Answers will be posted weekly and may be accessed at <https://suicideprevention.ohio.gov/Communities/Funding-Opportunities>

Application Scoring and Awards

All proposals will be scored using the rubric on the last page of the RFP. Notice of stipend awards will be shared via email by Friday, December 17, 2021.

Proposal Submission

Proposal due date: December 6, 2021, at 12:00pm

Proposals must be received by this time to be considered. Risk of delay or failure of delivery rests with the applicant. It is highly encouraged that applicants completely review the application, along with the required responses, prior to beginning the application process.

Where to submit: RFP@ohiospf.org

Submissions for this proposal **will only be accepted via email**. Proposals must be submitted in Word or PDF. No faxed, mailed, or hand carried proposals will be accepted. Supplemental documents (i.e., budget narrative, assurances) must be attached at time of submission.

Proposal Contents

Applicants will submit the following information:

1. **Cover Sheet**, including:

a. Coalition Information:

- i. Name, address, and phone number of the **suicide prevention coalition**, and the name and email address of the coalition point of contact.
- ii. Name address, and phone number of the **fiscal agent**, and the name and email address of their point of contact.
- iii. Fiscal agent Federal Tax ID Number.

b. The following is required for each Learning Community Member:

- i. Their name,
- ii. Professional affiliation,
- iii. Role within the coalition,
- iv. Previous roles they have served in the coalition,
- v. Length of time they've served on the coalition,
- vi. Complete addresses, phone numbers, and emails.

c. Current roster of coalition members with individuals identified as active (i.e., participating actively in coalition activities) or inactive.

d. Amount of funding requested.

2. **Signed letter of commitment** from each Learning Community Member.

3. **Narrative**. As concisely as possible, please provide the following information:

a. **Current Efforts**: Describe the coalition's current efforts., including answers to the following questions: (500 words or less.)

- i. When was the suicide prevention coalition established?
- ii. Why was the suicide prevention coalition established?
- iii. Who are the key partners participating in the suicide prevention coalition?
- iv. How often does the suicide prevention coalition meet?
- v. Who convenes the suicide prevention coalition meetings?
- vi. What efforts are the suicide prevention coalition currently

engaging in? How were those efforts selected?

- vii. How does the suicide prevention coalition monitor the progress and success of its efforts?

- b. **Interest in the Strengths-Based Transformational Leadership Study Group:** Why are the coalition members interested in participating in the Study Group? (150 words or less.)
- c. **Participation in a Learning Community (Learning Collaborative):** How does the coalition's leadership feel about participating in a collaborative environment such as a learning community throughout the duration of the project period? (100 words or less.)
- d. **Developing Strategies for Strengths-Based Leadership:** What is the coalition leaders' willingness and desire to learn leadership strategies to support coalition efforts? (100 words or less.)
- e. **Participating in Individual Coaching Sessions:** How does coalition leadership feel about participating in the Phase 2 individual coaching sessions? (100 words or less.)
- f. **Participating in Group Coaching Sessions:** How will coalition leadership ensure that the majority of active coalition members complete the Gallup CliftonStrengths Assessment and participate in Phase 3 group coaching sessions? (100 words or less.)
- g. **Participating in the Final Celebration Event:** What is the coalition's commitment to participate in the celebration event (in person depending on COVID-19 restrictions)? (100 words or less.)
- h. **Sustaining the Strengths-Based Leadership:** How will the coalition sustain work related to strengths-based leadership after the project concludes? (100 words or less.)

4. Conditions of Award and Assurances

- a. The applicant must accept all conditions of award and assurances (page 9) AND include a signed copy of this document with their proposal to be eligible.
- b. Note: signatures will not be accepted unless they are signed with a blue or black pen or submitted with an Adobe-certified digital signature.

5. Budget Summary and Budget Narrative

- a. Total amount of funds requested (page 15, Budget Summary).
- b. Budget narrative (page 16).



Conditions of Award and Assurances

The undersigned grantee _____ makes the following representations and agrees to the following conditions in accepting funds from the Ohio Suicide Prevention Foundation through the Ohio Department of Mental Health and Addiction Services.

1. Grantee will utilize the funds solely for the purpose of participation as outlined in the grant application.
 - a. Funds CANNOT be used for equipment/furniture, or any product or publication purchased from OSPF.
 - b. Funds CAN be used for food/beverages related to or required by project work or for any travel purposes.
 - c. Funds will not be used to issue mini-grants or offer any other direct financial assistance to other organizations or individuals outside of the organization.
2. Grantee possesses the legal authority to apply for the grant and a motion resolution, or similar action has been adopted by Grantee and certified or executed by a duly authorized officer or representative of Grantee, authorizing the filing of the application for the Funds, including all understandings and assurances contained therein, and directing and authorizing the person identified below as the official representative of the Grantee to act in connection with the Application and to provide such additional information as may be required.
3. Grantee will comply with all applicable federal, state, and local laws prohibiting unlawful discrimination on the basis of race, ethnicity, age, color, religion, sex, national origin, sexual orientation or disability.
4. Grantee will acknowledge the source of the funds on all written materials generated from the Project, and in all advertising and media releases using the following language:

“The project was funded by the Ohio Suicide Prevention Foundation with grants and support from the Ohio Department of Mental Health and Addiction Services.”
5. Grantee will complete all activities and related expenses by September 30, 2022.

- a. Grantee will calculate fund expenditures and report any anticipated unspent funds to OSPF by Friday, September 23, 2022.
 - b. If the Grantee does not expend the entire portion of the awarded funds, the remaining funds will be returned to OSPF by Friday, November 4, 2022.
6. Grantee will not make budget changes without the prior approval of OSPF. If grant funds are used other than set forth in the application, without written approval, the applicant will repay the full amount of the grant.
 7. Grantee understands that failure to meet the parameters of 5 and 6 above will impact the grantee's ability to receive funding from OSPF for future projects.
 8. Grantee hereby agrees to indemnify, defend, save and hold harmless OSPF from any and all liabilities, obligations, claims, suits, actions, losses, damages, fines, penalties or any other costs which arise in whole or in part out of any authorized or unauthorized acts by Grantee, its representatives, agents, employees or affiliates, directly or indirectly related to the Project or the Funds.
 9. Grantee agrees not to accept sponsorship from or partnership with the alcohol or tobacco industry for any purpose within the scope of this project.
 10. The OSPF logo may not be altered.
 11. Grantee agrees to provide OSPF with an accurate accounting of grant expenditures for this grant accompanied by receipts upon request.
 12. Grantee is aware that Lobbying - Section 319 of Public Law 101-121 generally prohibits recipients of Federal grants and cooperative agreements from using appropriated funds for lobbying.

_____	_____	_____
Program Coordinator Name	Signature	Date

_____	_____	_____
Fiscal Office Name	Signature	Date



Budget Table

Directions: Fill out the table below to show how funds will be used, then complete the budget narrative on the next page.

Budget Categories:	OSPF Funds	Other Funds (not required)	Total Funds
Category I: Personnel Costs			
Personnel			
Fringe Benefits			
Category II: Non-Personnel Costs			
Consultants			
Subscriptions/Publications			
Supplies			
Printing/Copying			
Rent/Lease Expenses			
Phone/Utilities			
Maintenance/Repair			
Rentals			
Insurance			
Motor Vehicle			
Travel-hotel			
Food			
Conference/Training/Registration			
Equipment/Computer			
Furniture			

Totals			
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Budget Narrative

For each category, include the total value of funds devoted the project.

Personnel Salaries and Wages **Total Value of funds: \$** _____.

Explanation of how expenditures were calculated and the justification for the expended funds for the proposed project.

Fringe Benefits **Total Value of funds: \$** _____.

Explanation of how fringe expenditures were calculated and the justification for the expended funds for the proposed project.

Travel **Total Value of funds: \$** _____.

Explanation of how expenditures were calculated and the justification for the expended funds for the devoted project.

Equipment **Total Value of funds: \$** _____.

Explanation of how expenditures were calculated and the justification for the expended funds for the proposed project.

Supplies **Total Value of funds: \$** _____.

Explanation of how expenditures were calculated and the justification for the expended funds for the devoted project. This Study Group requires participation in video conferencing. If you do not own a webcam or other supplies to participate, include those costs in your budget. If you currently own equipment that enables participation in video conferencing, include a statement indicating that a webcam is not needed.

Contractual **Total Value of funds: \$** _____.

The cost of consultants and other independent contractors (including their invoiced support costs), temporary help, and task and deliverables based sub-contracts.

Other Expenses **Total Value of funds: \$** _____.

Insert explanation of how expenditures were calculated and the justification for the expended funds for the proposed project.

Indirect Costs **Total Value of funds: \$** _____.

Insert explanation of how expenditures were calculated and the justification for the expended funds for the proposed project.

Matched

Total Value of funds: \$ _____.

Insert explanation of how expenditures were calculated and the justification for the expended funds for the proposed project.



Proposal Evaluation

Proposals will be scored using the point values provided in the table below.

Proposals will be scored on technical merit and budget. Point values are provided.	Rating
Is the suicide prevention coalition an established coalition? If no, the proposal will not be scored.	Y/N
<p>1. Cover Sheet (5 points)</p> <ul style="list-style-type: none"> a. Includes information requested about the Coalition and the Coalition's Fiscal Agent. b. Includes information about each individual who will participate in the Learning Community. c. Includes a roster of current membership with members identified as active or inactive. d. Includes amount of funding being requested. 	5
2. Signed letters of commitment from each individual who will participate in the Transformational Leadership Learning Community's Study Group (maximum of 5 points).	5
<p>3. Narrative (40 points)</p> <ul style="list-style-type: none"> a. Current efforts (500 words). b. Interest in the Strengths-Based Transformational Leadership Study Group (150 words). c. Participating in a Learning Community (100 words). d. Developing Strategies for Strengths-Based Leadership (100 words). e. Participating in Individual Coaching Sessions (100 words). f. Participating in Group Coaching Sessions (100 words). g. Participating in the Final Celebration Event (100 words). h. Sustaining the Strengths-Based Leadership (100 words). 	40
<p>4. Budget and Budget Narrative (10 points)</p> <ul style="list-style-type: none"> a. Total amount of funds being requested. b. Budget Narrative. 	10

Total Score (Out of 60 points)