

OHIO DEPARTMENT OF HEALTH SUBRECIPIENT REQUEST FOR PROPOSAL (RFP)

The Ohio Department of Health (ODH) is soliciting proposals for professional services.

1. PROJECT INFORMATION.

- 1.1 Project Title: DOH52522 Asthma Minority Community Outreach RFP.
- 1.2 Posting: Tuesday, August 8, 2023
- 1.3 Due Date: Tuesday, September 5, 2023, by 4 p.m. All required application components must be received by September 5, 2023, at 4 p.m. Applications should be submitted via email to Procurement@odh.ohio.gov. Each application component must be clearly labeled.
- 1.4 Inquiry Start Date: Tuesday, August 8, 2023
- 1.5 Bidder's Conference Date: Tuesday, August 22, 2023 (10 a.m. – 11 p.m.) The conference will be virtual, offered through Microsoft Teams. [Click here to join meeting.](#)
- 1.6 Inquiry End Dates: Tuesday, August 29, 2023, by 4 p.m. All questions must be submitted via email to Procurement@odh.ohio.gov by Tuesday, August 29, 2023, at 4 p.m. Questions received after this date will not receive a response.
- 1.7 Project Background: Asthma is a leading chronic illness among children and youth in the United States. On average, in a classroom of 30 children, about three (3) are likely to have asthma, and many of those children have had an asthma attack or episode during the preceding year. According to the CDC, asthma is a leading cause of school absenteeism. Asthma cannot be cured but it can be controlled, which will lead to a better quality of life.

Racial disparities exist in the prevalence of asthma between Black and White adults, with Black adults consistently experiencing higher rates of asthma than their white counterparts during the 2012-2020 surveillance period. In 2020, 11.7% of Black adults reported having current asthma, greater than the prevalence among white adults, at 9.7%. Racial disparities exist in asthma-related ED visit rates between Black and white adults. Black adults consistently experienced a higher rate of asthma-related ED visits during the 2012-2020 surveillance period when compared to their white counterparts. In 2020, Black adults experienced an ED visit rate more than five times that of white adults (94.2 per 10,000 residents vs. 17.8). Black adults have consistently had higher hospitalization rates for asthma when compared to white adults. In 2020, Black adults experienced asthma-related hospitalizations at a rate more than five times that of white adults (9.2 per 10,000 vs. 1.8 per 10,000). Similar to what has been observed among adults, racial disparities exist for the prevalence of asthma among children. Black children and adolescents have consistently been more likely to report current asthma during the surveillance period when compared to white children. In 2020, 12.8% of Black children and adolescents reported current asthma, more than double that of their white counterparts at 5.3%.

The Ohio Department of Health Asthma Program will provide funding to Local Office of Minority Health (agencies funded by the Ohio Commission on Minority Health), Agencies who follow The Pathways Community HUB

Institute® Model, Federal Qualified Health Center, and Community Based Organization. This funding will provide crucial information to community members who have asthma on working with their provider to design a step-by-step plan for living with asthma and preventing attacks. In addition, support provider educational event which highlight the disparate asthma conditions between Ohio minority and non- minority population. These coordinated activities will occur during the month of August - September as Asthma is one of the most common illness-related reasons that children miss school.

The Ohio Department of Health Asthma Program concentrates efforts to expand programmatic strategies to target high-risk populations and targets strategies in priority counties. The targeted counties have been identified as priority due to the child emergency department and hospitalization rate for asthma being greater than the Ohio rate of 80.3. These counties are Ashtabula, Columbiana, Cuyahoga, Erie, Franklin, Hamilton, Lorain, Lucas, Mahoning, Montgomery, and Summit.

The Ohio Department of Health Asthma Program will utilize a minority community-initiated event. The events will be in the priority counties to achieve the CDC's six strategies to consider when addressing asthma within a community.

The EXHALE strategies represent the best available evidence to control asthma.

- The six strategies in EXHALE include:
 - Education on asthma self-management (E)
 - Extinguishing smoking and secondhand smoke (X)
 - Home visits for trigger reduction and asthma self-management education (H)
 - Achievement of guidelines-based medical management (A)
 - Linkages and coordination of care across settings (L)

Purpose: The goal of this funding is to support the communities that have the highest burden of Asthma. Community and providers will receive education and resources on Asthma. In addition, it will support participation and attendance to Listening Sessions in the 11 priority counties. Community engagement listening sessions will also be held by ODH during the funding period. The second goal is to host community dialogue discussions in each county to identify what resources locally support the CDC EXHALE strategies. Through these discussions counties will identify gaps and develop a plan to address those community needs.

Each county will propose a county asthma project to support one or more of the six (6) EXHALE strategies.

These one-time funds will support awareness activities and may support the establishment, expansion or enhancement of programs and special projects for preschool, school age children or adults with Asthma.

1.8 Project Objective.

Provide education at two community events and two provider events on asthma in the 11 counties. One within each period. Facilitate Listening sessions in county. Submit Asthma Community Support Proposal to educate the county minority community of Asthma. Proposed activity should include one or more of the EXHALE activities. The

proposed asthma activities plan must be centered around the CDC EXHALE strategies: Education on asthma self-management, X-tinguishing smoking and exposure to second-hand smoke, Home Visits for trigger reduction and asthma self-management education, Achievement of guidelines-based medical management, Linkages, and coordination of care across settings, and Environmental policies or best practices to reduce asthma triggers from indoor, outdoor, or occupational sources.

- 1.9 Project Budget: A maximum of \$49,900.00 for each 11 counties with a total budget amount of \$548,900.00.

All proposed costs are ODH maximum funding available. All agency funding must be spent within the grant period. If the activity does not cost as much as ODH proposed ODH should be billed for the cost of each activity.

- 1.10 Project Award: One award for each (11) counties.

- 1.11 Agreement Term: 9/18/2023 - 6/30/2024.

- 1.12 Project Period: 9/18/2023 - 6/30/2024.

ODH reserves the right to execute multiple agreements with awarded provider to fulfill the entire project period, subject to and contingent on the discretionary decision of the Ohio General Assembly to appropriate funds (if needed) for the biennium, satisfactory performance of the awarded providers and the needs of the Ohio Department of Health.

2. PROJECT REQUIREMENTS.

A. Project Narrative (should not exceed 5 pages):

- Executive Summary

- The opening of your Project Narrative should be concise. Include the name of your organization, the purpose for which you seek funding, the amount of money you are requesting as well as a short description of how you will fill the project core activities.
- Include how your project will provide support to one of the priorities (11) counties to support Asthma.
- Conduct two Community and two Provider Educational Activity events.
- Engage and participate in community listening sessions.
- Plan and conduct two (2)). Asthma Community Dialogues for local minority population(s).
- Develop Composite Evaluation Report and Resource Guide.
- Engage and provide written feedback for community engagement discussion guide.

- Experience

- Describe your entity's experience creating positive experiences and reducing barriers for minority population in your community. Describe your entity's familiarity with serving minority people with asthma and current work to address disparities in your community.
 - Share two examples of partnerships that have enhanced the lives of minority population in your community.

- Priority Population
 - Include a description of current activities that educate the minority population and geographic area served. Projects should feature education and be culturally sensitive and target economically disadvantaged African Americans.
 - Experience with community engagement.
 - Experience with the Minority Population.
- Problem Statement
 - Describe the problem(s) that the project will address.
 - Coordinated community event should feature one or more of the below activities:
 - Asthma 101.
 - Steps to manage asthma.
 - Asthma triggers and warning signs.
 - Asthma emergency signs.
 - Asthma tools and medicine.
 - Staying active with asthma and doing well.
 - Provider community event should feature examples of [How Healthcare Professionals and the Healthcare Team Can Use EXHALE strategies.](#)
 - Asthma County Support Proposal must include activity objectives, potential barriers, problem statement, and how this work will help reduce asthma disparities in your community. Target age group(s) and general description of socio-economic status of population(s) to be served.
 - Explain how the SDOH affects the prevalence of asthma in your county and how the activities relate to each determinant of health.
 - Describe the problem your activities will address.
 - Briefly summarize your goals.
 - *****Please utilize the below resources within the activities proposal:*** [EXHALE Guide for Healthcare Professionals pdf icon\[PDF – 2 MB\]](#) [EXHALE Guide for Public Health Professionals pdf icon\[PDF – 4 MB\]](#).
 - *****Please see Budget section C for restrictions.***

Asthma County Support Activities Ideals:

- Patient education seminar.
- Pediatric-centered educational seminar.
- Asthma management system assessment.
- Online asthma training course completion
- Minimize exposure to asthma triggers by hiring community health workers.
- Monitor changes in symptoms and/or lung function in said group with or without participating providers.
- Assist in understanding and managing of allergies.
- Work with providers/clinicians to create and implement asthma action plans.
- Home visiting.
- Asthma Activities events [exercise/yoga] to help increase lung capacity.

Asthma County Support Activities Final Report: Must include:

- Who was served and how?
- Explain and analyze the progress of said activity(ies).
- Data chart and graph demonstrating populations and progress.
- How the minority-centered asthma activities benefited the county/community.
- Barriers and challenged experiences and how you handled it if you were able to.

- **Goals, Objectives & Evaluation**

- Organize events that serve the most economically vulnerable population (<200% Federal Poverty Level), minorities, and underserved population that experience a disproportionate burden of asthma related health concerns.
- Provide clearly defined goals and objectives to summarize your proposed number of community members and providers to attend event. Include major activities.
- A minimum of four separate events must be coordinated. Two events, one provider and one community event during October – December 2023 and two additional events coordinated from March – June 2024. Proposal must be submitted 60 days prior to event. Separate means events are provided on different days. Events should be participatory or interactive in nature and be designed to teach or transfer asthma skills or knowledge through an experientially based, “hands-on” approach. One event will be for providers and the other will be for members of the community, local to the county. See Appendix B and C for details on reporting activity to ODH.
- Conduct at a minimum two Asthma Community Dialogues for minorities in your county to briefly go over patient education of asthma and descriptively discuss resources available to help them. These conversational events should be held before June 30, 2024, when the grant period ends.
- Provide an alternative plan that addresses issues such as weather, speaker cancellations, date change, no show, venue change or low attendance.

- Asthma activity must occur at times appropriate for the target population. For example, agencies should not schedule activities for families between 8 a.m. – 4 p.m., Monday through Friday, when many family members are at work or in school.
- Proposed activities should be mindful of appropriate time constraints. The activities must be completed between the stated times above. For example, a program that requires a campaign with recruitment, retention and outcome issues should be avoided.
- Events should be free and open to anyone in the community who suffers from asthma or has a friend/family who suffers from asthma.
- Provider event should focus on recruiting providers who treat Asthma, COPD, or provide immunization for Influenza (Flu) or Pneumococcal vaccine.
- Create a county specific Composite Evaluation Report and Resource Guide and submit to ODH for review for it to be propagated and utilized in the future. Report must include data such as demographics, age, ethnicity, socioeconomic status (avg salary), etc.
- Describe your plan to document progress and results.
 - ODH will provide reporting tools for each community and provider event.
- Describe how you plan to connect with the minority population in your specific county.
- Describe your plan for the second set of Community and Provider Educational events (does not have to follow the ODH template).

- Potential Barriers

- What potential challenges or barriers can you anticipate engaging in this project?

B. Verification

- Attach as a PDF file named “Annual report.pdf.” An annual report highlighting agency program participants as minority population is required. This should include people served and a breakdown of race and ethnicity.
- If collaborating with an organization to complete any task a cooperative agreement must be attached.

C. Budget

- Attach as a PDF file named “Annual report.pdf.” A budget that outlines proposed project cost, with a breakdown of all line items for the grant period September 18, 2023, through June 30, 2024).
 - See Appendix I for template.
- Retail sales prohibited during the event.
- Equipment purchase prohibited.
- Advertisement limited to three (3) ads at \$50 per ad.

- Travel allowed. Estimate the number of miles traveled at the current state of Ohio rate. Not to exceed the rate of \$0.65 per mile. Example: 2,000 miles at \$0.65 cents.
- Office supplies are allowed up to \$100. (E.g., staples, scissors, wastebaskets, paper, pens) are considered office supplies.

1. Restrictions that must be considered while planning the programs and writing the budget are:

- Recipients may not use funds for research.
- Recipients may not use funds for clinical care except as allowed by law.
- Recipients may use funds only for reasonable program purposes, including personnel, travel, supplies, and services.
- Generally, recipients may not use funds to purchase furniture or equipment. Any such proposed spending must be clearly identified in the budget.
- Other than for normal and recognized executive-legislative relationships, no funds may be used for: publicity or propaganda purposes, for the preparation, distribution, or use of any material designed to support or defeat the enactment of legislation before any legislative body of the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or executive order proposed or pending before any legislative body.
- Recipients may not use funds for research. Public health surveillance and program evaluation activities for the purpose of monitoring program performance are not considered research. However, identifiable information collected must be kept confidential.
- Recipients may not use funds for personal health services, medications, medical devices (such as spacers, spirometers, or peak flow meters), or other costs associated with the medical management of asthma.
- Recipients may not use funds to pay for scholarships for children to attend asthma camps.
- Recipients may not use funds for asthma screenings.
- Recipients may not use funds for population-based asthma registry activities (such as a state-wide registry), unless associated with centralized use of electronic health records.
- Recipients may not use funds for construction.
- Recipients may not use funds to purchase items such as pillowcases, mattress covers, or cleaning supplies, except to encourage completion of self-management training or home-based programs or participation in evaluations. Funds allocated to these supplies should not exceed \$150.
- Recipients may not use funds for remodeling or remediation projects.
- Recipients may not use funds to pay fees for the Asthma Educator Certification exam.
- Recipients may not use funds for promotional items.
- Recipients may not use funds to pay people to participate in programs, respond to requests for information or complete evaluation forms.
- Recipients may not use more than \$2,500 of cooperative agreement funds annually to support activities related to state tobacco control quit lines.

2.1 Subrecipient Experience Requirement:

- Experience in effectively and authentically engaging minority community, particularly for the birth through adulthood population through programs and evidence-based asthma interventions, etc.
- Demonstration of experience working on policy and system improvements.
- Experience with equitable best practices in engaging in a minority community.
- Ability to describe intended models of minority engagement.
- Experience and ability to effectively engage African American communities.
- Experience and ability to validate experience and understanding of health equity for the minority population, as well as its impact on effectively implementing the described scope of work.
- Experience working with Ohio community-based organizations.
- Experiencing with hosting educational and community events.

2.2 Candidate Expertise Requirement:

Experience in working with minority communities is a must.

2.3 Notice of Award Requirements:

- Offeror must be able to provide all the following project components that has been outlined in the Scope of Work (SOW) to be eligible for an award of this contract.
- Offeror must have the capacity to honor the time and contributions of participating families who donate their time to the Asthma Advisory Committee. Meetings may need to be after 5pm to accommodate families and/or on weekends.
- Necessary technical assistance supports accessible to vendor to assist in effectively implementing the described scope of work.

2.4 Mandatory Licenses &/or Certifications Required:

Ability to provide CEU for provider event. Example if selecting to train physicians or nursing ability to provide appropriate CEU to increase registration at event.

3. SCOPE OF WORK AND DELIVERABLES.

3.1 Scope of Work.

SCOPE OF WORK	
3.1.1	Offeror must attend Kick Off Meeting that Ohio Department of Health Asthma Program (ODHAP) will host virtually with the subrecipients to provide grant guidance and program technical assistance.
3.1.2	Offeror must submit an Asthma Community Event Proposed Activity Sheet. Proposed Community Activity Sheet must include the following: <ul style="list-style-type: none"> • Event Name. • Date and Time. • Description of the Event. • Sponsor Information and Actions to Support Event.

	<ul style="list-style-type: none"> • Submit any Marketing or Promotional Materials for Review. <p>Please review ODH Template in Appendix B provided in application to ensure compliance.</p>
3.1.3	<p>Offeror must submit an Asthma Community Event Plan of Action. The Community Event Plan of Action must include:</p> <ul style="list-style-type: none"> • Event Name. • Date and Time. • Description of the Event. • Sponsor Information and Actions to Support Event. • Submit any Marketing or Promotional Materials for Review. • Rosters and acknowledgement of family's receipt of stipend or incentive must be maintained by the Local Host Organization and shared with Contracted Agency.
3.1.4	<p>Offeror must submit an Asthma Provider Event Proposed Activity Sheet. Proposed Provider Activity Sheet must include the following:</p> <ul style="list-style-type: none"> • Event Name. • Date and Time. • Detailed description of how to establish and maintain formal, working relationships with critical community partners to expand asthma data community information sharing. • Sponsor Information and Actions to Support Event. • Submit any Marketing or Promotional Materials for Review. <p>Please review ODH Template C provided in application to ensure compliance.</p>
3.1.5	<p>Offeror must submit an Asthma Provider Event Plan of Action including the following:</p> <ul style="list-style-type: none"> • Event Name. • Date and Time. • Description of the Event. • Sponsor Information and Actions to Support Event. • Submit Marketing or Promotional Materials for Review.
3.1.6	Offeror must include a Community Asthma Event Report concluding event.
3.1.7	Offeror must include a Provider Asthma Event Report concluding event.
3.1.8	<p>Offeror must attend monthly ODH Technical Assistance Meetings that will feature various topics including:</p> <ul style="list-style-type: none"> • ODH Listening Sessions. • Facilitator Training. • ODH Staff will discuss best practices of hosting a community asthma event. • ODH staff will discuss best practices of hosting a provider asthma event. • Reporting Metrics should include health status indicators such as Environmental factors and access to healthcare. As well as information on health outcomes such as mortality rates and morbidity rates and work will be done to compare these rates to state and national averages. Social determinants of health such as education, income, and housing that impact health outcomes in the county will also be taken into consideration. Within the county-specific PowerPoint Asthma focused data will be discussed. Essentially the who, what, where, and how of the entire ordeal/event. • Submitting Invoices.

3.1.9	<p>Offeror must attend in Local Listening Sessions (Virtually or in Person).</p> <ul style="list-style-type: none"> • The Ohio Department of Health Asthma Program will host community listening sessions. • Attendance and participation are required. • The ODH Vendor will contact funded subrecipients with date, time, and locations. • Listening sessions must take place during the first six months of the grant.
3.1.10	<p>Offeror must conduct a minimum of two Asthma Community Dialogues for minorities in your county to briefly go over patient education of asthma and descriptively discuss resources available to help them.</p> <ul style="list-style-type: none"> • These conversational events should be held between the first six months of this grant.
3.1.11	<p>Offeror must submit Asthma Community Support Proposal to educate the minority community of Asthma best practices.</p> <ul style="list-style-type: none"> • The proposed activity must target educating on one or more of the EXHALE activities. <p>Please review ODH Template Appendix F provided in application to ensure compliance.</p>
3.1.12	<p>Offeror must host their proposed one or more EXHALE activities that was included on the Asthma Community Support Proposal.</p> <ul style="list-style-type: none"> • Provide ODH dates, times and locations of activities coordinated to support the county asthma minority support. • Provide all announcements and promotional material used to support and encourage participation. • Submit all cost associated with coordinating the asthma community support receipts, time and efforts etc.
3.1.13	<p>Offeror must submit an Asthma Minority County Final Report Support that includes the following:</p> <ul style="list-style-type: none"> • Resources and methods to collect the data. • Program activities should be coordinated at the start by identification of metrics based on planned activities to ensure data collection activities. • Who was served and how? • Demographics • Age. • Ethnicity. • Socioeconomic status (avg salary), etc. • Explain and analyze the progress of said activity(ies). • Data Chart and graph demonstrating populations and progress. • How the minority-centered asthma activities benefited the county/community. • Barriers and challenged experiences and how you handled it if you were able to.

Objective:	Reporting Expectations
1. Attend Kick Off Meeting	<p>Ohio Department of Health Asthma Program (ODHAP) will host a kick-off meeting virtually with the subrecipients to provide grant guidance and program technical assistance.</p> <ul style="list-style-type: none"> • During the meeting sign in attendance will be recorded. Submitting name is required for verification of attendance. • Each agency will be given a PowerPoint to discuss the status of Asthma in their community. • Each agency will receive a 1-page SDOH and asthma for their community. • One-time payment will be provided.
2. Community Asthma Event Proposal #1	<p>Offeror will submit Asthma Community Event Proposed Activity Sheet 60 days prior to activity.</p> <ul style="list-style-type: none"> • One-time payment will be provided. <p>Please review ODH Template Appendix B provided in application to ensure compliance.</p>
3. Community Asthma Event #2	<p>Offeror will submit Asthma Community Event Proposed Activity Sheet 60 days prior to activity.</p> <ul style="list-style-type: none"> • One-time payment will be provided. <p>Please review ODH Template Appendix B provided in application to ensure compliance.</p>
4. Provider Asthma Event Proposal #1	<p>Offeror will submit an Asthma Provider Event Proposed Activity Sheet 60 days prior to activity.</p> <ul style="list-style-type: none"> • One-time payment will be provided. <p>Please review ODH Template Appendix C provided in application to ensure compliance.</p>
5. Provider Asthma Event #2	<p>Offeror will submit an Asthma Provider Event Proposed Activity Sheet 60 days prior to activity.</p> <ul style="list-style-type: none"> • One-time payment will be provided. <p>Please review ODH Template Appendix C provided in application to ensure compliance.</p>
6. Community Asthma Event Report	<p>Offeror will submit an Asthma Community Asthma Event Report including:</p> <ul style="list-style-type: none"> • Outcome of the Community Event. • Include increase in knowledge and/education etc. • One-time payment will be provided. <p>Please review ODH Template Appendix D provided in application to ensure compliance.</p>
7. Provider Asthma Event Report	<p>Offeror will submit an Asthma Provider Event Report including:</p>

	<ul style="list-style-type: none"> • Outcome of the Community Event. • Include increase in knowledge and/education etc. • One-time payment will be provided. <p>Please review ODH Template Appendix E provided in application to ensure compliance.</p>
8. Monthly ODH Technical Assistance	<p>Offeror must attend monthly ODH Technical Assistance Meetings</p> <ul style="list-style-type: none"> • ODH Asthma program works to raise awareness and spread information regarding asthma causes, triggers, and management, reduce asthma hospitalization rates and reduce asthma disparities for racial and low socioeconomic groups. • During the meeting sign in attendance will be recorded. Submitting name is required for verification of attendance. • Monthly Technical Assistance Meetings will feature various topics including ODH Listening Sessions, Facilitator Training, Community event, Provider event, Reporting, Billing etc. • One-time payment will be provided for monthly meeting attended.
9. Participate in Local Listening Session (Virtual or in Person)	<p>Offeror must attend in Local Listening Sessions (Virtually or in Person).</p> <ul style="list-style-type: none"> • The Ohio department of Health Asthma Program will host three community listening sessions per county. Attendance and participation are required for the three in your county. • The ODH Vendor will contact funded subrecipients with date, time and locations. • One-time payment will be provided for each meeting attended.
10. Asthma Community Dialogues	<p>Offeror must conduct a minimum of two Asthma Community Dialogues for minorities in your county to briefly go over patient education of asthma and descriptively discuss resources available to help them.</p> <ul style="list-style-type: none"> • During the meeting sign in attendance will be recorded. Submitting name is required for verification of attendance. • One-time payment will be provided for each (2) meeting attended.
11. Proposal for Asthma County Support	<p>Offeror must submit Asthma Community Support Proposal to educate the minority community of Asthma best practices.</p> <ul style="list-style-type: none"> • Proposed activities must target educating on one or more of the EXHALE activities. • Proposed Asthma Activities Plan must be centered around the CDC EXHALE strategies: <ul style="list-style-type: none"> ○ Education on asthma self-management ○ <u>X</u>-tinguishing Smoking and exposure to second-hand smoke.

	<ul style="list-style-type: none"> ○ <u>H</u>ome Visits for trigger reduction and asthma self-management education ○ <u>A</u>chievement of guidelines-based medical management ○ <u>L</u>inkages and coordination of care across settings ○ <u>E</u>nvironmental policies or best practices to reduce asthma triggers from indoor, outdoor, or occupational sources. • Plan must include: <ul style="list-style-type: none"> ○ Key Action Steps ○ Timeline, Person responsible for activities ○ Evaluation Outcomes Measures. ○ Detailed budget proposal must also be attached. • One-time payment will be provided. <p>Please review ODH Template Appendix F provided in application to ensure compliance.</p>
12. Asthma Minority County	<p>Offeror must host their proposed one or more EXHALE activities that was included on the Asthma Community Support Proposal.</p> <ul style="list-style-type: none"> • After the proposal is approved by ODH program Offeror should implement the proposed activities. Below is a list of recommended EXHALE activities. <ul style="list-style-type: none"> ○ Patient education seminar ○ Pediatric-centered educational seminar ○ Asthma management system assessment ○ Online asthma training course completion ○ Minimize exposure to asthma triggers by hiring community health workers. ○ Monitor changes in symptoms and/or lung function in said group with or without participating providers. ○ Assist in understanding and managing of allergies. ○ Work with providers/clinicians to create and implement asthma action plans. ○ Home visiting ○ Asthma Activities events [exercise/yoga] to help increase lung capacity. • Provide ODH dates, times and locations of activities coordinated to support the county asthma minority support. • Provide all announcements and promotional material used to support and encourage participation. • Submit all cost associated with coordinating the asthma community support receipts, time and efforts etc. • One-time payment will be provided.
13. Asthma Minority County Support Final Report	<p>Offeror must submit an Asthma Minority County Support Data Report that includes the following:</p> <ul style="list-style-type: none"> • Funded agencies will receive guidance during the ODH Technical Assistance Meetings. • Explain and analyze the progress of said activity(ies) • Data Chart and graph demonstrating populations and progress. • How the minority-centered asthma activities benefited the county/community.

- Barriers and challenged experiences and how you handled it, if you were able to.
- Funded agencies will receive guidance during the ODH Technical Assistance Meetings.
- One-time payment will be provided.

3.2 Deliverables and Due Dates.

DELIVERABLES		DUE DATE
1	Offeror will attend Kick Off Meeting that Ohio Department of Health Asthma Program (ODHAP) will host.	September 30, 2023
2	Community Asthma Event Proposal	September 30, 2023
3	Community Asthma Event #2	January 30, 2024
4	Provider Asthma Event Proposal	September 30, 2023
5	Provider Asthma Event #2	January 30, 2024
6	Community Asthma Event Reports	June 30, 2024
7	Provider Asthma Event Report	June 30, 2024
8	ODH Technical Assistance	June 30, 2024
9	Participate in Local Listening Sessions	June 30, 2024
10	Asthma Community Dialogue sessions	June 30, 2024
11	Proposal Asthma Minority County Support	January 15, 2024
12	Asthma Minority County Support	June 30, 2024
13	Asthma Minority County Support Final Report	June 30, 2024

4. TECHNICAL EVALUATION CRITERION:

SUBRECIPIENT PROFILE		WEIGHT
4.1	Executive Summary	10
4.2	Experience	15

PRIORITY POPULATION (PERSONNEL PROFILE)		WEIGHT
4.3	Local Office of Minority Health	15
4.4	Federally Qualified Health Centers	15
4.5	The Pathways Community HUB Institute® Model (PCHI)	15

WORK PLAN		WEIGHT
4.6	Problem Statement	10
4.7	Goals, Objective and Workplan	10
4.8	Priority Geography /OHI Zone	5

TOTAL	100
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5. PROPOSAL SCORING

CRITERIA	MAXIMUM ALLOWABLE POINTS
Technical Proposal	500
Cost Proposal	200
MBE Set -Aside	50
Total	750

6. INSTRUCTIONS

- 6.1. Scope of Work and Specifications. ODH is authorized to prepare scope of work and specifications to obtain supplies and services. The purpose of the scope of work or deliverables is to describe the supplies or services to be purchased and will serve as a basis for comparison of proposal responses.
- 6.2. Technical Proposal Format. Subrecipient's technical proposal shall address all items in the scope of work and deliverables and be submitted as the "Technical Proposal". Failure to sufficiently address each item may result in ODH's determination that the Proposal does not provide sufficient detail to adequately evaluate the Proposal and is, therefore, incomplete, and nonresponsive. If the Proposal contains elements that exceed the requirements of the RFP, the Proposal should state the degree to which the requirement will be exceeded and how this will be accomplished. Proposals should be prepared simply and economically, providing a straightforward, concise, and complete description of the Subrecipient's proposal and capabilities to perform the Agreement. Emphasis should be on completeness, specificity, and clarity of content.
 - 6.2.1. Company Narrative. Responses to the RFP shall include a short narrative describing the following:
 - 6.2.1.1. Description of the Subrecipient's experience and expertise conducting projects of similar size and scope.
 - 6.2.1.2. Subrecipient's ability to meet minimum requirements.
 - 6.2.1.3. Subrecipient's capacity to provide the services required.
 - 6.2.1.4. Documentation of Subrecipient's soundness and financial capability to perform the work.
 - 6.2.1.5. List of three (3) references for whom the Subrecipient has performed similar services and deliverables. ODH may, but is under no obligation to, contact the references.
 - 6.2.2. Project Narrative. Responses to the RFP shall include a detailed project narrative describing the following:
 - 6.2.2.1. Identification of the objectives, strategies, methodology, services and deliverables that Subrecipient proposes to provide.
 - 6.2.2.2. Use of evidence-based practices, if applicable.
 - 6.2.2.3. Timeline for completion of services and deliverables.
 - 6.2.2.4. Ability and experience of key project personnel intended to work on the project and their responsibilities to the project. Include resumes.
 - 6.2.2.5. Identification and description of any proposed Subcontractors. Subrecipient may not subcontract any work or services of the type described in project scope of work and deliverables without ODH prior written approval.
 - 6.2.3. Project Work Plan. Responses to the RFP shall include a detailed project implementation plan describing the following:
 - 6.2.3.1. Clearly identify and discuss with specificity how the Subrecipient will perform the requirements specific to this project, including each item under Scope of Work and Deliverables.
 - 6.2.3.2. Description of the location and principal office from which the work is to be performed.
 - 6.2.3.3. Identification of the amount of time that lead, and key project personnel will be expected to work on the project.
 - 6.2.3.4. Description of contingency plans for completing the project, should the lead or key project personnel become unavailable for any reason.
 - 6.2.3.5. Identification of any anticipated difficulties in meeting the project specifications and a description of proposed solutions to these difficulties.
- 6.3. Subrecipient's Compensation. Subrecipient's proposed compensation by deliverable shall be submitted as the "Cost Proposal". If in the event an Agreement ensues as a result of this RFP, the Subrecipient will be required to fulfill the Agreement obligations at the amount proposed. The proposed cost must include all costs associated with performing the work, including travel, shipping, overhead, etc.

- 6.4. Proposal Submittal. Subrecipient must submit both a “Technical Proposal” and a “Cost Proposal” as a part of its Proposal package. These are two separate components which shall be submitted as separate electronic documents, clearly identified as either “Technical Proposal” or “Cost Proposal” and the RFP number.
- 6.5. When Proposals May Be Emailed. ODH must receive proposals via email by no later than 3:00 p.m., the day the proposals are scheduled to be due. Proposals received after 3:00 p.m. on the scheduled opening date will not be opened.
- 6.6. Where Proposals Must Be Emailed. Proposals must be emailed (no fax, mailed or hand delivered proposals will be accepted) to the following email address: All application components must be submitted via email to Sheronda.whitner@odh.ohio.gov by Friday, June 2, 2023 by 4:00 p.m. Material(s) submitted after the deadline, unless specifically requested by ODH, will not be forwarded for processing. Failure to meet the deadline will result in application rejection. An incomplete application will be deemed ineligible for further review and consideration.
- 6.7. Proposals are a Public Record. Once proposals have been reviewed, they will be forwarded to the ODH Project Evaluation Committee to begin the evaluation process. After proposals are opened, they are public records as defined in Ohio Revised Code Section 146.43 and are subject to all laws appurtenant thereto. Subrecipient may request that certain information, such as trade secrets or proprietary data, be designated as confidential and not considered as public records. Pricing is not considered as confidential. The decision as to whether or not such trade secrets or proprietary data shall be disclosed shall rest solely with ODH.
- 6.8. Withdrawal of Proposal Prior to Scheduled Opening. Subrecipient may withdraw a proposal by written request any time after ODH receives the proposal and before scheduled opening.
- 6.9. Withdrawal of Proposal After Scheduled Opening. Subrecipient may by written request withdraw its proposal after scheduled opening if there is reasonable proof that an inadvertent mistake was made, and the correction cannot be determined with reasonable certainty.
- 6.10. Correction of Proposal Before Scheduled Opening. If a Subrecipient withdraws its proposal and resubmits it with revisions, the revisions should be clearly identified and initialed by the Subrecipient. Any corrections must be completed off the ODH premises.
- 6.11. Correction after Scheduled Opening. ODH may permit a Subrecipient alleging an inadvertent error to correct its proposal after opening, only if the mistake and the correction are clearly evident from the proposal and correction does not affect the amount of the proposal or otherwise give the Subrecipient an unfair competitive advantage.
- 6.12. Proposals are Firm for 90 Days. Unless stated otherwise, once opened all proposals are irrevocable for ninety (90) days. Beyond ninety (90) days, the Subrecipient will have the option to honor their proposal or make a written request to withdraw their proposal from consideration.
- 6.13. Rejected Proposals. ODH may reject any proposal in whole or in part, if any of the following circumstances are true:
- 6.13.1. Proposals are not in compliance with the required format stated in the RFP.
 - 6.13.2. Proposals do not address all of the requirements of the RFP.
 - 6.13.3. The price is excessive in comparison with market conditions or with the available funds of the Agency.
 - 6.13.4. ODH determines that awarding any item is not in the best interest of the Agency.
- 6.14. Alternative Proposals. A Subrecipient may desire to submit an alternative proposal that achieves the purpose, specifications and scope of ODH’s request. A Subrecipient submitting an alternative proposal shall clearly identify and quantify the advantages of the alternative.
- 6.15. Proposal Preparation. ODH assumes no responsibility for costs incurred by the Subrecipient prior to the award of the Agreement resulting from this RFP. Proposals may not include any amounts attributable to its preparation.
- 6.16. Subrecipient May Request Clarification. If a Subrecipient discovers an inconsistency, error or omission in this RFP, the Subrecipient should request clarification from ODH Office of Procurement Services. Such clarification may be made only through email. No other form of clarification is acceptable. Failure of Subrecipient to comply may result in the Subrecipient being deemed not responsive.

- 6.17. Communication Prior to the Response Due Date. From the Release Date of this RFP until the date of the Agreement award, there shall be no communications concerning this RFP between any Subrecipient who may ultimately submit a Proposal and any employee of ODH involved in the issuing of the RFP, or any other state employee who is in any way involved in the ODH project, except as follows:

An ODH employee may send communications to potential Subrecipients with a link to ODH's RFP announcement after the Release Date to encourage a diversity of Subrecipients to submit a Proposal.

- 6.18. ODH Modifications to the RFP. When it is necessary to modify an RFP prior to the RFP opening, ODH does so by written addendum only. Revisions to an RFP, after the RFP opening, shall be distributed to only those Subrecipients that submitted a proposal. A Subrecipient may elect to withdraw the proposal, provided that the Subrecipient files a written request within ten (10) calendar days of DOH's distribution of the addendum.
- 6.19. Unit Costs. Subrecipients shall not insert a unit cost of more than two (2) digits to the right of the decimal point. Digits beyond the two (2) will be dropped and not used in the evaluation of the proposal.
- 6.20. Responsive Subrecipient. A Subrecipient is responsive if its proposal responds to the RFP completely and contains no irregularities or deviations from the RFP that would affect the proposal or otherwise give the Subrecipient an unfair advantage.
- 6.21. Responsible Subrecipient. ODH will determine if a Subrecipient is responsible using the following factors:
- 6.21.1. Experience of the Subrecipient.
 - 6.21.2. Subrecipient's financial condition.
 - 6.21.3. Subrecipient's conduct and performance on previous Agreement.
 - 6.21.4. Subrecipient's facilities.
 - 6.21.5. Subrecipient's management skills.
 - 6.21.6. Subrecipient's ability to execute the Agreement properly.
 - 6.21.7. Review of Federal and State debarment lists.
- 6.22. Information Requested. ODH may request additional information to evaluate a Subrecipient's responsiveness to the RFP or to evaluate a Subrecipient's responsibility. If a Subrecipient does not provide the requested information, it may adversely impact ODH evaluation of the Subrecipient's responsiveness or responsibility.
- 6.23. Samples. ODH may require Subrecipients to provide samples or examples of work, at the Subrecipient's expense. Samples must be clearly identified by the Subrecipient, the RFP number, and the item the sample represents. ODH will return samples that are not destroyed in testing, at the Subrecipient's expense, upon the Subrecipient's timely request. ODH may keep the samples of the Subrecipient awarded the Agreement until the completion of the Agreement.
- 6.24. Estimated Usage. Unless otherwise stated, the usage indicated for each item(s), if applicable, are to be considered as estimates only and should be considered as information relative to potential purchases that may be made from the Agreement. ODH makes no representation or guarantee as to the actual amount of the items(s) to be purchased.
- 6.25. Technical Proposal Evaluation. Proposals submitted by Subrecipients that do not meet the minimum requirements will not be evaluated. Proposals determined by ODH to lack completeness, specificity or clarity of content may be deemed nonresponsive and, therefore, will not be evaluated. The remaining proposals will be evaluated, scored, and ranked by a committee of selected staff. Proposals will be evaluated by the technical review criteria.

The evaluation committee will assign a numerical rating to each technical competency in the above section 7 table of the RFP based upon a review of that Subrecipient's Proposal. The ratings are to be awarded as follows:

0 Points	Does Not Meet	Proposal does not comply with the requirements.
1 Point	Weak	Response does not substantially meet the requirements.
2 Points	Moderate	Proposal meets most of the requirements but is weak in some areas.
3 Points	Meets	Proposal meets all requirements.

4 Points	Strong	Proposal substantially exceeds requirements.
5 Points	Greatly Exceeds	Proposal significantly exceeds requirements.

The value assigned to each criterion is only a value used to determine which Proposal is the most advantageous to the Agency in relation to the other Proposals that ODH received.

The evaluation committee will evaluate each proposal and award up to the maximum amount specified for each criterion. A proposal must receive a total technical score of at least 300 points (60 percent of the maximum total technical score of 500) for ODH to consider awarding an Agreement for that proposal.

- 6.26. **Presentations and Interviews.** ODH may require top Subrecipients to be interviewed. Such interviews will provide a Subrecipient with an opportunity to present its Proposal and to ensure a mutual understanding of the Proposal's content. This will also allow ODH an opportunity to test or probe the professionalism, qualifications, skills, and work knowledge of the proposed candidates. The interviews will be scheduled at the convenience and discretion of ODH. ODH may record any presentations and interviews. The one (1) to three (3) highest scoring Subrecipients; but no more than the top three (3) may be required to participate. Interviews will be scheduled to be held in Columbus, Ohio at the subrecipient's expense, if applicable.
- 6.27. **Cost Proposal Evaluation.** ODH will calculate the Subrecipient's Cost Proposal points after the Subrecipient's total technical points are determined, using the following method:

Cost Points = (Lowest Subrecipient's Cost/Subrecipient's cost) x Maximum Allowable Cost Points as indicated in the "Scoring Breakdown" table. In this method, the lowest cost proposed will receive the maximum allowable points.

The number of points assigned to the cost evaluation will be prorated, with the lowest accepted Cost Proposal given the maximum number of points possible for this criterion. Other acceptable Cost Proposals will be scored as the ratio of the lowest Cost Proposal to the Proposal being scored, multiplied by the maximum number of points possible for this criterion.

- 6.28. **Final Stages of Evaluation** Subrecipient with the highest point total from all phases of the evaluation (Technical Points + Cost Points) will be recommended for the next phase of the evaluation.

Technical Score: _____ + Cost Score: _____ + MBE Score _____ = Total Score: _____

If ODH finds that one or more Proposals should be given further consideration, ODH may select one or more of the highest-ranking Proposals to move to the next phase, which may include a Best and Final Offer (BAFO). ODH may alternatively choose to bypass any or all subsequent phases and make an award based solely on the Proposal evaluation phase.

- 6.29. **Clarifications & Corrections.** During the evaluation process, ODH may request clarifications from any potential Subrecipient under active consideration and may give any Subrecipient the opportunity to correct defects in its Proposal if ODH believes doing so does not result in an unfair advantage for the Subrecipient and it is in ODH's best interests. Any clarification response that is broader in scope than what ODH has requested may result in the Subrecipient's proposal being disqualified.
- 6.30. **Agreement Negotiation.** It is at the discretion of DOH whether to permit negotiations. A Subrecipient must not submit a proposal assuming there will be an opportunity to negotiate any aspects of the RFP. When it has been determined that it is in the Agency's best interest to conduct negotiations, ODH may request a submission of a best and final quotation.
- 6.31. **Agreement Award.** The ODH Project Committee evaluating the Proposals and, if applicable, the Presentations will recommend to the Director of Health the award of an Agreement based upon the total Subrecipient score and whether awarding an Agreement will result in obtaining the best value and advantage to ODH. The Director's award of an Agreement will be identified by the Director's signature on the Agreement. The Director's award is final and not appealable. ODH at any time may determine that award of an Agreement is not in the best interest of ODH and may reject, cancel, or re-issue this RFP in whole or in part.

- 6.32. Agreement Contents. If this RFP results in an Agreement award, the Agreement will consist of this RFP, along with attachments, addenda, purchase orders, change orders, and terms and conditions. ODH reserves the right to award multiple Agreement under this RFP.
- 6.33. Subrecipient Start Date. ODH expects the Subrecipient to commence work upon Agreement execution. If the Subrecipient is unable or unwilling to commence work, ODH reserves the right to cancel the award and resume the evaluation process with the next most advantageous proposal.
- 6.34. Non-Collusion Certification. The Subrecipient certifies that he/she is (sole owner, partner, president, secretary, etc.) of the party making the forgoing proposal, that such proposal is genuine and not collusive or sham; that Subrecipient has not colluded, conspired or agreed, directly or indirectly, with any Subrecipient or person, to submit a sham proposal; or colluded or conspired to have another not proposal; and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference, with any person to fix the proposal price of its proposal or any other Subrecipient, or to fix any overhead, profit or cost element of the proposal price, or of that of any other Subrecipient, to secure any advantage against any Subrecipient or any person or persons interested in the Agreement and that all statements contained in the proposal are true; and further, that the Subrecipient has not, directly or indirectly, submitted this proposal, or the contents thereof, or divulged any related information or data to any association or to any member or agent of any association.
- 6.35. ODH Withdrawal of the RFP. ODH reserves the right to withdraw the RFP at any time prior to the award the Agreement.
- 6.36. Damages Arising from RFP Specifications. A Subrecipient may not be compensated for damages arising from inaccurate or incomplete information in the RFP, specifications or from inaccurate assumptions based upon the specifications.
- 6.37. Protests. Objections to the Agreement award may be filed through a protest. Such protest must comply with the following information:
- 6.37.1. The protest must be filed by a prospective or actual Subrecipient objecting to the award of an Agreement resulting from this RFP. The protest must be in writing and contain the following information:
- 6.37.1.1. Name, address and telephone number of the protester;
 - 6.37.1.2. Name and number of the RFP being protested;
 - 6.37.1.3. Detailed statement of the legal and factual grounds for the protest, including copies of any relevant document;
 - 6.37.1.4. Request for a ruling by ODH;
 - 6.37.1.5. Statement as to the form of relief requested from ODH; and
 - 6.37.1.6. Any other information the protester believes to be essential to the determination of the factual and legal questions at issue in the written request.
- 6.37.2. A timely protest will be considered within the following periods:
- 6.37.2.1. A protest based on alleged improprieties in the issuance of the RFP, or any other event preceding the closing date for receipt of Proposals which are apparent or should be apparent prior to the closing date for receipt of Proposals, must be filed not later than five (5) business days prior to the Proposal due date.
 - 6.37.2.2. If the protest relates to the recommendation of the evaluation committee for an award of the Agreement, the protest must be filed within fifteen (15) business days of the award communication.
- 6.37.3 All protests must be filed at the following location:
- Ohio Department of Health
Office of Procurement Services, 4th Floor
Attention: Carol Cook
246 North High Street
- 6.38. Minority Business Enterprise Program. ODH is committed to making more Agreement and opportunities available to minority business enterprises (MBE) certified by the Ohio Department of Administrative Services pursuant to

Section 123.151 of the Ohio Revised Code and Rule 123:2-15-01 of the Ohio Administrative Code. This RFP contains a sheltered solicitation requirement, which encourages the Subrecipient to seek and set aside a portion of the work to be exclusively performed by Ohio certified MBE businesses. For more information regarding Ohio MBE certification requirements, including a list of Ohio certified MBE businesses, please visit the DAS Equal Division website at <http://das.ohio.gov/Divisions/EqualOpportunity/MBEEDGECertification/tabid/134/default.aspx>

To search for Ohio certified MBE businesses, utilize the following search routine published on the DAS Equal Opportunity Division website.

- 6.38.1 Select "Locate MBE Certified Providers" as the EOD Search Area selection;
- 6.38.2 Select "MBE Certified Providers" link;
- 6.38.3 On the subsequent screen select "All Procurement Types" as a search criterion;
- 6.38.4 Select "Search"; and
- 6.38.5 A list of Ohio MBE Certified Service Providers will be displayed.

6.39. MBE Set-Aside. ODH has included in the Evaluation Scoring Formula of this RFP, a provision for the Subrecipient to seek and set aside work for MBE subcontractors. In seeking proposals, the Subrecipient must:

- 6.39.1 Utilize a competitive process to which only Ohio certified MBEs may respond;
- 6.39.2 Have established criteria by which prospective MBEs will be evaluated including business ability and specific experience related to the work requirements;
- 6.39.3 Require the MBE subcontractor to maintain their certification throughout the term of the Agreement, including any renewals; and,
- 6.39.4 Propose the awarded MBE as a subcontractor under this RFP.
- 6.39.5 The following chart details the participation ranges and values that would be awarded to the Subrecipient for MBE participation.

MBE Participation Value Range	
Percentage of Work Offered	Percentage of MBE Points Available
0%	0
1% - 5%	10 Points
6% - 10%	20 Points
11% - 15%	30 Points
16% - 24%	40 Points
25% or greater	50 Points

- 6.39.6 For this RFP Ohio certified MBEs that are the prime must subcontract with an Ohio certified MBE to meet the above requirement.
- 6.39.7 For purposes of calculating the MBE Set-aside points, the State will not award any points for proposed MBE services that are optional elements of the Scope of Work.

6.40. MBE Reporting. After award of the RFP, the Subrecipient must submit a quarterly report to the Procurement Manager or designee documenting the work performed by and payments made to the MBE subcontractor. These reports must reflect the level of MBE commitment agreed to in the Agreement. The reports must be filed at a time and in a form prescribed by the Procurement Manager or designee.

6.41. Veteran-Friendly Business Enterprise (VBE) Program. The State of Ohio's Veteran-Friendly Business Enterprise (VBE) Procurement program provides preference to certified companies that compete to Agreement with the state to supply the goods or services it needs, including eligible construction services. In order to be eligible for certification, the applicant business must satisfy one of the following criteria:

- 6.41.1 At least ten percent of its employees are veterans or on active service;
- 6.41.2 At least fifty-one percent of the applicant business is owned by veterans or persons on active service;
- 6.41.3 If the applicant business is a corporation fifty-one percent of which is not owned by veterans or persons on active service, at least 51% of the board of directors are veterans or persons on active service; or

- 6.41.4 The business is certified by the United States Department of Veterans Affairs as a Service-Disabled Veteran-Owned Small Business or a Veteran-Owned Small Business and the owner(s) of the business

meets the definition of veteran as defined in Rule 123:5-1-01(II) of the Ohio Administrative Code. Information regarding how to obtain this Business Certification can be located at the following link [http://das.ohio.gov/Divisions/EqualOpportunity/BusinessCertification/Veteran-FriendlyBusinessEnterprise\(VBE\)Program.aspx](http://das.ohio.gov/Divisions/EqualOpportunity/BusinessCertification/Veteran-FriendlyBusinessEnterprise(VBE)Program.aspx).

Appendix A

Project Overview

The Ohio Department of Health seeks to expand Asthma knowledge to the 11 priority counties.

Local Office of Minority Health

In 2007, the Ohio Commission on Minority Health (OCMH) moved to create an infrastructure and presence at the local level through the establishment of the Local Offices on Minority Health within urban areas in Ohio. This initiative became the first of its kind by a state agency in the nation. In an effort to develop a model for the nation, the OCMH spearheaded the creation of national performance standards and/or core competencies for Local Offices on Minority Health in collaboration with NASOMH. These offices are located in Akron, Cleveland, Columbus, Dayton, Toledo, and Youngstown. LOMH who apply will receive additional point for their application.

Federally Qualified Health Centers

Federally Qualified Health Centers (FQHC's) provide vital medical services to underserved patients throughout Ohio. FQHC who apply in Ashtabula, Columbiana, Cuyahoga, Erie, Franklin, Hamilton, Lorain, Lucas, Mahoning, Montgomery, and Summit will receive additional points for their application.

The Pathways Community HUB Institute® Model (PCHI)

PCHI® Model helps communities build a transformative and sustainable community-based care coordination network. Agencies who apply in Ashtabula, Columbiana, Cuyahoga, Erie, Franklin, Hamilton, Lorain, Lucas, Mahoning, Montgomery, and Summit will receive additional points for their application.

ODH Office of Health Opportunity

Ohio Health Improvement Zones (OHIZ) refers to the socioeconomic and demographic factors that affect the resilience of individuals and communities – the ability to prevent human suffering and financial loss in a disaster. By understanding where these populations are located and what factors contribute to their levels of risk, Ohio Health Improvement Zones can aid in all phases of improving health in communities. Agencies who apply within these areas will receive addition points for their application.

Appendix B**Sample Ohio Department of Health: Asthma Community Event: Proposed Activity**

Name of Activity:	Date of Activity:	Time of Activity:
Description of Activity: (Not to Exceed 100 words)		
Sponsored Agency Information		
Name & Address:	Contact Information: (Phone and/or email, website)	Registration or RSVP if required links:
Sponsored Agency Action to Support Event:		
Approach: How will you do it?	Evaluation: What results you expect?	Responsibilities: Who will be responsible?

Appendix C**Sample Ohio Department of Health: Asthma Provider Event: Proposed Activity**

Name of Activity:	Date of Activity:	Time of Activity:
Description of Activity: (Not to Exceed 100 words)		
Sponsored Agency Information		
Name & Address:	Contact Information: (Phone and/or email, website)	Registration or RSVP if required links:
Sponsored Agency Action to Support Event:		
Approach: How will you do it?	Evaluation: What results you expect?	Responsibilities: Who will be responsible?

Appendix D

Asthma Community Event Report	
Metrics	Report total numbers of visitors, and exhibitors (with their demographics, job titles).
Report	Activities and outcomes.
Community Event	<p>Participants from the event made progresses toward what goal(s):</p> <ul style="list-style-type: none"> ○ Increased Resources ○ Increased Community Engagement ○ Improved Outreach ○ Improved Education ○ Improved Health ○ Improved Program ○ Improved Results

Appendix E

Asthma Provider Event Report	
Metrics	Report total numbers of visitors, and exhibitors (with their demographics, job titles).
Report	Activities and outcomes.
Provider Event	<p>Participants from the event made progresses toward what goal(s):</p> <ul style="list-style-type: none"> ○ Increased Resources ○ Increased Community Engagement ○ Improved Outreach ○ Improved Education ○ Improved Health ○ Improved Program ○ Improved Results

Appendix F**Proposal Asthma Minority County Support**

Objective: Project Workplan Template- Minority Outreach The Workplan Template may be modified to meet your needs. (Ex. add rows and copy additional tables for additional goals)			
Agency Name:			
Deliverable 11:			
EXHALE Strategy:			
Goal 1:			
Key Action Steps	Timeline	Person Responsible (list name and hours)	Evaluation Outcome Measures
<i>Define each action step on its own row. Define as many action steps as necessary by adding rows to the table.</i>	<i>An expected completion date (month and year) must be defined for each action step.</i>	<i>A responsible person must be identified for each action step. If another agency is the lead write as in-kind.</i>	<i>An evaluative outcomes measure must be defined for each action step.</i>
Deliverable 2:			
Goal:			
Key Action Steps	Timeline	Person Responsible	Evaluation Outcome Measures

Appendix G

5-Year Asthma Rates 2016-2019

Top 5 Highest Child Asthma ED Rates (per 10,000 Residents) in Ohio, 2016-2019 (Found in new Burden Report)

- Mahoning – 195.8
- Montgomery – 152
- Summit – 142.9
- Cuyahoga – 125.3
- Lucas – 103.3

Child Asthma ED Rates in Ohio Above State Rate (80.3/10,000 Residents), 2016-2019 (Found in new Burden Report)

- Ashtabula – 84.9
- Clark – 94.1
- Columbiana – 89.1
- Cuyahoga – 125.3
- Erie – 98
- Franklin – 80.6
- Greene – 88.3
- Lorain – 99
- Lucas – 103.3
- Mahoning – 195.8
- Montgomery – 152
- Summit – 142.9

Ohio Priority Counties – All Ohio counties with a child emergency department (ED)/hospitalization rate for asthma greater than the Ohio rate (80.3) are designated as priority counties. (Found in State Plan)

- Ashtabula
- Columbiana
- Cuyahoga
- Erie
- Franklin
- Hamilton
- Lorain
- Lucas
- Mahoning
- Montgomery
- Summit

Appendix H

Scoring Rubric

Applicant Information			
Applicant Agency:		Amount Requested:	
Required Attachment	Provided	Comments	
Letter of Intent	<input type="checkbox"/>		
Project Narrative	<input type="checkbox"/>		
School validation	<input type="checkbox"/>		
Budget	<input type="checkbox"/>		
Budget Narrative	<input type="checkbox"/>		
Criteria	Max Review Score	Reviewer Score	Comments
Executive Summary			
Name of Organization	10		
Purpose for funding			
Amount Requested			
Include: <ul style="list-style-type: none"> • Goals and objectives • Strategies/methodologies • Prior community engagement activities • Prior community events 			
Experience			
Describe experiences creating positive experiences and reducing barriers to the minority population.	15		
Familiarity with serving community and provider in community.			
One example of community event previously provided to community.			
One examples of provider event previously provided to community			
Priority Population			
Local Office of Minority Health	15		
Pathways HUB	15		
Federal Qualified Health Center	15		
Problem Statement			

Describe the problem(s) that the project will address	10		
Goal, Objectives & Evaluation			
Summarize goals	10		
Define objectives			
If applicable, existing Asthma Program work in community.			
If applicable, intended partnership w/ Local health Department			
Plan to document progress			
If supporting existing project, outcomes of project to date.			
Potential Barriers			
Potential barriers	5		
Priority Geographies			
A county identified as having high ODH Ohio Health Improvement Zones (OHIZ).	5		
TOTAL	100		

Final Recommendation for Funding

☐ Approval and funding of application as submitted (no program special conditions)

☐ Approval and funding of application with special conditions:

Special conditions of funding:

☐ Disapproval of application as submitted.

Comments:

Final Approver Signature: _____ Date: _____