Opioid Settlement Funds
Alabama Department of Mental Health

Bidder's Conference – Round 4

July 20, 2026

ADMH STAFF POINTS OF CONTACT FOR OSF – ONCE AWARDS ARE ISSUED:

- Debbi Metzger – OSF grants manger, general information, start up guidance, grant support
- Brandon Folks – Prevention awardees
- Brooke Phillips – Treatment awardees
- Mark Litvine – Recovery Support awardees
- Nick Snead – Dir. Office of Peer Programs
- Beth Bergeron – Dir. Certification
- Theo Munthali – Dir. SU Office of Contracts, Budgets, Billing
- Leola Rogers – Office of Contracts & Purchasing

Where to find the FY2027 OSF RFP:

https://mh.alabama.gov/

Contracts and Purchasing – Alabama Department of Mental Health

https://mh.alabama.gov/wp-content/uploads/2026/07/RFP-2027-04-Opioid-Settlement-Round-4.pdf

General RFP Guidelines/Timelines

Date	Event	Method of Notification	
July 1, 2026	RFP Release	USPS, ADMH Website, and STAARs website	
July 20, 2026 1:00 PM CST	BIDDER'S CONFERENCE	Meeting URL	https://mhalabama.zoom.us/j/88361899433
		Meeting ID	883 6189 9433
July 22, 2026 by 12:00 pm	RFP questions deadline. **Submit in Word—No tables**	Email to: ContractingOffice.DMH@mh.alabama.gov	
July 24, 2026	RFP Q&A completion	ADMH website www.mh.alabama.gov	
August 24, 2026 2:00 pm	Four (4) RFP Submissions: 1 original, 2 copies, & 1 complete copy on a USB drive	USPS or FedEx or UPS (Review mailing note)	

Timelines (cont.)

August 24, 2026 2:00 pm	RFP Closing Date	USPS or FedEx or UPS (Review mailing note)
October (Date TBD)	Award Notification	USPS (In writing)
MID October (Dates TBD)	Navigating your award: Awardee Q&A	Individual Post Award meetings to be scheduled via ZOOM
This RFP is posted on ADMH website at www.mh.alabama.gov for review.		
Submission Addresses		
AL Department of Mental Health Office of Contracts & Purchasing RSA Union Building PO Box 301410 Montgomery, AL 36130		AL Department of Mental Health Office of Contracts & Purchasing RSA Union Building 100 N. Union St., Suite 570 Montgomery, AL 36104

- For the purposes of this RFP, applicants must select one of the three primary categories per proposal submission. For *each* proposal you submit, you must choose **only one** of the three main categories.

- Clearly state in writing on the cover page of your proposal which category it is for which you are applying and requesting funds.

- ADMH reserves the right to move or reassign any submitted proposal for prevention, treatment, or recovery support to a different category, as deemed appropriate, based on the content and description of the proposed program and the nature of the services for which funding is being requested.

Who may and may not apply for Round Four?

1. Who **MAY** respond to this RFP?
   Public or private non-profit organizations who meet one of the following:
   - Agencies and/or organizations certified by ADMH to provide prevention or substance use treatment services.
   - Agencies or organizations approved by ADMH to provide recovery support services; or
   - Can be certified or approved by ADMH to provide such services within four months of award.
   - Opioid Settlement Funds recipient in previous funding years through the ADMH grant process and are applying for New or Continuation funding. (See descriptions below for what constitutes a Continuation Award with the Opioid Settlement Grant Funding Program.)

2. Who **MAY NOT** respond to this RFP?
   - Employees of ADMH or current State employees
   - Agencies, entities, or establishments awarded as direct recipients of funds as a result of litigation awarded in State suits in conjunction with pharmaceutical companies and local municipalities.
   - Agencies previously awarded Opioid Settlement Funds through the Alabama Department of Mental Health (ADMH) carrying a balance of funds from Rounds 1 (RFP 2024-12); and/or 50% of Round 2 funds (RFP 2025-10 & 11) remaining at time of submission.
   - Agencies previously awarded in Round 3 (RFP 2026-05) retaining 75% or more of the unused awarded funds.

Frequently Asked Questions:

- Private for profit and not for profits entities are eligible to apply.
- You do not have to be certified by ADMH prior to application.
- If previously under Contract with ADMH, you must be in good standing with billing and outcome reporting practices.
- Continuation Award applicants must provide evaluation and outcome measures of your agency (see questions on page 21 of the RFP).
- Previous awardees applying for ROUND 4: You must retain **less than** 50% of the amount awarded in Round 2 at time of submission (August 24th); you must retain **less than** 75% of the amount awarded in Round 3 at time of submission (August 24th).

Review of Funding allocations

CATEGORY	Allocated Amounts	Maximum amount per award
Prevention	$1,786,000.00	$75,000.00
Treatment	$6,251,000.00	$350,000.00
Recovery	$893,000.00	$150,000.00
Total	$8,930,000.00	

Prevention Services :

Prevention Services:

Prevention services aim to prevent the onset of and reduce or mitigate the progression of substance use and use related problems at the community level. ADMH Prevention Services support efforts to prevent or reduce overdose deaths and other opioid-related harms through evidence-based or evidence-informed programs or strategies. This guidepost for services is the utilization of the Substance Abuse Mental Health Services Administration's (SAMHSA) Center for Substance Abuse Prevention's (CSAP) strategies for prevention to impact large numbers of people, based on identified risk and protective factors.

The SPF is a community-based approach to substance use prevention that cuts across existing programs and systems. SPF executes a data-driven, five-step process to include:

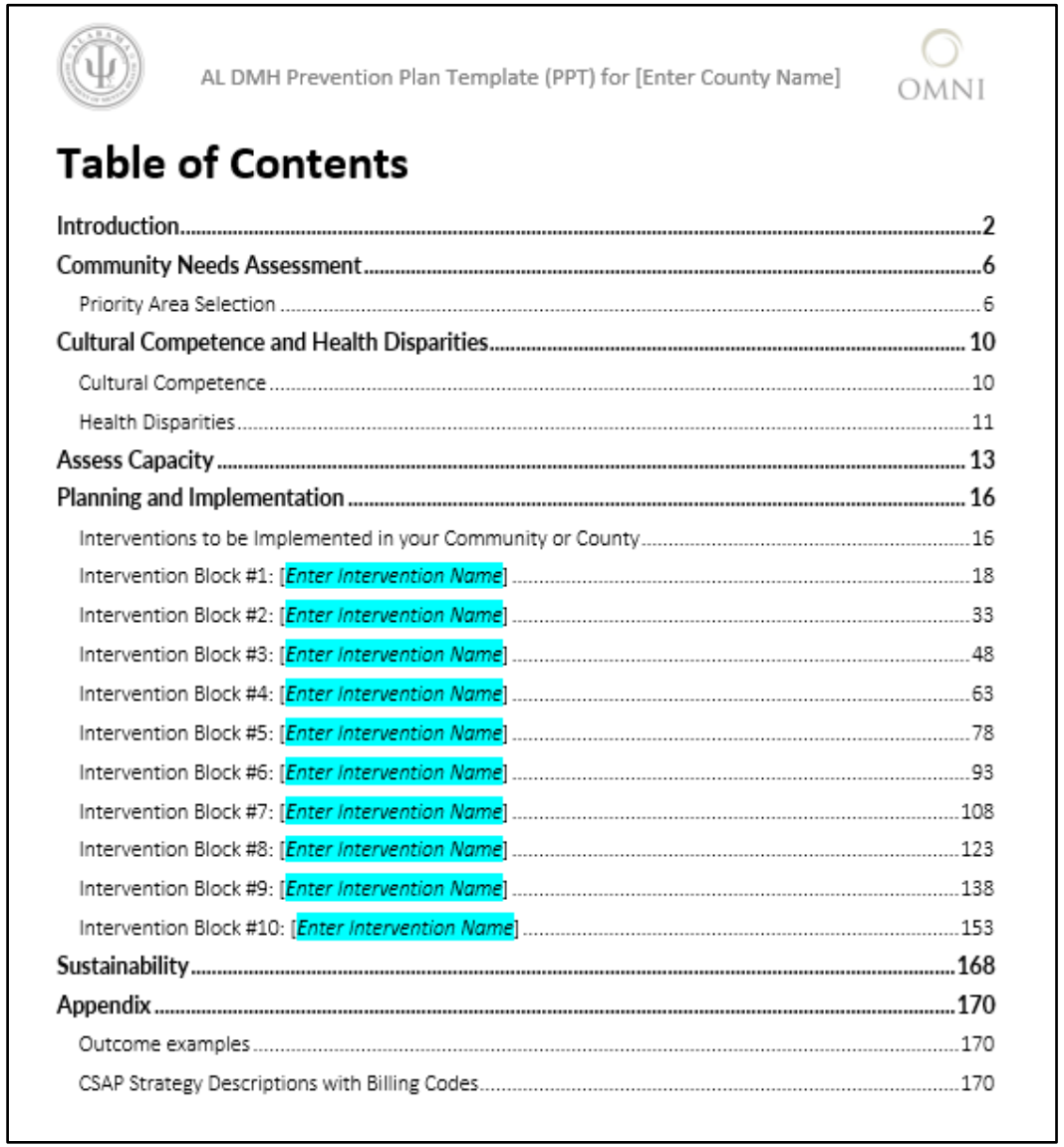
- Assessment,
- Capacity Building,
- Planning,
- Implementation and
- Evaluation.

Sustainability – Ensure long-term success and impact.
Cultural Competence –Establish comprehensive approaches to address person-centered and/or identified community need.

Brandon Folks, Sr. Program Manager, Department of Prevention, ADMH

Upon notification of award, Prevention providers must complete an ADMH Prevention Plan Template as a primary function of onboarding to be a provider. A planning document will be sent to awardees, along with a Prevention Budget Request For Funds template. Both documents must be completed in full prior to execution of the contract.

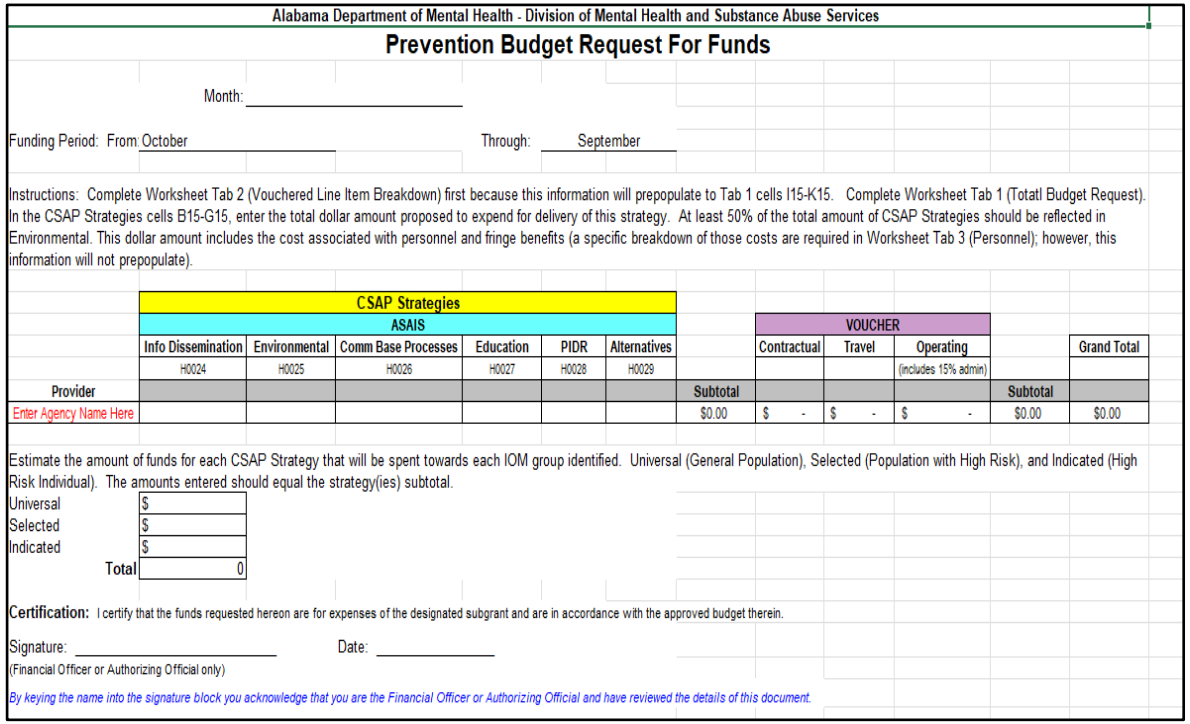
Required documents for Prevention Providers



AL DMH Prevention Plan Template (PPT) for [Enter County Name]

OMNI

Table of Contents



Alabama Department of Mental Health - Division of Mental Health and Substance Abuse Services

Prevention Budget Request For Funds

Month: _____

Funding Period: From October Through: September

Instructions: Complete Worksheet Tab 2 (Vouchered Line Item Breakdown) first because this information will prepopulate to Tab 1 cells I15-K15. Complete Worksheet Tab 1 (Totatl Budget Request). In the CSAP Strategies cells B15-G15, enter the total dollar amount proposed to expend for delivery of this strategy. At least 50% of the total amount of CSAP Strategies should be reflected in Environmental. This dollar amount includes the cost associated with personnel and fringe benefits (a specific breakdown of those costs are required in Worksheet Tab 3 (Personnel); however, this information will not prepopulate).

	CSAP Strategies							VOUCHER				
	ASAIS											
	Info Dissemination	Environmental	Comm Base Processes	Education	PIDR	Alternatives		Contractual	Travel	Operating		Grand Total
	H0024	H0025	H0026	H0027	H0028	H0029				(includes 15% admin)		
Provider							Subtotal				Subtotal	
Enter Agency Name Here							$0.00	$ -	$ -	$ -	$0.00	$0.00

Estimate the amount of funds for each CSAP Strategy that will be spent towards each IOM group identified. Universal (General Population), Selected (Population with High Risk), and Indicated (High Risk Individual). The amounts entered should equal the strategy(ies) subtotal.

Universal	$
Selected	$
Indicated	$
Total	0

Certification: I certify that the funds requested hereon are for expenses of the designated subgrant and are in accordance with the approved budget therein.

Signature: _____ Date: _____

(Financial Officer or Authorizing Official only)

By keying the name into the signature block you acknowledge that you are the Financial Officer or Authorizing Official and have reviewed the details of this document.

Treatment Services :

Treatment –
Treatment refers to the comprehensive service delivery process needed to address the multiple and complex needs of individuals and their families impacted by substance use. The treatment delivery process assures that all necessary and available services are delivered to address individuals' needs relating to substance use. These services can include things like screening, assessment, diagnosis, counseling, family and social support, case management, and ongoing follow-up care. Services are designed to meet each person's unique needs and ensure they receive all the support available to help with recovery. The main goal is to reduce or stop harmful alcohol or drug use and address related physical, emotional, and social issues. Treatment proposals should follow the ASAM (American Society of Addiction Medicine) model.

The ASAM Criteria also define standards for the different levels of care across the continuum, describing the setting, staffing, service intensity and other core elements at each level of care. The level of care for which you are proposing services must be clearly stated in the application.

Brooke Phillips, Director of Substance Use Treatment Services, ADMH

Recovery Support Services :

Recovery Support Services - Recovery is the process of gaining control over one's life—and the direction one wants that life to go—on the other side of substance use disorder and all the losses usually associated with it. Recovery supportive services are nonclinical services that assist individuals and families to recover from substance use disorder. They include social support, linkage to and coordination among allied service providers, peer services and a full range of human services that facilitate recovery and wellness contributing to an improved quality of life. These services can be flexibly staged and may be provided prior to, during, and after treatment. Recovery Supportive Services may be provided in conjunction with treatment, and as separate and distinct services, to individuals and families who desire and need them. Professionals, faith-based and community- based groups, and other recovery support service providers are key components of Recovery Oriented Systems of Care.

Nick Snead, Director Office of Peer Programs, ADMH
Mark Litvine, Substance Use Peer Coordinator, ADMH

Funding Limits per award

Category	Max requested amounts in identified category
Prevention	$75,000.00 per award
Treatment	$350,000.00 per award
Recovery Support	$150,000.00 per award

Continuation Funding – From 2026 Funding (for Round 4 OSF FY 2027)

Requests for continuation funding from previously awarded OSF grantees is allowable in the areas of Treatment, Recovery Support, and Prevention Services. There is no change in the scope or location from previous proposal for Continuation awards.

Funding is limited to the fiscal caps noted in the RFP's.

See RFP guidelines for Continuation funding requirements.

The Agency must have demonstrated consistent positive outcomes, regular and efficient spending, and a strong evaluation process in the previous award. A complete description of evaluation is required.

Provider Certification Information

- Agencies not currently certified as a ADMH SU Provider must complete the two (2) Phase Becoming a Community Provider Orientation to be eligible to make application to become an ADMH SU Prevention or Treatment provider

https://mh.alabama.gov/becoming-a-community-service-provider/

Becoming a Community Provider Orientation modules are on-line and self-paced courses through ADMH Relias Academy.

ADMH Administrative Codes

- MHSU Administrative Code 580-2-20 - https://admincode.legislature.state.al.us/administrative-code/580-2-20

- SU Administrative Code 580-9-44 - https://admincode.legislature.state.al.us/administrative-code/580-9-44

- Prevention Administrative Code - https://admincode.legislature.state.al.us/administrative-code/580-9-47

Provider Approval Information

- All **NEW** Treatment and Prevention Providers must be certified. This process requires immediate attention.
- Those currently under contract, once awarded will be able to commence services immediately upon amendment of your contract for FY 2027
- For Recovery Support Agencies, there is an approval process through the Department of Peer Programs at ADMH
- If awarded, new agencies will be contacted by the Director of Peer Programs to start the approval process.

Supplanting

In the context of grants and funding, supplanting occurs when a state, local, or tribal government reduces or replaces its own funds for a specific activity specifically because federal funds are available (or expected to be available) to cover the same activity. If awarded OSF, you are prohibited from using grant funds to supplant existing state, local, or tribal appropriations or allocations for the same purpose.

If your agency holds existing contracts or funding from other sources, you may be required to provide information on how those funds are being utilized, or additional documentation to support the proper use toward services for which awarded.

ADDITIONALLY: Matching is not permitted with Opioid Settlement funds.

Indirect Costs, Capital expenses, other ancillary budget considerations.

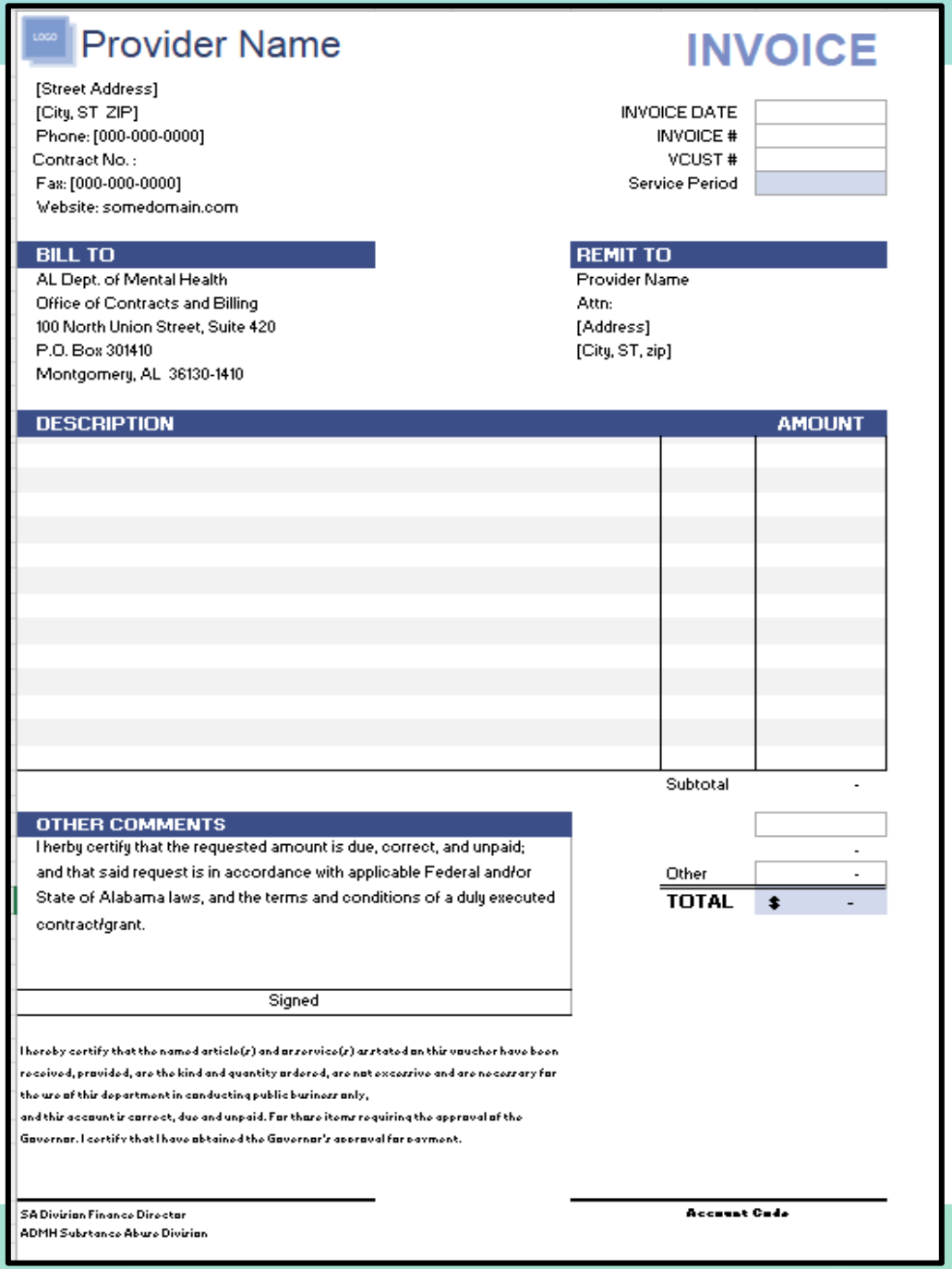
- Not for start up costs – we do not provide 1/12 funding.
- 15% of program costs – generally include operations, office supplies, utilities, etc.
- Review with ADMH anything not specifically detailed in RFP as your indirect costs – and if awarded, this is encouraged PRIOR to purchase of expenditure
- Scopes must align with budgets
- Objectives will align with Scopes
- These are service based grants
- Where you have EBP – must support what practices will be used and in what context relative to the scope of work
- Curriculum and other related purchases must be described in detail – no "self-made" modules
- In some cases, "Necessity budget" made be allowed (recovery housing, operating expenses, etc.). Your program manager will discuss at time of award. Please include in your budget where applicable.

Financial do's/don't:

- Capital purchases – no brick and mortar, no purchase of vehicles, furniture, or large equipment. Details for items must be specifically named in budgets for both direct and indirect costs.
- Relate budgets directly to services being described.
- Indirect costs – 15% of program costs and must be detailed and explained.
- Changes to budgets may occur, NO changes to scopes of work will be permitted; contract amendments will be made accordingly.
- Invoicing will occur monthly for these grants.
- Monthly Reporting of Outcomes required.
- "Pulling down" of funds – RFP requirements in proposal and timelines are required.

Invoicing and Outcomes:

Sample ADMH approved invoice



Provider Name

INVOICE

[Street Address]
[City, ST ZIP]
Phone: [000-000-0000]
Contract No. :
Fax: [000-000-0000]
Website: somedomain.com

INVOICE DATE
INVOICE #
VCUST #
Service Period

BILL TO
AL Dept. of Mental Health
Office of Contracts and Billing
100 North Union Street, Suite 420
P.O. Box 301410
Montgomery, AL 36130-1410

REMIT TO
Provider Name
Attn:
[Address]
[City, ST, zip]

DESCRIPTION		AMOUNT
	Subtotal	-

OTHER COMMENTS
I herby certify that the requested amount is due, correct, and unpaid; and that said request is in accordance with applicable Federal and/or State of Alabama laws, and the terms and conditions of a duly executed contract/grant.

Signed

		-
Other		-
TOTAL	$	-

I hereby certify that the named article(s) and/or service(s) as stated on this voucher have been received, provided, are the kind and quantity ordered, are not excessive and are necessary for the use of this department in conducting public business only, and this account is correct, due and unpaid. For those items requiring the approval of the Governor, I certify that I have obtained the Governor's approval for payment.

SA Division Finance Director
ADMH Substance Abuse Division

Account Code

Monthly reporting and submission requirements.

SAMPLE 1

Opioid Settlement Funds Monthly Reporting Tool

NAME of AGENCY/PROVIDER RECEIVING OSF:_____

Location of services:

Date Contract Signed:

Date first admit/service rendered:

Reporting Month:_____

Reported qualitative outcomes (from monthly reports):	Agency met outcome	If yes, as evidenced by:	no, what is the corrective action plan
1			
2			
3			
4			
5			

Reported quantitative outcomes (from monthly reports):	# unique persons served**	# unique services:	# events held, (where applicable)	# media imprints (where applicable)	# additional, expanded beds or programs (per	% occupancy/capacity with use of
1						
2						
3						
4						
5						

**Of unique clients served this month, indicate the following information for each:

Client number/Last name	Intake Date	Diagnosis(ses)	Level of Care	Discharge Date
1				
2				
3				
4				
5				

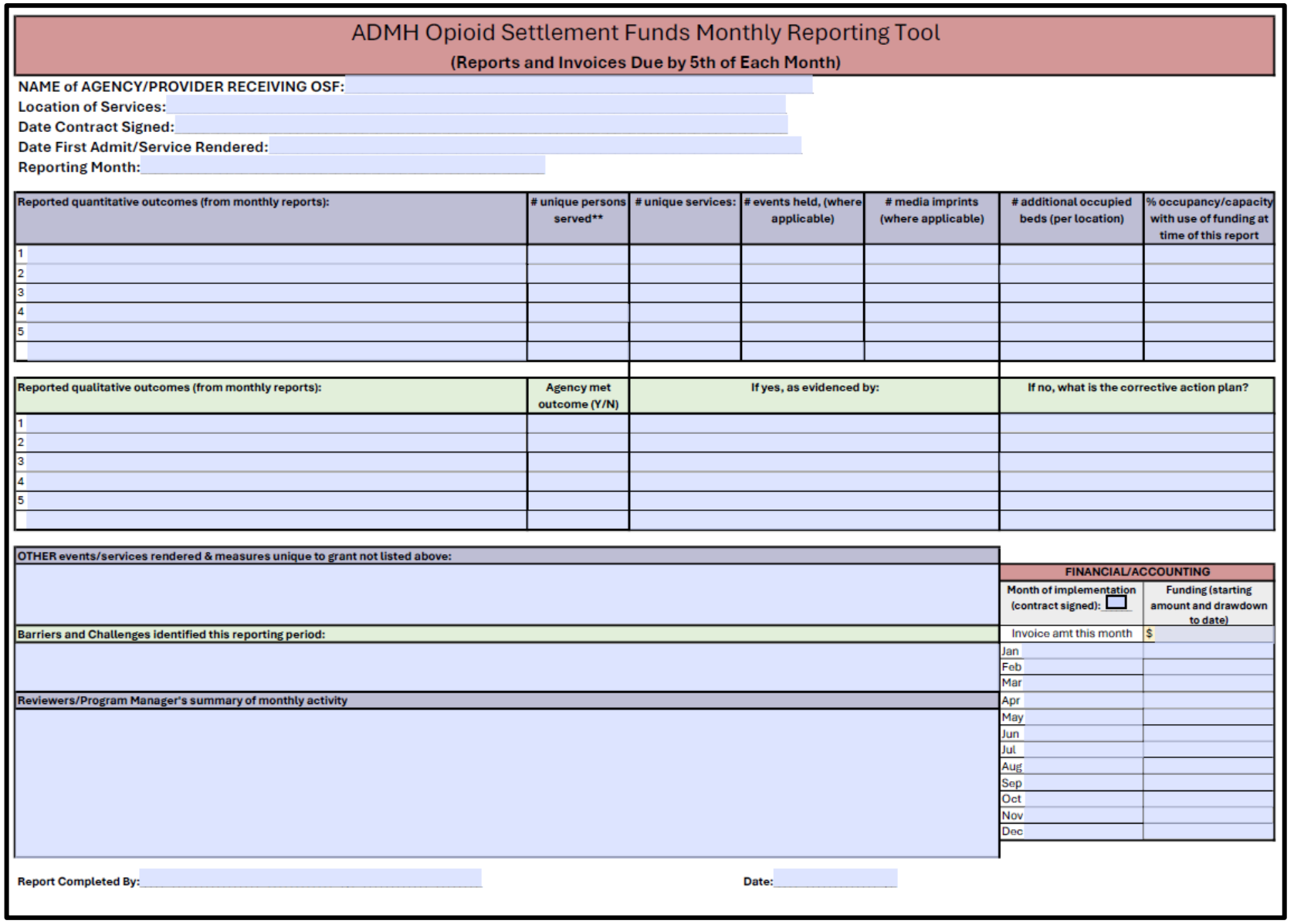
FINANCIAL/ACCOUNTING	
Month of implementation	Funding (starting amount and
invoice amnt this month	$
Jan	
Feb	
Mar	
Apr	
May	
Jun	
Jul	
Aug	
Sep	
Oct	
Nov	
Dec	

OTHER events/services rendered & measures unique to grant not listed	Barriers and Challenges identified this reporting period:

Reviewers/Program Manager's summary of monthly activity

ADMH approved outcome report (due monthly by 10th of every month)

SAMPLE 2



ADMH Opioid Settlement Funds Monthly Reporting Tool

(Reports and Invoices Due by 5th of Each Month)

NAME of AGENCY/PROVIDER RECEIVING OSF:
Location of Services:
Date Contract Signed:
Date First Admit/Service Rendered:
Reporting Month:

Reported quantitative outcomes (from monthly reports):	# unique persons served**	# unique services:	# events held, (where applicable)	# media imprints (where applicable)	# additional occupied beds (per location)	% occupancy/capacity with use of funding at time of this report
1						
2						
3						
4						
5						

Reported qualitative outcomes (from monthly reports):	Agency met outcome (Y/N)	If yes, as evidenced by:	If no, what is the corrective action plan?
1			
2			
3			
4			
5			

OTHER events/services rendered & measures unique to grant not listed above:

Barriers and Challenges identified this reporting period:

Reviewers/Program Manager's summary of monthly activity

FINANCIAL/ACCOUNTING	
Month of implementation (contract signed): ☐	Funding (starting amount and drawdown to date)
Invoice amt this month	$
Jan	
Feb	
Mar	
Apr	
May	
Jun	
Jul	
Aug	
Sep	
Oct	
Nov	
Dec	

Report Completed By: **Date:**

Next Steps:

- Follow the application process **precisely**. Failure to do so will result in proposal elimination (i.e. order of pages, number of pages, placement of pages, number of copies, submissions dates, identifying information, cover sheets information, budget requirements, clearly indicating category for which applying, etc.)
- Review all links and related resources.
- Prioritize requirements for Certification, eVerify and STAARS enrollments, tax and business registration and identification requirements - including any related time limits, and insurance requirements.

NEW PROVIDERS

For NEW vendors awarded funds based on this RFP, the following items will require immediate submission and completion, in addition to the Certification information provided above:

1. Vender must enroll in eVerify and submit a copy of the Memorandum of Understanding (MOU) for employers:
   - Once enrolled, verify produces an eVerify MOU.
   - Submit a copy of the eVerify to ADMH. This is about 15-17 pages.

2. Must enroll in State of Alabama Accounting and Resource System (STAARS):
   - https://procurement.staars.alabama.gov/LoginExternal/Pages/register_for_a_new_accoun
   - STAARS must have the correct billing address for invoice processing.
   - STAARS will issue a vendor number.

(Continued):

3. Submit a copy of the TAX ID letter to ADMH
   - Legal business name must match Tax ID name.
   - If there are any name changes, provide any IRS correspondence to support the changes. Since all information should correspond with IRS.
   - If a vendor is “doing business as” (DBA), DBA must be on TAX ID letter.

4. Submit a copy of Certificate of Insurance. If a community provider, submit a copy of the liability insurance.

5. Register with Secretary of State (SOS). This registration is required for any vendor wishing to do business in the State of Alabama and is not contingent on a contract award.

FY 2027 OSF RFP Timeline

- Released July 1, 2026
- Deadline to submit questions via email to ContractingOffice.DNH@mh.alabama.gov deadline: July 22, 2026 @ 12:00pm
- Answers to questions posted July 24, 2026 – ADMH website.
- Proposals Due: **2pm SHARP CST - AUGUST 24th, 2026** (see guidelines for mailing)
- Notification of selection October (DTBD)
- For those awarded: 4 months from date of award letter - Certification **COMPLETED!**
- Post award meeting: "GETTING STARTED" – (Octboer, November, and first week December)
- Services/implementation **must** begin no later than 120 days of fully Executed Contract.

Important Links and resources for approved uses:

- https://mh.alabama.gov/
- provider https://mh.alabama.gov/becoming-a-community-service-provider/
- https://www.samhsa.gov/sptac/strategic-prevention-framework

Discussion
&
Questions?