



This document was updated on 4/27/26. The changes from the original document are reflected in red text.

Request for Applicants

Ohio Coalition Institute: Coalition Operations & Management *Learning Community and Flexible Learning Stipend*

Application deadline: May 22nd, 2026 by 5:00 PM

Project and funding period: June 15th – September 30th, 2026

OHIO COALITION INSTITUTE BACKGROUND AND INTENT

Built on a foundation of collaboration and strong partnerships within Ohio’s Prevention Community, the Ohio Coalition Institute (OCI) is a dynamic and culturally responsive network that supports and builds capacity and connections for all behavioral health and public health connected coalitions across Ohio. OCI is dedicated to enhancing the impact of community coalitions by providing accessible, high-quality learning opportunities that help communities address complex social challenges and adopts two definitions of a coalition for the purpose of this initiative:

Ohio Administrative Code ([Rule 5122-29-20, Prevention Services](#))

“Coalition” means a group of diverse organizations and constituent groups working together, using a comprehensive public health approach and data driven planning process, toward a common goal of reducing the local incidence, prevalence, and consequences of mental, emotional, and behavioral (MEB) disorders.”

Feighery and Rogers (1989) definition of a coalition: A group of organizations and constituencies working together toward a common goal. Butterfoss (2013) further explains community coalitions:

1. Serve a defined community recognized by those within it as a community, but also serves the broader community;
2. Is viewed by community residents as representing and serving them;
3. Reflects the community’s composition at both the grassroots and grasstops (professional) levels.

APPLICANT ELIGIBILITY, FUNDING AMOUNT AND KEY PROJECT DATES

All Ohio behavioral health and public health connected coalitions are invited to apply for this learning and funding opportunity. Coalitions may be a stand-alone entity, or be housed at a nonprofit organization, county/region behavioral health board or local health department community coalitions. Applicants should demonstrate how participation in this learning community will enhance their coalition operations and potential for community impact.

- If a coalition or entity relies on another entity as a lead agency, the lead agency should apply on behalf of the coalition or entity and be able to (1) demonstrate appropriate infrastructure for fiscal accountability and (2) name a project lead from the coalition or entity as part of the application process. The lead agency may represent a wide variety of sectors, including but not limited to certified behavioral health prevention organizations, public health departments, schools, institutions of higher education, grassroots organizations, law enforcement/first responder, ADAMH/MHRS/MHAR/317 Boards, or faith-based organizations.

- A \$7,000 flexible learning stipend will be awarded to each funded coalition in the form of a contract with Ohio University. Additional details about the stipend and its permissible uses can be found on page 5 of this application.
- This is a unique opportunity to receive funds to support professional development and skills application. Therefore, selected coalitions will be expected to attend all learning community sessions and participate fully in every aspect of the initiative.

Q&A Period:	April 24 – May 12, 2026
Asynchronous informational webinar	Posted at www.ohiocoalitioninstitute.org by May 8, 2026 at 5:00 PM
Applications Due:	May 22, 2026: 5:00 PM
Notification Date:	On or before June 5, 2026
Estimated Period of Project:	June 18 – September 30, 2026
Learning Community Dates: (in person, attendance required)	June 18, July 15, August 19: 9:00 AM – 4:00 PM September 23 15 : 10:00 AM – 3:00 PM
Draft Deliverables Due:	August 31 24 , 2026: 5:00 PM
Feedback for Deliverables Provided:	September 11 1 , 2026: 5:00 PM
Final Deliverables Due:	September 18 11 , 2026: 5:00 PM

OHIO COALITION INSTITUTE HISTORY

In federal fiscal year 2021 (FFY21), DBH partnered with several organizations to collaboratively develop the OCI to empower Ohio’s community coalitions through evidence-based education and professional development. OCI partners developed the Foundations in Community Coalition Development curriculum; a cornerstone program of the OCI designed for all established and emerging coalitions. Since its inauguration in FFY21, the OCI has provided coalition leaders with training, technical assistance, and coaching in coalition and prevention best practices.

Currently funded by the [Ohio Department of Behavioral Health](#) and facilitated by Ohio University’s [Voinovich School of Leadership and Public Service](#), OCI continues to serve as a hub for connection, capacity-building, and shared learning for coalitions working to advance behavioral and public health outcomes - regardless of the coalition’s tenure, size, location.

OHIO COALITION INSTITUTE: COALITION OPERATIONS AND MANAGEMENT

The OCI Leadership Team is inviting community coalitions working to impact the health and wellbeing of their communities, to participate in a funded learning community, *OCI: Coalition Operations & Management*. Successful applicants will receive a \$7,000 flexible learning stipend to support participation.

Successful applicants will participate in a four-month learning community between June and September 2026, alongside 8-10 other Ohio-based coalition leaders. Participants will receive coaching support and technical assistance that will enhance knowledge and skills to manage and operate an effective coalition. Please click [here](#) to download the *LC Content & Learning Objectives* document for full session topics and details.

Learning will be supported through a series of professional development opportunities including:

- Three, seven-hour (lunch provided), in-person sessions that are co-facilitated by a professional coalition trainer and a trained coalition coach;
- One, five-hour (lunch provided), in person session at the conclusion of the initiative; and
- Three virtual, individualized 60-minute coaching sessions, led by a trained coalition coach.
- Participants will be provided with print resources that detail prevention science and community engagement basics, as desired, to share with coalition members.

Continuing Education Units

Continuing Education Units (CEUs) will be available for all learning community sessions for the following disciplines:

- Counseling
- Health Education
- Nursing
- Peer Recovery Supporter (Child, Adult and Family)
- Prevention
- Social Work

Participant Expectations

All selected applicants will be responsible for:

1. Identifying 2-3 individuals that will serve as coalition representatives for this learning community. The individuals will need to be named at the time of application.
 - There must be at least 2 individuals from each coalition present at each learning community session and virtual coaching session to ensure continuity and sustainability.
 - Personnel changes after the first session must be pre-approved by the OCI Leadership Team.
2. Applicants should place a hold on their calendars for the learning community session at the time of submission.
 - The location for each session will be determined after the application period closes. Applicants will be provided with the opportunity to vote for their preference:
 - Attend all in person meetings at Ohio University Dublin Campus (6805 Bobcat Way, Dublin, Ohio, 43016); or
 - Locations rotate regions throughout the state, based on the location of all learning community participants. Participants will not have the ability to choose the dates for each location. Specific locations for each learning community date will be provided as soon as possible and prior to Wednesday, June 10th.
3. Participate in monthly coaching sessions.
 - To maximize the transfer of new information and skills, each coalition will be assigned a Coalition Coach, who will provide additional technical assistance and consultation after the June, July, and August learning community sessions.
 - Coaching sessions will ensure the necessary support is received for the coalition participants to successfully complete the project deliverables, overcome

- challenges, answer questions, and further explore the learning community session topics.
- Dates and times for these virtual sessions will be coordinated individually between the assigned Coach and the coalition participants.
4. Complete learning community deliverables:
- All coalitions must complete a SWOT (strengths, weaknesses, opportunities, and threats) analysis.
 - Further, coalitions must choose two additional deliverables they will commit to accomplishing during the learning community/contract period. Coalitions may choose from:
 - Membership Gap Analysis
 - Membership Recruitment Plan
 - Coalition Communications Plan
 - Coalition Action Plan
 - Coalition Bylaws
 - The deliverables must be accomplished with coalition members, in between monthly learning community sessions. These activities will be supported during the coaching sessions and following the schedule outlined below:
 - Draft of each deliverable (SWOT Analysis + 2 others) submitted by coalition by August ~~2nd~~ 24th at 5:00 PM.
 - OCI Coach to provide feedback by September ~~11th~~ 1st at 5:00 PM.
 - Final revisions for each deliverable submitted by coalition prior to September ~~18th~~ 11th at 5:00 PM.
 - As coalitions participate in the learning community, if they decide their needs change/evolve, they may request in writing via email to change their coalition-specific deliverables. Requests will be honored on a case-by-case basis. The deadline to request changes is Friday, July 31st at 5:00 PM.
5. Connect the OCI with other prevention behavioral health, or public health coalitions in your county to support the development of Ohio's Coalition Directory.
6. Host a member of the OCI team for one coalition meeting (virtual/in person) that occurs between June and September 2026. If no coalition meetings occur during this time, then host a member of the OCI team to meet (virtual/in person) with key coalition personnel. The purpose of this conversation is to better understand the coalition's operational dynamics and environment so that the OCI team, trainers and coaches can continue to provide coalitions with high quality resources, tools and support.

Flexible Learning Stipends

The OCI is pleased to offer a one-time, up to \$7,000 flexible learning stipend for each coalition to support learning and associated deliverables for this opportunity. Please note these important details:

- The coalition or coalition's fiscal agent will enter a vendor contract with Ohio University.
- Funding will be awarded on a reimbursement basis during the project period.
- Grantees may invoice Ohio University monthly between July 1st and ~~September 30th~~ October 9th, 2026. An Effort Report template will be provided and must accompany each invoice.

- Ohio University pays all invoices within 30 days submission.
- All expenses must be incurred during the contract period to be considered reimbursable. Any expenses incurred after September 30th, 2026, are not considered reimbursable.
- All invoices must include a receipt for any goods, supplies, or contracts purchased as part of the project. Invoices or quotes from suppliers will not be accepted as a receipt.
- Documentation of staff time will be required to accompany invoices, should the coalition use funds to support staff time.

Permissible uses of the flexible learning stipend include:

- Staff time to participate in learning community sessions.
- Contracts with other organizations or individuals to support time for coalitions members who are not employees of the coalition's lead organization but have been named as learning community participants. For example, this could be a coalition co-chair, committee chair, or other leader within the coalition.
- Lodging and per diem expenses will be reimbursed at current GSA per diem rates. Receipts are required for all expenses. Lodging and per diem expenses must align with the learning community session dates.
- Mileage to and from required in person learning community sessions will be reimbursed at \$.58/mile, per the Ohio Office of Management and Budget (FY26), <https://obm.ohio.gov/reports-and-resources/08-state-travel-guidelines>. A map outlining the route detailing mileage (i.e. MapQuest, Google Maps) must be provided as substantiation. Mileage expenses must align with the learning community session dates.
- Expenses that support the completion of the coalition deliverables associated with participation in this learning community.
- Registration fees, lodging per diem, and mileage for other trainings that support coalition development. Approval from the OCI Project Officer at Ohio University must be obtained prior to expenses being incurred.
- Professional development events for their focus area/problem of practice that can be used as an opportunity to recruit additional coalition members. (For example, Mental Health First Aid, or Question Persuade Refer Gatekeeper Training.)
- Meeting space rental.
- Graphic design services for coalition logo.
- Coalition branded supplies needed for the coalition to have a presence in the community, for example tablecloths for tabling events, tent for outdoor events, etc.
- Branded assets that include the coalition's logo.
- Short promotional video about the coalition.
- Costs associated with social media management.
- Website or webpage design for coalition.
- Coalition promotional/sponsor signs at community ballfields, etc.
- Community event sponsorships.
- Newspaper ads, radio PSAs, yearbook ads, etc.
- Other items approved in writing by the OCI Project Officer(s) at Ohio University.

All expenses must be incurred on or before September 30th, 2026.

NOT GOING TO APPLY?

Tell us what prevented you from applying for this learning and funding opportunity by filling out this three question [survey](#). Your response will help us improve our offerings in the future.

APPLICATION PROCESS AND DATES

Applications can be submitted by May 22nd, 2026, at 5:00 PM (EST) by [completing this survey](#). The questions in the survey can be found at the end of this document.

RFA SUPPORT

An asynchronous Bidder’s Informational Webinar will be posted at www.ohiocoalitioninstitute.org by May 8th at 5:00 PM.

Questions may be submitted on or before May 12th to OCI@ohio.edu. Responses to all questions received will be posted at www.ohiocoalitioninstitute.org by May 14th.

Organizations are encouraged to use online resources, such as those found in [The Community Tool Box](#), as needed, to assist with the grant writing process.

EVALUATION CRITERIA

The following criteria and weights for each category will be used to evaluate applications. Coalitions with a focus in behavioral health, specifically substance use problem gambling and suicide prevention initiatives will be awarded five extra points during the scoring process.

Criteria	Weight
Demonstrated need to enhance coalition infrastructure and operations	30%
Demonstrated need to enhance membership recruitment and engagement strategies	25%
Readiness to apply prevention science and coalition best practices from course content to coalition work	25%
Proposed cost is aligned with potential for sustainable community impact	10%
Commitment to participate in all learning community meetings and associated activities	10%

RFA QUESTIONS

Coalition Information

Coalition Name [text box]:

Year Established [text box]:

Approximately how many members does your coalition have [text box]?

Coalition Topic of Focus [choose all that apply: Suicide Prevention, General Prevention, Community Health, Injury Prevention, Traffic Safety, Emergency Preparedness, Tobacco, Substance Use

Prevention, Human Trafficking, Violence Prevention, Problem Gambling, Reentry/Justice Connection, Other]

County(ies) served by the Coalition [text box]:

Coalition website [text box]:

Coalition Facebook Handle [text box]:

Coalition LinkedIn Handle [text box]:

Coalition Instagram Handle [text box]:

Coalition Lead Agency/Fiscal Agency Name [text box]:

Coalition Contact Information

Project Coordinator Information

Coordinator Name [text box]:

Coordinator Title [text box]:

Coordinator Email [text box]:

Coordinator Phone Number [text box]:

Fiscal Information

Will your organization partner with another agency to serve as the fiscal lead for this project if selected? [Y/N]] If yes:

Fiscal Agent name:

Fiscal Officer Name [text box]:

Fiscal Officer Email Address [text box]:

Fiscal Officer Phone Number [text box]:

Need Statements

1. Describe the coalition. If your coalition has a mission and vision statement, please include them in this section. (250 words maximum) [text box].
2. Does the coalition have any of the following items in written format? [choose all that apply: approved bylaws, position descriptions for coalition leadership/staff, coalition logo, onboarding process for new members, communications plan]
3. Please describe the coalition's current leadership structure. If any of the coalition leaders are paid staff whose primary job is to manage coalition operations and infrastructure, please indicate as such (200 words maximum) [text box]
4. Please indicate which sectors are represented in the coalition. [choose all that apply: Youth, Parents, Business, Media, Schools, Healthcare Professionals, Youth-serving Organizations, Law Enforcement, Religious/Fraternal Organizations, Civic/Volunteer Organizations, Individuals with Lived Experience, State/Local/Tribal Governments]
5. Please describe any challenges the coalition experiences in engaging its membership? (250 word maximum) [text box]

6. Describe your current process for managing coalition projects or strategic activities. Who is responsible for tracking progress? (250 word maximum) [text box]
7. Beyond the required SWOT analysis, which TWO deliverables does the coalition most need to develop or refine? [choose all that apply: Membership Recruitment Plan, Communications Plan, Action Plan, or Bylaws, I'm not sure and would like an OCI Trainer/or Coach to help me decide].
8. Why does the coalition want to participate in this learning community? (250 word maximum) [text box]
9. Please list the dates, times and locations of the coalition meetings that are scheduled for June, July, August and September AND would be appropriate for a member of the OCI team to attend as an observer. [text box]
10. Do you prefer that the learning community sessions be held at the Ohio University Dublin Campus (free parking, 6805 Bobcat Way, Dublin, OH 43016) or rotate across the state, based on where the majority of learning community participants are located?
[choose one: I prefer the learning community sessions be held at OU-Dublin I prefer the learning community sessions rotate across the state]
11. Please indicate which of the dates below where 2-3 individuals listed in in this application are available to attend the learning community session. [check all that apply]
June 18, 9:00 AM – 4:00 PM
July 15, 9:00 AM – 4:00 PM
August 19, 9:00 AM- 4:00 PM
September 23, 10:00 AM – 3:00 PM
12. Please share the names, job titles and coalition role for 1-2 individuals who will be participating in this learning community in addition to the Project Coordinator. Submitting names for these individuals serves as confirmation they are available to attend all required in-person and virtual coaching sessions. [text boxes]

Representative 1 Name
 Representative 1 Job Title
 Representative 1 Coalition Role

Representative 2 Name
 Representative 2 Job Title
 Representative 2 Coalition Role

Budget

Please upload a completed budget and narrative for this project using the template found [here](#).
 Please note:

- Mileage expenses are reimbursable only at the rate set forth by the [Ohio Office of Budget & Management Rule 126-1-02](#). At the time of writing the RFA, [milage is currently set at \\$.58/mile](#).
- While we hope to have regional learning community meetings to reduce the cost of travel, please budget to include four trips to Dublin, Ohio.