

CALIFORNIA OVERDOSE PREVENTION AND HARM REDUCTION INITIATIVE: MEDI-CAL ADMINISTRATIVE ACTIVITIES

REQUEST FOR APPLICATIONS

SEPTEMBER 2025



THE CENTER
at Sierra Health Foundation

BACKGROUND

The California Overdose Prevention and Harm Reduction Initiative (COPHRI) promotes the health and safety of people who use drugs by supporting a range of harm reduction services operated by state- and locally authorized syringe services programs (SSPs).

COPHRI funding for SSPs is organized in collaboration with The Center at Sierra Health Foundation (The Center), an independent 501(c)(3) nonprofit organization that works to pursue the promise of health and racial equity in communities across California and the California Department of Public Health's Office of AIDS (CDPH/OA).

Medi-Cal Administrative Activities (MAA) is a claiming mechanism in the federal Medicaid program that allows the State of California and its partners to claim a federal reimbursement for "administrative" activities performed by local government agencies (LGAs) and their subcontractors that inform individuals about the Medi-Cal program and benefits, assist them to apply and link them to services Medi-Cal covers.

MAA Through Local Government Agencies

MAA is administered by LGAs, such as county health departments who can contract with their community partners like harm reduction programs to participate in MAA. Participating entities conduct time studies to track staff hours spent on reimbursable tasks, ensuring accurate federal reimbursement. LGAs operate autonomously and how training, time-studying and claiming are conducted vary by county.

Harm Reduction Programs and MAA-Eligible Activities

Many harm reduction programs in California already perform MAA-reimbursable activities, such as:

- Conducting outreach to people who use drugs (PWUD) to connect them with Medi-Cal and healthcare services
- Assisting participants with Medi-Cal enrollment and navigating healthcare systems
- Providing referrals to substance use disorder treatment, mental health services and primary care

Despite already performing these activities, most harm reduction programs are not yet leveraging MAA reimbursement, leaving critical funding untapped.

Reimbursement and Flexibility of MAA Funds

Reimbursement amounts are based on the amount of certified public expenditures (CPE) an organization has. CPE can be either state funding like the California Overdose Prevention and Harm Reduction Initiative (COPHRI) grants or local funding – funding that has not come from a federal source. Harm reduction programs that participate in MAA can receive reimbursement for up to 50% of the cost of their claimable MAA activities. Referral activities are discounted by the percentage of Medi-Cal beneficiaries in the population, either on a countywide or agency basis. This means that for every dollar spent on qualifying tasks such as Medi-Cal outreach,

enrollment assistance, and referrals to healthcare and treatment, programs can recoup up to half of those costs through federal reimbursement as long as they have utilized state or local funds. Federal funds are not considered CPE.

The funds received through MAA are unrestricted, allowing programs to allocate them where they are most needed. Unlike many grants that limit spending to specific services, MAA reimbursements can be used in a variety of ways, including:

- Purchasing harm reduction supplies
- Hiring additional staff
- Covering overhead costs, such as rent, mortgage, or utilities
- Purchasing higher cost items such as vehicles or Fourier Transform Infrared Spectroscopy (FTIR) equipment for drug checking
- Investing in training or other operational needs
- Building an organizational financial reserve

The funding received through this opportunity is separate from the funds received through MAA. This funding is to support COPHRI partners in building their capacity to participate in MAA. Awardees can use funds to contract with consultants that can assist and take on some of the workload.

FUNDING OPPORTUNITY

Total Funding Available	\$1,052,500.00
Anticipated Number of Awards	Maximum of 48 Awards
Minimum Award Amount	\$21,000
Contract Period	November 1, 2025 to June 30, 2027
Application Deadline	October 22, 2025 at 1:00 p.m. Pacific Standard Time
Announcement of Awards	November 2025

This funding opportunity is available to currently-funded Round 1 and Round 2 COPHRI partners to build their capacity to participate in MAA.

SCOPE OF WORK

Organizations that received Round 1 or Round 2 COPHRI grants and have not participated in MAA prior to COPHRI initiation are eligible to receive additional funds to support activities that build a program's capacity to participate in MAA.

Recipients can use funds to contract with their county's LGA and build their own organizational capacity to participate.

Recipients whose county does not participate in MAA or are unable to contract with their county's LGA may instead use funds to build their county's capacity to participate in MAA

and/or support activities that build a program's capacity to contract with managed care plans to provide CalAIM-covered benefits.

The Center and CDPH/OA will provide technical assistance to grantees through quarterly check-ins, assisting in connecting with LGAs and consultants, and other support as needed. After awards are announced, The Center and CDPH/OA will host a kick-off webinar for awardees to announce next steps.

Funds may not be used to supplement activities otherwise spelled out in the original COPHRI scope of work. Below is a detailed breakdown of allowable expenditures:

Contracting with Consultants

In collaboration with the California Local Governmental Agency Consortium, CDPH has developed a list of approved consultants who are appropriate for this work. CDPH will host a webinar with awardees to provide more information on a pre-approved list of consultants that awardees can choose from.

Funds may be used to hire consultants to:

- Work with the LGAs to ensure compliance with county regulations and policies
- Write claiming plans for submission to the LGA
- Provide trainings
- Provide technical assistance
- Develop quarterly invoices for submission to LGAs

Contracting with LGAs

Some county LGAs prefer to provide the technical assistance themselves. Funds may be used to contract with county LGAs to:

- Provide trainings and materials
- Provide technical assistance
- Support capacity for the review and processing of the claiming plan and invoices
- Understand the use of time study software

Travel for MAA Trainings & Meetings

Allowable travel expenses include:

- Transportation costs (mileage, flights, public transit) to attend MAA-related trainings
- Lodging and per diem for out-of-town MAA workshops or meetings
- Registration fees for MAA or Medi-Cal billing training sessions

Other Activities Supporting Medi-Cal Billing

Programs that are unable to contract with their county's LGA can still receive funding for capacity billing to contract with Managed Care Plans to provide CalAIM benefits. These benefits include Enhanced Care Management, Community Supports, or Community Health Worker Benefits. Allowable purchases include:

- Staff training and certification
- Electronic health records
- Credentialing application fee
- Other direct costs related to building capacity to bill for Medi-Cal covered services

Examples of activities that may be supported by this funding opportunity include:

- Hiring a consultant
- Training staff
- Purchasing software necessary for time studying

FUNDING INFORMATION

Approved awardees will receive funds through a contract separate from their initial CPHRI contracts. The CPHRI team will split your additional award amount evenly between your remaining CPHRI payments according to the current award schedule.

Applicants must submit their proposed budgets in the template provided. All items budgeted must be inclusive of all costs, including taxes and fees in U.S. dollars. Applicants must abide by standard funding restrictions as described in Appendix A.

Deliverable	Payment Schedule	Amount
Upon receipt of Agreement & Insurance Requirements	Within 45 days of receipt and approval of requirements	25% of Total Award Amount
Annual narrative and financial report	Within 45 days of receipt and approval of requirements	25% of Total Award Amount
Semi-Annual financial report	Within 45 days of receipt and approval of requirements	25% of Total Award Amount
Annual narrative and financial report	Within 45 days of receipt and approval of requirements	25% of Total Award Amount

PROJECT TIMELINE

Contracts awarded under this supplemental funding will be dated from November 1, 2025 to June 30, 2027. Contracts will support project activities through May 31, 2027, with the remaining period through to June 30, 2027, being meant for project close-out and final reporting.

Because CPHRI is funded by a one-time appropriation by the State of California, carry-over of funds is not allowable after June 30, 2027. Any funds not used by the end of the contract period will be forfeited and must be returned. Funds may, however, be used between contracted budget years (e.g. unspent funds in budget year 2024-2025 may be used in 2026 following a budget amendment).

OFFICE HOURS

We will also be hosting two office hours sessions to give applicants additional support through the application process. Please note the dates, times and links below:

OFFICE HOURS SESSION #1: September 24, 2025 from 9:30am-10:30am PST

LINK: <https://us06web.zoom.us/j/84575795263>

OFFICE HOURS SESSION #2: October 7th, 2025 from 3:00pm-4:00pm PST

LINK: <https://us06web.zoom.us/j/81176770354>

ELIGIBILITY, SELECTION, EVALUATION, AND PRIORITIZATION CRITERIA

High quality applications are welcome from all CPHRI Round 1 and 2 partners.

Applicants must submit complete proposals that closely align the scope of work and objectives described in the Request for Applications. The Center reserves the right to request additional information or revisions to applications, and to deny funding for incomplete or misaligned applications.

APPLICATION DENIAL APPEAL PROCESS

The Center does not provide a protest or appeal process against award decisions made through this funding opportunity and applicants submitting responses to this RFA may not appeal the Center's award decision. All decisions are reviewed and approved by the CDPH/OA and will be final.

COMPLIANCE

If awarded, contractors will need to complete pre-award compliance requirements before funding is disbursed. This includes the following:

Insurance Requirements: There will be insurance requirements under these contracts, which are described in Appendix B. Once funds have been awarded, communication will be sent to awarded organizations to upload the insurance documents and demonstrate compliance with all insurance requirements. Payment will not be released until insurance compliance requirements are met. The Center recognizes that the terms and coverage conditions for insurance requirements are technical in nature. If you need additional support to answer insurance questions or if you do not feel that you will be able to meet the insurance requirements, please reach out to krogers@sierrahealth.org with "CPHRI" in the subject line.

Additionally, The Center, in partnership with CalNonProfits, hosted an educational webinar on securing insurance coverage required for obtaining federal and State funds. To learn more, [view the "Insurance for Nonprofits" recording on YouTube](#). Refer to Appendix B for more

information on insurance requirements.

CONTRACT REPORTING REQUIREMENTS

Grantees must maintain records demonstrating that expenditures:

- Directly support MAA implementation, and/or

- Directly support capacity building to provide CalAIM benefits, and
- Are reasonable and necessary for program operations

Financial Reports

Every six months awarded organizations will submit financial reports on their actual expenditures and are required to submit financial reports for the duration of the contract period.

Financial reports will be submitted via an online portal. In addition to the financial report submitted, backup documentation should be provided at the time of submission. This may include a detailed expenditure listing or General Ledger (G/L). These documents must include the description of the expense incurred, vendor, category, date of expense, and the exact amount allocated to the grant (OR allocation methodology). Receipts/invoices are not required at the time of financial report submission but should be kept on file in case of a desk review/audit.

Annual Narrative Reports

Awarded organizations will submit an annual narrative report describing progress toward project objectives and noting successes, challenges and future plans.

Cumulative Final Reports

Awarded organizations will submit cumulative final reports due on June 15, 2027. The cumulative report will include a narrative report and financial report. The narrative report will detail the activities and work completed throughout the COPHRI contract period. The financial report will provide confirmation of the budget spend-down through the end of the COPHRI contract period.

This narrative report may include the following, but are not limited to:

- Summary of project
- Major accomplishments
- Major barriers

IMPORTANT APPLICATION GUIDELINES

To help us process your application, please follow these submission guidelines:

- Submit your application before the deadline date in case you need help with any of the application components
- Applications are due no later than **1 p.m. PST (Pacific Time) on October 22, 2025**
- Submit your application through the Center's online portal
- Respond to all sections in the application
- Upload all attachments listed under the "Application Checklist" below

Send questions related to this funding opportunity, including issues related to the application

system, to harmreduction@sierrahealth.org with the subject line: CPHRI MAA Application Help.

Note: Any questions received on the day of the application deadline may not receive a response. We encourage you to email us before the application deadline date.

APPLICATION CHECKLIST

- ☐ Review the entire RFA
- ☐ Required Application Attachments
 - Signed Statement of Intent or explanation as to why one has not been acquired.

APPENDIX A – FUNDING RESTRICTIONS

The following will **not** be funded:

- Debt retirement
- Operational deficits
- Partisan activities
- Religious organizations for explicit religious activities
- Activities that exclusively benefit the members of sectarian or religious organizations.
- Naloxone/Narcan. Please contact the California Department of Health Care Services [Naloxone Distribution Project](#), which provides intranasal and injectable naloxone at no cost to groups engaged in overdose prevention services, including harm reduction organizations
- Fourier-transform infrared spectroscopy (FTIR), gas chromatography – mass spectrometry (GC-MS), or other advanced drug checking technology or operational costs. Note that drug test strips are allowable as a basic harm reduction supply, though please consider obtaining fentanyl test strips at no cost from the California Department of Health Care Services [Naloxone Distribution Project](#)
- Purchase of properties or vehicles
- Direct payments to individuals to enter substance use disorder treatment or continue to participate in prevention or treatment services
- Out-of-state travel

APPENDIX B – INSURANCE REQUIREMENTS

Organizations awarded CPHRI funds must submit evidence of required insurance coverage to The Center; documentation of your current insurance for your primary CPHRI award will cover the Expansion and Innovation project as well.

If you would like additional information or resources around insurance or around expanding insurance coverage as a best practice, please reach out to krogers@sierrahealth.org.

Commercial General Liability

- Each Occurrence must be greater or equal to \$1,000,000
 - Coverage Trigger: Occurrence must be present
- General Aggregate must be greater or equal to \$2,000,000
- Products/Completed Operations Aggregate must be greater or equal to \$2,000,000
- Personal and Advertising Injury must be present
- Primary and Non-Contributory Endorsement must be present
- Additional Insured Endorsement must be present which states: The Center, Sierra Health Foundation, The State of California, its officers, agents, employees and servants.

Automobile Liability (if operating vehicles in the course of the project)

- Combined Single Limit (each accident) must be greater or equal to \$1,000,000
- Coverage Applies to: Owned Autos Only must be present
- Coverage Applies to: Hired Autos Only must be present
- Coverage Applies to: Non-Owned Autos Only must be present
- Additional Insured Endorsement must be present which states: The Center, Sierra Health Foundation, The State of California, its officers, agents, employees and servants.

Worker's Compensation and Employer's Liability

- Statutory Limits must be present
- Employer's Liability Each Accident must be greater or equal to \$1,000,000
- Employer's Liability Disease – each employee must be greater or equal to \$1,000,000
- Employer's Liability Disease – policy limit must be greater or equal to \$1,000,000
- Waiver of Subrogation Endorsement must be present

Additional Requirements

- Certificate Holder must read: Sierra Health Foundation 1321 Garden Highway
Sacramento, CA 95833
- A.M. Best rating of at least A-:VI

- When applicable: 10 or more Passengers being transported in any one vehicle will require
 - State of California Class B driver's license
 - Auto liability in the amount of \$5,000,000 per occurrence for bodily injury and property damage combined.
- Description of Operations must read: The Center, Sierra Health Foundation, The State of California, their respective officers, directors, agents, representatives, constituent entities, affiliates, volunteers, officials, parents, subsidiaries, and employees shall be added as Insureds (“additional Insureds”) under each commercial general liability and automobile insurance policy. **Agreement # 21-10394.**
- Endorsements requested by the State must be physically attached to all requested certificates of insurance and not substituted by referring to such coverage on the certificate of insurance.

APPENDIX C – APPLICATION FOR FUNDING

APPLICATION FOR REFERENCE ONLY SUBMIT YOUR APPLICATION VIA THE [ONLINE APPLICATION](#)

California Overdose Prevention and Harm Reduction Initiative Application

Be sure to read the CPHRI guidelines and instructions in the Request for Applications (RFA) carefully before beginning your application. Required fields and attachment uploads are marked with * (red asterisk).

If you have questions, send an e-mail to harmreduction@sierrahealth.org with the subject line: CPHRI MAA Application Help.

INSTRUCTIONS

Be sure to read the request for applications carefully before beginning your application. Required fields and attachment uploads are marked with *.

APPLICANT INFORMATION

Please enter your **Organization Tax ID number** and your applicant information will automatically populate. If any information is incorrect, please take this time to update it.

If you have a fiscal sponsor, please enter their Tax ID number.

PROJECT INFORMATION

Project Name* (10 words maximum): Medi-Cal Administrative Activities Integration

Brief Summary and Purpose of Project* (100 words maximum):

Project Start Date: November 1, 2025

Project End Date: June 30, 2027

Total Amount Requested* \$_____

Geography (County-level)*

Please indicate what percentage of each activity will be spent in which California counties. Total must add up to 100. (A list of all 58 California counties is in the online application).

Focus Populations (Race/Ethnicity)*

For the racial and ethnic populations that will be affected, provide your best estimate of the percentage of the total people of each population (total must add up to 100).

- African American/Black: %
- American Indian/Alaska Native: %

- Asian-American: %
- Indigenous (e.g., Mixteco, Purepecha, etc.)
- Latino/Hispanic: %
- Middle Eastern or North African
- Mixed race: %
- Pacific Islander
- White: %
- Other: % [please specify]

Focus Populations (Age Groups)*

For the age groups that will be impacted, provide your best estimate of the percentage in each age group (total must add up to 100). *There are no age restrictions/limits for individuals served with these funds.*

Age is in years.

- Under 5: %
- 5 - 9: %
- 10 - 14: %
- 15 - 19: %
- 20 - 24: %
- 25 - 54: %
- 55+: %

NARRATIVE QUESTIONS

1. Does your program currently bill Medi-Cal for any services? If so, please list the different services you currently bill for. (300 words maximum)
2. Please describe your agency's capacity to work with your county's local government agency (LGA) to participate in Medi-Cal Administrative Activities (MAA) and estimate how many hours per month your organization can dedicate to this. (300 words maximum)
3. Has your program met with your county's LGA and discussed your program's participation in MAA? (300 words maximum)
4. Please describe how you intend to use this funding. Include any subcontracts, software, and other allowable expenses. (300 words maximum)
5. By participating in the MAA program, your program will earn unrestricted funds. Please describe any expenses you currently cannot fund that you intend to fund with money earned through the MAA program. (300 words maximum)

ATTACHMENTS

- Statement of Intent*
 - a. Please upload a signed Statement of Intent signed by both you and your county's LGA. If you do not have a statement of intent, please explain why.