State of Alaska
Department of Health and Social Services
Division of Public Health

Request for Proposals
Restore Hope in Linkage to Care Collaboration
For FY2021 Through FY2024

Grants and Contracts

NOTICE: Proposals will ONLY be accepted through GEMS. Applicants are responsible for reviewing the GEMS homepage at https://gems.dhss.alaska.gov/ for details regarding agency registration and availability of technical assistance. Log into GEMS through myAlaska, https://my.alaska.gov/Welcome.aspx to begin the application process. Once you are logged into GEMS, guidance and instruction are available in the Documents tab and from the film strip icon. Applicants are responsible for monitoring GEMS or the State Online Public Notices site for any changes or amendments that may be issued regarding this solicitation.

Relay Alaska provides assisted communication services at 711 or 1-800-770-8973 from a TTY phone, and at 1-800-770-8255 from a voice phone.

CONTACT PERSON: Nancy Brooks, Grants Administrator
PHONE: (907)465-2835
E-MAIL: nancy.brooks@alaska.gov

PROPOSAL DUE DATE: August 25, 2020, 3:59 PM
DEADLINE FOR WRITTEN INQUIRIES: August 17, 2020, 3:59 PM
PROJECT PERIOD BEGINS: October 1, 2020

Table of Contents

Section 1 Grant Program Information

1.01 Introduction and Program Description

1.02 Program Goals and Anticipated Outcomes

1.03 Program Services/Activities

1.04 Program Evaluation Requirements and Reporting

1.05 Target Population and Service Area

1.06 Program Funding

Section 2 Applicant Qualifications

2.01 Agency Experience

2.02 Project Staffing

2.03 Administrative, Management, and Facility Requirements

2.04 Support/Coordination of Services

Section 3 General Instructions for Proposal Submission

3.01 Eligibility

3.02 Acceptance of Terms

3.03 Inquiries

3.04 Proposal Costs and Content

3.05 Duration

3.06 Proposal Review

3.07 Final Decision Authority

3.08 Notification of Grant Award and Appeals

3.09 Cancellation of the RFP/Termination of Award

Section 4 Submission Requirements/Evaluation Criteria

4.01 Minimum Responsiveness Criterion per 78.100(2)(A)

4.02 Other Technical Requirements per 7 AAC 78.060, 78.090(b) and 78.100

4.03 History of Compliance with Grant Requirements per 7 AAC 78.100(2)(B)

4.04 Questions and Criteria Related to Program Policy, Goals, Outcomes, and Activities

4.05 Applicant Qualifications - Criteria Relating to Personnel, Management, and Facilities

4.06 Demonstration of Support/Coordination of Service

Amendments

Amendment 1 Q&A and CDC funding restrictions **Posted: 8/10/2020**

Explanation

This amendment is to provide the Questions & Answers that took place during the pre-proposal teleconference and to add an attachment with additional CDC restrictions utilizing grant funds.

Additional Information

The questions and answers that took place during the pre-proposal teleconference are noted below.

1. Is there a document that outlines everything that was summarized on this call?

A. The posted solicitation contains the summary of the program and it's requirements.

2. Do we have to have a formal partnership agreement in place prior to submission or can we talk about those partnerships and have those executed afterwards?

A. Please see Section 4.06, question #3. This is also addressed in sections 1.03 and 2.04.

Amendment 2 Answers to Written Inquiries **Posted: 8/21/2020**

Explanation

This amendment issued serves to provide answers to written inquiries.

Additional Information

Amendment 2 services to provide answers to written inquiries. Please see the document titled Amendment 2 - Answers to Written Inquiries in the attachment section of this RFP.

Section 1 Grant Program Information

1.01 Introduction and Program Description

The Department of Health and Social Services (DHSS or Department), Division of Public Health, is requesting proposals from eligible applicants that are either a certified and/or licensed entity by the State of Alaska, as an emergency responder agency. For the purposes of this solicitation, this includes but is not limited to public safety agencies including tribal, municipal, and village jurisdictions, fire, emergency medical services, dispatch centers, and agencies overseeing village safety officer programs and community health aide programs. Priority to agencies that can support a 24/seven day a week response profile to provide Restore Hope in Linkage to Care Collaboration services for the State of Alaska in FY2021 through FY2022.

Program Services are authorized under 7 AAC 78 Grant Programs. Additional governing statutes are Chapter 75 SLA 18, Chapter 97 SLA 18, AS 47.07.036(f), Chapter 3 SLA 20, Public Law 115-271 115th Congress. State of Alaska statutes and regulations are accessible at http://www.law.state.ak.us/doclibrary/doclib.htmlor through the contact person identified on the cover page of this Request for Proposals (RFP).

The Restore Hope in Linkage to Care Collaboration grant program will support the integration of emergency responders and behavioral health providers in enhancing the connection of people at risk of overdose to substance use disorder treatment and other resources. This program is open to urban, rural, and frontier localities in Alaska. The program will support a variety of integrative models that would include mobile crisis teams, emergency responder mental health collaborative models and additional technology including telehealth needed for the implementation of these models. Priority will be emphasized for peer-integration. The overall model infrastructure should aim to achieve the following applicable goals in the long-term:

- Improved quality of life for Alaskans living with substance use disorder
- Improved capacity in emergency departments to respond to additional crises
- Increased cost-effectiveness of the health care system
- Reduced hospitalizations as a result of overdose
- Reduced overdose mortality
- Reduce recidivism

For the purposes of this funding opportunity, emphasis will be placed on people at risk of overdose. CDC defines "overdose" as "injury to the body (poisoning) that happens when a drug is taken in excessive amounts. An overdose can be fatal or nonfatal". For the purposes of this funding opportunity, "people at risk of overdose" include: people who use, misuse, and dependent or addicted to opioids (including prescriptions, heroin, and/or fentanyl); people who use methamphetamines and/or cocaine; people who use opioids and psychostimulants together or who use opioids in combination with other sedating substances such as alcohol or benzodiazepines; and people who inject opioids and/or methamphetamine and/or cocaine.

1.02 Program Goals and Anticipated Outcomes

The proposed project must demonstrate a thorough understanding and support of the grant program goals and outcomes anticipated by the Department.

- By June 30, 2021, establish an emergency responder behavioral health co-responder infrastructure to link people at risk of overdose to Substance Use Disorder (SUD) treatment, and other resources including behavioral health care, and other Social Determinant of Health (SDOH) resources.
- By August 31, 2021, initiate the established emergency responder behavioral health co-responder

infrastructure that actively links people at risk of overdose to treatment and other SDOH resources, as well as the processes to track outcome and output data.
- By June 30, 2022, conduct an overall process evaluation of the establishment and implementation of the emergency responder behavioral health co-responder model as evidenced by a submitted report.

Outcomes

- Minimum Outcomes
  - Emergency response agencies integrate behavioral health personnel with expertise in SUD prevention and treatment into their operations.
  - At least 5 percent (denominator: total calls received involving persons with SUD) or more people struggling with SUD receive SUD treatment as a result of the grantee's program.
  - At least 10 percent (denominator: total calls received involving persons with SUD) or more people struggling with SUD receive SDOH (employment, housing, public assistance, education) resources as a result of this grantee's program.

Projects must meet or exceed anticipated minimum outcomes described in this RFP.

1.03 Program Services/Activities

Applicants must upload a timeline for the initiation of services and project activities. Applicants are expected to establish the infrastructure within three months of the project start date (January 1, 2021), and should do so by the end of the first year of the grant (June 30, 2021). Applicants are expected to implement and operate this infrastructure by August 31, 2021.

Applicant proposals must describe the ways in which the project aligns with program intent. The submitted project proposal will identify agency resources available to the project; describe project activities; and clearly state the project's anticipated goals, outputs, and outcomes.

Statement of Need

1. This opportunity requires the proposed integration of behavior health personnel or peer support; this can occur by the agency either hiring personnel or establishing a contractual partnership with a behavioral health organization. Describe how your agency will benefit from integration of behavioral health personnel and/or peer supports.
2. In this description, for the years of 2018 and 2019, identify the number of calls responded to, at point of crisis, that involved people with suspected or reported risk of overdose.

Development/Building upon Existing Infrastructure

1. Describe the emergency response behavioral health model you will use to achieve the minimum and/or long-term outcomes. Models to consider include Mobile Crisis Teams (MCT) including emergency responder mental health co-responder model, Mobile Integrated Teams (MIT), or police mental health collaborations. Examples across the country are in Attachment A.
2. Identify your proposed program's foundational values and principles for building trust with behavioral health partners and those your agency serves. For instance, how will your agency reduce stigma and balance the value sets of law enforcement, harm reduction, and overall health care.
3. Describe the behavioral health personnel and/or agency you will integrate into your operations to utilize this

model. This may include peer support specialists, mental health clinicians, and other behavioral health providers. Describe the level of education the clinician will have. Preference for someone with a minimum of a Chemical Dependency Counselor Two Certification and or someone with a Bachelors of Art/Science in Social Work.

4. Describe the partnerships you have to support this overall model. Partnerships include those with emergency response, behavioral health, emergency department, community coalition, and/or primary care relationships. Identify potential partnerships in linking people living in urban areas and experiencing difficulty with living in rural communities to support them in living in his/her rural community, if relevant and appropriate.
5. Describe the technology you will integrate to support the operations of this model. Technology may include interfacing with videoconferencing tools, tablets, etc. to communicate, existing connection to websites like www.treatmentconnection.com, or utilizing hotlines.
6. Describe how existing and new personnel will receive training in the following areas:
    - Team building
    - Arrest vs. treatment
    - Stigma reduction training
    - Overdose identification and the importance of naloxone and/or other appropriate treatments
    - Trauma and its effects on substance use disorder and mental illness
    - Trauma-informed care training
    - Cultural responsiveness
7. Describe processes for confidentiality and sharing data with behavioral health and/or substance use disorder treatment agencies. Identify the capacity to develop a data use sharing agreement. https://camdenhealth.org/wp-content/uploads/2015/10/Camden-County-Police-Department-and-Camden-Coalition-Data-Sharing-Agreement.pdf

Implementation

1. Illustrate and describe a process map/flow chart of how you propose your program will operate.
2. Describe how your program will actively link people at risk of overdose to treatment and other resources. This includes employment, housing, peer support, and public assistance.

Monitoring, Evaluation, and Quality Improvement

1. Describe the indicators your agency will use to monitor the overall development, implementation, and outcomes of this work.

Demographic indicators
Planning and Workforce Development Indicator

a. # of involved personnel who have received training in the following training areas:

o Team building
o Arresting vs. treating
o Stigma reduction training
o Overdose identification and the importance of naloxone
o Trauma and its effects on substance use disorder and mental illness
o Trauma-informed care training
o Cultural responsiveness

Implementation indicators

a. # of people served who are at risk of overdose
b. # of referrals to treatment distributed to people at risk of overdose
c. # of people at risk of overdose who engage in treatment by referral or no referral
d. # of people who enroll in a substance use disorder treatment program as a result of the interaction with the program
e. # of referrals to those who are at risk of overdose to the following services:

o Mental Health Services
o Primary Care
o Domestic Violence Prevention Support
o Housing
o Employment
o Education
o Public Assistance
o Other social services

f. # of people who are at risk of overdose engaged in the resources in part e.

2. Describe the sources of data collection for these indicators.
3. Describe how you will analyze this data to integrate strategies for program improvement.
4. Describe how you will report out this data to funders, program staff, and other relevant stakeholders.

1.04 Program Evaluation Requirements and Reporting

Results Based Budgeting Framework

Results based budgeting provides a framework in which allocated resources support, and are justified by, a set of outputs and expected results. Within this framework, actual performance and achieved outcomes are measured by objective performance measures.

Projects are required to align with program objectives expressing Department priorities and core services. Projects will use performance measures to evaluate progress toward meaningful outcomes, and to initiate data collection and reporting consistent with Department priorities.

The Department Priorities, Core Services, Objectives, and Performance Measures of Effectiveness and Efficiency for this program are:

Department Priorities

- Health and Wellness Across the Lifespan
- Health Care Access, Delivery & Value

Department Core Services

- Protect and Promote the Health of Alaskans
- Provide Quality of Life in a Safe Living Environment for Alaskans
- Facilitate Access to Affordable Health Care for Alaskans

Department Objectives

- Decrease substance abuse and dependency
- Increase the number of Alaskans with behavioral health issues who report improvement in key life domains
- Improve access to health care

Effectiveness Measures

- % of referrals of people who are at risk of overdose enrolled in treatment
- % of referrals of people who are at risk of overdose utilizing referral resources

Efficiency Measures

- % of people served who are at risk of overdose
- % of referrals to treatment provided to people who are at risk of overdose
- % of referrals to other resources who are at risk of overdose

The applicant's proposed evaluation plan will incorporate the performance measures of effectiveness and efficiency identified above. Applicants can propose additional performance measures for evaluating the project's progress in achieving results supportive of program goals and outcomes.

Grant Reporting

Required reporting will include:

1. Cumulative Fiscal Reports recording overall grant and match expenditures by budget line; and
2. Program Reports in the format prescribed by the program.
3. All sub-recipients of this Centers for Disease Control and Prevention (CDC) funding are required to collect and report certain data so that CDC can meets its obligations under the Government Performance and Results (GPRA) Modernization ACT of 2010. Recipients will be required at a minimum to report the number of referrals distributed to link people to substance use disorder treatment and other resources; as well as the number of people who received those referrals engaged in services.

1.05 Target Population and Service Area

Applicants must clearly describe the population targeted by the project, including the area or communities that will be served. Proposals will be evaluated for compatibility with the program's intended target population identified in this solicitation.

Target Population: The target population for the solicited services is people who are at risk of overdose who receive emergency services from either law enforcement, fire, or emergency medical services.

Service Areas and Communities: The service areas and communities requested for the services solicited are statewide with preference to areas that experience high rates of overdose morbidity and mortality.

1.06 Program Funding

Funds available for this program are anticipated to total $750,000 for two years from the Centers for Disease Control and Prevention (CDC), Overdose Data to Action grant. The amount of funding awarded per each year will be $375,000 awarded to up to three recipients.

Proposed Budget: The applicant must submit a budget proposal for the first fiscal year of the project. The proposed

budget detail and narrative, will support the program's results based service delivery and staffing requirements stated in this RFP.

The proposed budget will be fully compliant with the limitations described in this RFP, and those detailed in 7 AAC 78.160 (Costs). Regulations are provided under the GEMS Documents tab.

Grant funds may not be used to:

- Purchase naloxone;
- Implement or expand drug "take back" programs or other drug disposal programs (e.g. drop boxes or disposable bags);
- Purchase fentanyl test strips;
- Directly fund or expand direct provision of substance abuse treatment programs.

Resources specific to budgeting are also available under the GEMS Documents tab. DHSS Grant Budget Preparation Guidelines provide information and guidance about budget lines, cost detail groupings, and narrative requirements. Grantee User Manual Part I provides detailed instructions for entering a budget proposal in the chapter "Responding to a Solicitation."

Other Agency Funding: Prior to submitting a proposal, applicants are required to list all other agency funding received and applied for. This task must be completed by an Agency Power User in the Other Funding section of the Agency Administration tab. This is part of the pre-award risk assessment required under Uniform Guidance 2 CFR 200.

Indirect Costs: If the proposed budget includes indirect costs, 7 AAC 78.160(p) requires a copy of the agency's current federally approved Indirect Cost Rate Agreement. The agreement is to be uploaded in the Agency Administration tab. Lapsed agreements can be used if uploaded with the negotiating federal agency's written approval to continue using the rate until a new agreement is negotiated.

Payment for Services/Grant Income: If applicable to the services proposed in response to this solicitation, awarded grantees will have a Medicaid Provider Number or apply to obtain one, and will make reasonable effort to bill all eligible services to Medicaid and any other available sources of payment before seeking grant support for delivery of the proposed services. DHSS funds are the payer of last resort. Reimbursement of clinicians will not be not be provided by the grant funding.

In the applicant's proposed budget, anticipated receipts and expenditures for all grant income must be evident in the detail and narrative. Fiscal reports for awarded income generating projects will include the receipts and expenditure of all grant income.

Section 2 Applicant Qualifications

2.01 Agency Experience

Proposal evaluation will include consideration of the applicant's history of compliance with service and grant requirements, and previous experience in providing the same or similar services. Evaluation may include DHSS site reviews, program audits, and confirmation of the successful resolution of any findings. This is part of the pre-award risk assessment required under Uniform Guidance 2 CFR 200.

The applicant must describe previous experience providing services the same or similar to those proposed. The description must clearly identify the time period over which services were provided and the target population

served.

2.02 Project Staffing

Project staffing must be sufficient to implement the proposed activities in order to meet program goals and the anticipated outcomes.

Resumes for filled positions, position descriptions for vacant positions, and professional credentials for key project personnel must be uploaded as part of the response. This is part of the pre-award risk assessment required under Uniform Guidance 2 CFR 200.

Resumes and/or job descriptions shall include the behavioral health personnel and/or agency you will integrate into your operations to utilize this model. This may include peer support specialists, mental health clinicians, and other behavioral health providers. Preference for clinician with a minimum of a Chemical Dependency Counselor Two Certification and a Bachelors of Art/Science in Social Work.

2.03 Administrative, Management, and Facility Requirements

The applicant must demonstrate the agency's sustainable fiscal and administrative capacity. Executive, administrative, and financial staff must be qualified, as indicated by the resumes of position holders uploaded as an element of the proposal. This is part of the pre-award risk assessment required under Uniform Guidance 2 CFR 200.

1. The applicant must ensure procedures are in place to protect client confidentiality compliant with State and federal standards.
2. The applicant must ensure its most recent financial audit was submitted to the appropriate state office (see Audit Requirements below), and any findings identified have been resolved.

Awarded proposers will be required to submit additional agency information if the agency GEMS record is not current.

Audit Requirements:

Federal Requirements: Agencies spending $750,000 or more total Federal Financial Assistance in the agency fiscal year may be required to comply with conditions of the Single Audit Act of 1984, P.L. 98-502, as amended by the Single Audit Act Amendments of 1996, P.L. 104-156, and as defined in 2 CFR 200.

State Requirements: Agencies spending $750,000 or more total State Financial Assistance in the agency fiscal year are required to comply with the conditions of 2 AAC 45.010-090. The current regulations may be viewed at the State of Alaska, Department of Law website, http://www.law.state.ak.us/doclibrary/doclib.html, or copies may be obtained from the contact identified on the cover page of the RFP.

Information on State and Federal Single Audit Acts compliance may be obtained from:

State Single Audit Coordinator
Department of Administration
Division of Finance
PO Box 110204
Juneau, AK 99811-0204

Telephone: (907) 465-4666
Fax: (907) 465-2169

DHSS Program Audit Requirements: All DHSS grantees are subject to the requirements of 7 AAC 78.230. If awarded, agencies which are not required to file State Single Audits under 2 AAC 45.010 must ensure a fiscal audit of the agency operations under the grant program is performed by an independent, licensed, certified public accountant at least once every two years and submitted to:

State of Alaska Department of Health and Social Services
Finance and Management Services
Audit Section
PO Box 110602
Juneau, AK 99811-0602
Telephone: (907) 465-3120

Facility, Service Access, and Safety:

1. The applicant must address potential safety concerns for clients and staff in the management of services proposed in response to this RFP.
2. The applicant should describe client accessibility to services and the way in which that will enhance project success.
3. All applicants for DHSS grants should have a written plan for emergency response and recovery that provides for potential safety concerns and the safe evacuation of clients and staff. This plan is mandatory for agencies providing residential and/or critical care services as noted in the State Grant Assurances.

2.04 Support/Coordination of Services

Applicants must demonstrate the proposed project has the necessary support and coordination for the successful delivery of services. The proposal must address the following:

1. Community support where services are proposed;
2. Involvement of the public and potential service recipients in the planning process;
3. Partnerships and collaborations specific to the proposed project; and
4. Coordination with necessary referring agencies and the role of each described.

Section 3 General Instructions for Proposal Submission

3.01 Eligibility

Applicants must be an emergency responder agency. For the purposes of this solicitation, this includes but is not limited to law enforcement and other tribal, municipal, and village police agencies; fire, emergency medical services, dispatch centers, and agencies overseeing village safety officer programs and community health aide programs. Agencies with 24/hour, seven day/ week coverage preferred.

Applicants must be eligible to apply under 7 AAC 78.030 (Eligible Applicants). Eligible applicants are state agencies; political subdivisions of the state such as cities, organized boroughs, and Regional Educational Attendance Areas; nonprofit organizations and consortia of nonprofits; and Alaska Native entities. As follows, eligibility will be verified by Grants and Contracts.

1. Political subdivisions of the state and Regional Educational Attendance Areas will be verified by State records.

2. Eligible nonprofits are listed in the State's database of registered nonprofit entities or the US Internal Revenue Service's register of tax exempt organizations. Nonprofit subsidiaries of nonprofit corporations must also provide a letter from the parent organization confirming nonprofit status.
3. Alaska Native entities as defined in 7 AAC 78.950(1) must submit, with the application, a legally binding resolution waiving the entity's sovereign immunity to suit through the duration of the program, identified in RFP Subsection 3.05. The resolution must be authorized in compliance with the tribe's constitution, either by the tribal council or by majority vote of the tribal membership. The required template is provided at Subsection 4.02, Other Technical Requirements.

(*Federal Funding Accountability and Transparency Act (FFATA): In accordance with 2 CFR Chapter 1, Part 170 Reporting Sub- Award And Executive Compensation Information, reporting is required of any grant award with federal funding equal to or greater than $25,000. FFATA is intended to hold the federal government accountable for spending decisions. Accountability data is available to the public at www.USASpending.gov. Reporting requirements extend to recipients of State-issued awards with federal funds. An Agency Power User must complete the FFATA form under Federal Reporting in the GEMS Agency Administration tab. The report data will reflect the audited figures of the agency's most recently completed fiscal year. The report captures expenses and executive compensation for your agency. More information regarding FFATA requirements can be found atwww.fsrs.gov.*

All grantees receiving awards with federal funds are required to obtain a Data Universal Numbering System (DUNS) number. A DUNS number can be secured at no charge at https://fedgov.dnb.com/webform. An Agency Power User must add the agency DUNS number in the General section of the Agency Administration tab.)

Applicant agency GEMS records must contain the agency's current State of Alaska Business License number, and a current governing board roster which includes titles, contact information, and terms of office for each seat. The roster must include emergency contact information outside the applicant agency for one or more officers.

Grants and Contracts will verify neither the applicant agency nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from receiving grant assistance from any State or federal department or agency. If an agency or its principals are excluded from receiving grant assistance, the proposal may not be considered.

Applicants who have had a contract or grant to help produce this RFP are not eligible to apply and any submitted proposal will not be considered.

3.02 Acceptance of Terms

By submitting a proposal, an applicant accepts all terms and conditions of this RFP including all identified attachments and guidelines, 7 AAC 78, and any other applicable statutes and regulations. Copies of these may be accessed through the contact person identified on the cover page or through the web address(es) identified in this RFP.

If a grant is awarded, this RFP and the applicant's proposal become part of the grant agreement. The applicant will be bound by the provisions contained in the awarded proposal unless the Department agrees that specific parts of the proposal are not part of the agreement.

Proposals and other materials submitted in response to this RFP become the property of the State and may be returned only if the State allows. Proposals are public documents and may be inspected or copied by anyone after grants have been awarded.

3.03 Inquiries

Applicants should immediately review this RFP for defects and questionable or confusing content. Questions that can be answered by directing the applicant to a specific section in the RFP may be answered verbally by the contact person identified on the RFP cover page. Questions that cannot be answered by directing an applicant to a specific section of the RFP may be declared substantive. The applicant will be directed to submit the question in writing to the contact person at the email address on the cover page no later than the Deadline for Written Inquiries, also identified on the cover page. This will allow issuance of any necessary amendments and/or clarifications to all prospective applicants.

Applicants are responsible for monitoring GEMS or the State's Online Public Notices website (http://aws.state.ak.us/OnlinePublicNotices/) for any clarifications or amendments that may be issued regarding this solicitation.

Proposals will not be accepted after 3:59 PM prevailing local time on the due date identified on the cover page.

3.04 Proposal Costs and Content

The Department will not be responsible for any expenses incurred by the applicant prior to the authorized grant performance period. All costs of responding to this RFP are the responsibility of the applicant.

The applicant is responsible for the content of the proposal.

3.05 Duration

This RFP is for a two-year period, beginning 10/1/2020 through 6/30/2022. At the discretion of the Department, a project funded under this RFP may be considered for continued funding in subsequent program year(s). The annual decision to continue funding for the subsequent year(s) of the two-year grant cycle is based on the following general conditions:

1. the Department's judgment that there is a continued need for the grant project service;
2. the grantee's satisfactory performance during the previous grant year;
3. the availability of sufficient grant program funds, and whether continuation of the financing is consistent with public health and welfare; and
4. the ability of the grantee and the Department to agree on any adjustments in payments or service.

Applicants will submit a budget proposal for year one of the grant only. Funding in each subsequent year will require submission and approval of documents needed to update service plans, evaluation measures, and budgets. Grants and Contracts will notify grantees of specific submission requirements necessary to qualify for consideration of continued funding.

3.06 Proposal Review

Following the deadline for receipt of proposals, no revisions will be accepted unless provided in response to a request from the contact person named in this RFP. Proposals will be reviewed as follows:

1. Proposals will be evaluated in a manner that will avoid disclosure of contents before notices of grant award have been issued.
2. DHSS staff will evaluate each proposal for minimum responsiveness and other technical requirements, and eliminate nonresponsive proposals from consideration.
3. Using the criteria set out in this RFP and 7 AAC 78.100 (Criteria for Review of Proposals), DHSS staff will evaluate each responsive proposal. **Scores for each criterion will be based solely on the response to the associated question. Points will not be earned if the information was provided in response to another question in Section 4**. DHSS staff will also review relevant departmental documentation regarding the applicant. Staff recommendations regarding awards and levels of funding will include consideration of the following:
    i. a history of the applicant's compliance with grant requirements, to include records of program performance, on-site program reviews, and prior year audits;
    ii. priorities in applicable State health and social services plans;
    iii. requirements of applicable State and federal statutes; and
    iv. Municipal ordinances or regulations applicable to the grant program.

If there are multiple responsive proposals for which there is insufficient money to fully fund, or supplementary expertise is deemed necessary to the review of proposed services, the Department may appoint a Proposal Evaluation Committee (PEC) as an additional advisory body. PEC members will initially evaluate proposals, independently of other committee members. As a committee the PEC will meet in a **closed session** (7 AAC 78.090 Review of Proposals) to further review proposals and develop recommendations. Scores will be assigned based on the applicant's response to each individual question and the associated criteria. **Applicants will not earn points for a given question based on a response to another question in the RFP**. The PEC review will include discussion of each proposal's merits. PEC recommendations will rank proposals in priority order and include approval or disapproval for award, modifications to the proposed project, and special compliance conditions.

All staff advisory recommendations and, if applicable, those of the PEC, and all review materials will be submitted for consideration by the Division Director, who will make recommendations to the Commissioner of the Department of Health and Social Services or the Commissioner's designee.

3.07 Final Decision Authority

Recommendations are advisory only, including those from any PEC that may be held. The final decision to approve or disapprove award, the amount of each award, and whether to impose special conditions or modifications rests with the Commissioner or Commissioner's designee.

NOTE: The final decision may include additional considerations, such as a lack or duplication of services in certain locations, or alternative services that may be available; a critical need for services by vulnerable populations; and matters of health, life and safety. The Department has the responsibility to ensure public monies are utilized in a manner that protects the interests of the people of the State, and retains the right to make final awards that ensure responsible distribution of grant funds.

3.08 Notification of Grant Award and Appeals

Within fifteen (15) days after the decision regarding grant awards, applicants will be notified of the final funding decisions, and, if awarded, any conditions of award or modifications. Following any necessary negotiations for revisions to the proposed budget and scope of services, successful applicants will be issued a grant agreement. This

formal agreement will contain specific performance and reporting requirements consistent with Department policy and procedure and 7 AAC 78.

Per 7 AAC 78.305 (Request for Appeal), an applicant may appeal a final grant award decision. Requests for hearing must be addressed to the Commissioner, and received in writing at the address below within 15 days after the applicant receives notification of the decision. The request must contain the reasons for the appeal and must cite the law, regulation, or terms of the grant upon which the appeal is based.

With a copy to the contact identified on the solicitation cover page, send appeal to:

Commissioner Adam Crum
Department of Health & Social Services
3601 C Street, Suite 902
Anchorage, Alaska 99503-5923

3.09 Cancellation of the RFP/Termination of Award

Contingent upon funding appropriations and the Governor's approval, the Department may fund proposals from eligible applicants. DHSS may withdraw this RFP at any time and reserves the right to refrain from making an award when such action is deemed to be in the best interest of the State. Funds awarded for a grant as a result of this RFP may be withheld and the grant terminated by written notice from the State to the grantee at any time for violation by the grantee of any terms or conditions of the grant award, or when such action is deemed to be in the best interest of the State.

Section 4 Submission Requirements/Evaluation Criteria

4.01 Minimum Responsiveness Criterion per 78.100(2)(A)

Proposals that fail to meet the minimum responsiveness requirements below will be eliminated from consideration per 7 AAC 78.090(b)(2).

1 Applicant is eligible per 7 AAC 78.030.

Evaluation/Review Criteria		Review	Points
a	Applicant is eligible per 7 AAC 78.030.	☑	

4.02 Other Technical Requirements per 7 AAC 78.060, 78.090(b) and 78.100

Response & Organizational Documentation

1 If applying as a non-profit organization, confirm non-profit status is documented.

Evaluation/Review Criteria	Review	Points

a	The agency is listed as a non-profit in good standing on the State's corporation database, confirmed at https://www.commerce.alaska.gov/cbp/main/search/entitiesand/or	☑	
b	The agency's current 501(c)(3) status is confirmed on the Exempt Organizations page, accessible at https://apps.irs.gov/app/eos/.	☑	
c	If a non-profit subsidiary of a non-profit corporation, a verifying letter from the parent non-profit agency is uploaded to the applicant's agency GEMS record (under General in the Agency Administration tab). The parent corporation must meet criteria a and/or b.	☑	

2 If applying as a Federally recognized tribal entity, upload the signed Resolution for Tribal Entities using the template provided below. Confirm the following criteria are met.

Evaluation/Review Criteria		**Review**	**Points**
a	The applicant is a recognized Alaska Native entity as verified by the Federal Register at https://www.federalregister.gov/documents/2019/02/01/2019-00897/indian-entities-recognized-by-and-eligible-to-receive-services-from-the-united-states-bureau-of. If a tribal consortium, all members are recognized Alaska Native entities.	☑	
b	A Resolution, completed on the provided form, is uploaded in the space provided. If a tribal consortium, a Resolution from each member tribe is uploaded as a single file.	☑	

3 If applying as a government entity, confirm the following criterion is met.

Evaluation/Review Criteria		**Review**	**Points**
a	The applicant is another State Agency, such as the University; a political subdivision such as a city or municipality, verified at https://www.commerce.alaska.gov/web/dcra/LocalBoundaryCommission/MunicipalCertificates.aspx; or an REAA under AS 14.08.031 verified at http://education.alaska.gov/facilities/pdf/doe2013map.pdf.	☑	

4 Confirm neither the applicant agency nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from receiving grant assistance from any State or federal department or agency. If an agency or its principals are excluded from receiving grant assistance, the proposal may not be considered.

Evaluation/Review Criteria	**Review**	**Points**

a	Neither the applicant agency nor its principals are barred from receiving federal assistance as verified in the federal System for Awards Management at https://www.sam.gov/SAM/.	☑	

5 Electronically sign the State Grant Assurances form.

Evaluation/Review Criteria		**Review**	**Points**
a	State Grant Assurances form is signed by an individual authorized to enter into legal agreements on behalf of the applicant agency.	☑	

6 This program receives federal funds. Confirm the following criteria are met.

Evaluation/Review Criteria		**Review**	**Points**
a	The Federal Assurance and Certification form is electronically signed by an individual authorized to enter into legal agreements on behalf of the applicant.	☑	
b	The applicant agency GEMS record, under General in the Agency Administration tab, contains the agency's DUNS number.	☑	
c	The required Federal Funding Accountability and Transparency Act (FFATA) information, located under the Federal Reporting section of the Agency Administration tab, has been provided for the agency's most recently completed fiscal year. This task can only be completed by an Agency Power User.	☑	

7 Confirm the following information is provided at the Agency Administration tab. These tasks must be completed by a Power User. If the information is found to be incomplete or not current, there may be delay in execution of any offered award.

Evaluation/Review Criteria		**Review**	**Points**
a	The General section contains a current governing board roster. The roster includes terms of each seat and contact information outside the applicant agency for one or more officers.	☑	
b	The Other Funding section contains a record for each source of agency operating funds. The record includes funds applied for under this solicitation. This is part of the pre-award risk assessment required under Uniform Guidance 2 CFR 200.	☑	

c	The General section contains a State of Alaska business license number, verified at https://www.commerce.alaska.gov/cbp/businesslicense/search/License.	☑	
d	All agency contact records are up to date, including Head of Agency, Primary Contact, and Head of Financial Operations.	☑	
e	The applicant's agency record contains the Agency Fiscal Year Start Date.	☑	
f	The applicant's agency GEMS record contains a current Federally Negotiated Indirect Cost Rate Agreement. If lapsed, the agreement is uploaded with written confirmation from the negotiating agency that the rate is valid until a new agreement is approved.	☑	

4.03 History of Compliance with Grant Requirements per 7 AAC 78.100(2)(B)

1 Previous recipients of DHSS awards will confirm the following criteria pertaining to past performance and compliance are met. This is part of the pre-award risk assessment required under Uniform Guidance 2 CFR 200. All other applicants will mark Complete without confirming.

Evaluation/Review Criteria		Review	Points
a	Fiscal, narrative, and data reporting in prior years has been complete and timely.	☑	
b	Required State and Federal Single Audits have been submitted, verified at http://doa.alaska.gov/dof/ssa/ssainfo.html. Any prior year audit exceptions have been resolved, verified by the Finance and Management Services Audit Section contact identified at http://dhss.alaska.gov/fms/Pages/Audit.aspx.	☑	
c	Activities in prior year(s) demonstrate effective delivery of services. DHSS review may include documentation such as performance reports, audit reports, grant records, site visits, etc.	☑	
d	Agency historically maintains required standards. Verification may include, though is not limited to, quality assurance reviews, licensing, and certifications.	☑	

4.04 Questions and Criteria Related to Program Policy, Goals, Outcomes, and Activities

1 Describe how the proposed project will achieve the program goals and anticipated outcomes stated in this RFP.

Evaluation/Review Criteria		Review	Points
a	The description demonstrates a thorough understanding of program goals and outcomes, and clearly identifies the ways in which they will be achieved.	☐	100
b	Applicant is an emergency responder agency. This includes but is not limited to public safety agencies including tribal, municipal and village jurisdictions, fire, emergency medical services, dispatch centers, and agencies overseeing village safety officer programs and community health aide programs. Priority given to agencies that can support a 24/seven day a week response profile to provide Restore Hope in Linkage to Care Collaboration services.	☐	100
c	Applicant has described how the emergency response agency will integrate with behavioral health personnel with expertise in substance use disorder prevention and treatment into their operation.	☐	100
d	Applicant has described how their emergency responder behavioral health co-responder infrastructure will be established by June 30, 2021. This should include linking people at risk of overdose to treatment, and other resources including behavioral health care, and other Social Determinant of Health (SDOH) resources.	☐	100
e	Applicant describes how proposed infrastructure will be implemented and operational by August 31, 2021. Infrastructure proposed should be actively linking people at risk of overdose to treatment and other SDOH resources, as well as the processes to track outcome and output data.	☐	100
f	Applicant has described how an overall evaluation of the establishment and implementation of the project will be conducted by June 30, 2022.	☐	100
g	Minimum outcomes of 5% of respondents receive SUD treatment and 10% receive SDOH resources as a result of this program seems achievable.	☐	50

2 Provide the timeline for the initiation of services and implementation of project activities in the upload field below.

Evaluation/Review Criteria	Review	Points

a	The timeline proposed for initiation of services and project activities is compatible with program intent.	☐	100
b	Timeline indicates establishment of infrastructure within 3 months to end of fiscal year, June 30, 2021.	☐	100
c	Timeline reflects project implemented and operational by August 31, 2021.	☐	100

3 ***In the text box below, describe in detail how your agency will benefit from integration of behavioral health and/or peer supports. Identify the number of calls at point of crisis involving people at risk for overdose in 2018, and 2019.***

Evaluation/Review Criteria		Review	Points
a	Description details how agency will benefit from integration of behavioral health and/or peer supports.	☐	100
b	For the years 2018, and 2019: number of calls responded, at point of crisis, with reported and/or suspected people at risk of overdose has been identified.	☐	50

4 ***In the text box below, describe in detail the emergency response behavioral health model that will be utilized to achieve proposed outcomes. Upload a flow chart illustrating program operations. Identify the program's foundational values and principles for building trust with behavioral health partners and those served. Describe the behavioral health personnel and/or agency to be integrated into your operations and the partnerships to support this overall model. Describe the technology that will integrated to support your model, how existing and new personnel will receive training, and the processes for confidentiality and sharing data with behavioral health and/or substance use disorder treatment agencies. Describe how your program will link people at risk of overdose to treatment and other resources.***

Evaluation/Review Criteria		Review	Points
a	Emergency response behavioral health model that will be utilized has been described.	☐	100
b	Program foundational values and principles used for building trust with partners and those served have been identified.	☐	100

c	Behavioral health personnel and/or agencies to be integrated into program and have provided and described. Preference given to Chemical Dependency Counselor Two Certification or Bachelor of Art/Science in Social Work.	☐	100
d	Partnerships have been described.	☐	100
e	Technology to be integrated into the program have been described.	☐	100
f	Existing and new personnel will receive training in the 7 areas listed in Subsection 1.03 #6, has been described.	☐	100
g	Confidentiality and sharing of data with behavioral health and substance use disorder agencies has been described. Capacity to develop a data use sharing agreement has been identified.	☐	100
h	A flow chart has been uploaded that adequately illustrates program operations.	☐	100
i	Applicant has described how people will be linked to treatment and other resources.	☐	100

5 In the text box below, describe the project's proposed evaluation plan, including indicators and data gathering strategies that will be implemented to address the program's performance measures identified in Subsection 1.04. Describe how this data will be analyzed to integrate strategies for program improvement and how it will be reported to relevant stakeholders.

Evaluation/Review Criteria		**Review**	**Points**
a	The proposed evaluation plan includes indicators and data gathering strategies aligned with the program performance measures identified in Subsection 1.04.	☐	100
b	Applicant has described how the data will be analyzed and integrated for program improved and how it will be reported to stakeholders.	☐	100

6 In the text box below, describe the target population and service area(s) of the proposed project.

Evaluation/Review Criteria	**Review**	**Points**

a	The description clearly identifies the proposed target population and service area, and meets the intent of the services solicited.	☐	100

7 Provide the proposed budget for the first year of the project. Include detail and supporting narrative as shown in the DHSS Grant Budget Preparation Guidelines (Documents tab). Confirm the following criteria are met.

Evaluation/Review Criteria		Review	Points
a	The budget narrative is complete and mutually consistent with the budget detail.	☑	
b	Cost line items are allowable under 7 AAC 78.160, and are compliant with stated program requirements.	☑	
c	Travel costs are consistent with 7 AAC 78.160(h) and (i), and with any program requirements or limitations identified in the solicitation.	☑	
d	Equipment costs and subcontract costs are allowed by the program and consistent with 7 AAC 78.280.	☑	
e	Indirect costs are fully compliant with rates and exemptions of the agency's current Federally Negotiated Indirect Cost Rate Agreement, uploaded in the General section of the Agency Administration tab.	☑	
f	The budget supports the proposed project and program intent, and the project appears achievable with demonstrated resources.	☐	100
g	Costs are reasonable and substantiated in the narrative.	☐	50
h	The proposed budget narrative clearly describes any necessary allocation of resources among target populations or service areas.	☐	100
i	Proposed sources of Required Match are identified in the budget narrative as well as in the Matching Fund Source table located near the beginning of the application. All proposed sources of matching funds are eligible and the level of match is met.	☑	

4.05 Applicant Qualifications - Criteria Relating to Personnel, Management, and Facilities

1 In the text box below, describe the agency's previous experience in providing services the same as, or similar to, those proposed. Clearly identify the time period over which services were provided and the population served. This is part of the pre-award risk assessment required under Uniform Guidance 2 CFR 200.

Evaluation/Review Criteria		Review	Points
a	The applicant's previous experience providing the same or similar services demonstrates the resources and capacity needed to provide the solicited program services. Note: DHSS staff review will also include DHSS documentation such as prior year performance reports, audit reports, site visits, etc. as noted in Subsection 4.03.	☐	60

2 In the text box below, describe the proposed project's program and administrative staffing needs. Scan the following documents as a single file and upload in the space provided below: 1) Position descriptions for key project positions 2) Resumes and professional credentials for position holders 3) Resumes of administrative staff providing supervision, fiscal, reporting, and management needs. This is part of the pre-award risk assessment required under Uniform Guidance 2 CFR 200.

Evaluation/Review Criteria		Review	Points
a	Staff providing services are qualified and competent as demonstrated by the uploaded position descriptions, resumes, and professional credentials.	☐	100
b	Staffing levels are sufficient to support the requirements of the proposed project and compliant with all identified program mandates.	☐	100
c	Position descriptions support the intent of the RFP and the project proposed.	☐	100
d	Administrative staff is qualified as demonstrated by the resumes provided.	☐	100
e	Administrative capacity demonstrates capability to meet management and reporting needs.	☐	100

3 In the text box below, describe the procedures that will be used to protect client confidentiality.

Evaluation/Review Criteria		Review	Points
a	The applicant's description identifies the procedures necessary to protect client confidentiality compliant with State and Federal standards.	☐	100

4 In the text box below, describe the service delivery facilities and locations and the ways in which access to services will enhance project success.

Evaluation/Review Criteria		Review	Points
a	The facilities described are safe and appropriate to the purpose of the program.	☐	100
b	Access to the locations will enhance delivery of services to the targeted populations.	☐	100

4.06 Demonstration of Support/Coordination of Service

1 In the upload field below, provide a single-file scan of documented community support for the proposed project.

Evaluation/Review Criteria		Review	Points
a	Appropriate documentation of support is provided from each community in which the applicant proposes to provide services.	☐	100

2 In the text box below, describe the ways in which the project planning process involved the public and potential service recipients.

Evaluation/Review Criteria		Review	Points
a	The applicant's description demonstrates the involvement of the public and potential recipients of services in planning the project proposed.	☐	80

3 In the text box below, describe partnerships or collaborations necessary to the proposed project. In the upload field below, provide a single-file scan documenting existing partnerships and collaborations specific to the proposed project.

Evaluation/Review Criteria		Review	Points
a	Partnerships and collaborations necessary for the effective delivery of services are well described. Evidence specific to the proposed project is provided.	☐	100

4 In the text box below, describe the in-place or planned coordination with the State or other providers for referrals necessary to project success. Identify the project staff involved as well as the responsible positions at the referring agencies.

Evaluation/Review Criteria		Review	Points

a	The applicant's description demonstrates a clear understanding of the roles that must be performed by the applicant and by referring agencies for the effective delivery of services to the targeted population.	☐	100