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

# Request for Proposals
# Comprehensive Opioid, Stimulant, and Substance Use Program
# For FY2026 Through FY2028

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: Emma Burick, Grants Administrator
PHONE: (907) 306-7213
E-MAIL: emma.burick@alaska.gov

PROPOSAL DUE DATE: November 13, 2025, 3:59 PM
DEADLINE FOR WRITTEN INQUIRIES: November 3, 2025, 3:59 PM
PROJECT PERIOD BEGINS: November 1, 2025

# 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 Amendment 1 - Applicant Questions & Responses** **Posted: 11/10/2025**

***Explanation***

Amendment 1 - Applicant Questions and Responses addresses the written inquiries received in advance of the November 3rd deadline.

***Additional Information***

**Question 1:** Are we able to apply for the region that our central office is located (Anchorage) and provide services Statewide to multiple communities in addition to our region?

**Answer 1:** This would not be allowable. Agencies must identify one Tribal Health Region that awarded Comprehensive Opioid, Stimulant, Substance Use Program funds will support. Funding may serve multiple communities within the Tribal Health Region, but it may not be used to serve more than one Tribal Health Region.

**Question 2:** When submitting our Letters of Support, if there is an additional community or communities interested in participating in our project, are we able to expand and provide services to more communities than were originally anticipated? For context, if we only submit a letter of support for two communities but in a few months a third community is interested and sees our program as beneficial to addressing their needs, would we be able to provide services to that third community as well? Would we need to submit an amendment for additional communities to be served?

**Answer 2:** Letters of Support by known or anticipated collaborative entities reflecting the comprehensive approach of the proposal are required. Letters of support from additional entities interested in joining the collaboration after the proposal has been submitted are not required. Please note that Letters of Support are intended to demonstrate community support for the project, and that program services and activities must be documented in section 4.04 Questions and Criteria Related to Program Policy, Goals, Outcomes, and Activities of the RFP.

Changes in approved grant project, including communities served, must be compliant with the Department of Health's Grant Regulation, 7 AAC 78.260 "Before changing the service plan of a grant project from the terms of the grant agreement, a grantee must submit the proposed changes in writing for department approval. The department will notify the grantee of its decision within 30 days after receipt of the proposed changes."

## Section 1 Grant Program Information

### 1.01 Introduction and Program Description

The Department of Health, Division of Public Health, is requesting proposals from eligible applicants to provide Comprehensive Opioid, Stimulant, and Substance Use Program (COSSUP) services for the State of Alaska in FY2026 through September 30, 2027 (FY28). Program Services are authorized under 7 AAC 78 Grant Programs. These services are funded and supported through the federal BJA Comprehensive Opioid, Stimulant, and Substance Use Site-Based Program, and thus are subject to the associated federal requirements in addition to State of Alaska requirements (Assistance Listing Number: 16.838 Grants.gov Opportunity Number: O-BJA-2024-172128). State of Alaska statutes and regulations are accessible at the Department of Law Document Library or through the contact person identified on the cover page of this Request for Proposals (RFP).

The State of Alaska has secured a total of $1,732,388 in Comprehensive Opioid, Stimulant, Substance Use funding. The Division of Public Health (DPH) will use the funds to establish Alaska's COSSUP Grant Program and expects to award one (1) grantee per each of the following seven (7) Tribal Health Regions: Anchorage/Mat-Su, Arctic Slope, Bristol Bay, Copper River/Prince William Sound, Kenai Peninsula, Kodiak Area, and Northwest Arctic. The total funding available for each Tribal Health Region is $247,484. These monies aim to reduce the relational impact between the use of illicit opioids, stimulants and other substances (including alcohol) with the carceral system. Please note, this funding is not allowed to backfill existing efforts or fund efforts that can be supported by other means. Funding may support pilot initiatives and/or complement existing efforts.

The cornerstone of COSSUP is its emphasis on partnership and collaboration across the sectors including but not limited to public health, behavioral health, and public safety. Effective community responses leverage the combined expertise of multiple disciplines and rely upon unified and coordinated strategies. COSSUP funding is designed to be flexible, allowing each community to address its unique needs and respond to emerging threats that may be local or regional in nature.

### 1.02 Program Goals and Anticipated Outcomes

The primary goal of the Comprehensive Opioid, Stimulant, and Substance Use Program is to develop, implement, and/or expand comprehensive and collaborative efforts across the Sequential Intercept Model (SIM) that specifically address the relationships between opioids, stimulants, and other substances (including alcohol) with the carceral system. These efforts will initiate and/or further develop collaborations across multiple sectors including but not limited to public health, behavioral health, and public safety to identify opportunities for intervention and diversion from incarceration. Selected grantees will implement activities specifically aimed at supporting Alaskans disproportionately impacted by the relationships between substance use and the legal system, including Alaska Native/American Indian communities, people with disabilities, criminal justice-involved, homeless and unstably housed people.

Anticipated outcomes will reduce and improve interactions between individuals, families and communities harmed by substance use and criminal justice systems. These activities will safely divert people with substance use disorders, behavioral health needs and disabilities into cost-efficient and effective community-based programs and services that result in preventing and reducing interactions with the carceral system.

This includes but is not limited to, reducing the number of overdose deaths and lessening the impacts on families and communities by supporting comprehensive and collaborative initiatives, including participating in and as appropriate, implementing future recommendations produced by the Overdose Fatality Review.

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

**1.03 Program Services/Activities**

Grantees selected will provide services/activities that meet a minimum of one of the following objectives:

**1. Linkage to care:**

Actively connect individuals with SUD pretrial through post incarceration to culturally appropriate treatment services and supports system: bridge the gap between identification of a SUD and engagement in treatment; involving more than just providing information about treatment options; and actively encouraging individuals to seek help and communities to develop support structures and strategies that provide diversion to the carceral system and improve conditions for re-entry to the community.

Examples include but are not limited to:

- Expanding opportunities for participating in diversionary and alternative to incarceration programs (subsidizing program fees) that aim to minimize contact with the criminal legal system and shift those involved away from arrest, prosecution, and incarceration.
- Screening individuals for SUD upon prison entry to provide necessary treatment and connecting them to care prior to release. Facilitating "warm hand offs" with access and direct introductions to evidence-based therapies, medication-assisted treatment (MAT), Moral Reconation Therapy (MRT), contingency management, motivational interviewing and recovery supports.
- Engage peer support/recovery specialists to provide mentorship, planning, and motivation before and after release.
- Provide access to information in accessible ways to ensure understanding.
- Provide access to traditional remedies for MAT and other comorbidities alongside conventional treatments
- Engage family members in decision-making whenever possible to respect cultural values
- Establish partnerships between correctional facilities and community providers to ensure uninterrupted access to MAT, therapy, and recovery services post-release.
- Use telehealth and mobile health services to expand virtual and mobile clinics for those in rural or underserved areas.

**2. Housing**

Safe and stable housing plays a crucial role in preventing engagement with the justice system. It helps people avoid contact with the legal system, stops the cycle of trauma associated with displacement and instability, and fosters safety for individuals, families, and communities. Ensure access to housing to reduce the chance of arrest or jail, violence, and helps individuals successfully re-enter their communities post release.

Examples include but not limited to:

- Provide access to non-judgmental homes including sober spaces and/or harm reduction practices.
- Pilot innovative housing options i.e. designed by formerly incarcerated persons.
- Provide emergency & short-term housing assistance: hotel vouchers, transitional shelters, or rental assistance for those at risk of homelessness upon release.
- Offer secular, inclusive housing options and recovery support services, including access to physical and behavioral health care benefits, counseling services, employment services, education services, transportation vouchers and peer support services for those re-entering the community from jails or secure residential

treatment facilities.
- Develop community-based plans that offer constructive solutions to homelessness to replace criminalization that takes away resources and put financial and criminal record barriers in the way for many unhoused persons and disproportionately affects Black, Alaska Native/American Indian, and other people of color, and persons with disabilities (including SUD).

**3. Community Connections**

Misuse of opioids, stimulants and other substances often lead to isolation and other health issues preventing connections to community resources. Engage with local social, organizational, environmental and other resources to positively impact the health of individuals, families and communities and prevent additional engagement with the carceral system.

Examples include but not limited to:

- Provide supportive pretrial services offering individuals alternatives to bail. Services implemented by trained case managers ensuring returning to court and focusing on strengths-based counseling and addressing underlying circumstances, like needs for food, housing, treatment, and employment
- Pilot pre-arrest diversion programs, also known as Police Deflection, the practice of law enforcement connecting individuals to substance use disorder and/or mental health treatment as an alternative to arrest.
- Support strategies for independence: assist with ID restoration, access to electronic communication, mailboxes to receive communication strategies and legal advice
- Enhance pre-release services: develop plans for post release including clothing and family connections
- Engage Navigators to connect reentrants to Medicaid enrollment, probation compliance, and child reunification efforts.
- Link individuals to job readiness programs, apprenticeships, and employment opportunities that accommodate those in recovery.
- Connect individuals to workforce development programs, apprenticeships, and trade schools to enhance employment opportunities.
- Partner with employers willing to hire justice-involved individuals and provide job coaching.
- Offer GED preparation courses, college enrollment, behavioral health & counseling Services.
- Develop & support social & physical environmental accommodations for individuals impacted by prenatal alcohol exposure and other disabilities who are greatly impacted by the carceral system.
- Offer family & community Reintegration Services: family counseling, parenting classes, and reunification programs to rebuild relationships.
- Promote entrepreneurship among formerly incarcerated people, offer micro small business loans.

Applicants will upload a timeline for the initiation of services and project activities.

EXPECTED PROJECT DATES: NOVEMBER 1, 2025-SEPTEMBER 30,2027

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.

This funding cannot be used to backfill existing efforts. Applicants should explain how their project will be sustainable past the end of the grant or how their grant activities will impact and inform program efforts after the grant ends.

Applicants agree to comply with the following additional program requirements and service standards. Grantees will

be expected to:

- Participate in monthly statewide grantee collaboration calls
- Participate in annual grantee meetings (in person or online)
- Participate in the OFR when it overlaps in grantee catchment area
- Within the first six months, develop both a sustainability and an evaluation plan for state grant program coordinator approval

**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:

**Priority 1. Health and Wellness Across the Life Span**

- 1.1.1. Protect and promote the health of Alaskans
- 1.1.2. Improve the health status of Alaskans
- 1.1.3. Decrease unintentional injuries
- 1.1.4. Decrease substance abuse and dependency

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

**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 Alaskans disproportionately impacted by substance use and the legal system, including Alaska Native/American Indian communities, people with disabilities, criminal justice-involved, homeless and unstably housed people.

**Service Areas and Communities:** The service areas and communities requested for the services are the following tribal health regions:

- Anchorage/Mat-Su
- Arctic Slope
- Bristol Bay
- Copper River/Prince William Sound
- Kenai Peninsula
- Kodiak Area
- Northwest Arctic

**1.06 Program Funding**

The State of Alaska has secured a total of $1,732,288 in Comprehensive Opioid, Stimulant, Substance Use funding. The State expects to award one (1) grantee per the identified seven (7) Tribal Health Regions. The total funding available for each Tribal Health Region is $247,484 and will be distributed over the course of three State fiscal years:

- FY2026: 11/01/2025 through 06/30/2026
- FY2027: 07/01/2026 through 06/30/2027
- FY2028: 07/01/2027 through 09/30/2027

Available funding for FY2026 is $86,080 per Tribal Health Region for a total of $602,560. Applicants must submit a budget for the first state fiscal year not to exceed $86,080.

**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.

No more than 30 percent of total grant funds may be used for housing and no grant funds may be used for construction costs.

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.

Resources specific to budgeting are also available under the GEMS Documents tab. The Department's 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. If an agency has never entered into a federally approved Indirect Cost Rate Agreement or no longer has a federally approved agreement in place, the recently updated Federal Uniform Guidance 2 CFR 200 now allows that agency to budget the 15% De Minimis.

**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. Department funds are the payer of last resort.

In the applicant's proposed budget, anticipated receipts and expenditures for all grant income must be evident in the budget 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 Department 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 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.

### 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 $1,000,000 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, Department of Law Document Library, 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

Department of Health Program Audit Requirements: All DOH 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 Department 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 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 $30,000. FFATA is intended to hold the federal government accountable for spending decisions. Accountability data is available to the public at U.S. Government spending. 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 atFederal Funding Accountability and Transparency Act Subaward Reporting System.*

*Effective April 4th, 2022, the US Federal Government transitioned from the Dun & Bradstreet Data Universal Numbering System (DUNS) number to a System for Award Management (SAM) generated Unique Entity Identifier (UEI) alpha-numeric value for federal awards management. All grantees receiving awards with federal funds are required to have a UEI. More information regarding this transition can be found on the U.S. General Services Administration.*

*The Grants Electronic Management System (GEMS) has been updated to include fields for both the DUNS nine-digit number and the UEI twelve-digit alpha-numeric value under the General section of the Agency Administration tab. An Agency Power User must confirm the current UEI number is listed in GEMS. The DUNS number will continue to be displayed in GEMS until further notice.*

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.

*This grant program includes Federal funding. Effective November 12, 2020 Federal Uniform Guidance 2 CFR 200*

*requires that agencies be registered on the System for Award Management (SAM) website at System for Award Management (SAM). If an applicant is recommended for award and is not registered on this site, the offered award will not be executed, and funds will not be issued until agency registration is confirmed.*

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 (Online Public Notices) 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 one-year period, beginning 11/1/2025 through 6/30/2026. 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 three-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.

This RFP is for fiscal year FY2026, 11/1/2025 through 6/30/2026.

**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. Department of Health 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), Department 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**. Department 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 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:**

Heidi Hedberg, Commissioner
Department of Health
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. The Department 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 Alaska Administrative Code 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 State Corporation Database and/or | ☑ | |
| **b** | The agency's current 501(c)(3) status is confirmed on the Exempt Organizations page, accessible at IRS Tax Exempt Organization Search. | ☑ | |
| **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 Federal Register. 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 Local Boundary Commission ; or an REAA under AS 14.08.031 verified at Department of Education Alaska School Map. | ☑ | |

***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** | The applicant agency nor its principals are barred from receiving federal assistance as verified in the federal System for Awards Management at System for Award Management (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 Alaska Business Licenses Search. | ☑ | |
| **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 grant 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 Division of Finance, State Single Audit. Any prior year audit exceptions have been resolved, verified by the Finance and Management Services Audit Section contact identified at Finance and Management Services Audit Contact. | ☑ | |
| **c** | Activities in prior year(s) demonstrate effective delivery of services. The departmental 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 the proposed project in the text box below, identifying the ways in which it 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. | ☐ | 20 |

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

| *Evaluation/Review Criteria* | | Review | Points |
|---|---|---|---|
| **a** | The timeline proposed for initiation of services and project activities is compatible with program intent. | ☐ | 10 |
| **b** | The applicant submitted proposed activities in a workplan for the entire grant period | ☐ | 10 |

***3 In the text box below, describe the ways in which the project aligns with program intent. The response will identify project resources, activities, and clearly state the project's anticipated goals, outputs, and outcomes.***

| *Evaluation/Review Criteria* | Review | Points |
|---|---|---|

| | | | |
|---|---|---|---|
| **a** | The described activities are well developed, reasonable and supportive of program intent. | ☐ | 20 |

***4 In the text box below, describe the potential evaluation methods, including indicators and data gathering strategies that will be implemented to address the program's performance measures identified in Subsection 1.04.***

| *Evaluation/Review Criteria* | | Review | Points |
|---|---|---|---|
| **a** | The application includes potential evaluation methods, indicators and data gathering strategies aligned with the program performance measures identified in Subsection 1.04. | ☐ | 10 |

***5 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. | ☐ | 20 |

***6 Provide the proposed budget for the first year of the project. Include detail and supporting narrative as shown in the provided 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 78.270. | ☑ | 0 |
| **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. | ☐ | 10 |
| **g** | Costs are reasonable and substantiated in the narrative. | ☐ | 10 |
| **h** | 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. | ☑ | |

***7*** ***Using the template provided below, upload a copy of the Agency's anticipated spend plan and activities for the entire grant period (11/01/2025 through 09/30/2027).***

***Please note that the proposed spend plan is requested to demonstrate project planning for the entire grant period and is NOT an approved budget for FY2027 or FY2028. Applicants who are recommended for funding will be required to adhere to requirements for continued funding as outlined in section 3.05 Duration of the RFP.***

| *Evaluation/Review Criteria* | | Review | Points |
|---|---|---|---|
| **a** | The applicant has provided an anticipated spend plan, including activities, for the entire grant period using the attached template. | ☐ | 10 |

**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: the review by department staff will also include documentation such as prior year performance reports, audit reports, site visits, etc. as noted in Subsection 4.03. | ☐ | 10 |

***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. | ☐ | 10 |
| **b** | Staffing levels are sufficient to support the requirements of the proposed project and compliant with all identified program mandates. | ☐ | 10 |

***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. | ☐ | 10 |

***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. | ☐ | 10 |
| **b** | Access to the locations will enhance delivery of services to the targeted populations. | ☐ | 10 |

**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. | ☐ | 10 |

***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. | ☐ | 10 |

***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. | ☐ | 10 |

***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. | ☐ | 10 |