

## Phase IV: *Trueblood* Diversion Request for Proposals & Application Requirements

Submission deadline: **April 30, 2021 at 5:00 p.m.** (must be emailed). Receipt of proposals will be acknowledged via email to the identified applicant organization executive.

**Applicant proposals will include the following sections:**

- Cover Letter
- Table of Contents
- Project Summary
- Commitment to Serving *Trueblood* Class Members
- Understanding of and Experience in Providing Housing Services
- Proposed Approach and Services Solution
- Implementation Context and Linkages
- Staffing and Staff Qualifications (Attachment A)
- Budget – Budget Proposal Form (Attachment B)
- Proposed Implementation Timeline
- Sustainability Plan
- Reporting and Evaluation
- Applicant Organization Qualifications (Attachment C)
- Examples of Prior Qualifying Program Efforts

<b>PHASE IV: <i>TRUEBLOOD</i> RFP KEY DATES</b>	
RFP Release	April 5, 2021
Applicant Conference via Teleconference	April 9, 2021
Questions Accepted	April 9 – April 14, 2021
Responses Posted	April 19, 2021
RFP Response Deadline	April 30, 2021
Oral Presentations for Select Applicants	May 12 – May 14, 2021
Review Committee Selections	May 21, 2021
Submission to the Court	June 4, 2021
Award Notice by Court	June 2021
Project Start Date	July/August 2021

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# **Trueblood Court Phase IV Request for Proposals and Grant Application**

## **I. INTRODUCTION AND OVERVIEW OF TRUEBLOOD AND DIVERSION SERVICES RFP**

### **A. Background**

This grant application process is being conducted pursuant to [Trueblood v. Washington State Department of Social and Health Services \(DSHS\)](#), Case No. C14-1178 MJP. *Trueblood* is a federal court case regarding the constitutional rights of a class of individuals with disabilities facing prolonged detention in jail awaiting court ordered competency services from Department of Social and Health Services (“DSHS”). The *Trueblood* Court has ordered the State of Washington to take immediate steps to reduce the length of time Class Members are waiting in jail so that no one is waiting more than seven days for admission to a hospital for competency services or fourteen days for a fully completed jail-based competency evaluation.

DSHS has been unable to comply with the Court’s orders around competency services timelines, resulting in a contempt order and daily fines levied until Parties reached settlement of the contempt issue in late 2018. Under the direction of the Court and its Monitor, the Parties have been working collaboratively over the past four years to use these contempt fines to fund diversion programs across the state. These grant-funded programs divert Class Members out of the criminal legal system and programs better designed to treat Class Members’ needs.

The *Trueblood* Parties have previously granted funds under Phases I, II, and III of *Trueblood* Diversion Plan (Appendix A). Phases I and II diversion providers focused on intervening with Class Members during jail booking as well as jail re-entry services; Phase III providers targeted services to crisis response and community supports. Phase IV grant recipients are bidding for approximately \$20 million in total awards focused on providing housing and related residential supports for Class Members. See “Scope of Work” below.

### **B. Overview**

This RFP has five main sections. Here, in Section I, there is background to the *Trueblood* case and a definition of *Trueblood* Class Members so that you understand the legal parameters. In Section II, there is a description of the scope of work and funding, as well as the goals for the impact of diversion services. In Section III, we describe the *Trueblood* case in more detail including summarizing the diversion planning process and Class Member needs’ profile. In Section IV, there is detailed information about the required proposal components and selection process. Section V provides additional applicant notices and instructions for submission. Finally, Section VI describes the process for grantee selection.

## **C. Definitions**

“*Trueblood* Class Members” are defined as individuals who are now or have a history of waiting in jail for either court ordered in-jail evaluation of competency to stand trial or court-ordered admission for inpatient evaluation or restoration services. *Trueblood* Class Members may be charged with misdemeanors or felonies. Class Members include persons who have one or more of the following conditions that may impact their competency to stand trial: mental health and/or substance use conditions, intellectual and developmental disabilities, traumatic brain injuries, or other cognitive impairments due to age, injury or disease.

“*Trueblood* Parties” are defined as the plaintiff organizations representing the Class Members (Carney, Gillespie, Issit and Disability Rights Washington) and the defendants (Washington State Department of Social and Health Services).

“*Trueblood* Diversion Review Committee” is defined as representatives of the *Trueblood* Parties and the Office of the *Trueblood* Court Monitor.

## **II. SPECIAL CIRCUMSTANCES – SCOPE OF WORK**

### **A. Court Recommended Priorities for Diversion Models**

There are several national models that have shown diversion success at each point of intercept, according to the Sequential Intercept Model developed to inform community-based responses to the involvement of people with mental health and substance use disorders in the criminal legal system (see *the model outlined and best practices by intercept point in Appendix C: Model Jail Diversion and Reentry Service Programs: Review of the Literature*). However, the Parties have agreed that for Phase IV of the *Trueblood* Diversion Grant, the priority of these diversion funds will be on the Sequential Intercept Model Intercept Five: Community Supports—specifically housing and related residential support services for Class Members.

The *Trueblood* Court has accepted the recommendations of the Diversion Review Committee and adopted four goals for diversion services to:

1. Prevent deeper Class Member involvement in and recidivism in the criminal legal system;
2. Reduce demand for competency services;
3. Minimize the harm inflicted on Class Members by reducing criminal legal involvement and long term incarceration rates; and
4. Serve Class Members in the least restrictive environment.

A survey of *Trueblood* diversion grantees conducted by Policy Research Associates in early 2020 indicated that housing was the most critical determinant of success for those served by the *Trueblood* Diversion Programs. Scarcity of appropriate affordable housing

has been repeatedly cited by all of these programs as the greatest unmet need for Class Members.

We seek providers who wish to enhance the availability of housing for current or previous Class Members in their region.

## **B. Funding**

There is approximately \$20 million in contempt fine funds available in total for Phase IV grants. The Review Committee is not imposing grant award limits per proposal. The Review Committee will notify applicants prior to announcing awards to inform them of the amount of the offer.

As noted in Section I, the funding for these diversion services comes from the federal court, which has fined DSHS for contempt sanctions, and directed the Parties and the Court Monitor that fines funds are to be spent directly on Class Members' needs to prevent arrest, detention, and recidivism. Funding for Phase IV is contingent on the Court's approval of the Review Committee's recommendations. If the Court approves the requested funding, funds will be available on a one-time only basis and will expire prior to the 2023-2025 Budget Biennium with the priority being distribution and use of funds to house Class Members as soon as possible.

These funds may be used by the applicant to supplement existing funds to expand program activities and capacity or to create a new service. These funds shall not replace funds that have been appropriated for the same purpose. Supplanting will be the subject of application review, as well as grant execution, pre-award review, post-award monitoring, and audit.

Finally, given the urgent needs of Class Members and the finite nature of this diversion grant, the Parties seek only existing, experienced, and appropriately credentialed organizations with demonstrated infrastructure, expertise, established stakeholder relationships, experience dedicating services to *Trueblood* Class Members, and sustainability plans. Successful applicants will be able to provide housing for previous or current *Trueblood* Class Members quickly and effectively within the confines of this funding alone or with any timely available in kind, matching or supplemental funds.

## **III. TRUEBLOOD BACKGROUND**

### **A. The *Trueblood* Matter**

*Trueblood* is a class action matter before the US District Court for the Western District of Washington. The case concerns individuals who are waiting in jail for either court ordered in-jail evaluation of competency to stand trial or court-ordered admission for inpatient evaluation or restoration services. *Trueblood* Class Members may be charged with misdemeanors or felonies. Class Members include persons who have one or more of the following conditions that may impact their competency to stand trial: mental health and/or substance use conditions, intellectual and developmental disabilities, traumatic

brain injuries, or other cognitive impairments due to age, injury or disease.

In the *Trueblood* matter, DSHS is to provide in-jail competency evaluations within 14 days and provide for transfer from jails to state hospitals within 7 days for individuals in need of inpatient competency evaluations or inpatient competency restoration services. In 2016 and 2017, DSHS was found in contempt for lack of compliance with the Court-ordered timelines and a remedy of fines was established. Pursuant to the Court's order, the *Trueblood* Parties and the Court Monitor were ordered to work together with stakeholders from across Washington State to develop and submit a Diversion Plan to the Court. The required plan needed to focus on diversion for Class Members and "the development of diversion programs to reduce dependence on the state hospitals." Contempt fines are the source of grant funds for *Trueblood* diversion programs, and the Federal Court makes all ultimate funding decisions.

## **B. Summary of the *Trueblood* Diversion Planning Process**

The Parties and the Court Monitor developed the *Trueblood* Diversion Plan after conducting a series of in-person and telephonic meetings as well as gathering data and soliciting input from Class Members, stakeholders, and experts. See Appendix A – The Diversion Plan. The Plan outlined needs of Class Members and priorities for the use of the fines. Based on the established goals, financial considerations, data, recommendations by the experts, and timeframe, the *Trueblood* Diversion Review Committee decided to focus prior phases of the grants on crisis response, pre-screening in jails, re-entry planning, and community supports. These existing grant-funded diversion programs are currently funded through June 30, 2022.

After ongoing solicitation of input from existing diversion programs, Class Members, and experts, the Review Committee now seeks providers who wish to enhance the availability of housing for current or previous Class Members in their region.

## **C. *Trueblood* Class Members and Needs**

A critical component of a *Trueblood* diversion provider is the ability to target services to Class Members (defined as individuals who have previously or are currently waiting in jail for court ordered in-jail evaluation of competency to stand trial or court-ordered admission for inpatient evaluation or restoration services.) Many diversion service providers already have access to state-generated lists of confirmed Class Members. Successful bidders will have a clear and proven manner of ensuring they are delivering grant-funded housing to Class Members only.

### **i. Summary of 2016 Stakeholder Survey Results**

In 2016, the Review Committee solicited feedback to stakeholders regarding Class Member needs. There were 156 respondents to the survey, including law enforcement, and mental health professionals. Respondents ranked various diversion methods in order

of helpfulness and intercept points in order of priority.<sup>1</sup> The respondents ranked the following methods of diversion in order of helpfulness (1-most helpful, 7-less helpful): Housing, Medication Management, Transportation, Counseling, Employment, Case Management, and Other (see Appendix A for “other” responses). The results of the diversion method ranking are outlined as follows:

- 83 or 53% of 156 respondents ranked HOUSING as the most helpful diversion method.
- The second highest ranked diversion method was MEDICATION MANAGEMENT, with 33 or 21% of respondents ranking this as number one, and 50 or 32%, ranking it as number 2.
- The third highest ranked method was CASE MANAGEMENT, with 31 or 20%, ranking this method as most helpful; 35 or 22%, ranked this method as second most helpful, and 40 or 26%, ranked this method as the 3rd most helpful.
- COUNSELING was the fourth highest ranked method.

ii. Summary of 2016 Class Member Survey Results

There were 13 respondents to this survey. Class Members were asked to rank the following methods of diversion in order of helpfulness (1-most helpful, 7-less helpful): Housing, Medication Management, Transportation, Counseling, Employment, Case Management, Other (see Appendix A for “other” responses).

The results of the diversion method ranking are as follows:

- 6 or 46% of 13 respondents identified HOUSING as the most helpful service, and 8 or 62% ranked Housing in the top 3 helpful services.
- 3 or 23% of 13 respondents identified MEDICATION MANAGEMENT as the most helpful service, and 6 or 46% ranked Medication Management in the top 3 helpful services.
- 2 or 15% of 13 respondents identified CASE MANAGEMENT as the most helpful service, and 6 or 46% ranked Case Management in the top 3 helpful services.
- 1 or 8% of 13 respondents identified EMPLOYMENT as the most helpful service, and 3 or 23% ranked Employment in the top 3 helpful services

iii. Summary of 2020 Policy Research Associates Survey

In May of 2020, the Diversion Review Committee sent a survey to all attendees of the 2019 *Trueblood* Diversion Summit seeking input on what a subsequent diversion grant should focus on. Nearly 80% of survey respondents were affiliated with an existing

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<sup>1</sup> While the input from stakeholders and Class Members was critical in understanding how a full array of diversion services could serve the needs of this vulnerable population, the summaries are provided for background information only and do not replace the *Trueblood* diversion priorities discussed in section II. A above.



grant-funded *Trueblood* diversion programs. Policy Research Association (PRA) assisted in reviewing and reporting on survey results.

Respondents reported that both long- and short-term housing is the Class Member service most needed and hardest to find in their area. When asked to rank a list of services in order of need for Class Members, housing was far and away ranked as the most needed, above crisis mental health services, mental health treatment, substance use treatment, flex funds for client use, community based treatment, or detox beds. Respondents also reported that converting housing and dedicating units were more realistic modes of generating Class Member housing within two years than providing rental subsidies or building housing.

#### **IV. REQUIRED COMPONENTS OF PROPOSAL RESPONSE**

Outlined below are required components of the proposal response narrative. Please note that there are numbers of points posted in parentheses after the title of key required narrative sections. These points are provided for your guidance and will be employed by the Review Committee, along with selection criteria outlined in Section VI, in evaluating proposals for selection and funding. The proposal narrative should contain the following sections and should not exceed twenty (20) pages (excluding Attachments).

##### **A. Cover Letter**

The proposal should include a Cover Letter that provides at minimum a brief description of the applicant, what the applicant's connection to *Trueblood* Class Members is, a brief summary of the proposed project, and the proposed total budget.

##### **B. Table of Contents**

The proposal should include a Table of Contents that details Sections, Page Numbers and Attachments.

##### **C. Project Summary**

Please provide a one-page summary of your proposal and funding request. Include a brief description of the proposed project, how it will serve confirmed Class Members, and services/activities to be provided; include a description of how the project is aligned with the RFP goals and priorities (noted above in Section IV).

##### **D. Binding Commitment to Serve *Trueblood* Class Members**

As detailed in Section I.C. above, *Trueblood* Class Members are defined as individuals who are now or have a history of waiting in jail for either court ordered in-jail evaluation of competency to stand trial or court-ordered admission for inpatient evaluation

or restoration services. *Trueblood* Class Members may be charged with misdemeanors or felonies. Class Members include persons who have one or more of the following conditions that may impact their competency to stand trial: mental health and/or substance use conditions, intellectual and developmental disabilities, traumatic brain injuries, or other cognitive impairments due to age, injury or disease.

The *Trueblood* Parties and Diversion Review Committee underscore that service to Class Members in Phase IV services is not negotiable. There are no points associated with this proposal requirement as it is a threshold commitment required of any successful Phase IV grantees. Those considered “potential” Class Members are not the intended recipients of Phase IV services. Recipients must be Class Members.

**E. Understanding of and Experience in Providing Housing Services (15 points)**

Successful program proposals will:

- Describe the applicant’s knowledge of and experience with individuals who are Class members and how your program will provide grant-funded housing services only to confirmed Class members.
- Describe the applicant’s knowledge of and experience in providing temporary, transitional, and/or permanent supportive housing to adults with serious mental illness and substance use disorders.

**F. Proposed Approach and Services Solution (25 points)**

The *Trueblood* Review Committee has identified housing as the priority for Class Members. Within that priority, strategies to enable Class Members to rapidly access affordable housing in a supported and sustainable manner is the priority for funding, including supportive services designed to ensure housing permanency (Permanent Supportive Housing).

Please outline the proposed housing plan, including:

- The number of housing units to be provided;
- How you would obtain the housing units, e.g., purchase, master lease, rent, renovate existing structure;
- How long it would take for this housing to be available for Class Members. Provide a timeline that describes the steps needed to develop the capacity to begin provided services;
- The type of housing being proposed (e.g., shelter/temporary, tiny homes, transitional, permanent supportive, single room occupancy, supervised living);
- Number of individuals to be served in one year;
- How you would identify and confirm *Trueblood* Class Membership for those served in the proposed housing;
- Demonstrate that the provider is culturally competent and will operate the

- program in compliance with applicable local, state and federal laws;
- A description of the provider’s linkages with existing services;
- How the program will leverage available county or municipal funds;
- How the program will leverage available Medicaid dollars;
- A demonstration that the provider has knowledge of best practices in coordinated entry and homeless crisis response systems, including an understanding of diversion, prevention and rapid rehousing services;
- Information specifying that housing will be accessible to social services, case management, transit, grocery, and employment opportunities;
- A description of how housing-focused case management including the creation of long-term housing stability plans will be part of the program;
- If the proposal is for shelter/temporary or transitional housing, describe how Class Members would be assisted in moving to stable long-term housing;
- If rent subsidies are proposed, documentation that the applicant has the financial systems to make rent payments to landlords in a timely fashion or contract with an agency able to do so;
- If rent subsidies are proposed, provide explanation of how housing will be obtained (e.g., through existing partnerships or relationships), including information showing a track record of securing housing using rent subsidies for *Trueblood* Class Members;
- Demonstrate that the provider has an operational knowledge of “A Guide to Fair Housing for Nonprofit Housing & Shelter Providers”; and,
- If the program includes rental subsidies, state that subsidies will be limited to HUD’s Fair Market Rent (FMR).

Applicants are strongly encouraged to provide data, clear examples, or specific descriptions of strategies, processes, and interventions.

### **G. Implementation Context and Linkages (10 points)**

Describe how the proposed services/activities, including the project location, meet the needs of the target population(s) and fill any gaps in services. Proposals should discuss the unique characteristics of the local implementation context, including the landscape of health, disability and legal services and entities with which the proposed program would interact and upon which it would depend for results. Please discuss implementation considerations, including potential facilitating factors of the proposed housing service(s), identified barriers, and proposed strategies to capitalize on factors and overcome barriers to timely and effective program implementation. Please also include a narrative description of any current collaboration taking place between these systems/stakeholders and how your proposal will either link to the existing health/social services framework or address gaps in services currently available to *Trueblood* Class Members.

Describe how the proposed housing services will be integrated with the existing *Trueblood* diversion services projects in the region to ensure that care for Class Members is well coordinated and supportive of their individual recovery goals.

Notably, the Selection Committee will then look for reference letters from those systems to better understand how the proposal fits in with existing service delivery systems. See Section K (2) below.

#### **H. Staffing and Staff Qualifications (5 points)**

Proposals should detail the range and mix of staff required to deliver the proposed service(s). Proposed staffing should be displayed on an organizational chart indicating the relationships among staff and interdependencies within the organization. Please sketch descriptions of the key positions by title, duties and responsibilities, skills and knowledge qualifications, and supervisory relationships.

Any applicant using a subgrantee(s) must clearly describe and explain the use of the subgrantee(s) within the proposal.

The Parties are aware of the difficulties within Washington State to recruit, hire, and retain staff in certain disciplines. The proposal should include a plan for how the application intends to rapidly recruit and staff the proposed program, including how the organization/entity plans to ensure full programmatic staffing by the project start date and throughout the grant performance period.

Qualifications must be submitted for all staff that will work in the proposed housing service. Please provide current and/or proposed staff biographies and staff resumes in Attachment A in the proposal. A biographical sketch or resume should be current and include:

- Name of proposed staff member
- Educational degrees, major field of study, schools and dates
- Professional experience
- Honors received and dates
- Recent relevant publications

#### **I. Budget (10 points)**

Proposals should include a completed *Trueblood* Diversion Services Budget Proposal Form providing the actual costs to operate your program. The completed form should appear as Attachment B in the proposal. See Appendix B for the budget template.

The budget narrative shall describe and reference the contents of the Budget Form. If selected as a housing provider, this budget form shall serve as the basis for grant negotiation and execution. Budget proposals should also provide a brief narrative explanation of:

- Staffing, salary and fringe benefit calculations;
- General and administrative overhead calculations capped at 10% or less (including

- whether grant funds will be used for equipment and capital expenses);
- Other expenses associated with delivering the proposed service;
- Revenue that may be generated in the provision of services (including leveraging state and federal funds) and how the program will reinvest and/or retain revenue towards sustainability; and
- In kind sources of support for the proposed service(s).

#### **J. Proposed Implementation Timeline (10 points)**

The proposed project shall be implemented no later than 6 months from the time funding is provided. However, providers who can operationalize their program sooner should detail how the earlier date of operation will be accomplished. Please provide a detailed outline citing implementation activities and dates by month and year for the steps required to implement the proposed housing service(s).

This is also your opportunity to explain implementation challenges and how you plan to address these challenges. Please include an outline of steps that will be taken, and the time frame needed to resolve these challenges. Please list and explain any issues that may affect the timing of this project.

#### **K. Sustainability Plan (10 points)**

The overall goal of this RFP is to create housing and related supports to divert Class Members out of the criminal legal system. Proposals must include a plan for sustainability of the proposed program or service(s). Sustainability plans may include provider reimbursements, program grants, and/or municipal, county, state or federal funds. Documentation must be provided to certify the feasibility of or commitment to continuation of efforts at the conclusion of the *Trueblood* Diversion Services Grant period.

#### **L. Reporting and Evaluation (5 points)**

All *Trueblood* Diversion Services awardees will be required to collect and report certain data for purposes of program accountability in meeting obligations to Class Members, and for administrative purposes in program sustainability and replication efforts. Data will be reported to the *Trueblood* Court Monitor. You must document your ability to collect, and report required client, service, cost and outcome data in your application.

At a minimum, awardees will be required to report performance on the following performance measures:

- Number of confirmed Class Members served;
- Method of confirming Class Member status for those served;
- Housing and related services provided;
- Criminal legal involvement;
- Social connectedness;
- Risk factors;
- Services provided;
- Service linkages (e.g., substance abuse treatment, housing, etc.) –completed and

- incomplete;
- Hospitalization in a state hospital; and,
- Hospitalization in community hospital or evaluation and treatment facility.

This information will be gathered using a standard tool and an electronic report that will be provided at the time of award. Data will be collected on a monthly basis using the standard tool. While aggregate program data will be reported on a quarterly basis, individual client data will be reported at three data collection points: intake to services, six months post intake, and at discharge. Awardees will be expected to achieve a six-month follow-up rate of 80 percent.

Awardees must plan to periodically review the individual client and program performance data they report to the *Trueblood* Parties (as noted above) and assess their progress and use this information to improve management of their projects. The assessment should be designed to help you determine whether you are achieving the goals, objectives and outcomes you intend to achieve and whether adjustments need to be made to your project. Performance assessments also should be used to determine whether your project is having/will have the intended impact on *Trueblood* Class Members' risk of criminal legal system involvement and/or recidivism. You will be required to report on your progress achieved, barriers encountered, and efforts to overcome these barriers in a performance assessment report to be submitted quarterly. A standardized reporting format will be provided upon notice of award.

The periodic assessments may consider outcome and process questions, such as the following:

*Outcome Questions:*

- What was the effect of the intervention on key outcome goals?
- What program/contextual factors were associated with outcomes?
- What individual factors were associated with outcomes, including demographic, population health risk and clinical factors?
- How durable were the effects?
- Was the intervention effective in maintaining the project outcomes at 6-month follow-up?

*Process Questions:*

- How closely did implementation match the plan?
- What types of changes were made to the originally proposed plan?
- What types of changes were made to address Class Member needs, environmental leverage points or barriers to successful implementation?
- What effect did the changes have on the planned intervention and performance assessment?
- Who provided (program staff) what services (modality, type, intensity, duration), to whom (individual characteristics), in what context (system,community), and at what cost (facilities, personnel, dollars)?
- How many individuals were reached through the program?

## **M. Applicant Organization Qualifications (5 points)**

As detailed in the *Trueblood* Diversion Plan submitted to the US District Court (see Appendix A), only existing, experienced, and appropriately credentialed organizations with demonstrated infrastructure and expertise will be able to provide required diversion services quickly and effectively to Class Members within the confines of this funding. Section VI provides more detail on qualifying organizations, which may include governmental and nongovernmental entities operating in counties or municipalities in the State of Washington.

In addition to implementing the program in an “enhanced” collaborative environment, applicants must meet two additional requirements related to the provision of services and provide the following information in Attachment C in the proposal:

1. Qualified applicants (see Section V.A for description) must detail their organizational qualifications, including a description of the mission, people served, leadership, staffing, program operations and global budget of the organization.
2. Applicants must demonstrate through written documentation and three letters of support and/or letters from key partners/stakeholders their service linkage to and working commitments with those organizations that are essential to achieving sought outcomes for Class Members. Letters of support should be from all key partners or other community groups, detailing the commitment to work with applicant to promote the mission of the project. The linkages and/or partner relationships may be, depending on the characteristics (health/disability or legal services organization) of your organization, within the following service areas:
  - Emergency or crisis services in the proposed service area;
  - Public defenders and county/municipal prosecutors in the proposed services area;
  - Court personnel and judges from county, municipal, therapeutic, and/or tribal courts in the proposed services area;
  - A provider organization engaged in crisis intervention and stabilization services in the proposed services area;
  - A provider organization engaged in rapid housing of persons with health and disability needs in the proposed services area;
  - A provider organization for direct client mental health and substance abuse treatment and case management services appropriate to the needs of Class Members must be involved in the proposed project if persons with these conditions are the target population. The provider may be the applicant, or another organization committed to the project. More than one provider organization may be involved;
  - A provider organization for direct client habilitation and case management services for intellectual, developmental or cognitive disabilities services appropriate to the needs of Class Members must be involved in the proposed project, if persons with these disabilities are the target population. The provider

- may be the applicant, or another organization committed to the project. More than one provider organization may be involved;
- Each specialty behavioral health or disability provider organization must have at least two years' experience (as of the due date of the application) providing relevant services in the geographic area(s) in which services are to be provided; and
  - Each specialty behavioral health or disability provider organization must comply with all applicable local (city, county) and state licensing, accreditation, and certification requirements, as of the due date of the application.

## **N. Examples of Prior Qualifying Program Efforts (5 points)**

Applicants will provide up to three examples of their experience with prior program efforts targeted to *Trueblood* Class Members, in which the applicant operated at the intersection of the criminal legal system and health/disability systems. Explanations should include: number of clients served, program purpose and scope, program design and staffing, program site, and program results.

## **V. APPLICANT NOTICES AND SUBMISSION INSTRUCTIONS**

### **A. Qualified Applicant Entities**

Eligible applicants include qualified state or local incorporated entities engaged in the provision of health and/or legal services targeted to vulnerable Class Member populations, as well as state, county, municipal, and tribal government entities (e.g., behavioral health organizations, public health departments, behavioral health providers, county/municipal jails, public defenders, prosecutors, trial courts, treatment courts, or the Administrative Office of the Courts).

Entities must have current or recent programs dedicated specifically to serving *Trueblood* Class Members. Entities may collaborate to submit a joint proposal; each entity must submit qualifications and Letters of Reference.

### **B. Electronic Contact Point for All RFP and Proposal Matters**

All inquiries and submissions are to be directed via email to:

Danna Mauch, PhD, *Trueblood* Court Monitor, [dannamauch@mamh.org](mailto:dannamauch@mamh.org)

Kimberly Mosolf, Disability Rights Washington, [Kimberlym@dr-wa.org](mailto:Kimberlym@dr-wa.org)

### **C. Format for Submissions**

Proposals are to be submitted in letter (8.5 x 11) format, using the Arial 12



font.

## **VI. SELECTION PROCESS**

### **A. Review Committee**

The Review Committee will consist of the *Trueblood* Court Monitor and members of the *Trueblood* Parties. Subject matter experts may be invited to lend their technical expertise to selected aspects of the review.

### **B. Selection Criteria**

The Review Committee will be reviewing submissions and assessing applicants' response to the proposal requirements outlined in Sections V and VI, Class Member goals and diversion priorities, and the following selection criteria:

- Specifying the desired service elements and program functions to address the *Trueblood* diversion goals;
- Outlining the impact of the proposed service intervention(s) on a significant number of Class Members, presenting in high volume at the selected intercept point(s);
- Defining the characteristics of and related resources available in the context in which the requested services will implement and operate;
- Detailing the linkages and leverage points that will promote successful implementation, effective operation, and sustainability of the program or service;
- Demonstrating excellent technical qualifications for implementing and providing services across criminal legal and health/disability systems;
- Addressing reporting on performance and evaluation of results for the program or service;
- Describing feasible strategies for and documented commitment to sustainability of the program or service;
- Framing guidance for replication of the program or service;
- Documenting feasibility of budget including overhead and equipment/capital costs as well as linkage with federal or other matching funds supplementation;
- Assuring that funds awarded will be directed to new programs or supplemental capacity and will not supplant existing services and funding commitments; and
- Implementation timeline.

### **C. Oral Presentation**

Selected applicants will be notified in advance to prepare an oral presentation to the Review Committee.

The Review Committee will, after Oral Presentation and deliberation, make recommendations to the US District Court for award of diversion services funds. Judge Marsha Pechman will make the final selections.