

A. AGENCY AND HISTORY (15 POINTS)	RATING CRITERIA - A strong application meets all the criteria below.
<ol style="list-style-type: none"> 1. Tell us about your agency’s overall background and history, and the different programs that you provide. How does your behavioral health or prevention / early intervention program fit into your agency’s overall program structure and connect to your agency services? (5 points) 2. In this current time of increasing behavioral health and prevention / early intervention needs, what makes your agency well-suited to provide behavioral health or prevention / early intervention services? How are high risk target areas centered in your behavioral health or prevention / early intervention programs? (6 points) 3. How have issues like changing city demographics or the COVID-19 pandemic impacted your program? What adaptations have you made? (4 points) 	<ul style="list-style-type: none"> ● Applicant provides adequate information on its background, history, and the different types of programs it offers. It describes how other services within the agency can be linked to improve behavioral health or prevention / early intervention service outcomes. (5 points) ● Applicant has a strong history and experience of providing behavioral health or prevention / early intervention services. Its work centers on working with community members in high-risk target areas who have experienced behavioral health issues or prevention / early intervention programs. (6 points) ● Applicant has pivoted to deal with the impacts of emerging issues. Applicant demonstrates growth and ability to successfully meet the challenges in the communities it serves. (4 points)
B. SERVICES TO BE FUNDED (30 POINTS)	RATING CRITERIA - A strong application meets all the criteria below.
<ol style="list-style-type: none"> 1. Describe your proposed behavioral health program or prevention / early intervention service and its key components. Include previous success and/or challenges in staffing, funding, changing needs in the community, etc. What is your capacity, including staff, space, tools, etc. to begin offering services in January 2023? How many mental health providers will this project add to Polk County? If the services will be new, describe any related experience and a plan for rapid development of service and staff capacity to start no later than January 1, 2023. Attach a start-up timeline. The timeline will not count towards the page limit. (10 points) 2. Will this be a new program or expansion of services for Polk County residents? If neither, the application will not be approved. (3 points) 3. List when and where services will be delivered. If you are requesting funding for the provision of healthcare services and/or visits, how will you ensure the target audience has no other health insurance or the availability of health coverage, including Medicaid, Medicare, Polk Healthcare Plan, Veteran's Health Benefits, or any private insurance. Provide specific locations, Polk County zip codes, times, days of the week, and the frequency with which services will be offered. (2 points) 4. If COVID-19 safety protocols are in place, how will you offer services? How will it be effective? Will service hours vary to accommodate participants who work during the day? Describe how participants will schedule appointments. List any community outreach events offered along with marketing strategies (2 points) 	<ul style="list-style-type: none"> ● Applicant presents a thorough description of their behavioral health program or prevention / early intervention service and its success and/or challenges, including its capacity to provide the staffing, space and tools needed to implement the services in January 2023. If services will be new, applicant describes realistic capacity to build the program in January 2023, with services starting no later than January 1, 2023. (10 points) ● Applicant presents an application for a new program or an expansion of service. (3 points) ● Applicant states the frequency, timing, locations, and neighborhoods where services will be held. In-person services will be conducted within Polk County limits. (2 points) ● The applicant describes a realistic plan to provide services to community members that are effective while observing all applicable COVID-19 safety protocols. (2 points) ● Applicant describes a staffing plan that ensures their program will run smoothly and the plan for staff hiring and retention. The application includes a list of current staff who will provide the services. Staff have the applicable state licensing or certifications requirements, or alternative qualifications to meet the needs of young people. Staff receive support and adequate supervision. (5 points) ● Applicant provides a clear description of how their services are currently being evaluated, what plans they have in place for integrating evaluation and overcoming any challenges. Applicant lists the metrics they will use to determine achievements of the performance commitments. (8 points)

<p>5. How is your agency handling the staffing shortage for behavioral health specialists, if applicable? What is your plan for staff retention to ensure the program will be adequately staffed? Include a description of the current staff you have on board who will be responsible for providing the service. What experience or qualifications do they have? What type of supervision do they receive? (5 points)</p> <p>6. How are you currently evaluating the quality of your behavioral health program or prevention / early intervention service? If you do not have evaluation in place, what obstacles do you face and how will you overcome them? What metrics will you use to show that you can meet the expected performance commitments you will list within the application under; Projected Performance Commitments, which asks what % feel less stressed, anxious, or depressed, % new service users and increased confidence, and % report progress in one or more areas of individual behavior, family functioning, peer relations, etc. (8 points)</p>	
<p>C. HIGH RISK TARGET AREAS (15 points)</p>	<p>RATING CRITERIA - A strong application meets all the criteria below.</p>
<p>1. List the priority and focus zip codes of people to be served. (2 points)</p> <p>2. Describe the characteristics and experiences of the people who will be participating, including their strengths, challenges, home languages, and other attributes. (3 points)</p> <p>3. How will participants receive behavioral health services from your agency, if applicable? How will you target uninsured individuals/families? (4 points)</p> <p>4. What successes and challenges have you had or anticipate having while providing culturally appropriate behavioral health services or prevention / early intervention services to clients? Include any strategies to encourage participants to continue to seek services and maintain support. (6 points)</p>	<ul style="list-style-type: none"> ● Applicant clearly defines the priority zip codes to be served. (2 points) ● Applicant describes a strong understanding of the people who will participate in their program, including their unique characteristics, experiences, strengths, and challenges they face. (3 points) ● Applicant describes the ways participants will receive behavioral health or prevention / early intervention services. (4 points) ● Applicant understands and is prepared for the challenges they may encounter while providing culturally appropriate behavioral health or prevention / early intervention services and includes has strategies in place to maintain participation. (6 points)
<p>D. PROVEN MODEL OR COMMUNITY IMPACT (20 points)</p>	<p>RATING CRITERIA - A strong application meets all the criteria below.</p>
<p>1. How do you ensure that your behavioral health supports, or prevention / early intervention program is designed to reduce behavioral health disparity? (10 points)</p> <p>2. How do community norms begin to shift toward healthier patterns? (5 points)</p> <p>3. How do you quantify the community impact? Describe. (5 points)</p> <p>4. See UWCF Health Steering Team’s Health Outcomes and Indicators 2022.</p>	<ul style="list-style-type: none"> ● Applicant clearly describes how they are identifying and challenging behavioral health or prevention / early intervention disparities through their work. (10 points) ● Applicant describes how they support healthier behaviors. (5 points) ● Applicant must provide data that supports/proves the community impact. (5 points)

<p>E. PARTNERSHIPS (5 points)</p>	<p>RATING CRITERIA - A strong application meets all the criteria below.</p>
<p>1. How will you partner with clients, community members, and/or other agencies? What are the benefits of this collaboration and how will it consolidate services across agencies or result in a seamless referral process? What roles do partners have in planning, implementing, decision-making or evaluation? (2 points)</p> <p>2. How are partners compensated? How do you provide support or monitor the quality of your partners' work? (3 points)</p> <p>3. Provide signed letters of commitment from any individual or agency that will provide significant help (defined as something crucial to the successful delivery of the service, without which your agency would not be able to provide the service). The letter(s) should describe the specific work or resource(s) they will provide and will not count towards the page limit. If your agency is also listed as a partner in another agency's application, the services provided, and budget requested should be clearly defined and not duplicative.</p>	<ul style="list-style-type: none"> ● Applicant clearly describes the benefits of who and how they will partner for service consolidation and referral. Partners have a role in planning, implementation, decision-making or evaluation. (2 points) ● Partners are compensated accordingly. The applicant describes a plan to ensure the work of partners is monitored appropriately for quality. (3 points) ● Applicants have submitted signed letters of commitment from partners providing significant resources. If an applicant is listed as a partner in another agency's application, then the services and budget described in each application are not duplicative.
<p>F. DATA AND FISCAL MANAGEMENT (10 points)</p>	<p>RATING CRITERIA - A strong application meets all the criteria below.</p>
<p>1. How, when and what specific data do you collect data from participants? How do you store data and ensure it is kept private and secure? (3 points)</p> <p>2. What challenges have you encountered collecting and using data and how have you overcome them? Give an example of how you have used it to improve services. (3 points)</p> <p>3. Describe how your agency manages finances, including any financial systems you use. Are you financially able to provide services and then submit invoices for reimbursement? What happens when fund sources change? (2 points)</p> <p>4. How does your agency make sure General Accepted Accounting Principles are in place to safeguard any UWCF funding award? (2 points)</p>	<ul style="list-style-type: none"> ● Applicant has experience collecting data and identifies the specific data sets and their frequency. Applicant has procedures in place to keep data private and secure. (3 points) ● Applicant describes any challenges they have experienced collecting and managing data, and how they overcame these challenges. It also provides an example of how they have successfully used data to improve services (3 points) ● Applicant adequately describes its revenue, financial health, and financial management system. Applicants can provide services and submit invoices for reimbursement, and cope with changes in funding support. (2 points) ● Applicant has a fiscal management system which maintains checks and balances and follows Generally Accepted Accounting Principles to safeguard all funds that may be awarded under the terms of this funding opportunity. (2 points)
<p>G. BUDGET/ FEE SCHEDULE (5 points)</p>	<p>RATING CRITERIA - A strong application meets all the criteria below.</p>
<p>1. Complete the Program and Personnel Budget and narrative (Attachments 3 and 4) for the services you want to be funded, including any other funding source you receive for the program. Do not provide your total agency's budget. If you are proposing flexible client funds, the amount <u>should not exceed 10% of your proposed program budget per year</u>. Budget attachments will not count toward the page limit. If the program and personnel budget is not applicable for your program/service structure, include fee schedule proposal in substitute to a budget proposal. (2 points)</p> <p>2. Costs should reflect the level of services and the outcomes proposed. (3 points)</p>	<ul style="list-style-type: none"> ● Costs included are only for the services to be funded through this RFP. Flexible client funds are within the limits. (2 points) ● Costs are reasonable based on the proposed level of services and outcomes. (3 points)