



REQUEST FOR PROPOSALS:

Supporting Male Survivors of Violence (SMSV) Baltimore

Re-Release Date: September 5, 2017

Pre-Proposal Conference: September 19, 2017

Proposal Due: October 11, 2017

Anticipated Award Notification: November 3, 2017

Anticipated Contract Start: November 17, 2017

Please Note

Due to the request of the funder of this project, this RFP is being re-released to offer this grant opportunity to a broader provider base, inclusive of Federally Qualified Healthcare Centers, Licensing Commissions, and Community Based Providers.

Issued by:

Behavioral Health System Baltimore, Inc.
100 South Charles Street, Tower II, 8th Floor
Baltimore, Maryland 21201

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REQUEST FOR PROPOSALS

Supporting Male Survivors of Violence (SMSV) Baltimore

I. Overview of the Project

A. BHSB'S GOALS & OBJECTIVES

Behavioral Health System Baltimore, Inc. (BHSB) is a non-profit agency established by Baltimore City to manage the City's public behavioral health system. As such, BHSB serves as the local behavioral health authority for Baltimore City. In this role, BHSB envisions a city where people live and thrive in communities that promote and support behavioral health and wellness.

BHSB is committed to enhancing the behavioral health and wellness of individuals, families, and communities through:

- The promotion of behavioral health and wellness prevention, early intervention, treatment, and recovery;
- The creation and leadership of an integrated network of providers that promotes universal access to comprehensive, data-driven services; and
- Advocacy and leadership of behavioral health-related efforts to align resources, programs, and policy.

Through this Request for Proposals (RFP), BHSB, in collaboration with the Baltimore City Health Department (BCHD), is seeking a qualified organization to employ a licensed Mental Health Clinician (MHC) to provide trauma-informed mental health care for the Supporting Male Survivors of Violence Baltimore (SMSV) program. One of the project goals is to develop capacity to sustain these services in the community after grant funds have expired.

B. OVERVIEW OF PROJECT

SMSV Baltimore is a program developed by a multidisciplinary group of BHSB and BCHD staff and community leaders who engaged in a strategic planning process to identify solutions to the issue of violence and other adverse events experienced by people, and particularly children and adolescents of color, in the Madison/East End communities of Baltimore City. Understanding the often devastating effects these kinds of experiences have on people's lives, this project seeks to identify and address gaps in community resources and services in order to support effective community-based, trauma-informed treatment and support services for young male survivors of color (YMSOC) between the ages of 14 and 24 and their families who live in the Madison/East End communities of Baltimore City.

SMSV Baltimore will accomplish the following goals and objectives:

1. Establish a continuum of accessible trauma-informed, culturally relevant support services for YMSOC to address violence and trauma in the Madison/East End communities.

2. Support the community in developing its capacity to increase and sustain a values-based, trauma-informed, multidisciplinary community network to support YMSOC and their families who have been impacted by trauma and violence.

The SMSV Baltimore Mental Health Clinician (MHC) will provide behavioral health assessments and treatment services at the Center for Graceful Living at Amazing Grace Lutheran Church. The MHC will work with other SMSV Baltimore staff members and outreach workers to provide training, guidance, and support so that team members can recognize when there is a need for a referral for more intensive trauma-specific treatment. The MHC will also work with the Project Director and Coordinator to accomplish the goals and objectives to support the project outcomes.

Other SMSV Baltimore implementation team members include:

- The **SMSV Baltimore Project Director (PD)** will manage all programmatic, reporting and quality assurance aspects of the project.
- The **SMSV Baltimore Project Coordinator (PC)** will be responsible for coordinating, organizing, and managing programmatic activities at BCHD and at designated site(s), under the guidance and support of the Project Director. This work will include the development of the training schedule, assisting with the administrative needs of the MHC, and community-based programming leadership.
- The **SMSV Baltimore Lead Evaluator (LE)** is with the University of Maryland School of Social Work and will be responsible for the development and implementation of the evaluation plan.
- The **Epidemiologist** is located at BCHD and will assist SMSV Baltimore project staff to collect, analyze, report, and disseminate results of statistical analyses to support the Evaluation Team in achieving project outcomes. The Epidemiologist will also inform the development of policy recommendations related to improving systems that support YMSOC in addressing the gaps in services and the outcomes of those recommendations.
- The **SMSV Safety, Emotional management, Loss, and Future (SELF) Coach/Trainer** is with BHSB and will train, support, and provide technical assistance and coaching to Outreach Workers and other implementation team members around the SELF curriculum, as well as support Outreach Workers to cope with and address vicarious trauma.
- Two **SMSV Baltimore Outreach Workers (OW)** will be located at the Center for Graceful Living at Amazing Grace Lutheran Church and will conduct street outreach to young men, with special focus on males of color in the age range of 14-24 in the Madison/East End communities. The OWs will engage young males of color, conduct brief intakes and enrollments, maintain ongoing contact, and link young males of color to trauma-informed community and agency services.

C. SCOPE OF SERVICE

The selected applicant will employ a MHC to participate in the SMSV Baltimore program by providing behavioral health services to YMSOC identified through outreach and training to team members as outlined in this Scope of Service. The MHC will be expected to work closely with the SMSV Baltimore implementation team and BHSB staff to complete behavioral health assessments for YMSOC who are enrolled in SMSV Baltimore and either directly provide or facilitate linkage to appropriate culturally-situated, trauma-specific treatment. The selected applicant will provide staffing and supervisory oversight of 1.0 full-time equivalent (FTE) mental health clinician (MHC) licensed in the state of Maryland to independently provide clinical services (e.g., LCSW-C, LCPC, etc.), who will provide the following services:

- Conduct comprehensive behavioral health assessments of SMSV Baltimore participants to identify needs.
- Provide evidence-based, trauma-specific individual, family and group therapy interventions to participants, as needed.
- Provide or link participants to substance use disorder services, as needed.
- Refer participants to more intensive behavioral health treatment, as needed.
- Identify and link participants to other supports, as needed.
- Collaborate with the implementation team to support readiness of SMSV Baltimore partners to deliver trauma-informed services.
- Provide training, guidance, and support to SMSV Baltimore implementation team members to recognize when there is a need for a referral for behavioral health assessments.
- Collaborate with the Project Director and Coordinator to accomplish SMSV Baltimore's goals and objectives and support project outcomes.

The selected applicant is expected to provide the following services annually:

- Behavioral health assessments of participants
- Individual, family and/or group therapy for participants
- Referrals to more intensive behavioral health treatment

The selected applicant will be required to access third party reimbursement for all applicable and eligible behavioral health services provided through this project.

D. TARGET POPULATION

The target population is YMSOC between the ages of 14 and 24 and their families who live in the Madison/East End communities of Baltimore City. Based on data, research, and an understanding of these communities, it is anticipated that this target group has high rates of exposure to adverse and traumatic experiences, such as violence, poverty and racism, and therefore could potentially benefit from intensive support and/or treatment services.

E. STAFFING REQUIREMENTS

The selected applicant will provide 1.0 full-time equivalent (FTE) staffing and supervisory oversight of a mental health professional licensed by the State of Maryland to independently provide clinical services (e.g., LCSW-C, LCPC, etc.). This position will be located primarily at the Center for Graceful Living at Amazing Grace Lutheran Church.

F. FUNDING AVAILABILITY

BHSB anticipates awarding a total of up to \$85,500 to the selected applicant for the first 12 months of this 27-month project to support activities not reimbursable by third party payers (e.g., Medicaid, Medicare, private insurance, etc.). The grant funds may also support activities associated with starting a new project, such as orientation and training activities. It is anticipated that up to 85% of staffing costs during the first year will be grant-funded. However, the sustainability of this position will depend on the ability to access third party reimbursement, and the hope is that insurance reimbursement will offset a higher percentage of grant funds in the second year.

The total award amount is dependent on the availability of funding. The awarded funds should only be used once other sources of reimbursements have been sought.

BHSB anticipates contracting with the selected applicant for two 12-month contract terms.

G. PROGRAM REPORTING (DELIVERABLES) AND OUTCOMES

BHSB is dedicated to enhancing outcomes reporting system-wide in order to evaluate the quality of public behavioral health services in Baltimore City. Overall, individuals enrolled in behavioral health services are expected to improve over time, and programs should be able to demonstrate expected outcomes.

The selected applicant is expected to partner closely with the Lead Evaluator and other team members to implement a robust evaluation plan and to track and report data as requested.

The selected applicant will be expected to submit program reports to BHSB during the entirety of the approved contract term. BHSB requires quarterly program reporting on key indicators, as outlined below:

- # of SMSV participants who received a behavioral health assessment
- # of SMSV participants who received individual, family and/or group therapy
- Data required by the Lead Evaluator

H. PROGRAM MONITORING AND EVALUATION

BHSB will engage in monitoring activities to evaluate the quality of various aspects of service delivery. Some of these activities include: a) site visits to evaluate and document various administrative and programmatic requirements, b) review of data reports to evaluate programmatic outcomes, c) review of general administrative compliance documents. The selected applicant will be required to participate in all monitoring and evaluation activities.

If, during monitoring activities, it is discovered that the selected applicant does not meet the requirements outlined in this RFP, a corrective action plan may be required, with additional follow-up monitoring to ensure requirements are being met.

II. Overview of RFP

A. PURPOSE OF RFP

In 2015, Baltimore City experienced its highest homicide rate ever of 55 victims per 100,000 population (or 344 fatalities), with an additional 635 non-fatal shooting survivors. Extremely high levels of gun violence continue to persist into 2017. This year, the City surpassed 100 homicides on April 24, 2017, which was one month earlier than the previous year. As of June 12, 2017, there had been 155 homicides in the city.

Survivors of violent crime experience a unique array of victimization that is impacted by age, race, class, location, and the collective experience of communities. A complex intersection of factors thrusts African American children into violent encounters and violent victimization at higher rates than their Caucasian peers. African American youth are five times more likely to become victims of homicide than white youth.¹ The risk of exposure to violence and victimization increases among those who live in urban areas, especially in low-income communities.

Whether young men are surviving direct forms of violent victimization such as a gunshot wound, stabbing, or other forms of physical assault, or they are exposed to indirect forms of violent victimization such as surviving the homicide of a loved one, exposure to these forms of community violence places them at greater risk for experiencing symptoms of depression, anxiety, post-traumatic stress disorder (PTSD), substance use disorder, homelessness, and poor academic functioning. Exposure to violence within the community is also strongly associated with problem behaviors such as violence, aggression, and delinquency.²

BHSB has partnered with BCHD to implement the Supporting Male Survivors of Violence (SMSV) Baltimore project, which will be located in East Baltimore, the Madison/East End Community Statistical Area (CSA), also known as the McElderry Park neighborhood. This community is home to 7,781 residents, of whom 88% are Black/African-American, 44% are under 25 years old, and 41% of those ages 16-64 years old are not in the labor force. Relating to the total population, 93% speaks English at home, 5% Spanish, and 2% other languages. Eighteen percent of the total population is between ages 15 and 24 (1,415 residents), and 43% of these youth are male. More than half (55%) of children live below the poverty level, and 4.4% of children have elevated blood lead levels. Approximately 410 residents (7.8%) of Madison/East End were incarcerated in 2010. Annually, an estimated

¹ Katrina Baum, "Juvenile Victimization and Offending, 1993-2003," (Washington, DC: Bureau of Justice Statistics, 2005), 1.

² Thomas A, et al (2012). African-American Youth and Exposure to Community Violence: Supporting Change from the Inside. http://www.psyr.org/jsacp/Thomas-v4n1-12_54-68.pdf.

\$10.4 million is spent on state corrections to incarcerate residents from this single CSA.

SMSV Baltimore identifies and addresses gaps in services in order to support effective community-based, trauma-informed treatment and support services for YMSOC between the ages of 14 and 24 and their families who live in the Madison/East End communities of Baltimore City.

The purpose of this RFP is to select a qualified organization to provide a Mental Health Clinician (MHC) for the SMSV Baltimore program. The MHC will work closely with the other members of the implementation team and BHSB staff to ensure that the behavioral health needs of YMSOC who are enrolled in SMSV Baltimore are identified and addressed by utilizing culturally-situated, trauma-specific interventions.

B. APPLICANT ELIGIBILITY

Applicants must meet all of the criteria outlined below to be considered eligible to be selected through this RFP process:

- Capacity to employ, support, and supervise a licensed behavioral health clinician. Provider types most likely to be qualified to provide this type of support are Outpatient Mental Health Centers (OMHCs), group practices, and Federally Qualified Health Centers (FQHCs). Other organizations are eligible to apply, if the application clearly documents its capacity to provide these supports. Applicants may partner with other organizations to submit proposals that demonstrate a collaborative approach to meeting this requirement. A letter of agreement between the entities that describes the partnership must be submitted as an attachment to the proposal if this approach is taken.
- Capacity to access reimbursement through the public behavioral health system by billing the State's Administrative Services Organization.
- In Good Standing with the State of Maryland (certification can be obtained through the Department of Assessment and Taxation website), or explanation as to why this does not apply to your organization.
- Preference for an organization that can demonstrate a commitment to the Madison/East End neighborhood. This could be an organization that is located in or near the neighborhood and/or a MHC who is from the neighborhood.
- Preference given to certified Minority Business Enterprises.

C. PROPOSAL TIMEFRAME AND SPECIFICATIONS

1. Timeline

Re-Release Date:	September 05, 2017
Pre-Proposal Conference:	September 19, 2017
Proposal Due:	October 05, 2017
Anticipated Award Notification:	October 23, 2017
Anticipated Contract Start:	December 01, 2017

2. Pre-Proposal Conference

Date: Tuesday, September 19, 2017

Time: 2:00 pm

Location: Conference call: **410-779-0601, pin 0601**

Participation by applicants is **strongly recommended**. Applicants who will not be participating in the pre-proposal conference call may submit questions to Keisha Tatum at Keisha.Tatum@BHSBaltimore.org by the close of business on Wednesday, July 5, 2017. Questions posed prior to or during the pre-proposal conference and responses will be included in an addendum to the RPF and will be posted on BHSB's website at www.BHSBaltimore.org by Thursday, July 13, 2017. Questions received after the conference will not be considered or responded to.

3. Proposal Due Date, Time, and Location

Proposals can be submitted in one of two formats: hard copy or electronic.

Hard Copy

One unbound copy of the full proposal that includes all appendices may be mailed or hand-delivered to the address listed below under "Authorized Contact." If the proposal is sent by mail or commercial delivery service, the applicant shall be responsible for the actual delivery of the proposal to BHSB on or before the deadline.

Electronic

Applicants may submit proposals electronically by email to Keisha.Tatum@BHSBaltimore.org by attaching one or more PDF files. Because some email systems prohibit sending or receiving large files, applicants may need to split files into multiple emails. It is recommended that a separate email be sent with no attachments to request confirmation that the proposal was received.

All proposals must be received no later than 3:00 pm EDT on October 05, 2017. All submitted proposals become the property of BHSB. Proposals submitted after the closing date will not be considered.

4. Authorized Contact

Applicants are advised that the authorized contact person for all matters concerning this RFP is Keisha Tatum, whose contact information is listed below. All proposals must be submitted to:

Keisha Tatum, Director of Contracting Operations
Behavioral Health System Baltimore
100 South Charles Street, Tower II, 8th Floor
Baltimore, MD 21201
Phone: 410-637-1900, ext. 8530
Email: Keisha.Tatum@BHSBaltimore.org

5. Anticipated Initial Service Term: December 01, 2017 – December 01, 2018

D. AWARD OF CONTRACT

The submission of a proposal does not, in any way, guarantee an award. BHSB is not responsible for any costs incurred related to the preparation of a proposal in response to this RFP. BHSB reserves the right to withdraw an award prior to execution of a contract with a selected applicant in BHSB's sole and absolute discretion.

BHSB will select the most qualified and responsive applicant through this RFP process. BHSB will enter into a contract with the selected applicant following the notification of award. The selected applicant must comply with all terms and conditions applicable to contracts executed by BHSB.

E. RFP POSTPONEMENT/CANCELLATION

BHSB reserves the right to postpone or cancel this RFP, in whole or in part.

F. APPLICANT APPEAL RIGHTS

Applicants may file an appeal to the Director of Contracting Operations within ten days of release of the procurement or award of the contract. The Director of Contracting Operations will review the appeal, examine any additional information provided by the protesting party, and respond to the protestor within ten working days of receipt of the appeal.

III. Format and Content of Proposal

A. PROPOSAL INSTRUCTIONS

Applicants should submit all required information in the format specified in these instructions by the due date. The proposal narrative should be submitted using the outline provided in the next section, and should not exceed 10 typed, single-sided, single-spaced pages using Times New Roman 12-point font. The cover letter and appendices do not count toward the page limit.

The final proposal package shall include:

- A proposal cover letter signed and dated by an authorized representative of the applicant organization. The cover letter must include the title of the RFP, full legal name of the organization, address, and the designated contact person and their contact information.
- One full unbound (if submitted in hard copy format) proposal with all appendices.

B. PROPOSAL NARRATIVE OUTLINE AND RATING CRITERIA

The proposal should be a clear, concise narrative that describes the applicant's responses to the prompts outlined below. This narrative outline will also be used as the rating criteria. As such, the number of points allocated to each section is also noted.

1. Organizational Background and Capacity (30 points)

- a) Provide an overview of your organization(s) and attach as an appendix an organizational chart showing where this position would be. Describe its history and experience delivering direct behavioral health services, including the types of services provided (e.g., outpatient mental health therapy, psychiatric rehabilitation, etc.).
- b) Describe the organization's history and experience delivering behavioral health care to children, adolescents, and families.
- c) Describe your organization's capacity to access third party reimbursement for behavioral health services, including whether your organization is certified as a Medicaid provider and bills the Administrative Services Organization. Also include whether your organization has the capacity to bill Medicare and/or private insurance.
- d) Describe your organization's experience with and/or commitment to the Madison/East End/McElderry Park community, including your office's proximity and if you propose hiring a Mental Health Clinician from that area.
- e) Describe how you plan to sustain service delivery after the initial grant funding ends.
- f) Attach as an appendix your organization's certification as a Minority Business Enterprise (MBE), if applicable.

2. Service Delivery and Staffing Plan (25 points)

- a) Describe the staffing pattern, including supervisor(s), you anticipate using to implement this project. If you have staff already identified, include their resume(s) as an appendix. If you do not have staff identified, describe the educational background and experience of staff to be hired.
- b) Describe your plan to quickly and effectively recruit staff in order to implement the project shortly after the contract start date. The goal is to have a clinician ready to start within 30 days of award notification.
- c) Describe your plan to ensure adequate support and clinical supervision for staff.
- d) Describe your organization's current policies for handling after-hour crises and how you would propose handling after-hour crises for this program.
- e) Describe a proposed training plan for staff assigned to this program.

3. Capacity to Effectively Serve the Target Population (20 points)

- a) Describe your organization's history working with individuals, particularly young men, who have experienced violence. What have you learned from this experience that would prepare you to work effectively with this population?
- b) Describe your organization's history and experience providing trauma-specific clinical interventions. Include specific interventions used, evidence-based or best practices, and what you think will be most important in serving the community targeted by this program. Does your organization have experience using Men's Trauma Recovery Empowerment (M-TREM) and/or Trauma-Focused Cognitive Behavioral Therapy (TF-CBT)?
- c) Describe how your organization's current practices ensure services are delivered in a culturally and linguistically competent manner, responsive to diverse communities.
- d) Describe your organization's capacity to link referred individuals to other organizations for behavioral health care or other needed resources. Does your organization have existing partnerships that could be useful?

4. Program Evaluation and Quality Assurance (15 points)

- a) Describe your organization's capacity to accurately track and report consumer-level data and other identified indicators. Describe current tracking systems you use and your history of submitting client-level data to funding or oversight agencies.
- b) Describe your organization's history of performance in meeting defined deliverables for other contracts/awards.
- c) Describe your organization's willingness to participate in a project evaluation.

5. Proposed Program Budget (10 points)

- a) Include a budget that shows grant-funded staff time, supervision staff time, and anticipated revenue from third party reimbursement.

b) Prepare a budget narrative that describes each line item.

6. Appendices (0 points) – *This section does not count toward the page limit.*

- a. Organizational Chart
- b. MBE Certification, if applicable
- c. Letter or agreement between partnering entities, if applicable
- d. Resume(s) of Existing Staff, if applicable
- e. Certification of Good Standing or why this is not applicable
- f. Most recent OHCQ site visit report (statement of deficiencies included), if applicable
- g. Any relevant program licenses/certifications/etc.
- h. Most recent audit, if applicable
- i. Most recent IRS 990, if applicable