



REQUEST FOR PROPOSALS:

Baltimore City Drug Court

Recovery Supportive Housing Project

Release Date: July 10, 2026

Pre-Proposal Conference: July 15, 2026, at 1:00 pm

Proposals Due: August 10, 2026, at 5:00 p.m.

Anticipated Award Notification: September 21, 2026

Anticipated Contract Start: October 1, 2026

Issued by:

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

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OVERVIEW OF RFP PROCESS

BHSB's Role

Behavioral Health System Baltimore, Inc. (BHSB) is a non-profit organization that serves as the Local Behavioral Health Authority (LBHA) on behalf of Baltimore City and operates in this role under the authority of the Maryland Department of Health (MDH). BHSB is responsible for planning, managing, and monitoring resources, programs, and policies within the larger Medicaid fee-for-service system, as well as services directly funded by BHSB through private and public grants. We use our knowledge of what services are available and how to structure system resources to meet the unique needs of the communities we serve.

In its role as the LBHA, BHSB administers grant funds designated to address needs, gaps, and barriers to a comprehensive and accessible public behavioral health system in Baltimore City. As a steward of public dollars, BHSB is committed to ensuring that all funds entrusted to the organization are appropriately allocated using fair, consistent, and transparent practices that demonstrate integrity and foster competition.

Authorized Contact

All matters concerning any Request for Proposals should be directed to Procurements@BHSBaltimore.org.

Risk Assessment

BHSB completes a risk assessment as part of the procurement process. Applicants should be sure to provide the most recent available versions of all requested documentation with their RFP application.

Proposal Submission and Award Conditions

Online Application Portal

All proposals must be submitted through BHSB's online portal. Applicants must register with the system ahead of time. You will be able to save your application and continue working on it before submitting it. BHSB encourages all applicants to test this system well in advance of submitting proposals.

Click [here](#) to access BHSB's online application portal, or copy and paste the following URL into your browser:

<https://www.grantinterface.com/Home/Logon?urlkey=bhsbaltimore>

Health Insurance Portability and Accountability Act

It is the policy of BHSB to adhere to the rules and regulations in the Health Insurance Portability and Accountability Act (HIPAA), which require appropriate

safeguards to protect the confidentiality, integrity, and security of all protected health information. No proposals submitted in response to this RFP should include individually identifiable health information.

For more information, please refer to the Guide to IT Privacy and Security of Electronic Health Information: <https://www.healthit.gov/topic/privacy-security-and-hipaa/health-it-privacy-and-security-resources-providers>.

Submitted Proposals

All submitted proposals become the property of BHSB.

Proposals submitted after the due date/time will not be accepted. Applicants must contact BHSB before the due date/time at Procurements@BHSBaltimore.org if they experience technical difficulties related to submitting your proposal.

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.

Contracting with BHSB

The Applicant selected through this process will enter into a contractual agreement with BHSB. Following a notification of selection, BHSB will issue a Letter of Award that provides details about the contract and the process for executing it. The selected applicant will be required to submit a new budget on BHSB's budget forms, which will be reviewed for allowable costs under the grant.

Please note that selected applicants may be asked to change their budgets and/or service delivery even if the proposal was selected for funding. Applicants new to BHSB's contract process are encouraged to review relevant forms available on our website here: <https://www.bhsbaltimore.org/for-providers/forms-for-providers>.

Payments

BHSB issues payments once per month. Applicants should note that submitting required documents and reports late can result in delayed payment.

Contract Monitoring

Selected applicants are required to submit regular program and financial reports to BHSB using an electronic contract management system. BHSB will review these reports to monitor progress and contract compliance throughout the contract term.

Program reports include an update on progress toward deliverables (e.g., number of people served, number of services delivered, etc.). BHSB monitors progress on

these reports throughout the contract term and may offer technical assistance and support if deliverables are not on track to be met.

Financial reports are required to generate payment and require the submission of actual expenditures or invoices (depending on the contract type). They are used to monitor spending compared to the budget or award amount. If organizations are spending more or less than expected of their award amount throughout the contract term, BHSB may offer technical assistance and support to ensure the funding covers the contract term fully, and BHSB may reduce funding if all funds are not likely to be expended by the end of the contract term.

Verification of Services

BHSB conducts a retrospective audit of all contracts to verify that the requirements set forth in the contract were completed as reported and that relevant federal, state, and local regulations were followed. Audits may be conducted remotely through a review of documents submitted to BHSB or on-site at the organization's location. Failure by vendors to comply with the terms of any contract with BHSB may result in the denial of future contracts with BHSB.

Vendors are expected to maintain clear and accurate documentation of programmatic and financial activities to aid in an efficient audit.

RFP Postponement/Cancellation

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

Applicant Appeal Process

Applicants may file an appeal within five days of notification of non-selection. BHSB will not review new proposal materials that were not included in the application. BHSB will review the appeal letter and respond to the non-selected applicant within ten business days of receipt of the appeal.

OVERVIEW OF THE PROJECT

Project Timeline

RFP Release Date:	July 10, 2026
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Anticipated Contract Start:	October 1, 2026

Pre-Proposal Conference

The date and time of the Pre-Proposal Conference are noted above. It will be a virtual Microsoft Teams meeting that you can join via your computer or mobile device.

Click here to join the meeting [Recovery Supportive Housing Pre-Proposal Conference](#)

Or call in (audio only): +1 443-819-0973,,40045674# United States, Bel Air

Find a local number

Phone Conference ID:400 456 74#

Please join five minutes early to leave time to troubleshoot. If you have any problems accessing the meeting, please contact Procurements@BHSBaltimore.org.

Questions related to this RFP will be answered at the Pre-Proposal Conference. Questions and answers will be posted on BHSB's website at <https://www.bhsbaltimore.org/for-providers/funding-opportunities/> within five business days of the conference.

Individuals who attend the Pre-Proposal Conference and sign in with their name and email address will be notified by email when the questions and answers are posted on BHSB's website.

Questions received after the Pre-Proposal Conference will not be answered.

Description of Project

BHSB, through this Request for Proposals (RFP), seeks one (1) qualified organization to provide recovery-supportive housing for individuals participating in the Baltimore City Drug Treatment and Adult Recovery Courts. This initiative recognizes stable housing as a critical component of successful recovery outcomes. Stable housing enhances treatment engagement, supports compliance with court requirements, and reduces risks associated with homelessness and housing instability. The selected applicant will be responsible for ensuring access to safe, stable, and recovery-oriented housing that effectively supports participants throughout their involvement in the Drug Treatment Court program.

Baltimore City's Drug Treatment and Adult Recovery Courts—operating at both the District and Circuit levels—use a multidisciplinary model that combines regular judicial oversight, clinical coordination, certified peer support, substance use treatment services from licensed providers, supervision by the Maryland Department of Parole and Probation, and dedicated case management. The program is designed to support individuals with substance use disorders in

achieving sustained recovery and reducing involvement with the criminal justice system through integrated treatment, supervision, and supportive services.

Scope of Service

The Baltimore City Drug Court Recovery Supportive Housing Project provides stable, recovery-oriented housing for court-involved individuals. The program reduces barriers to treatment engagement, promotes compliance with court requirements, and minimizes risks associated with homelessness and housing instability. Services are delivered in accordance with recovery principles that emphasize dignity, choice, self-determination, and multiple pathways to sustained recovery.

The project is guided by Maryland Certification of Recovery Residences (MCORR) standards and emphasizes quality residence operations, coordination with drug courts and treatment providers, and the provision of recovery support services. The selected applicant must operate a recovery residence for up to 16 co-ed residents, reimbursed at \$35.52 per room per night.

Maryland Certification of Recovery Residences (MCORR)

The selected applicant must have a Certificate of Compliance as a recovery residence from the Maryland Department of Health, Behavioral Health Administration (BHA) and must ensure the residence complies with MCORR certification and National Alliance for Recovery Residences (NARR) Level 3 supervised residence supportive housing standards.

The Drug Court team may recommend placement; however, the selected applicant will approve the final decision based on the participant's recovery, housing, treatment, and supervision needs.

Residence Operations

- The recovery residence funded through this opportunity must be located in Baltimore City and have the required occupancy permits.
- Must be located where the residents have access to public transportation.
- Must maintain a current and comprehensive policies and procedures manual, which includes:
 - Fair Housing requirements, the Americans with Disabilities Act (ADA), MCORR standards, and all other applicable federal, state, and local regulations;
 - On-call housing management and emergency response procedures;
 - Documentation and communication of policy and rule changes; and

- Reporting, documentation, and resolution of resident violations and serious incidents.
- The selected applicant will ensure adherence to all policies and procedures outlined in the manual.
- Ensure access to all FDA-approved medications for opioid use disorder (MOUD), including methadone, buprenorphine, and naltrexone—for residents who are either currently receiving MOUD (Medication for Opioid Use Disorder) or who wish to begin.
- Ensure that staff receive overdose prevention education and naloxone (Narcan) administration training.
- Ensure that all residents receive overdose prevention education and naloxone administration training at intake.
- Ensure naloxone is always readily available to all residents and staff.

Coordination with Drug Courts and Treatment Providers

The selected applicant must coordinate with external treatment providers, court staff, and case managers, and may be required to submit regular updates to the Drug Treatment and Adult Recovery Court teams. This includes weekly participant status reports.

Recovery Supports

The selected applicant must support residents in developing recovery skills, independent living skills, recovery capital, and community integration. Recovery capital includes, but is not limited to, physical and behavioral health, education and employment skills, self-esteem and resilience, and financial stability.

Project Deliverables

The selected applicant will submit performance reports documenting progress toward the deliverables and targets outlined below for the recovery residence.

- Total number of residents. Annual target: 16 consumers
- Total number of residents moved out of the residence. Document reason for the move-out.
- Total number of residents linked to services such as education, vocational services, entitlements, etc. No target
- Total number of residents who participated in self-help and peer-based recovery support groups. No Target
- Discharge summaries submitted within 72 hours of discharge
- Total number of referrals who were not admitted, with explanation

Focus Population

This project will serve adults 18 years and older who are involved in the judicial system and referred through the Circuit Court Drug Treatment Court and/or District Court Adult Recovery Court programs.

Residents served must:

- Be court-involved and participating in a Drug Treatment Court or Adult Recovery Court program.

Staffing Requirements

Staff working on this project must have relevant experience and knowledge to meet the needs of the people who will be served within the scope of the project.

Facility Manager

The recovery residence must have at least one trained Facility Manager. The selected applicant will determine the full-time equivalency for the Facility Manager

The Facility Manager will provide daily oversight of each house. This includes:

- Ensure adherence to all recovery residence policies and procedures as outlined in the manual
- Facilitate weekly meetings
- Coordinate random drug testing

The Facility Manager must complete the following trainings annually:

- Housing health and safety
- Safe food handling and storage
- Crisis management
- Trauma-informed care
- Residents' rights and grievance procedures, including prevention of abuse and inappropriate relationships
- CPR and First Aid

If the Facility Manager serves in a peer role, they must be certified by the Maryland Addiction and Behavioral Health Professionals Certification Board (MABPCB).

Funding and Anticipated Contract Term

The total award for this procurement is \$51,160. Reimbursement for housing services at a rate of \$35.52 per room, per night.

The anticipated contract term is October 1, 2026 – June 30, 2026.

- The selected applicant may be eligible for renewal, contingent on funding availability and performance.
- Award funds may be applied only to allowable costs and may not duplicate or supplant Medicaid or public behavioral health fee-for-service reimbursements.
- Applicants must bill Medicaid for all reimbursable services and use grant funds solely for non-reimbursable services

Funds cannot be used to:

- Duplicate or supplant existing funded services or programs
- Provide direct payments to individuals to enter treatment or continue to participate in prevention or treatment services.
- Provide services that deny any eligible person access to their program because of their use of FDA-approved medications for treatment of substance use disorders
- Purchase promotional items, including clothing or branded materials (unless explicitly required for service delivery)
- For construction, renovation, or purchase of buildings or facilities
- Purchase, prescribe, or provide marijuana or treatment using marijuana.

Contract Type

The contract and payment type that will result from this procurement are described below. Applicants are encouraged to consider whether their organization will be able to operate with this payment mechanism before applying for these funds.

Fee-for-Service Contract

A set rate is charged for performing a defined service under the contract. The total cost of the contract is based on a calculation that includes 1,440 bed nights and the estimated number of bed nights to be provided and/or the number of consumers to be served. Payment is based on the costs reported on a monthly basis.

Eligibility Requirements

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

- Must have a minimum of three (3) years of experience operating a Maryland MCORR residence fully compliant with state standards.
- Submission of a Certificate of Good Standing from the Maryland Department of Assessments and Taxation

- The certificate **must be dated within one year** of the RFP submission due date.
- **Screenshots from the MDAT website will not be accepted.**
- Applicants that currently receive grant funds from BHSB or did receive grant funds in prior years must have:
 - No outstanding financial audits
 - No late payments owed to BHSB
 - No current Corrective Action Plans (CAP) for which the applicant has not met identified targets more than two years beyond the date the CAP was issued.
 - No more than one (1) Accountability Compliance Audit in the two fiscal years preceding the current fiscal year that reflects unresolved deficiencies.

PROPOSAL SUBMISSION

Reminder: Late proposals will not be accepted. Please refer to the Project Timeline section of this document for the proposal due date.

Online Application Portal

Click [here](#) to access BHSB's online application portal, or copy and paste the following URL into your browser:

<https://www.grantinterface.com/Home/Logon?urlkey=bhsbaltimeore>

Proposal Questions

Applicants must respond to the following questions. The maximum point value for each question is indicated.

1. Organizational Background and Capacity

- a. Describe your organization's experience operating recovery support housing services. Include the total number of years the organization has provided recovery housing services, the date MCORR certification was obtained, the length of time the organization has maintained MCORR certification, and details of the organization's experience providing recovery support housing services. (5 Points).
- b. Describe your organization's experience managing programs similar to this project, including your ability to meet contractual deliverables and obligations (including any contracts with BHSB), and your capacity to manage the programmatic and financial requirements of this project. (5 points)

Principles and Values

- c. Describe your organization's commitment to providing non-stigmatizing and non-judgmental care, promoting consumer self-determination, not enforcing abstinence—or, if the program requires abstinence, connecting individuals to alternative services that meet their needs. How are these principles operationalized? (5 Points)
- d. Describe your organization's commitment to serving all individuals and being responsive to individual, family, and community differences. How is this commitment operationalized in your services? (5 Points)
- e. Describe your organization's commitment to a trauma-informed and responsive approach, including any trauma-specific interventions currently in place or proposed for this program. (5 Points)

2. Service Delivery

- a. Describe your organization's plan to implement person- and family-centered services, including how you will address behavioral health, medical, and other identified needs to support overall well-being. (5 Points)
- b. Describe your organization's approach to providing a competent, integrated, and holistic "whole health" model addressing substance use, mental health, and physical health needs. (5 Points)
- c. Describe how your organization will collaborate with the Drug Treatment Court's multidisciplinary team to identify, engage, and serve individuals, and ensure that all referred individuals are connected to needed services. (20 Points)
- d. Describe how your organization will respond to overdoses, suicide risk, and behavioral health crises, including examples of how such situations have been managed in the past. (10 Points)

3. Staffing Plan

- a. Describe your proposed staffing structure, including supervisory roles, and how it will meet the staffing requirements outlined in this RFP. Include an organizational chart showing how this program fits within your organization. (5 Points)
- b. Describe your training plan for staff assigned to this program, including any relevant experience, certifications, or skills staff currently possess. (5 Points)

4. Effectively Serving the Focus Population

- a. Describe your organization's history and experience working with individuals with court involvement. (5 Points)

- b. Describe how your organization is uniquely qualified to meet the needs of individuals served, including how you will consider individual, family, and community differences within the population. (5 Points)

5. Program Evaluation and Quality Assurance

- a. Describe how your organization obtains and incorporates feedback from individuals served and other stakeholders. How is this feedback used to develop, implement, and improve program services? (5 Points)
- b. Describe your organization's experience implementing similar projects, including whether programmatic and financial deliverables and reporting requirements were met. If challenges occurred, describe how quality concerns were identified and addressed. (5 Points)

6. Implementation Timeline

- a. Provide a detailed timeline for implementation that includes all of the activities that you have committed to perform in your proposal. Show an outline of all the steps necessary to fully operationalize this project and by when each step would be completed. Contracts are expected to start on October 1, 2026. (5 points)

7. Proposed Program Budget

- a. Attach a line-item budget and budget narrative for the grant period in the RFP that includes anticipated revenue from grant funding and fee-for-service reimbursement, and all expenses. Attach a line-item budget and budget narrative for the first year of work, aligning it with the staffing requirements and proposed activities

Required Documents

- Most recent final Financial Audit package, including Findings and Management Letter from an independent auditor (preferred) OR a recent unaudited Income Statement **AND** Balance Sheet. If an audit is not available, please upload a statement detailing why.
- Most recent IRS 990 – Return of Organization Exempt from Income Taxes, **OR** if an IRS 990 form is not required to be filed, the most recent Business Tax Return, OR the Schedule C only of the most recent Personal Tax Return. (Please redact any social security numbers on the Schedule C.)
- Certificate of Good Standing from the Maryland Department of Assessments and Taxation. (If the selected applicant's business is registered in a state other than Maryland, they will be required to register in Maryland as part of the contracting process.)
 - The certificate **must be dated within one year** of the RFP submission due date.
 - **Screenshots from the MDAT website will not be accepted.**

- Completed and signed [Organizational Capacity Assessment](#). (This form is available on BHSB's website. Click on For Providers, select Forms for Providers, then scroll down to Key Information for Contracts.)
- Organizational chart
- Resume or curriculum vitae for individuals/consultants working on this project
- If applicable, peer recovery specialist certification
- Most recent site visit report from MCCR, the Administrative Services Organization (ASO) for Maryland's fee-for-service public behavioral health system, accrediting organization, and/or the Office of Health Care Quality (OHCQ), including any statements of deficiencies and program improvement plans
- Copy of lease or deed for the proposed property
- Fire Inspection Certificate
- Use and Occupancy Certificate