

Request for Proposals

Building Infrastructure: Health-Related Social Needs

Olympic Community of Health

Funding Purpose & Overview

Olympic Community of Health (OCH) seeks to contract with qualified partners in Clallam, Jefferson, and Kitsap counties to build infrastructure to support resources and services aimed at addressing health-related social needs (HRSN).

As the backbone entity for Olympic Connect, OCH is committed to fostering a broad network of community partners to help everyone in the region get the support and care they need to thrive. OCH was recently allocated \$147,790 from the Washington State Health Care Authority (HCA) to support the development of HRSN service infrastructure authorized under the State’s Medicaid Transformation Project.

Under this current funding opportunity, OCH seeks qualified organizations and Tribes within Clallam, Jefferson, and Kitsap counties to propose projects that will support people-centered infrastructure with high priority on community members who are eligible for or beneficiaries of Medicaid, known as Apple Health in Washington. The HRSNs of focus for this opportunity are:

- Medical respite
- Nutrition supports
- Housing transition services or rental subsidies

Note: these dollars are specifically intended to support development of service **infrastructure**. These dollars cannot be used to implement or pay for the delivery of HRSN services.

What is Olympic Community of Health?

Olympic Community of Health (OCH) is a non-profit organization serving the three-county region of Clallam, Jefferson, and Kitsap counties with partnerships with seven sovereign Tribal nations. **OCH’s goal is to improve individual and population health and advance equity by addressing the determinants of health.**

Olympic Community of Health OlympicCH.org		
Purpose	Vision	Mission
To tackle health issues that no single sector or Tribe can tackle alone	A healthier, more equitable three-county region	To solve health problems through collaborative action

What is Olympic Connect?

Olympic Connect is a Community Care Hub of Washington that connects people on the Olympic and Kitsap Peninsulas to the services they need to thrive. Through *Olympic Connect*, community-based workers (trusted helpers) provide clients with the one-on-one support they need to achieve their health and life goals. *Olympic Connect* is a community-driven network of partners that supports care coordination to local resources like health care, job training, food assistance, child care, housing, and more.

Olympic Connect strengthens the regional network of partners and coordinates between health care and social service providers, addressing health issues no organization or Tribe can tackle alone. *Olympic Connect* supports the community-based workforce by providing training and technical assistance, addressing service gaps, and collecting centralized data. By removing barriers and helping community members access services, we can create a region of healthy people and thriving communities. OCH serves as the backbone organization for Olympic Connect. [Learn more about Olympic Connect.](#)

Project Details

OCH seeks to contract with eligible organizations, Tribes, and government entities to establish, grow, or sustain infrastructure to support service delivery for one or more of the following HRSNs:

- Medical respite
- Nutrition supports
- Housing transition services or rental subsidies

Proposals must focus on strategies and activities that grow **infrastructure** to support service delivery. These funds must not be used to deliver services. The following infrastructure categories are eligible for funding:

- Technology: This category includes activities such as procuring IT infrastructure and data platforms needed to enable specific services; modifying existing IT systems to support service delivery and closed-loop referral systems; developing HRSN service eligibility screening tools; integration of data platforms, systems, and tools; and supporting successful adoption of IT infrastructure and data platforms related to the service.
- Development of Business or Operational Practices: This category includes activities such as development of policies and procedures related to service delivery, billing, data sharing, reporting, program oversight and monitoring, or privacy and confidentiality; training and technical assistance on program roles and responsibilities; and administrative and/or overhead costs necessary to perform HRSN duties or expand service delivery.
- Workforce Development: This category includes activities such as hiring staff; training staff on HRSN service policies and procedures; necessary certifications, training, technical assistance, or education for staff participating in service delivery; privacy and confidentiality training and/or technical assistance related to service delivery; and production costs for training materials and/or experts as it pertains to the service.
- Outreach, Education, and Convening: This category include activities such as development and production of materials necessary for marketing, outreach, training, or education;

translation of materials; development of culturally competent materials; planning for and facilitation of outreach events to support awareness of the service; and community engagement activities.

Applications should include the following elements in their proposal:

- Which HRSN the project will address.
- A summary of the applicant's work in the defined HRSN including whether the service is new, or if you aim to grow and/or sustain an existing service. Include a summary of the applicant's work to date, experience,
- How this project will support improved health outcomes. Include the geographic and population focus for the service and the applicant's experience in reaching and serving the Medicaid population.
- Provide an overview of how the applicant will use the dollars including a project plan with dates, key steps, and personnel involved.
- A budget including a rationale for included expenses (please provide via a Microsoft Excel workbook)
- Attestation that the applicant meets eligibility criteria outlined below.

Eligibility

Organizations, Tribes, and government entities in the Olympic region (Clallam, Jefferson, Kitsap counties) working to advance health through collaborative action are eligible to apply under this funding opportunity. Applicants must be in good financial standing, have presence in the Olympic region, and be an established, legal entity in Washington State.

Additionally, the Washington State Health Care Authority has placed additional restrictions on contractor eligibility for this funding opportunity:

- Contractors must be enrolled in [ProviderOne](#) currently or within two years of receipt of funding (failure to meet this requirement within two years will lead to the return of funding to OCH).
- Contractors must have a signed [provider agreement](#) to provide the HRSN service that the infrastructure funds are being used for. This requirement must be met within two years of receipt of funds or funds must be returned to OCH.
- Contractors must be contracted with a waiver-funded payer to provide the HRSN service that the infrastructure funds are being used for.
 - Medical respite projects - the applicant must be contracted with at least one Medicaid Managed Care Organization for medical respite.
 - Nutrition supports project - the applicant must be contracted with a local Area Agency on Aging for nutrition support services.
 - Housing transition services or rental subsidies – the applicant must be contracted with Foundational Community Supports.
 - This requirement must be met within two years of receipt of funds or funds must be returned to OCH.

Applicants will be asked to attest to these eligibility requirements in the proposal.

Role of Olympic Community of Health

OCH will provide the following roles and functions to support the selected contractor under this funding opportunity:

- Provide support and technical assistance to partners as requested.
- Track partner efforts and ensure all services are included in the [Olympic region resource directory](#).
- Identify areas that are interconnected and support partners in creating synergies.
- Provide a variety of opportunities for learning and convening to foster peer sharing, connecting, and cross-pollination of efforts.
- Contract monitoring in alignment with funder, state, and federal policies and in accordance with the approved scope of work and budget.

Funding Model & Budget

Applicants are asked to prepare and submit a budget including a rationale for proposed expenses in Microsoft Excel.

OCH will make two total payments to contractors based on the final, approved budget: one-half of the dollars within 30 days of contract execution, and the second-half of the dollars upon receipt of a final report (specific timeframe depends on the timeline proposed by the applicant). The final report will summarize the activities performed, successes, challenges, and next steps after this funding opportunity.

OCH has a total of \$174,790 to allocate across the Olympic region. OCH anticipates allocating one award per county and does not anticipate that contracts will be awarded for more than \$75,000 to any given contractor.

Timeline

Timeframe	Step	Notes
February 26, 2026	Funding opportunity released	
March 5 – 3:00-4:00 pm	Optional virtual information session	Zoom registration
February 26-April 2	Frequently asked questions (FAQ) and responses available online	FAQ Document
April 6 by 5pm	Proposals due	Submit to: OCH@OlympicCH.org
April 7-April 17	Proposal review and scoring	
April 20	Notification of proposal status	Applicants will be notified via email
Starting April 21	Contracting	
May 15, 2026-May 31, 2027	Contract period (anticipated)	

Proposal Overview, Scoring, and Evaluation Criteria

Proposals: Interested applicants will create a project proposal and budget. The proposal narrative should be provided as a single PDF attachment, and the budget as an Excel attachment.

Proposals must align with the scoring information below and will include relevant contact information. Applicants may provide additional supplemental materials within the single PDF attachment.

OCH staff will conduct a technical review to ensure proposals include all required information. Applicants will receive notification of receipt of complete proposals or requests for additional information. Incomplete proposals will not be reviewed or scored.

Each proposal will be reviewed by a minimum of two OCH staff members and scored based on the following criteria:

Element	Top scoring responses will demonstrate:	Points Available
Eligibility attestations	<ul style="list-style-type: none"> In the project proposal, the applicant attests that they meet all eligibility requirements outlined in the eligibility section of this overview and instruction document. 	No points. Proposals that do not include this attestation will not be reviewed or scored.
HRSN(s) address via the project proposal.	<ul style="list-style-type: none"> The applicant clearly outlines which HRSN(s) will be addressed via this project. A list of eligible HRSNs is provided in this overview and instruction document. 	No points. Proposals that do not clearly outline which HRSN(s) to be addressed will not be reviewed or scored.
Qualifications	<ul style="list-style-type: none"> The project proposal clearly outlines and demonstrates that the applicant is highly qualified to deliver the service associated with the proposed infrastructure project. The project proposal clearly outlines whether the infrastructure will support a new service or if it will grow and/or sustain an existing service. The project proposal clearly outlines how the applicant is the right service provider, including their history and context in the proposed geographic area and with the proposed population. The applicant demonstrates that they are a trusted and qualified service provider in the Olympic region. 	15

Project aims	<ul style="list-style-type: none"> • The applicant outlines a direct path to improved health outcomes related to the service including how outcomes will be measured. • The proposed project will reach the intended audience and the applicant has the experience and expertise to reach them effectively. 	10
Approach & Plan	<ul style="list-style-type: none"> • A plan/approach that demonstrates a clear proposal of how the applicant will use the dollars including a project plan with dates, key steps, and personnel involved. 	10
Collaboration	<ul style="list-style-type: none"> • The proposal outlines how the applicant will collaborate with other partners in the region to ensure success. 	5
Budget	<ul style="list-style-type: none"> • A reasonable fiscal approach that demonstrates strong fiscal stewardship of public funds. • Alignment between the budget and proposal narrative. 	10
Total points available		50

Decision Making: OCH staff will make decisions based on the written proposal and budget along with regional needs and in alignment with funder-directed criteria.

Reviewers may reach out to applicants for clarifying or additional information.

Proposal Technical Assistance

- **Information session:** Join OCH for an optional information session via zoom. Thursday, March 5 from 3:00-4:00 pm. [Zoom link](#).
- **FAQ:** A [Frequently Asked Questions document](#) will be updated regularly throughout the process.
- **Email:** OCH@OlympicCH.org. OCH staff will monitor the inbox and will reply both directly via email and will include all questions and answers on the above-linked FAQ document.

Contract Requirements

In an effort to aid in transparency and clarity, applicants should be aware of the following elements that will be required as a part of contracting with OCH for this work:

- Prior to contracting, OCH will certify that the applicant is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded in any Federal department or agency from participating in contract procurement.

- Contractors must provide proof of insurance coverage including commercial general liability insurance. Auto coverage will be required if the applicant proposes any travel related to the proposal.
- Contractors must provide OCH with a current, completed W-9.
- OCH processes payments electronically. Contractors will be required to provide banking information for payments.
- Contractors must adhere to the eligibility requirements outlined in this overview and instruction document.

Proposal Process

Complete proposals include the following elements:

- Completed written proposal (submit as a single PDF attachment)
- Detailed budget submitted in Microsoft Excel (applicant to determine format)

Submit no later than 5pm on Monday, April 6 to OCH@OlympicCH.org

Applicants will be notified of final decisions by April 20.