

## Request for Proposals (RFP) Addendum

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**ADDENDUM DATE ADVERTISED:** August 26, 2024

**ORIGINAL DATE ADVERTISED:** [August 16, 2024](#)

**Title:** Community Health Worker Services for Ukrainian Refugees

**Number:** 2024CDIP647RFP

**Due Date:** No later than September 12, 2024 – 2:00PM

**Contact:** Sarah Cox, [cpres-CDIP@kingcounty.gov](mailto:cpres-CDIP@kingcounty.gov)

This Addendum provides the following clarifications and additional information about the referenced solicitation.

- Video and slides from the Pre-Proposal Conference provided.

All other terms of Request for Proposals (RFP) 2024CDIP647RFP remain unchanged.



# Community Health Worker services for Ukrainian refugees and humanitarian immigrants



Jan Capps, MPH Community Health Worker and  
Asthma Program Manager

Sarah Cox, Contract Specialist

Public Health Seattle & King County

# Opportunity

WA Office of Refugee Resettlement is funding Local Health Jurisdictions with over 150 eligible clients for the Fiscal Year 2024 and/or have primary resettlement through US Refugee Admissions Program to provide CHW services

Includes Benton-Franklin, Clark, King, Pierce, Snohomish, Spokane, Whatcom, and Thurston.

## Newly Arrived Refugee and Humanitarian Immigrant Applicants for DSHS Services, FFY2024

Newly Arrived Refugee and Humanitarian Immigrant Applicants for DSHS Services by Residential County in Washington State: October 2023 - January 2024



Source: Barcode data

Provided by DSHS/ESA/OAS/EMAPS - February 2024

\* When necessary, values less than 10 (but greater than zero) are not displayed in order to help protect client confidentiality. These counties are denoted with an asterisk (\*).





**COMMUNITY HEALTH WORKERS:**  
A Bridge to Healthy  
Communities



**Community**



**Healthcare**



# CHW services for refugees

Goal is to promote the health and well-being of refugees and humanitarian immigrants by providing health navigation and health education to eligible populations.

Services include, but are not limited to,

- 1) bridging gaps in health information and literacy,
- 2) connecting to health and social services, and
- 3) providing cultural connection via one-on-one care plan development and navigation.



# Refugees in King County

Afghanistan

Ukraine

Eritrea

Somalia

DR Congo

Syria

Iran

El Salvador

Venezuela



# Plan for CHW services for refugees and humanitarian immigrants within PHSKC

- PHSKC contracted with 25 community navigators during COVID-19 pandemic to educate and represent diverse communities, reduce barriers to services.
- Community navigators now provide a variety of education and outreach services to programs throughout PHSKC.
- Includes people who are from and / or speak languages of:

Afghanistan

Syria

Eritrea

Iran

Somalia

El Salvador

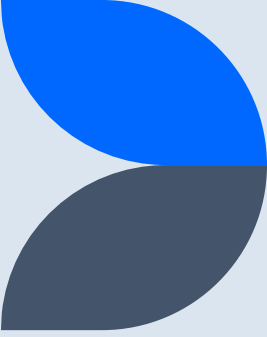
DR Congo

Venezuela

None are from or speak languages of Ukraine



# CHW services for refugees from Ukraine



- \$80,000 award to one organization.
- Organizations can partner or subcontract, but lead must submit application.
- Period from October 1, 2024, to September 30, 2026.
- Applicants must demonstrate success in proposed services and the capacity to provide services that are culturally and linguistically appropriate.
- Clients must be ORR eligible and include services to both adults and children.



# Organizations must:

1. Have an established Community Health Worker (CHW) program. A “CHW” is frontline public health worker who is a trusted member of a community or who has a thorough understanding of the community being served. CHW is an umbrella term for many job titles and duties including, but not limited to care coordinator, health educator, community specialist, outreach coordinator, community advocate, promotora, case manager, and family aid.
2. Be able to commit to up to 24 months of partnership (October 2024 through September 2026) with PHSKC.
3. Have ties to and experience providing culturally appropriate services to the Ukrainian community.
4. Be able to meet the fiscal and administrative requirements to manage federal grants.

# Proposals

## Must include:

- administrative duties
- at least one or more of the following areas
  - Health Education: targeted individual (one-on-one)
  - Health Education: targeted group education (3 participants or more)
  - Health Navigation: Mental health and/or health related services (short term/1 time connection to services)
  - Health Navigation: Health related services (ongoing service/care coordination)

## Can include:

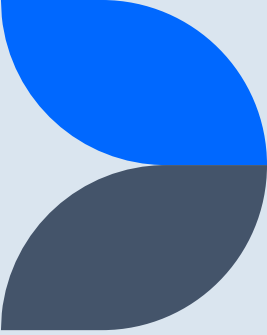
- Supplemental Activity: Community-led Spaces.
- Outreach and engagement to facilitate and/or participate in community-led spaces promoting social connection, health and wellness and promotion of contracted services.



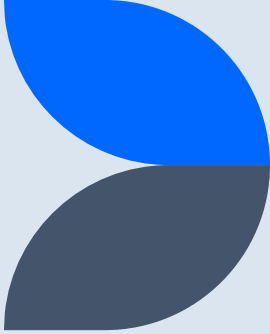
# Services provided by this award must:

- Complement, not duplicate, any other Office of Refugee Resettlement funded activities.
- Not replace services provided under other federal programs (e.g., Medicaid, Reception and Placement, CDC) or ORR funded sources (e.g., Cash and Medical Assistance including Refugee Medical Screening, and Preferred Communities).
- Include creative and innovative approaches to provide health resources and education to the Ukrainian refugee population.
- Be client-centered, trauma-informed, and strengths-based. Outcomes should be specific, measurable, achievable, relevant, and time-bound (SMART).

	Range
<b>Organization/proposer has:</b>	40
Organization's mission, vision, and practices that demonstrate a commitment to health equity.	10
Relationships with and ties to the Ukrainian community and understanding of needs of Ukrainian refugees.	10
Established community health worker program,	10
Has a client management system that includes case notes. If organization does not have a client management system, then is willing and able to participate in a PHSKC organized client management database to document client services.	5
Experience managing federal or state funding/grants.	5
<b>Proposed plan includes:</b>	
For each scope of work selected, has clearly described activities that align with scope definition and reflect community need.	20
For each scope of work selected, has identified which staff will support the work.	10
For each scope of work selected, has specific, measurable, achievable, relevant, and time-bound outcomes	10
For each scope of work selected, has identified metric(s) and how metric(s) will be measured.	10
<b>Budget includes:</b>	10
Detailed plan and rationale for accomplishing the proposed activities with budgeted funds.	4
Adequate staffing for outreach, planned trainings, coaching, and project meetings, and to serve the number of people proposed.	3
Costs for supporting project and staff (e.g. travel, supervision, IT access, outreach) or plan for covering these cost through other means.	3
<b>TOTAL SCORE</b>	100



# Timeline



DATE	EVENT
August 15 <sup>th</sup> , 2024	Request for Proposals issued
August 21 <sup>st</sup> , 2024 11:00 am	Pre-Proposal Conference (see above for details)
September 4 <sup>th</sup> , 2024	Final Day to ask questions
September 9 <sup>th</sup> , 2024	Final Addendum issued (if necessary)
September 12 <sup>th</sup> , 2024	Proposals due no later than 2:00 pm
September 13 <sup>th</sup> - 27 <sup>th</sup>	Interview/scoring date range (tentative)
October 4 <sup>th</sup> , 2024	Notice of Selection (tentative)
October 15 <sup>th</sup> , 2024	Agreement start date

# Next steps if selected

- A representative of the PHSKC program will reach out to the awarded Proposer to begin negotiations on the program elements of the Agreement.
- The Proposer shall submit within five (5) Days of notification from the County the following:
  - Insurance certificate and endorsement meeting the levels of coverage set forth below.
  - King County Substitute W-9 (if not on file with the County within the past two (2) years).
  - King County Responsibility Detail & Attestation Form



# Thank you

Submit Questions & Proposal to:  
[cpres-CDIP@kingcounty.gov](mailto:cpres-CDIP@kingcounty.gov)