

Health Care for the Homeless Network Review Panel Opportunity

We would like to invite you to this exciting opportunity to participate on Public Health – Seattle & King County’s Health Care for the Homeless Network (HCHN) Request for Proposals (RFP) review panel. HCHN provides health care services to people experiencing homelessness in King County and leadership to help change the conditions that deprive our neighbors of home and health. HCHN currently collaborates with 16 community-based partner agencies in serving homeless adults, families, and youth/young adults. These agencies send care providers to over 200 locations throughout King County to meet people where they are, both geographically and in terms of their readiness for services.

This competitive funding process will include funding from the Veterans, Seniors, and Human Services Levy, the MIDD behavioral health sales tax, the City of Seattle Human Services Department, and the HRSA Bureau of Primary Health Care. Funding will be used to provide a wide array of health care and related supportive services to individuals experiencing homelessness, including medical care, behavioral health care, and enabling services. The review panel will consist of King County and City of Seattle staff, individuals with lived experience, and external subject matter experts.

What will I do?

We need your voice to help us make these critical decisions! As part of the RFP review panel, you help determine who to fund as part of the procurement process.

The timing and time commitment for participating on the review panel are as follows:

- **January 16th** 1.5 hour focus group to review scoring rubric (optional)
- *February 2: RFP is released*
- **Week of March 4th:** Panel orientation and anti-bias training (required) – At this 2-hour meeting, panel members will be oriented to the RFP, and will receive a training on using an equity lens when reviewing proposals
- *March 18th: Responses to the RFP are due*
- **March 25-April 8th:** Review applications (required). Each panel member may be asked to review as many as 5 applications, although the number may be lower or higher depending on the total number of applications received. *Scores are due April 8th.*
- **April 15 and/or April 16:** Panel members will meet to discuss scores and make award recommendations (required).
- **April 22-24:** Interviews with proposers (if recommended by review panel)
- The total time commitment for a reviewer is expected to be between **10 to 15 hours** (depending on the number of proposals received).

Conflict of Interest: Individuals with a conflict of interest **cannot** participate on the review panel and you will be required to sign a “Reviewer Confidentiality - Conflict of Interest” form. This includes individuals who work for, serve on the board of, or have any financial interest in an organization that will be applying for funds, as well as individuals whose immediate family members hold such a position.

We look forward to hearing from you! If you are interested in participating on the review panel, **please let us know by January 8th, 2024.**

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