

# Yakima County 2025 Behavioral Health Substance Use Disorder RFP FAQ



Yakima County Human Services Department

## Information Session #1

October 29, 2025, 3pm-4pm

**No questions**

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## Information Session #2

October 31, 2025, 10am-11am

**Does either MHST or OSF have allowability for renovations or renovations?**

MHST does allow for renovations.

**Define what the county is asking for with regard to “specific populations.”**

What the intended populations are that the program would serve. For example: residents of lower valley, YYA, individuals fleeing domestic violence, sex offenders, incarcerated individuals.

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## Questions Received Via Email

**Is there any online information available about past recipients of this grant and the amounts awarded?**

All of our current and archived awarded contracts can be found [here](#).

**Is this the same funding that was released last year in the OSF RFP?**

Yes, the funds which had previously been released as a part of the [OSF RFP](#) are now bundled into this RFP.

**The Jotform only gives two options: non-profit and government entity. Are for-profits not allowed to apply?**

The Jotform and RFP document have been updated to reflect a for-profit option to apply to provide eligible services.

**How does Yakima County prioritize applications that integrate multiple system priorities (e.g., supportive housing with peer support components)?**

System priorities are considered during the scoring process, and BOCC consideration. Additional weight is not necessarily provided in the formal scoring rubric based on the number of system priorities addressed, although whether the scorers or BOCC identify that in their consideration is up to them.

**Will proposals that serve specific subpopulations (adults with I/DD, justice-involved adults, or rural residents) be considered responsive to Priority 1 (supportive housing with wrap-around services)?**

As long as they provide housing with wrap-around services, including behavioral health/substance use disorder services, medical services and dental services.

**For the purposes of these two proposals, how do you define wrap-around services?**

Wrap-around services are team-based services that embrace each client's unique strengths, needs, and natural support systems in order to meet the specific outcomes of each client. Case managers and social workers implementing a wrap-around program create holistic, customized, intensive, strengths-based, outcomes-oriented, and individualized care plans that are delivered in a structured, team-based framework with the client at the center. Team members implementing a wrap-around plan for a client are responsible for working collaboratively to develop, implement, monitor, and evaluate any given wrap-around plan. Goals and strategies of a wrap-around plan should be tied to observable or measurable indicators of success, which allows for the plan to be monitored and improved as it is executed. Wrap around services, teams, and plans will look different for each individual client, as they are structured in accordance with addressing that client's unique needs.

**Can funds support programs that span both behavioral health treatment and workforce training for direct service staff?**

Mental Health Sales Tax may be used for behavioral health treatment. Opiate Settlement Funds may be used for treatment of Opiate Use Disorder, or support for people in treatment or recovery. Opiate Settlement Funds may also be used for staff training to abate the opiate crisis.

**For projects eligible under both MHST and OSF, is it permissible to split funding requests proportionally between the two sources, or must a single fund be selected?**

Contracts will be awarded either through MHST or OSF, but not both.

**How strictly will the 10% administrative cost cap be interpreted — does it apply only to indirect costs, or all non-direct program expenses?**

The 10% administrative cap cannot be exceeded. Administrative costs are costs which benefit the organization as a whole, but cannot be attributed specifically to the program being funded. Certain costs, such as office supplies, may be considered administrative if they are benefiting the agency as a whole, or operational if they are specifically and exclusively for utilization within the program being funded.

**Are capital improvements, such as facility renovations for program accessibility, allowable under MHST funding for existing service sites?**

If a capital improvement or facility renovation was made in order to expand an existing program (due to making it more accessible) then capital improvement to an existing program may be considered allowable. Yakima County Corporate Counsel reserves the right to review the specifics of any given application to determine allowability.

**Will in-kind or leveraged funding from other county, foundation, or state sources strengthen scoring in the Budget and Sustainability section?**

Yes.

**Are programs not currently enrolled in HMIS required to onboard prior to contract execution?**

HMIS is only required for programs serving individuals experiencing homelessness. For programs to which that applies and which are not currently utilizing HMIS, HMIS can be activated after an award is made. However, funds cannot be reimbursed prior to HMIS being implemented, where necessary.

**For organizations serving sensitive populations (e.g., adults with intellectual/developmental disabilities), what reporting safeguards exist to ensure compliance with HIPAA and 42 CFR Part 2?**

Reporting requirements are limited to de-identified data.

**Will Yakima County provide training or access credentials for the HMIS platform, or must awardees assume training costs?**

Once approved by Yakima County Human Services Department for HMIS access, HMIS training is provided online by the Washington State Department of Commerce, free of cost.

**How are partnership letters of intent evaluated — must they specify financial commitments, or is a narrative of shared roles sufficient?**

A narrative of shared roles is sufficient.

**Can collaborative proposals designate a lead agency with fiscal responsibility while others provide direct service components?**

Yes.

**For nonprofits applying under MHST, how is “expanded” versus “new” service defined for eligibility?**

“Expanded” is an existing project which would be adding additional service capacity under the proposal. “New” is a project which does not yet exist, but would be created under the proposal.

**Are projects serving clients in partnership housing located elsewhere but funded through Yakima service coordination considered eligible?**

If clients from Yakima County are being placed in housing outside of Yakima County, that placement process could be funded through these dollars. However, services being provided outside of Yakima County to individuals from outside of Yakima County are not allowable.

**Will narrative response fields in Jotform allow for formatting (e.g., bullet points, subheaders) to improve clarity within 250-word limits?**

The character • can be used in jotform, although more complex formatting is not supported.

**Is it possible to upload supplementary materials (logic models, evaluation frameworks) outside of required attachments?**

Only the requested materials can be submitted with the application.

**If we are unable to attend either listening session, where will we find the information from that session?**

FAQ document containing all questions that have been formally submitted to the Human Services Department, as well as official answers to those questions, can be found [here](#).

**How do I access an application I previously started in Jotform?**

Jotform does not have the ability to save application progress—we recommend writing your answers out in a Word document and copy/pasting them into Jotform when you are ready to submit.

**The RCW states: "The legislature finds that the operation or delivery of chemical dependency or mental health treatment programs and services and the operation or delivery of therapeutic court programs and services are part of local government public safety programs." Could you please clarify what is meant by "local government public safety programs" in this context? Specifically, we want to confirm whether this designation affects how we should describe our service delivery in the RFP application.**

What is meant by “local government public safety programs” in this context is, at least in part, “the operation or delivery of chemical dependency or mental health treatment programs and services and the operation or delivery of therapeutic court programs and services.” The designation does not affect how services should be described, because all it is establishing is that any chemical dependency or mental health treatment programs and services would be considered local government public safety programs. That being said—if applicable, it would

likely only strengthen your application to describe how the mental health and chemical dependency treatment program being described would help with recidivism and work collaboratively and collectively within traditional public safety programs, (law enforcement, courts, probation, parole, therapeutic courts etc).

**How detailed should the budget categories be? For example, if we include a category for "Goods and Services," would you like us to break down all individual goods and services provided, or present it as one total amount? The same question applies to all other budget categories. Since the budget template is fairly straightforward, we want to make sure we're providing the appropriate level of detail you're expecting.**

"Goods and services" would be too broad. In order to assess the allowability of the costs related to your proposal, and to develop your contract should your project be awarded, a higher level of detail (in all budget categories) would be preferable. It doesn't have to be the exact number of pens you think you will buy, but a line-item description as specific as "office supplies (pens, paper, printer ink)" would be useful.

**Because we are a privately held company, our Board of Directors' information cannot be publicly disclosed. Would it be possible to receive an exemption from this requirement, or is there an alternative document we could submit in place of the board list?**

For privately held for-profit entities who are prohibited from publicly disclosing Board of Director information, a list of the executive members of your staff and their positions is sufficient.

**Can an MOU be attached in lieu of a letter of intent from partners?**

Yes.

**If we are to increase PSH by master leasing or purchase, is there a commitment that funding would continue beyond the two year grant period? Treatment and recovery are not a time limited process and disruptions in housing adds to the trauma clients experience.**

Unfortunately, there would not be an indefinite commitment of funding given to any project awarded through this RFP, this grant is for a two-year cycle only.

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**For any other questions, please contact the Yakima County Human Services Department at [HumanServices@co.yakima.wa.us](mailto:HumanServices@co.yakima.wa.us), or (509) 574-1365.**

Additional technical assistance can be provided via email, by phone, or in-person, and will be scheduled on a first-come, first-serve basis. Applicants are strongly encouraged to schedule appointments for technical assistance as early as possible, to ensure availability of staff time. To schedule a help session appointment, contact the Human Services Department at

[HumanServices@co.yakima.wa.us](mailto:HumanServices@co.yakima.wa.us), or (509) 574-1365. The last date to submit questions with a guaranteed response before the Application Deadline is Friday, November 14, 2025, at 12:00pm.