

## RFP: Family and Youth Peer Support Services

### OVERVIEW

On December 24<sup>th</sup>, the New York City (NYC) Department of Health and Mental Hygiene (DOHMH) released a Request for Proposals (RFP) seeking one contractor in each NYC borough who will lead the establishment of a network of Family and Youth Peer Support (FYPS) service programs. New York State Medicaid has recently implemented family and youth peer support services for children and families as part of the new Children and Family Treatment Supports and Services (CFTSS) Medicaid benefit. This RFP aims to reach families who cannot receive these services because they are not eligible for Medicaid, their private or commercial insurance will not cover these services, or they do not meet medical necessity criteria to receive these Medicaid-billable services.

Through this RFP, DOHMH will award over \$41 million in total funding for the provision of FYPS services delivered by networks of organizations, called Alliances, that will work together to ensure comprehensive service provision and coordination under the lead of a single contractor in their borough-based service area. Under this model, the following core FYPS services will be provided by Family Peer Advocates and Youth Peer Advocates:

- Engagement, Bridging, and Transition Support
- Self-Advocacy, Self-Efficacy, and Empowerment
- Skill Development
- Community Connection and Natural Supports

The full RFP is attached. Applications are due on February 12<sup>th</sup>.

### FUNDING

DOHMH anticipates distributing \$4.6 million annually across each Service Area as follows:

Service Area (borough)	Estimated Number of Peer Advocates (FTEs)	Minimum Number of Unique Individuals Served Annually	Estimated Annual Grant Amount
Bronx	8.8	748	\$1,100,000
Brooklyn	11.6	986	\$1,450,000
Manhattan	5.6	476	\$700,000
Queens	7.6	646	\$950,000
Staten Island	3.2	272	\$400,000
<b>Total</b>	<b>36.8</b>	<b>3,128</b>	<b>\$4,600,000</b>

The estimated number of Full Time Equivalent (FTE) Peer Advocates is based on an annual caseload of 85 individuals per FTE. The payment structure of the awarded contracts will be line-item reimbursement. Applicants may also include start-up funding requests for initial implementation of the program in their application budget. Budget calculations should include an indirect cost rate of 10%. In general, a minimum of 90% of the annual budget will be for direct FYPS service provision by the lead contractor and their Alliance members, and 8% of the annual budget will be allocated for responsibilities related to coordination of the Alliance, such as reporting, budgeting, and subcontracting monitoring.

Applicants may propose to serve more than one Service Area; however, a separate and complete proposal must be submitted for each proposed Service Area.

Contracts will last for nine years beginning July 1<sup>st</sup>.

### **Coordination with Medicaid-Billable Peer Services**

As part of the new CFTSS benefit, New York State Medicaid has implemented the following two Medicaid-billable services:

- Family Peer Support Services (FPSS)
- Youth Peer Support Services (YPSS)

Organizations in Alliances are required to either:

- Become CFTSS-designated providers and ensure they use the funds from this RFP to serve families that are not eligible for CFTSS; or
- Coordinate with CFTSS-designated providers to, where possible, refer clients covered by Medicaid to those providers.

### **ELIGIBLE APPLICANTS**

The lead contractor and all Alliance members (subcontractors) must be not-for-profit 501(c)(3) organizations with at least three years of experience in the past six years with tasks that include:

- Serving children and youth with emotional and behavioral challenges and their families using family-driven, youth-guided and culturally competent approaches;
- Providing services to children and families in the proposed Service Area;
- Conducting outreach in the community and creating community partnerships and linkages with community organizations, child and youth serving systems, mental health clinics and providers, and/or other organizations; and
- Supervising and supporting staff that includes Peer Advocates;

The lead contractors selected in Queens, Brooklyn, and the Bronx will be expected to have at least two subcontractors. The lead contractors selected in Manhattan and Staten Island will be expected to have at least one subcontractor in their Alliance.

## TARGET POPULATION

The target population for this program is individuals and communities with the following characteristics:

- Limited existing mental health resources;
- Ethnic and/or immigrant enclaves with culturally specific mental health needs;
- Persistent stigma regarding mental health;
- Service gaps that can be filled with FYPS services; and
- Not qualified for Medicaid or the medical necessity criteria to receive Medicaid-billable Family and Youth Peer Support services.

Services will be provided in community-based settings including, but not limited to, each Alliance organization's building/location, schools, community centers, and/or family homes.

## APPLICATION

Proposals will be evaluated based on the following criteria:

- Organizational Experience (15 points)
- Community Engagement and Linkage Development (20 points)
- Family Driven and Youth Guided Service Development and Delivery (30 points)
- Organizational Capability, Staffing Plan, Qualifications, and Trainings (15 points)
- Program Monitoring, Data Management, Evaluation, and Reporting (10 points)
- Budget Management (10 points)

Funding will be awarded based on the above criteria and a consideration of which proposals are deemed to be the most advantageous to NYC.

## Timeline

Applications are due on February 12<sup>th</sup>. There will be an optional pre-proposal conference on January 15<sup>th</sup> at 9:30am at 42-09 28<sup>th</sup> Street, Room 13-34, Long Island City, NY 11101. Interested parties may RSVP with the names and titles of attending individuals to [RFP@health.nyc.gov](mailto:RFP@health.nyc.gov) with "FYPS Conference RSVP" in the subject line by January 14<sup>th</sup>. No more than two individuals per organization will be permitted to attend.

Questions may be submitted to Ian Yap at the email address above by January 22<sup>nd</sup>.