



KITSAP COUNTY COMMISSION ON CHILDREN AND YOUTH
Thursday, January 7, 2021
4:30-6:00 p.m.

Join the Zoom Meeting: <https://us02web.zoom.us/j/83720002430>
Dial in: +1 253 215 8782
Meeting ID: 961 5275 7562

THE PURPOSE OF THIS BOARD IS TO:

Advise County Commissioners and residents on the needs of children, youth, and families based on periodic assessments

Facilitate Coordination of information among agencies to maximize resources

Advocate for an environment that fosters healthy, self-sufficient, responsible and productive children, youth and families

A G E N D A

- 4:30 WELCOME & INTRODUCTIONS**
- 4:35 APPROVAL OF THE MINUTES/AGENDA AMENDMENTS**
- 4:40 YOUTH REPRESENTATIVE REPORTS**
- 5:00 PROJECT UPDATES -Youth Voices, Developmental Relationships Training, Strategic Planning**
- 5:15 WORK PLAN AND STRATEGIC PLANNING**
- 5:45 ANNOUNCEMENTS/PUBLIC COMMENT (2 min. limit)**
- 6:00 ADJOURNMENT & NEXT MEETING- FEBRUARY 4, 2021**

Kitsap County Commission on Children and Youth
AGENDA BRIEFING – January 7, 2021
4:00 P.M. – 4:30 P.M.
Zoom meeting- details provided on Agenda

- 4:30 p.m. WELCOME & INTRODUCTIONS**
The Chairperson will welcome attendees and facilitate brief introductions.
- 4:35 p.m. APPROVAL OF THE MINUTES/AMENDMENTS TO THE AGENDA**
The December minutes will be approved and any changes to the January Agenda will be approved.
- 4:40 p.m. YOUTH REPRESENTATIVE REPORT**
Youth Representatives on the Commission and guests will have an opportunity to update the Commission on youth issues and activities in their community.
- 5:00 p.m. PROJECT UPDATES**
We will have updates on the Youth Voices Project & the Developmental Relationships Training
- 5:15 p.m. WORK PLAN AND STRATEGIC PLANNING**
Jeff will lead the discussion of the updates to the Work Plan and next steps.
- 5:45 p.m. ANNOUNCEMENTS AND PUBLIC COMMENT (2 MINUTE LIMIT)**
Members of the board & the public will announce events & share comments.
- 6:00 p.m. ADJOURNMENT & NEXT MEETING: Feb. 4, 2021**

Kitsap County Commission on Children and Youth

MINUTES December 3, 2020

The Kitsap County Commission on Children and Youth meeting was held on Thursday, December 3, 2020 from 4:30 -6:00 p.m. via Zoom due to health and safety issues brought by the Covid 19 Pandemic and the current Shelter in Place orders. Jeff Allen, Board Chairperson facilitated this meeting and called the meeting to order. Laura Hyde served as staff and recorder.

I. WELCOME & INTRODUCTIONS

Jeff asked members and guests for self-introductions. Attendees offered introductions.

II. APPROVAL OF THE MINUTES/AMENDMENTS TO THE AGENDA

The November 2020 Meeting Minutes were approved and entered into the record. It was noted that we are meeting virtually due to the Covid 19 Pandemic and the Governor's Stay Home Stay Healthy Directive.

III. YOUTH REPRESENTATIVE REPORTS

Youth Representatives on the Commission and guests updated the Commission on youth issues and activities in their community. It was noted that we have openings for Youth Representatives in Bremerton, Central and North Kitsap.

IV. PROJECT UPDATES

The Board was updated on the Youth Voices Project, the upcoming Developmental Relationships Training, and strategic planning.

V. DEVELOPMENTAL ASSET TRAINING

Laura provided a brief overview of the Search Institute's Developmental Assets as a building block for the upcoming Developmental Relationships training Dec. 8 and 9 from 1-3pm. this event is sponsored by the Youth Commission and Kitsap Strong.

VI. ANNOUNCEMENT/PUBLIC COMMENT

It was announced that there is still space to register for the Developmental Relationships training to be held on Dec. 8 and 9 from 1-3pm. Laura encouraged board members and guests to register now. The board shared announcements.

VII. ADJOURNMENT & NEXT MEETING

The meeting was adjourned. Next meeting will be held on January 7, 2021.

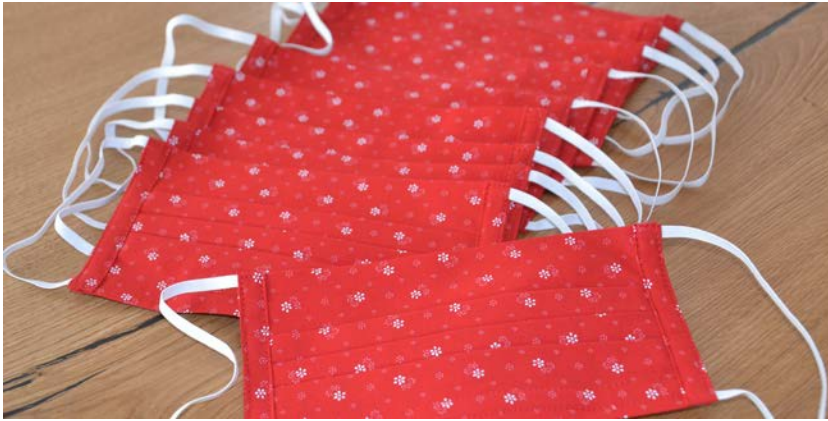


Figure 1 image above is not representative of provided masks

COUNTYWIDE CLOTH MASK DISTRIBUTION FOR LOW-INCOME HOUSEHOLDS

We need your organization’s help to us distribute 100,000 masks!

Mask distribution will be through organizations that work with low-income households. The Kitsap County Emergency Operations Center and Kitsap County Human Services would like to partner with as many organizations as possible for this effort.

Each person in an eligible household may receive 2 masks. Masks must be provided at no charge and with no conditions. Reporting requirements will be minimal.

If your organization is able to distribute masks to low-income individuals, please complete a request as soon as possible at kcowa.us/clothmaskrequest. We anticipate this being a one-time distribution, with masks available in mid-June.

What are the requirements?

Households must be below 200% Federal Poverty Level to qualify.

Persons in Household	Monthly	Annual
1	\$2,127	\$25,520
2	\$2,873	\$34,480
3	\$3,620	\$43,440
4	\$4,367	\$52,400
5	\$5,113	\$61,360
6	\$2,860	\$70,320
7	\$6,607	\$19,280
8	\$7,353	\$88,240

For questions contact Cory Derenburger, cderenbu@co.kitsap.wa.us | 360-362-0404

OPEN TO ALL NON-PROFITS, AGENCIES, ORGANIZATIONS THAT SERVE LOW- INCOME HOUSEHOLDS

2 MASKS PER PERSON IN ELIGIBLE HOUSEHOLDS

HOUSEHOLDS MUST BE BELOW 200% FPL

MINIMAL REPORTING REQUIREMENTS

APPLY ONLINE FOR YOUR AGENCY TO REQUEST MASKS TO DISTRIBUTE

TO PARTICIPATE

Complete an application online at the following website to requests masks

kcowa.us/clothmaskrequest





KITSAP COUNTY COMMISSION ON CHILDREN AND YOUTH
February 4, 2021
4:30 - 6:00 p.m.

Join the Zoom meeting:

<https://us02web.zoom.us/j/83720002430>

Phone: 1-253-215-8782

Meeting ID: 961 5275 7562

THE PURPOSE OF THIS BOARD IS TO:

Advise County Commissioners and residents on the needs of children, youth, and families based on periodic assessments

Facilitate Coordination of information among agencies to maximize resources

Advocate for an environment that fosters healthy, self-sufficient, responsible and productive children, youth and families

A G E N D A

4:30 WELCOME & INTRODUCTIONS

4:35 APPROVAL OF THE MINUTES/AGENDA AMENDMENTS

**4:40 PRESENTATIONS- Coffee Oasis & Eastside Baby Corner
West Sound**

5:00 ELECTIONS – Chair & Vice Chair 2021

5:15 YOUTH REPRESENTATIVE REPORTS

5:30 RFP REVIEW – reviewing grant funding announcement

5:45 PROJECT UPDATE -Youth Voices

5:50 ANNOUNCEMENTS/PUBLIC COMMENT (2 min. limit)

6:00 ADJOURNMENT & NEXT MEETING- MARCH 4, 2021

Kitsap County Commission on Children and Youth
AGENDA BRIEFING – February 4, 2021
4:00 P.M. – 4:30 P.M.
Zoom meeting- details provided on Agenda

- 4:30 p.m. WELCOME & INTRODUCTIONS**
The Chairperson will welcome attendees and facilitate brief introductions.
- 4:35 p.m. APPROVAL OF THE MINUTES/AMENDMENTS TO THE AGENDA**
The January minutes will be approved and any changes to the February Agenda will be approved.
- 4:40 p.m. PRESENTATIONS**
Coffee Oasis and Eastside Baby Corner West Sound will present on the projects we were able to fund with them in 2020 through our RFP (Request for Proposal/grant we offer each year.) *Programs That Prevent and Reduce the Impact of Adverse Childhood Experiences Through Building Resiliency.*
- 5:00 p.m. ELECTIONS**
We will have elections for 2021 Chairperson and Vice Chairperson
Please send nominations to Laura Hyde
- 5:15p.m. YOUTH REPRESENTATIVE REPORT**
Youth Representatives on the Commission and guests will have an opportunity to update the Commission on youth issues and activities in their community.
- 5:30 p.m. RFP REVIEW**
We will review our current RFP (grant request for proposal) and make any changes needed. The Announcement is planned for March 11, 2021.
- 5:45 p.m. PROJECT UPDATES**
We will have an update on the Youth Voices Project.
- 5:50 p.m. ANNOUNCEMENTS AND PUBLIC COMMENT (2 MINUTE LIMIT)**
Members of the board & the public will announce events & share comments.
- 6:00 p.m. ADJOURNMENT & NEXT MEETING: March 4, 2021**

Kitsap County Commission on Children and Youth

MINUTES January 7, 2021

The Kitsap County Commission on Children and Youth meeting was held on Thursday, January 7, 2021 from 4:30 -6:00 p.m. via Zoom due to health and safety issues brought by the Covid 19 Pandemic and the current Shelter in Place orders. Jeff Allen, Board Chairperson facilitated this meeting and called the meeting to order. Laura Hyde served as staff and recorder.

I. **WELCOME & INTRODUCTIONS**

Jeff asked members and guests for self-introductions. Attendees offered introductions.

II. **APPROVAL OF THE MINUTES/AMENDMENTS TO THE AGENDA**

The December 2020 Meeting Minutes were approved and entered into the record. It was noted that we are meeting virtually due to the Covid 19 Pandemic and the Governor's Stay Home Stay Healthy Directive.

III. **YOUTH REPRESENTATIVE REPORTS**

Youth Representatives on the Commission and guests updated the Commission on youth issues and activities in their community. It was noted that we have openings for Youth Representatives in Bremerton and North Kitsap.

IV. **PROJECT UPDATES**

The Board was updated on the Youth Voices Project, the Developmental Relationships Training held December 8-9, 2020 and where we are in the strategic planning process.

V. **WORK PLAN AND STRATEGIC PLANNING**

Jeff led the discussion of our current work plan and how it fits into the strategic planning process for the Commission. The board voted to approve the 2021 Work Plan.

VI. **ANNOUNCEMENT/PUBLIC COMMENT**

The board and guests shared announcements.

VII. **ADJOURNMENT & NEXT MEETING**

The meeting was adjourned. Next meeting will be held on February 4, 2021.

Co-hosted by NAACP Unit 1134, Tacoma Chapter of The Links, Incorporated,
and APAW-WA- Diversity Committee American Public Works Association of Washington



Black History Month
SAVE THE DATE
February 20, 2021
12:00 - 2:00 PM

RSVP to
naacpbremerton@yahoo.com

Building A Future,
Assembled From
the Past:

A Virtual Black History Panel For Youth

"Race, age, experience,
geography, language, none of
these should restrict you.
All of these are assets.
We should be willing to
embrace differences."

JOHN D. HARRIS,
2010 BLACK ENGINEER OF THE YEAR

Co-Hosted By:

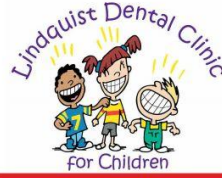


naacpbremerton.org
NAACP
Unit 1134 Bremerton/Kitsap



Linked in Friendship, Connected in Service
Tacoma (WA) Chapter





Mark your calendar!

Did you know that good oral health care can increase your child's ability to be successful in school?

To learn how to live a healthier lifestyle, The Tacoma (WA) Chapter of the Links, Incorporated and Lindquist Dental Clinic for Children have partnered with **Colgate Bright Smiles, Bright Futures** to bring this dental program right to your children virtually! During this session, your child will learn:

- ✓ Proper hand washing techniques
- ✓ Tips for brushing and flossing
- ✓ How to select healthy food choices
- ✓ What to expect when visiting the dentist

Bright Smiles, Bright Futures reaches communities across the world with their award-winning educational curriculum. We look forward to learning together how we can keep our smiles healthy and bright!



Save the Date: Saturday, February 6, 2021, 11 am and 12 pm

Zoom Links

11 am session (5-7 year olds):

Meeting ID: 827 4836 0023, Passcode: 519271

12 pm session (8-10 year olds):

Meeting ID: 864 0733 3809, Passcode: 519271

Colgate will provide a free Dental Kit to all children attending the program. To receive your Dental Kit, please email **Dr. Alicia Stephens** at **TacomaLinksColgate@gmail.com** with your name, child's name, and phone number.

PLEASE JOIN US FOR THIS FUN, FREE, & EDUCATIONAL PROGRAM

LEARN MORE: WWW.COLGATEBSBF.COM



— WASHINGTON GOVERNOR —

JAY INSLEE

NEWS RELEASE

January 14, 2021

Public and constituent inquiries | 360.902.4111

Press inquiries | 360.902.4136

Katy Payne | 360.764.0201

Office of Superintendent of Public Instruction

State of Innovation Challenge invites Washington youth to design solutions to the state's big issues

Gov. Jay Inslee, Superintendent of Public Instruction Chris Reykdal, the STEM Education and Innovation Alliance, Career Connect Washington and community partners including 4-H Washington, announce the launch of the State of Innovation Challenge—a virtual, career-connected problem solving challenge that invites Washington youth to design and share their own solutions to some of the biggest issues Washington's employers and communities are facing in 2020 and 2021.

From COVID-19 testing, to mental healthcare for social distancing teens, to keeping our food supply chain robust, to creating more sustainable schools, towns, and manufacturing centers for our post-COVID-19 future, the last 12 months have had no shortage of complex issues. Through the Challenge, students can explore these issues in depth, consider how they impact their communities, and work with teachers or other adult advisers to share with state leaders through the [Challenge website](#).

As they design their Challenge solutions, youth will have opportunities to interact with industry leaders from fields like healthcare, manufacturing, technology, agriculture and hospitality to learn how these industries are addressing 2020's challenges while also exploring their own future career path. Educators, youth-serving program leaders and youth can sign up for more information at www.innovationwa.org.

"Washington has always been a state of dreamers, doers and innovators," Inslee said. "This year, as we face some of the biggest challenges our state has ever faced, we want to invite the next generation of problem solvers to help us find the way forward."

Created with the input of teachers and youth program leaders, the Challenge is designed to support educators working with youth in the virtual environment. They can share lesson and activity plans with peers, and use the provided videos, research and industry engagement sessions to further engage students.

"Our educators are doing incredible work engaging students in a new digital environment," Reykdal said. "The Challenge provides ways for them to share that work with peers across the state, to collaborate and to connect classroom topics to the real-world problems that young people are focused on right now."

Youth can also learn about pathways to postsecondary education and training like [Career Launch programs](#), [Washington College Grant](#) and the [Washington State Opportunity Scholarship](#).

"We want to create pathways to opportunity for young people, especially those who face systemic barriers to opportunity," said James Dorsey, STEM Alliance co-chair and CEO of the College Success Foundation. "We want to empower youth to take on today's problems, and also help them find the pathway to the future they envision for themselves."

The State of Innovation Challenge invites youth to create solutions to one of three cases:

- [“The Food Chain”](#): How can we ensure that every Washingtonian can have access to healthy, affordable, and environmentally sustainable food during the pandemic, especially low-income households?
- [“Responding to COVID-19”](#): How can we support the mental health of teens and elders while practicing social distancing? How can we ensure all Washington residents have accurate, actionable, accessible information about COVID-19, while respecting their individual privacy?
- [“Our Communities after COVID-19”](#): How can we help Washington build back from the pandemic in a healthier, more resilient, more sustainable way? How should we change our approach to housing, education, urban design or manufacturing so that we can have healthy, connected, sustainable communities?

Youth in middle school, high school, alternative education programs and out of school youth programs—including WIOA-eligible youth and youth in re-engagement programs—are eligible to participate. In addition to working directly with educators, the STEM Education Innovation Alliance is partnering with Career Connect Washington, 4-H Washington, Junior Achievement and other education and youth focused community partners across the state.

The State of Innovation Challenge builds on Career Connect Washington’s [CareerConnect@Home](#) program, which brought daily livestreamed conversations with Washington State employers to youth in Spring 2020.

About: The [State of Innovation Challenge](#) is an initiative of the STEM Education and Innovation Alliance, in partnership with Career Connect Washington, Office of the Superintendent of Public Instruction, Office of the Governor, Employment Security Department, Washington Student Achievement Council, and 4-H Washington.



ACCESSING THE LEGISLATURE REMOTELY

The resources listed below have been gathered to provide quick reference in navigating the Washington State Legislature's remote 2021 Legislative Session. We believe this information will be helpful and you are always welcome to reach out to the Legislative Information Center for assistance (360) 786-7573.



1 Understanding the Process:

New to how the Legislature operates? Start here!

[Legislative Process \(Video\)](#)

[How a Bill Becomes a Law \(text\)](#)

[Overview of Legislative Process \(text\)](#)

Cutoff Calendar: <https://leg.wa.gov/legislature/Pages/cutoff.aspx>

The cutoff calendar shows dates and deadline of significance in the legislative process

[Glossary of Legislative Terms](#)

2 Watching and Participating: Due to the COVID-19 pandemic, all legislative buildings are closed to the public

See all the action and have your voice heard

Watch gavel to gavel coverage of legislative session on [TVW streaming](#) or on [Television](#)

Watch [TVW Coverage of Senate Sessions](#)

Watch [TVW Coverage of House Sessions](#)

Participate by [testifying in a committee](#) (Virtually) [Get Detailed Instructions](#)

Participate by [voicing your opinion on a bill](#)

Participate by [knowing who your legislators are](#)

[Citizen's Guide to Effective Legislative Participation](#)

Find [ADA accommodation and information](#)

3 Track Legislation:

Know where your bills are so you can watch and participate effectively

[Bill Tracking Video](#)

Floor Activity Report:

[House Floor Activity Calendar](#)

[Senate Floor Activity Calendar](#)

[Committee Schedules](#)



4 Contacting Your Legislator:

Start a Dialogue With Your Elected Officials

[Contact Your legislators to Schedule a Virtual Visit](#)

Call and leave a message for your legislators via the Hotline: **1.800.562.6000**

Who are the legislators that represent [me and my district?](#)

Strengthening Families Program 2021



For Parents and Youth 10-14 years old

Tuesdays

From February 23 to April 13

OR Thursdays

From February 25 to April 15

One session per week

5:00 pm – 8:00 pm

- **Virtual connection by Zoom**
- **You need an electronic device and Internet connection.**

Register Now! There are limited

Parent/Caregiver Learning:

- Identify stress and problems that may appear in adolescence.
- Learn to support teens' future goals and dreams.
- How to set limits by showing love during your preadolescence and adolescence.

Teen Learning:

- How to resist pressure from friends and how to choose good friends
- How to manage angry emotions, angry feelings, and manage stress
- Learn to appreciate parents/caregivers.

Please fill out the application form shown at the end of this sheet and email us at sfp@kcr.org before January 24, 2021 or click [here](#).

For more information, please contact to: Dina Burns: sfp@kcr.org Phone number: 360-990-0949

Names of Parents or Caregivers: #1 _____ #2 _____

Phone Number: _____ Cell Phone Number: _____ e-mail: _____

Teens' information (ages 10-14) who wish to register for this program.

1. Youth's Name: _____ Age: _____

2. Youth's Name: _____ Age: _____



Programa de Fortaleciendo Familias 2021



Para Padres o Cuidadores y Jóvenes de 10 a 14 años de edad

MARTES

**Desde el 23 de febrero al 13 de abril
O JUEVES**

**Desde el 25 de febrero al 15 de abril
Una sesión por semana
5:00 – 8:00 pm**

- **Conexión virtual por Zoom**
- **Se necesitará una pantalla electrónica y conexión de internet.**

¡Regístrate Ahora! ¡Son cupos limitados!

Aprendizaje de Padres:

- Identificar estrés y problemas que se puedan aparecer en la adolescencia.
- Aprender a apoyar las metas y los sueños futuros de los adolescentes.
- Como establecer límites mostrando amor durante la preadolescencia y la adolescencia.

Aprendizaje de los Adolescentes:

- Como resistir la presión de los amigos y como escoger a los buenos amigos
- Como manejar emociones de enojo, sentimientos de enojo y controlar el estrés
- Aprender a apreciar a los padres

Por favor, llene el formulario de la aplicación que se muestra al final de esta hoja y reenvíenos por correo electrónico a sfp@kcr.org antes del 24 de enero del 2021 o haz un clic [aquí](#).

Para mayor información contactarse con:

Dina Burns: sfp@kcr.org o llame al 360-990-0949

Nombres de los Padres o Cuidadores:

#1 _____ #2 _____

Celular: _____ Correo Electrónico: _____

Nombre(s) de los adolescentes (edades 10-14) que deseen registrar para este programa.

1. Nombre del Adolescente #1: _____ Edad: _____

2. Nombre del Adolescente #2: _____ Edad: _____

NOW ACCEPTING APPLICATIONS!

Kitsap Strong and XParenting are seeking interested individuals (natural supports in the lives of our youth/children) to participate in a two-day virtual training and subsequent Community of Practice (CoP).

This experience is designed to empower participants with the skills and confidence to help children cope with the stress of the COVID-19 pandemic and social isolation. We believe every person can flourish when they have the support of caring and competent adults.

Excellent candidates for this FREE training opportunity include any/all "caring adults" who have relationships with children and are natural mentors (formal or informal) - youth leaders, coaches, scout leaders, faith & activity leaders, aunts/uncles, neighbors, and grandparents.

**Click here to view the
RFP!**

**Click here to complete
the application now!**

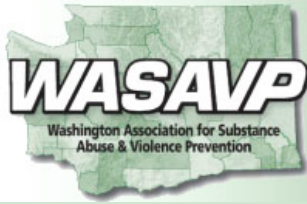
**If you have questions or concerns, please email
info@kitsapstrong.org**

Kitsap Strong | PO Box 3670, Silverdale, WA 98383

Unsubscribe_lhyde@co.kitsap.wa.us

[Update Profile](#) | [About our service provider](#)

Sent by marlaina.simmons@kitsapstrong.org powered by



**Washington Association
for Substance Abuse and
Violence Prevention**

Prevention Policy Day 2021 Virtual Event



You are cordially invited to participate in the 2021 Virtual Prevention Policy Day program on Monday, February 15th 12:00 -1:00 p.m.

This annual youth-focused advocacy event is a great way to provide all youth with a voice into the government (making) process.

You are encouraged to make appointments to meet with your legislators to discuss healthy community priorities.

Start now setting up your own meetings with your Legislators!

- **Register** for Prevention Policy Day February 15, 2021 ([Prevention Policy Day 2021 Tickets, Mon, Feb 15, 2021 at 12:00 PM | Eventbrite](#))
- Youth Advocacy Guide, Foundation for Healthy Generations - [Hannah's Tips](#)
- Find your lawmakers ([click here](#))
- Check-out the updated WASAVP website: www.wasavp.org



Greg Wheeler, Mayor



Apply Now!

CITY OF BREMERTON
MAYOR'S
YOUTH LEADERSHIP AWARD
2021

\$250 Scholarship

ELIGIBILITY

- Involved (or have been involved) in city, community or school leadership activity
- Eligible to graduate from high school, completing home school or receiving GED in spring/summer 2021
- Washington state resident living in City of Bremerton
- Plan to enroll in 2021-2022 academic year at accredited college or trade school half-time or more

APPLICATION DEADLINE: FEBRUARY 19, 2021

Full application details are available at:

www.BremertonWA.gov/YouthLeadershipAward

QUESTIONS? Email Jennifer.Hayes@ci.bremerton.wa.us





KITSAP COUNTY COMMISSION ON CHILDREN AND YOUTH
March 4, 2021
4:30 - 6:00 p.m.

Join the Zoom meeting:

<https://us02web.zoom.us/j/83720002430>

Phone: 1-253-215-8782

Meeting ID: 961 5275 7562

THE PURPOSE OF THIS BOARD IS TO:

Advise County Commissioners and residents on the needs of children, youth, and families based on periodic assessments

Facilitate Coordination of information among agencies to maximize resources

Advocate for an environment that fosters healthy, self-sufficient, responsible and productive children, youth and families

A G E N D A

- 4:30 WELCOME & INTRODUCTIONS**
- 4:35 APPROVAL OF THE MINUTES/AGENDA AMENDMENTS**
-
- 4:40 PRESENTATIONS- YWCA 2020 Grant Report**
- 4:55 AMENDING BYLAWS- VOTE**
- 5:10 ELECTION OF OFFICERS**
- 5:20 YOUTH REPRESENTATIVE REPORTS**
- 5:30 UPDATES -Youth Voices, Budget, RFP/Grant**
- 5:50 ANNOUNCEMENTS/PUBLIC COMMENT (2 min. limit)**
- 6:00 ADJOURNMENT & NEXT MEETING- APRIL 1, 2021**

Kitsap County Commission on Children and Youth
AGENDA BRIEFING – March 4, 2021
4:00 P.M. – 4:30 P.M.
Zoom meeting- details provided on Agenda

- 4:30 p.m. WELCOME & INTRODUCTIONS**
The Chairperson will welcome attendees and facilitate brief introductions.
- 4:35 p.m. APPROVAL OF THE MINUTES/AMENDMENTS TO THE AGENDA**
The February minutes will be approved and any changes to the March Agenda will be approved.
- 4:40 p.m. PRESENTATIONS**
Meg Quinlivan will present on the projects we were able to fund with them in 2020 through our RFP (Request for Proposal/grant we offer each year.)
Programs That Prevent and Reduce the Impact of Adverse Childhood Experiences Through Building Resiliency.
- 4:55 p.m. AMENDING BYLAWS- VOTE**
Laura will share information from County staff regarding the necessity of amending the bylaws if we are to have a change to our leadership model. We will look over the proposed changes to the bylaws and vote to approve the recommended changes. The recommendation goes to the Board of County Commissioners who will make the final decision.
- 5:10 p.m. ELECTIONS**
We will have elections for 2021 Chairperson and Vice Chairperson
Please send nominations to Laura Hyde
- 5:20p.m. YOUTH REPRESENTATIVE REPORT**
Youth Representatives on the Commission and guests will have an opportunity to update the Commission on youth issues and activities in their community.
- 5:30 p.m. UPDATES Youth Voices, Budget, RFP/Grant Application**
We will discuss updated information on these topics and decide next steps.
- 5:50 p.m. ANNOUNCEMENTS AND PUBLIC COMMENT (2 MINUTE LIMIT)**
Members of the board & the public will announce events & share comments.
- 6:00 p.m. ADJOURNMENT & NEXT MEETING: April 1, 2021**
No foolin' 😊

Kitsap County Commission on Children and Youth

MINUTES February 4, 2021

The Kitsap County Commission on Children and Youth meeting was held on Thursday, February 4, 2021 from 4:30 -6:00 p.m. via Zoom due to health and safety issues brought by the Covid 19 Pandemic and the current Shelter in Place orders. Jeff Allen, Board Chairperson facilitated this meeting and called the meeting to order. Laura Hyde served as staff and recorder.

I. **WELCOME & INTRODUCTIONS**

Jeff asked members and guests for self-introductions. Attendees offered introductions.

II. **APPROVAL OF THE MINUTES/AMENDMENTS TO THE AGENDA**

The January 7, 2021 Meeting Minutes were approved and entered into the record. It was noted that we are meeting virtually due to the Covid 19 Pandemic and the Governor's Stay Home Stay Healthy Directive.

III. **PRESENTATIONS**

Coffee Oasis and Eastside Baby Corner presented on their Youth Commission grant funded projects.

IV. **ELECTIONS**

It was discussed that the Youth Commission wants to move to Co-Chair and Vice-Chair Leadership. Co-Chairs are to be an adult board member and a youth board member. Laura will have a discussion with County staff to see what steps are needed to do this.

It was decided to postpone elections until March.

V. **RFP GRANT ANNOUNCEMENT REVIEW**

We reviewed the draft grant announcement and discussed proposed changes. The board voted to approve the grant announcement as amended.

VI. **YOUTH REPRESENTATIVE REPORTS**

Youth Representatives on the Commission and guests updated the Commission on youth issues and activities in their community. It was noted that we have openings for Youth Representatives in Bremerton and North Kitsap.

VII. **PROJECT UPDATES**

The Board was updated on membership and recruitment plans were made. We did not have a representative from Youth Voices present and will look for an update next month. Strategies to increase membership, activities, and incentives were discussed. The budget was discussed.

VIII. **ANNOUNCEMENT/PUBLIC COMMENT**

The board and guests shared announcements.

IX. **ADJOURNMENT & NEXT MEETING**

The meeting was adjourned. Next meeting will be held on March 4, 2021.

Strengthening Families Program 2021



For Parents and Youth 10-14 years old

Tuesdays

From February 23 to April 13

OR Thursdays

From February 25 to April 15

One session per week

5:00 pm – 8:00 pm

- **Virtual connection by Zoom**
- **You need an electronic device and Internet connection.**

Register Now! There are limited

Parent/Caregiver Learning:

- Identify stress and problems that may appear in adolescence.
- Learn to support teens' future goals and dreams.
- How to set limits by showing love during your preadolescence and adolescence.

Teen Learning:

- How to resist pressure from friends and how to choose good friends
- How to manage angry emotions, angry feelings, and manage stress
- Learn to appreciate parents/caregivers.

Please fill out the application form shown at the end of this sheet and email us at sfp@kcr.org before January 24, 2021 or click [here](#).

For more information, please contact to: Dina Burns: sfp@kcr.org Phone number: 360-990-0949

Names of Parents or Caregivers: #1 _____ #2 _____

Phone Number: _____ Cell Phone Number: _____ e-mail: _____

Teens' information (ages 10-14) who wish to register for this program.

1. Youth's Name: _____ Age: _____

2. Youth's Name: _____ Age: _____



Programa de Fortaleciendo Familias 2021



Para Padres o Cuidadores y Jóvenes de 10 a 14 años de edad

MARTES

**Desde el 23 de febrero al 13 de abril
O JUEVES**

**Desde el 25 de febrero al 15 de abril
Una sesión por semana
5:00 – 8:00 pm**

- **Conexión virtual por Zoom**
- **Se necesitará una pantalla electrónica y conexión de internet.**

¡Regístrate Ahora! ¡Son cupos limitados!

Aprendizaje de Padres:

- Identificar estrés y problemas que se puedan aparecer en la adolescencia.
- Aprender a apoyar las metas y los sueños futuros de los adolescentes.
- Como establecer límites mostrando amor durante la preadolescencia y la adolescencia.

Aprendizaje de los Adolescentes:

- Como resistir la presión de los amigos y como escoger a los buenos amigos
- Como manejar emociones de enojo, sentimientos de enojo y controlar el estrés
- Aprender a apreciar a los padres

Por favor, llene el formulario de la aplicación que se muestra al final de esta hoja y reenvíenos por correo electrónico a sfp@kcr.org antes del 24 de enero del 2021 o haz un clic [aquí](#).

Para mayor información contactarse con:

Dina Burns: sfp@kcr.org o llame al 360-990-0949

Nombres de los Padres o Cuidadores:

#1 _____ #2 _____

Celular: _____ Correo Electrónico: _____

Nombre(s) de los adolescentes (edades 10-14) que deseen registrar para este programa.

1. Nombre del Adolescente #1: _____ Edad: _____

2. Nombre del Adolescente #2: _____ Edad: _____

Free Wi-Fi Hotspots in Kitsap



The Kitsap Public Utility District offers free **Drive-In Wi-Fi Hotspots** at locations throughout Kitsap County, available **6 a.m.-10 p.m. daily** (except the Crosby Community Club, 6 a.m.-9 p.m. Mon-Thurs). Drive or walk to the site and select the KITSAP PUBLIC WI-FI network. No password required.

North Kitsap

- > Fort Ward Hall, 2241 Pleasant Beach Dr., Bainbridge Island
- > Suquamish House of Awakened Culture, 7235 NE Parkway, Suquamish
- > Indianola Community Center, 19876 Indianola Rd NE, Indianola
- > Hansgrill Café and Market, 7532 NE Twin Spits Road, Hansville

Central Kitsap

- > Pendergast Park, 1199 Union Ave., Bremerton
- > Crosby Community Club, 2135 Christopher Rd NW, Seabeck
- > Seabeck Elementary, 15565 Seabeck Highway NW, Seabeck
- > Kitsap County Fairgrounds, 1195 NW Fairgrounds Rd. Bremerton

South Kitsap

- > Bremerton National Airport, 8850 SW State Highway 3, Bremerton
- > Burley Community Club, 14853 Burley Ave. NE, Port Orchard

Free Wi-Fi Hotspots at Kitsap Regional Library branches: 360-405-9100, www.krl.org/locations



KPUD

CONNECTING KITSAP

Questions? 360-626-7744

Online WiFi Hotspots map:
www.kpud.org/KPUDFreeWifi

Wi-Fi Gratis en Kitsap



El Distrito Publico de Kitsap esta ofreciendo hotspots de Wi-Fi gratis en diferente lugares en Kitsap County, **disponible 6 a.m. - 10 p.m cada dia** (menos de Crosby Community Club, 6 a.m. - 9 p.m. Lunes- Jueves). Conducir o andar a uno de estos sitios y elige el network KITSAP PUBLIC WIFI. No necessita una contrasena.

North Kitsap

- > Fort Ward Hall, 2241 Pleasant Beach Dr., Bainbridge Island
- > Suquamish House of Awakened Culture, 7235 NE Parkway, Suquamish
- > Indianola Community Center, 19876 Indianola Rd NE, Indianola
- > Hansgrill Café and Market, 7532 NE Twin Spits Road, Hansville

Central Kitsap

- > Pendergast Park, 1199 Union Ave., Bremerton
- > Crosby Community Club, 2135 Christopher Rd NW, Seabeck
- > Seabeck Elementary, 15565 Seabeck Highway NW, Seabeck
- > Kitsap County Fairgrounds, 1195 NW Fairgrounds Rd. Bremerton

South Kitsap

- > Bremerton National Airport, 8850 SW State Highway 3, Bremerton
- > Burley Community Club, 14853 Burley Ave. NE, Port Orchard

Wifi Hotspots Gratis disponible en la biblioteca de 360-405-9100, www.kr1.org/locations



KPUD

CONNECTING KITSAP

Preguntas? 360-626-7744

En linea Wi-Fi mapa:

www.kpud.org/KPUDFreeWifi



KITSAP COUNTY COMMISSION ON CHILDREN AND YOUTH
April 1, 2021
4:30 - 6:00 p.m.

[Join the Zoom meeting:](#)

Phone: 1-253-215-8782

Meeting ID: 961 5275 7562

THE PURPOSE OF THIS BOARD IS TO:

Advise County Commissioners and residents on the needs of children, youth, and families based on periodic assessments

Facilitate Coordination of information among agencies to maximize resources

Advocate for an environment that fosters healthy, self-sufficient, responsible and productive children, youth and families

A G E N D A

4:30 WELCOME & INTRODUCTIONS

4:35 APPROVAL OF THE MINUTES/AGENDA AMENDMENTS

4:40 ELECTION OF OFFICERS

4:55 YOUTH REPRESENTATIVE REPORTS

5:10 UPDATES -Youth Voices, RFP/Grant, Membership

5:30 TRAINING TOPICS DISCUSSION

5:45 ANNOUNCEMENTS/PUBLIC COMMENT (2 min. limit)

6:00 ADJOURNMENT & NEXT MEETING MAY 6, 2021

Kitsap County Commission on Children and Youth
AGENDA BRIEFING – April 1, 2021
4:00 P.M. – 4:30 P.M.
Zoom meeting details provided on Agenda

- 4:30 p.m. WELCOME & INTRODUCTIONS**
The Chairperson will welcome attendees and facilitate brief introductions.
- 4:35 p.m. APPROVAL OF THE MINUTES/AMENDMENTS TO THE AGENDA**
The March Meeting Minutes will be approved and any changes to the March Agenda will be approved.
- 4:40 p.m. ELECTION OF OFFICERS**
We will have elections for the Youth and Adult Board member Co-Chairpersons and for the position of Vice Chairperson. Please send nominations to Laura.
- 4:55p.m. YOUTH REPRESENTATIVE REPORT**
Youth Representatives on the Commission and guests will have an opportunity to update the Commission on youth issues and activities in their community.
- 5:10 p.m. UPDATES Youth Voices, Budget, RFP/Grant Application**
We will discuss updated information on these topics and decide next steps.
- 5:30 p.m. TRAINING TOPICS DISCUSSION**
We will explore ideas for future Board and Community training topics.
- 5:45p.m. ANNOUNCEMENTS AND PUBLIC COMMENT (2 MINUTE LIMIT)**
Members of the board & the public will announce events & share comments.
- 6:00 p.m. ADJOURNMENT & NEXT MEETING: May 6, 2021**

Kitsap County Commission on Children and Youth

MINUTES March 4, 2021

The Kitsap County Commission on Children and Youth meeting was held on Thursday, March 4, 2021 from 4:30 -6:00 p.m. via Zoom due to health and safety issues brought by the Covid 19 Pandemic and the current Shelter in Place orders. Jeff Allen, Board Chairperson facilitated this meeting and called the meeting to order. Laura Hyde served as staff and recorder.

I. **WELCOME & INTRODUCTIONS**

Jeff asked members and guests for self-introductions. Attendees offered introductions.

II. **APPROVAL OF THE MINUTES/AMENDMENTS TO THE AGENDA**

The February 4, 2021 Meeting Minutes were approved and entered into the record. It was noted that we are meeting virtually due to the Covid 19 Pandemic and the Governor's Stay Home Stay Healthy Directive.

III. **PRESENTATION**

Dave Lennox, Interim Executive Director of YWCA of Kitsap County presented on their Youth Commission grant funded project and the recent changes at the agency.

IV. **AMENDING BYLAWS**

The Youth Commission wants to move to Co-Chair and Vice-Chair Leadership model. In this model we will have a Youth Board Member and an Adult Board Member share the Chairperson position. Laura explained that based on the Board's recommendation last month, she contacted County staff for more information regarding the process. Next, the Leadership Committee drafted the changes to the bylaws and presented the changes to the Board. Discussion was held, and the Board voted to approve the recommended changes. The next step is for the Board of County Commissioners to approve the changes. It was decided to hold a vote next month after the Bylaws have been officially changed.

V. **ELECTIONS**

It was decided to postpone elections until the April meeting in hopes that the Board of County Commissioners will have approved the changes to the Bylaws recommended today.

VI. **YOUTH REPRESENTATIVE REPORTS**

Youth Representatives on the Commission and guests updated the Commission on youth issues and activities in their community. It was noted that we have openings for Youth Representatives in Bremerton and North Kitsap.

VII. **UPDATES -Youth Voices, Budget, RFP/Grant**

Updates on the Youth Voices Project were shared by Sofia and Ana. Laura provided an update on the Budget and the status of our grant process.

ALL PATIENTS SAFE

SUICIDE PREVENTION TRAINING

Designed for Medical & other Licensed Professionals

Register today at apsafe.uw.edu

SUICIDE IS A SILENT EPIDEMIC &
PUBLIC HEALTH CRISIS

38%

people made a health care visit within the week before their suicide attempt and 95% within the preceding year (Ahmedani et al., 2015)

47,000+

lives claimed annually by suicide.
(American Association of Suicidology, 2021)



Suicide is among the leading causes of death in the U.S. (National Institute of Mental Health).

All Patients Safe can teach you practical skills to implement with your clients and in your practice to help prevent suicide.

All Patients Safe is a **three or six-hour interactive self-paced training course** designed to address the public health crisis and give medical providers and client-facing staff some tools that can help.

FREE for Washington State providers and client-facing staff.

*Thanks to the **Harborview Behavioral Health Institute** and funding from the **Substance Abuse and Mental Health Services Administration (SAMHSA)** in partnership with the **Washington State Health Care Authority (HCA)**, in response to the increased risk of suicide due to COVID-19.*

YOU CAN MAKE AN ENORMOUS IMPACT

Everyone (3-hour course):

- Understand your role in suicide prevention including suicide recognition and referral
- Effectively educate patients and clients on how to make their homes safer to prevent suicide in their families and communities
- Integrate suicide prevention approaches into your personal and professional life

Medical & other Licensed Professionals (6-hour course):

- Integrate screening, safety, and assessment tools into your practice via case-based application of Forefront Suicide Prevention LEARN® steps
- Advocate for protocol and practice changes to improve suicide prevention care

THIS COURSE MEETS WASHINGTON STATE LICENSURE REQUIREMENTS FOR MEDICAL AND OTHER LICENSED PROFESSIONALS AND CONTINUING EDUCATION CREDIT IS AVAILABLE.

UW Medicine
DEPARTMENT OF PSYCHIATRY
AND BEHAVIORAL SCIENCES

W FOREFRONT
SUICIDE PREVENTION


Seattle Children's
HOSPITAL • RESEARCH • FOUNDATION

Questions?

Visit apsafe.uw.edu for more information.

Suicide by the numbers:

5-14%

of perinatal women experience suicidal thoughts
(Front Psychiatry, 2016; 7: 138)

19%

of Washington State suicides are veterans though they are 7% of the state population
(WA Department of Health, WA-VDRS)

10th

leading cause of death nationwide
(American Association of Suicidology, 2021)

A HIGH-QUALITY EDUCATIONAL EXPERIENCE

All Patients Safe is an interactive training that teaches practical suicide prevention skills. Each training module incorporates:

- **Real patient stories**
- **Model provider-patient interactions**
- **Interactive exercises with feedback provided**
- **Content designed by mental health providers and public health experts with lived experience**

"It will save lives. I used the interview technique the day after taking the course and it resulted in a safety plan for a lady who had clear suicidal thoughts and plans. Thank you."



Licensure Requirements

Both the three-hour and six-hour versions of this course meets Washington State's licensure requirements (RCW 43.70.442) for health care providers to assist in reducing suicide through improved training.

Continuing Medical Education

The University of Washington School of Medicine is accredited by the Accreditation Council for Continuing Medical education to provide continuing medical education for physicians.

The University of Washington School of Medicine designates this enduring material for a maximum of 6.0 AMA PRA Category 1 Credits™. Physicians should claim only the credit commensurate with the extent of their participation in the activity.

Continuing Nursing Education

Nurses:

- Continuing Nursing Education at the University of Washington School of Nursing (UWCNE) is accredited as a provider of continuing nursing education by the American Nurses Credentialing Center's Commission on Accreditation.
- UWCNE is approved as a clock hour provider by the Washington State Board of Education.
- Provider approved by the California Board of Registered Nursing, Provider #7218.

Psychologists: UWCNE qualifies as a Washington State CE program sponsor under Washington Administrative Code (WAC) 246-924-240.

Respiratory Therapists: UWCNE qualifies as a Washington State CE program sponsor under Washington Administrative Code (WAC) 246-928-442.

Social Workers and Counselors: UWCNE qualifies as a Washington State CE program sponsor under WAC 246-809-610. Other Disciplines: A certificate will be awarded for use in documenting completion of this offering.

Register today at apsafe.uw.edu



For Parents and Youth 10-14 years old

Tuesdays and Thursdays

From April to May

One session per week

5:00 pm – 7:00 pm

• Virtual connection by Zoom

• You need an electronic device and Internet connection.

Register Now! There are limited spots!

Parent/Caregiver Learning:

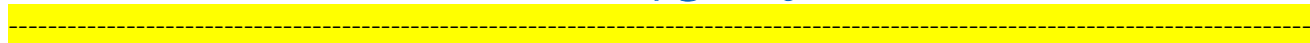
- Identify stress and problems that may appear in adolescence.
- Learn to support teens' future goals and dreams.
- How to set limits by showing love during your preadolescence and adolescence.

Teen Learning:

- How to resist pressure from friends and how to choose good friends
- How to manage angry emotions, angry feelings, and manage stress
- Learn to appreciate parents/caregivers.

Please fill out the application form shown at the end of this sheet and email us at sfp@kcr.org before March 31, 2021 or click [here](#).

For more information, please contact to: Dina Burns: sfp@kcr.org Phone number:360-990-0949



Names of Parents or Caregivers: #1 _____ #2 _____

Phone Number: _____ Cell Phone Number: _____ e-mail: _____

Youths' information (ages 10-14) who wish to register for this program.

1. Youth's Name: _____ Age: _____

2. Youth's Name: _____ Age: _____





Kitsap Transit is providing free trips to vaccination centers. If you know of anyone that may need a ride to get a vaccine, please call Kitsap Transit ACCESS 360-479-7272 or 1-800-422-2877 - at least a day ahead. They do not need to be eligible to ride ACCESS for this trip, but they will be required to wear a face mask.

Federal Communications Commission offers an emergency broadband benefit

The Federal Communications Commission (FCC) offers an emergency broadband benefit. The benefit is for households who struggle to pay for internet services during the pandemic. This new benefit will connect eligible households to jobs, critical healthcare services, and virtual classrooms.

Emergency broadband benefit grant details

- A discount of up to \$50 per month towards broadband service for eligible households.
- Up to \$75 per month for households on Tribal lands.
- Eligible households can also receive a one-time discount of up to \$100 to purchase a laptop, desktop computer, or tablet from participating providers if they contribute \$10-\$50 toward the purchase price.
- The Emergency Broadband Benefit is limited to one monthly service discount and one device discount per household.
- For more info visit the [website](#).

About the Health Care Authority (HCA)

The Washington State Health Care Authority (HCA) is committed to whole-person care, integrating physical health and behavioral health services for better results and healthier residents.

HCA purchases health care for more than 2.5 million Washington residents through Apple Health (Medicaid), the Public Employees Benefits Board (PEBB) Program, the School Employees Benefits Board (SEBB) Program, and the COFA Islander Health Care Program. As the largest health care purchaser in the state, we lead the effort to transform health care, helping ensure Washington residents have access to better health and better care at a lower cost.

Please do not reply directly to this message. For more information, [visit the HCA website](#), where you'll also find contact information.

Disclosure notice

All messages we send via GovDelivery are subject to public disclosure, as are the names and email addresses of those who sign up for email notifications.

Nondiscrimination

The Washington State Health Care Authority (HCA) complies with all applicable federal and Washington state civil rights laws and is committed to providing equal access to our services. Visit HCA's website to [view complete nondiscrimination statements](#).



VIRTUAL

KITSAP COUNTY DEVELOPMENTAL DISABILITIES RESOURCE FAIR

April 1-30, 2021

Explore services in our community in the areas of Education, Advocacy, Support, Employment, Care, Housing, Recreation, Leisure, and more!

Click here: gowise.org/kitsap_county_virtual_transition_resource_fair/

Sponsored By:





KITSAP COUNTY COMMISSION ON CHILDREN AND YOUTH
May 6, 2021
4:30 - 6:00 p.m.

[Join the Zoom meeting:](#)

Phone: 1-253-215-8782

Meeting ID: 961 5275 7562

THE PURPOSE OF THIS BOARD IS TO:

Advise County Commissioners and residents on the needs of children, youth, and families based on periodic assessments

Facilitate Coordination of information among agencies to maximize resources

Advocate for an environment that fosters healthy, self-sufficient, responsible and productive children, youth and families

A G E N D A

- 4:30 WELCOME & INTRODUCTIONS**
-
- 4:35 APPROVAL OF THE MINUTES/AGENDA AMENDMENTS**
- 4:40 GRANT REVIEW COMMITTEE PRESENTATION**
- 5:00 VOTE ON GRANT FUNDING RECOMMENDATIONS**
- 5:10 ELECTION OF OFFICERS**
- 5:30 YOUTH REPRESENTATIVE REPORTS**
- 5:40 UPDATES -Youth Voices, Membership, Trainings/ Events**
- 5:50 ANNOUNCEMENTS/PUBLIC COMMENT (2 min. limit)**
- 6:00 ADJOURNMENT & NEXT MEETING- JUNE 3, 2021**

Kitsap County Commission on Children and Youth
AGENDA BRIEFING – May 6, 2021
4:00 P.M. – 4:30 P.M.
Zoom meeting- details provided on Agenda

- 4:30 p.m. WELCOME & INTRODUCTIONS**
The Chairperson will welcome attendees and facilitate brief introductions.
- 4:35 p.m. APPROVAL OF THE MINUTES/AMENDMENTS TO THE AGENDA**
The April minutes will be approved and any changes to the May Agenda will be approved.
- 4:40 p.m. GRANT REVIEW COMMITTEE PRESENTATION**
The Grant Review Committee will present on the review process and their recommendations for funding.
- 5:00 p.m. VOTE ON GRANT FUNDING**
Recommendations to go to the Board of County Commissioners will be discussed and a vote will be held to make final recommendations.
- 5:10 p.m. ELECTION OF OFFICERS**
We will have elections for the Youth and Adult Board member Co-Chairpersons and for the position of Vice Chairperson. Please send nominations to Laura.
- 5:30 p.m. YOUTH REPRESENTATIVE REPORT**
Youth Representatives on the Commission and guests will have an opportunity to update the Commission on youth issues and activities in their community.
- 5:40 p.m. UPDATES Youth Voices, Membership, Trainings/Events**
We will discuss updated information on these topics and decide next steps.
- 5:45p.m. ANNOUNCEMENTS AND PUBLIC COMMENT (2 MINUTE LIMIT)**
Members of the board & the public will announce events & share comments.
- 6:00 p.m. ADJOURNMENT & NEXT MEETING: June 3, 2021**

Kitsap County Commission on Children and Youth

MINUTES April 1, 2021

The Kitsap County Commission on Children and Youth meeting was held on Thursday, April 1, 2021 from 4:30 -6:00 p.m. via Zoom due to health and safety issues brought by the Covid 19 Pandemic and the current Shelter in Place orders. Jeff Allen, Board Chairperson facilitated this meeting and called the meeting to order. Laura Hyde served as staff and recorder.

I. **WELCOME & INTRODUCTIONS**

Jeff asked members and guests for self-introductions. Attendees offered introductions.

II. **APPROVAL OF THE MINUTES/AMENDMENTS TO THE AGENDA**

The March 4, 2021 Meeting Minutes were approved and entered into the record. It was noted that we are meeting virtually due to the Covid 19 Pandemic and the Governor's Stay Home Stay Healthy Directive.

III. **ELECTION OF OFFICERS**

It was decided to move elections to next month after the Board of County Commissioners approve the new Bylaws that will change our leadership structure to a Co-Chair model having both an adult and a youth lead the Commission.

IV. **YOUTH REPRESENTATIVE REPORTS**

Youth Representatives on the Commission and guests updated the Commission on youth issues and activities in their community. It was noted that we have openings for Youth Representatives in Bremerton and South Kitsap. We will have an opening in North Kitsap next year as Sofia is going off to college. Congratulations were offered to Sofia.

V. **UPDATES – Youth Voices, RFP/Grant, Membership**

The RFP/Grant process and timeline were discussed by the board. Volunteers were requested to serve on the review committee. Please contact Laura if you are interested. Laura will send out an email to include members who are not present at the meeting today.

VI. **TRAINING TOPICS DISCUSSION**

Training ideas were discussed, and it was decided to go back and review the goals in our Work Plan to identify this year's topics to pursue.

VII. **ANNOUNCEMENT/PUBLIC COMMENT**

The board and guests shared announcements.

IX. **ADJOURNMENT & NEXT MEETING**

The meeting was adjourned. Next meeting will be held on May 6, 2021.



May is Older Americans Month!

The 2021 national theme of ***Communities of Strength*** recognizes the important role of older adults in the connection and engagement that builds strong, resilient communities. Together, we can find strength and create a stronger future.

The Kitsap County Aging & Long Term Care office celebrates this year by offering free, virtual events to learn, share, and connect. See listings below to register with Zoom and ongoing opportunities. Optional use of a camera or microphone if joining online.

After registering you will receive an email with information about how to attend on the day of the event. You may use the provided link to join online via the internet or the phone number to call in and enter the Meeting ID and Passcode, for joining over the phone.

Meet the Aging & Long Term Care Office

May 10th 12:00pm – 1:00pm

Registration Link: <https://zoom.us/meeting/register/tJ0lcemhpj0qHdZLS0tUrFVfw0ni33NQU8cX>

Presenter: Jennifer Calvin-Myers, Program Supervisor, Kitsap County Aging & Long Term Care
Details: Learn about many no cost, local resources for adults age 60+ and family caregivers.

Talking with Your Doctor

May 12th 10:00am – 11:00am

Registration Link: <https://zoom.us/meeting/register/tJUrc6sqT8iE9aiKvEhNUzJd6VGbejQJ26u>

Presenter: Denise Hughes, Dementia Specialist
Details: Communication strategies to help you feel understood when talking with care teams.

Introduction to Classes for Family Caregivers

May 20th 1:00pm – 2:00pm

Registration Link: <https://zoom.us/meeting/register/tJcpdOquqjorEtfRthwzyhhLBdMaURenZod->

Presenter: Leta Lawhead, LICSWA, MCS Counseling Group, LLC
Details: Review of Powerful Tools for Caregivers series, for support in your caregiving role.

The Grief Process

May 26th 11:00am – 12:00pm

Registration Link: <https://zoom.us/meeting/register/tJluc-ysqjwqHtYSx9xAOqqahfLFYLD4UxD3>

Presenter: Maia Jacoby, LICSWA, MCS Counseling Group, LLC
Details: Exploring the role of community and connection in the healing process.

Visit our website www.agingkitsap.com for online, self-paced opportunities in May!

For questions or help registering, call 360-337-5700, 1-800-562-6418 or Email: seniorinfo&asst@co.kitsap.wa.us



Strengthening Families Program 2021



For Parents and Youth 10-14 years old

<https://youtu.be/xalpCGPKH3Y>

**Mondays and Wednesdays From
May 10th to June 23th**

**Two sessions per week
5:00 pm – 7:00 pm**

- **Virtual connection by ZOOM**
- **You need an electronic device and Internet connection.**

Register Now! There are limited spots!

Parent/Caregiver Learning:

- Identify stress and problems that may appear in adolescence.
- Learn to support teens' future goals and dreams.
- How to set limits by showing love during your preadolescence and adolescence.

Teen Learning:

- How to resist pressure from friends and how to choose good friends
- How to manage angry emotions, angry feelings, and manage stress
- Learn to appreciate parents/caregivers.

Please fill out the application form shown at the end of this sheet and email us at sfp@kcr.org before March 31, 2021 or click [here](#).

For more information, please contact to: Dina Burns: sfp@kcr.org Phone number: 360-990-0949

Names of Parents or Caregivers: #1 _____ #2 _____

Phone Number: _____ Cell Phone Number: _____ e-mail: _____

Youths' information (ages 10-14) who wish to register for this program.

1. Youth's Name: _____ Age: _____

2. Youth's Name: _____ Age: _____



Strengthening Families Program 2021



For Parents and Youth 10-14 years old

<https://youtu.be/xalpCGPKH3Y>

**Mondays and Wednesdays From
May 10th to June 23th**

Two sessions per week

5:00 pm – 7:00 pm

• **Virtual connection by ZOOM**

• **You need an electronic device and Internet connection.**

Register Now! There are limited spots!

Parent/Caregiver Learning:

- Identify stress and problems that may appear in adolescence.
- Learn to support teens' future goals and dreams.
- How to set limits by showing love during your preadolescence and adolescence.

Teen Learning:

- How to resist pressure from friends and how to choose good friends
- How to manage angry emotions, angry feelings, and manage stress
- Learn to appreciate parents/caregivers.

Please fill out the application form shown at the end of this sheet and email us at sfp@kcr.org before March 31, 2021 or click [here](#).

For more information, please contact to: Dina Burns: sfp@kcr.org Phone number: 360-990-0949

Names of Parents or Caregivers: #1 _____ #2 _____

Phone Number: _____ Cell Phone Number: _____ e-mail: _____

Youths' information (ages 10-14) who wish to register for this program.

1. Youth's Name: _____ Age: _____

2. Youth's Name: _____ Age: _____





KITSAP COUNTY COMMISSION ON CHILDREN AND YOUTH
June 3, 2021
4:30-6:00 p.m.

[Join the Zoom meeting:](#)

Phone: 1-253-215-8782

Meeting ID: 961 5275 7562

Advise County Commissioners and residents on the needs of children, youth, and families based on periodic assessments

Facilitate Coordination of information among agencies to maximize resources

Advocate for an environment that fosters healthy, self-sufficient, responsible and productive children, youth and families

A G E N D A

4:30 WELCOME & INTRODUCTIONS

4:35 APPROVAL OF THE MINUTES/AGENDA AMENDMENTS

4:40 YOUTH REPRESENTATIVE REPORTS

5:00 GRANT UPDATE

5:10 OPPORTUNITY FOR YOUTH INPUT

5:30 UPDATES -Youth Voices, Membership, Trainings/ Events

5:50 ANNOUNCEMENTS/PUBLIC COMMENT (2 min. limit)

6:00 ADJOURNMENT & NEXT MEETING- JULY 1, 2021

Kitsap County Commission on Children and Youth
AGENDA BRIEFING – June 3, 2021
4:00 P.M. – 4:30 P.M.
Zoom meeting- details provided on Agenda

- 4:30 p.m. WELCOME & INTRODUCTIONS**
The Chairperson will welcome attendees and facilitate brief introductions.
- 4:35 p.m. APPROVAL OF THE MINUTES/AMENDMENTS TO THE AGENDA**
The May minutes will be approved and any changes to the June Agenda will be approved.
- 4:40 p.m. YOUTH REPRESENTATIVE REPORT**
Youth Representatives on the Commission and guests will have an opportunity to update the Commission on youth issues and activities in their community.
- 5:00 p.m. GRANT UPDATES**
Laura will provide an update regarding the status of the grant processing and distributing.
- 5:10 p.m. OPPORTUNITY FOR YOUTH INPUT**
Jeff will share information about an opportunity presented to us by the Regional Coordinating Council for youth input into the government process.
- 5:30 p.m. UPDATES -Youth Voices, Membership, Trainings/ Events**
The Board will be updated on the status of the Youth Voices Project, Membership efforts, and Trainings/Events and next steps.
- 5:50 p.m. ANNOUNCEMENTS AND PUBLIC COMMENT (2 MINUTE LIMIT)**
Members of the board & the public will announce events & share comments.
- 6:00 p.m. ADJOURNMENT & NEXT MEETING: July 1, 2021**

Kitsap County Commission on Children and Youth

MINUTES May 6, 2021

The Kitsap County Commission on Children and Youth meeting was held on Thursday, May 6, 2021 from 4:30 -6:00 p.m. via Zoom due to health and safety issues brought by the Covid 19 Pandemic and the current Shelter in Place orders. Jeff Allen, Board Chairperson facilitated this meeting and called the meeting to order. Laura Hyde served as staff and recorder.

I. **WELCOME & INTRODUCTIONS**

Jeff asked members and guests for self-introductions. Attendees offered introductions.

II. **APPROVAL OF THE MINUTES/AMENDMENTS TO THE AGENDA**

The April 1, 2021 Meeting Minutes were approved and entered into the record. It was noted that we are meeting virtually due to the Covid 19 Pandemic and the Governor's Stay Home Stay Healthy Directive.

III. **GRANT REVIEW COMMITTEE PRESENTATION**

Jeff presented information and the Power Point presentation created by Charles Stevenson. Thanks, were offered to Charles for putting together the terrific Power Point that explains the grant review process!

IV. **VOTE ON GRANT FUNDING RECOMMENDATIONS**

A vote of the board was held, and the board is accepting the funding recommendations of the Grant Review Committee. The recommendations will go through the county approval process before it is formalized. Laura will facilitate this process and update the board next month.

V. **ELECTION OF OFFICERS**

Elections were held for the offices of Co-Chairpersons and Vice Chairpersons. This is a new leadership model the board decided to adopt that moves our leadership from one Chairperson to Two C- Chairpersons with one being an adult board member and the other a youth board member. Election results are as follows: Co-Chairpersons: Jeff Allen and Michael Ramsdell. Vice Chair: Lisa Lechuga. Congratulations to our newly elected officials were offered as well as thanks to Jeff and Lisa for their service as Chairperson and Vice Chairperson last year and willingness to continue during this transition year to our new model.

VI. **YOUTH REPRESENTATIVE REPORTS**

Youth Representatives on the Commission and guests updated the Commission on youth issues and activities in their community. It was noted that we have openings for Youth Representatives in Bremerton and South Kitsap. We will have an opening in North Kitsap next year as Sofia is going off to college. Congratulations were offered to Sofia.

VII. **UPDATES – Youth Voices, Membership, Trainings/Events**

The board was updated on these efforts.

FOOD BANKS

ALL Food Banks require photo ID & something with your current mailing address

Bremerton Food Line: 1600 12th St./B/M-F 10-1:30 p 479-6188 (B)

UPDATED: St. Vincent de Paul: 1137 Callow Ave. N/B/T-Th-F-S:

10:30 – 2:30p 479-7017 (B dist-low barrier/Serving All)

Salvation Army: CLOSED

Olympic College Food Bank for Students Only- 475-6817

CK Food Bank: 3537 NW Anderson Hill Rd/S/M-F 10-1:30 p/692-9818

NK Fishline: 19705 NW Viking Way P/M,T, Th & F: 10a-3p, W: 1-7 p, Comprehensive Service Center: M-F/8a-4p. 779-5190 (serving Poulsbo, Suquamish & Keyport)

BI Helpline House: 282 Knetchel Way NE M-T-Th-F 9:30-4:00 PM 206-842-7621

Sharenet FB: 26061 United Rd NE. "A" / K/T & F 10am-2pm /297-2266

Kingston Food Bank: 26096 W. 1st St. NE/K/ 297-4861

UPDATED: SK: Helpline: 1012 Mitchell Ave./PO/M-T-Th-F 12-5PM (SK school dist.) 876-4089

SK:Life Care Community FB: 3901 Mullenix SE Road/PO/Sat-9-1:p / 876-9244

If it is an Emergency? Call 911

PROTECTIVE SERVICES

UPDATED: YWCA 479-1980/800-500-5513. YWCA Alive – Domestic Violence **24/7 Crisis Line:** 1-800-500-5513, **Emergency Text:** 360-277-7607, **Shelter number:** 360-479-5118

Kitsap Sexual Assault Center 24/hr crisis line/ (360) 479-8500

Protective Services: Reporting abuse child/vulnerable adult: 866-363-4276

Scarlet Road: Outreach Hotline: 360-362-5143.

NEW: The Coffee Oasis-Crisis Text line: TEXT-HELP to 360-377-5560

KITSAP FREE MEAL LIST:

The free meals are now listed on a separate hand out.

For a copy, email your request to the name below. Please notify

Sheryl.piercy@thecoffeoasis.com of any updates.

DO YOU NEED FOOD STAMPS? CASH ASST? ID CARD VOUCHER? GO

TO DSHS: 4710 Auto Center Blvd. in Bremerton. 877-501-2233.

UPDATED: SALISH REGIONAL CRISIS

HOTLINE: Call: 888-910-0416 or www.imhurting.org

LEGEND: B = Bremerton; EB = E. Bremerton; BI = Bainbridge Island

K = Kingston; P = Poulsbo; PO = Port Orchard; S = Silverdale

p = p.m. a = a.m. **AREA CODE (360) UNLESS OTHERWISE NOTED**

Sally Santana's KITSAP COMMUNITY HOMELESS & LOW-INCOME SUMMER 2021

Next Issue ~ Winter 2021–2022 *Thereabouts*

RESOURCE GUIDE

FACING EVICTION? NEED LEGAL ADVICE?

KITSAP LEGAL: 920 Park Ave., B. 360-479-6125
kitsaplegalservices.org & GetHelp@KitsapLegalServices.org.

NO HOME? WANT TO KNOW WHAT TO DO NEXT?

Call 2-1-1 M-F, 9am-4pm or the

HOUSING SOLUTIONS CTR: 1201 Park Ave. B. 473-2034

2021 RENTAL & MORTGAGE ASSISTANCE ~ UTILITIES

HSC coordinates placement for Homeless Shelters & Provides Rental Assistance as available. Other HSC Locations: Poulsbo & Bainbridge Is: (360) 801-2564 Pt. Orchard: 473-2146.

THE SALVATION ARMY: 832 6th St., B/8a – 4p/ 373-5550, Call or visit for details. **UPDATED: Meals Served 24/7/365 - 8AM Breakfast, 12PM Lunch & 5PM Dinner.** Showers M-F 9AM to 3PM. Laundry Services (for Homeless) 9AM-2:30PM M-TH. **UPDATED #: EMERGENCY SHELTER** Opens 7pm-24/7/365. **360-710-6657.**

THE COFFEE OASIS-YOUTH SHELTER: 822 Burwell. B. Upstairs around the back. Ages 16-20. All Genders. Accepted 24/7 by calling the Shelter at **479.5123**. Rental Assistance Youth 18-24 yrs. old: **930-9284**. Crisis Textline: Ages 13-25. Text HELP: **377-5560**.

ST. VINCENT de PAUL: 1137 Callow Ave. B. 24-hr Food Bags, bus tokens & homeless support services. **479-7017**.

TAKING IT TO THE STREETS MINISTRY: Cornerstone Christian Fellowship 901 Wycoff Ave N. Bremerton. Pastor Art **689-3219** & Kelly **801-3569**. Resources & supplies as available.

NW HOSPITALITY: Homeless Support Services. Anton Preisinger-anton@nwhospitality.org ~ 206-249-9875.
Resource Page: qrco.de/KitsapResources

KITSAP TRANSIT: 360-373-2877 or 1-800- 501-7433.

6/1/21: Downtown B. Lobby Hrs. Mon-Fri 6AM-7PM & Sat. 8AM-4PM.

GENERAL ASSISTANCE

NK ONLY: St. Vincent de Paul: help with utilities, rent, emergencies. T and Th, 10:00-Noon. 18943 Caldart Ave. NE/P/24/7 helpline 360-779-9980

NK Fishline: 19705 NW Viking Way P/ 779-5190 rent, utilities, & prescription help. NK Only. All Hotels vouchers through HSC. 473-2035.

Sharenet SS: 26061 United Rd NE. "A" /Service area only, utility shutoff and eviction prevention. K/T & F 10-2:00 p/297-2266

BI Helpline House/282 Knetchtel/BI/M-F, 9-5:00 p (206) 842-7621

SK: Helpline: 1012 Mitchell Ave./PO/M thru F 12-5 PM (SK school dist.)876-4089

UPDATED: St. Vincent de Paul:1137 Callow Ave. (Utilities & Rental Assistance)T-Th-F-S: 10:30 – 2:30p 479-7017 (B dist)

CLOTHING & OTHER GOODS

The Salvation Army Clothing Bank. (See front page for further details)

Abraham's House/335 N. Wycoff /B/ 405-0488

Coffee OASIS (Youth Only~13-25) /822 Burwell/B/ 377-5560

St. Vincent de Paul. 1117 Callow/B/ 479-7017; M-F. PO 876-6933;

Sharenet Thrift Store/26061 United Rd. NE "A"/K/10a to 4p T thru Sat. 297-2266 ext. 5

Silverdale United Methodist Church: 9982 Silverdale Way NW. 692-9813

KFCA:Clothing Bank-1410 Ohio St. B., Tu Th, 10-2pm; 3rd Sat of month,10-2pm.

Kid's Kloset: Child/Maternity. 5000 Bethel Rd. PO. Open every Thurs. 12-3PM

SHOWERS, HAIRCUTS & LAUNDRY

TSA Information Listed on Front Cover.

Coffee OASIS: Youth Only~13-25 M-F, 2-5:00 p/over 25, by appt. only, M, 2-5:00 p/822 Burwell/B/(360) 377-5560

UPDATED: NK Fishline: 19705 NW Viking Ave. Poulsbo, WA 98370 P. 779-5190

The Lord's Neighborhood Diner: 700 Callahan/B. Sat. 2:30 to 4:30.

SENIORS

Meals on Wheels-Kitsap 1-888-877-8511 or 360-377-8511

Senior Information & Assistance 1-800-562-6418 or 337-5700

NEEDLE EXCHANGE

People's Harm Reduction– Mobile Needle Exchange. 253-470-6534. Tues—11-5 NK & Bremerton. Thurs. 11-5 SK & Bremerton. Sat 11-3 Bremerton. Patient Advocacy. Clean Injection Supplies/Condoms/Overdose Kits/Training & Pregnancy Tests.

PHYSICAL & BEHAVIORAL HEALTH RESOURCES

West Sound Free Clinic~The Salvation Army. 832 6th St./B. Wed. 3:00-5:30pm. YWCA & KIAC. 905 Pacific Ave, Bremerton, 4th Tues. 1-4pm. *(Spanish interpreter)*

Peninsula Community Health Services – Medical, Dental, Substance Abuse, Behavioral Health and Pharmacy Services. Main Line: 377-3776. Bremerton @ 616 6th St., 5455 Almira Dr. & 2508 Wheaton Way. PO @ 320 S.Kitsap Blvd & 1950 Pottery Ave. #170. Poulsbo @ 19917 7th Ave. #205. Kingston; 25989 Barber Cut Off Rd.

PCHS DENTAL SERVICES: 19705 Viking Ave NW #201~Poulsbo.

Kitsap Public Health Dist./345 6th St. Ste. 300/B/ 728-2235

Kitsap Mental Health Services/5455 Almira Dr. NE/B/ 373-5031

Harrison Medical Center/2520 Cherry Ave./B/ 377-3911 and 1800 Myhre Rd./S/ 337-8800 and URGENT CARE, 450 South Kitsap Blvd./PO/ 744-6275 BI 8804 Madison Ave N 206-855-7550

Eagle's Wing Counseling Center 700 Callahan Dr, B 377-0106

(Continued) PHYSICAL & BEHAVIORAL HEALTH RESOURCES

Lindquist Dental Clinic for Children-3102 Wheaton Way B. 360-377-0559

DVR (Vocational Rehabilitations) 3888 NW Randall Way #201. Silverdale. 698-4360.

KITSAP RECOVERY—Inpatient & Withdrawal Mngt. 661 Taylor St. PO. 337-4625. Drug Court & Outpatient Services—1026 Sidney Ave. PO. 337-5724.

Kitsap Sexual Assault Center—600 Kitsap Street #103. PO. 876-3282. (24-hour support lines) 479-8500 & 866-831-2050. Advocacy & Therapy. Services provided-no cost.

FINANCIAL/EMPLOYMENT & LEGAL

Coffee OASIS: (Youth Only~13-25) 822 Burwell Ave. B. 377-5560

DSHS 4710 Auto Center Blvd./B/1-877-501-2233—RE: **CARES of Wa. Program**

SPIPA Tribal TANF:& Heathy Families Program 2525 6th St. Suite B. 377-6113

KCR-WIA: 845 8th St. B/478-2301 & 3200 SE Rainshadow Ct. PT/473-2144.

Goodwill Career Resource Centers: 10001 Mickelberry Rd. NW/S/ 698-6776 & 4209 Wheaton Way/E. Bremerton 373-3692.

American Financial Solutions/263 4th St./B/ 377-9000

or 888-864-8699 (non-profit credit/pre-bankruptcy/foreclosure prevention counseling)

WA ST Unemployment Benefits (800) 318-6022

WorkSource Kitsap County/1300 Sylan Way/B/ 337-4810

Sound Works Job Center—779-1160.

CLEAR Legal Services-NW Justice Project –888-201-1014-Seniors 888-387-7111

Kitsap Legal Services, 920 Park Avenue, Bremerton, WA 98337 - Open to accept applications Tuesdays and Thursdays from 1 to 4 pm - For information: (360) 479-6125/ GetHelp@KitsapLegalServices.org

(For benefit and homeless info)

VETERAN'S ASSISTANCE

VHOG-Veteran Housing Options Group. KCR-1201 Park Ave. Bremerton.

EVERY Monday at 1:00 PM.

Housing Solutions Center—360-473-2035 (See front page for details)

Retsil Veteran's Home/Transitional Housing for Homeless Vets & Service Center/1141

Beach Dr., Bldg. 9/Retsil (PO) - 895-4394

VFW/3100 Mile Hill Dr./PO/T, 12-30-4:00 p-876-2669

DAV/2315 Burwell /B/M-W 9-2:00 p373-2397

AM Legion 245 Poulsbo/19068 Jensen Way 3A/ Vet Office: Th 10a-3p ~ 779-5456

BI Helpline House/282 Knetchtel/BI/M-F, 9-5:00 p (206) 842-7621

KCR: Vet Assistance Program 1201 Park Ave—377-0053

Suquamish Tribe Vets Office/18490 Suquamish Way/T & W, 10:00-2:00 p 394-8515

Wounded Warrior Project—2223 Alaskan Way, Ste 220, Seattle, or call 206-441-7096

YOUTH SERVICES

The Coffee Oasis (Youth Only~13-25) /See CO Free Meal Sites for all locations/ 373-0461/drop-in center/case mgt./shower/laundry/counseling/food/job training & internships.

StandUp For Kids/ 286-1502/ food & assistance

West Sound Youth for Christ- 779-9929

WIC (Women/Infant/Children Supplemental Food Program)~ KCR/Bremerton: 360-373-

6221 / KCR PO: 473-2144 / KCR CK-NK 692-6530 ~ Suquamish: 394-8473 ~

Pt Gamble: 297-9662.

UPDATED: KPHD Home Nurse: (360) 728-2235 (Main line-Nurse family partnership) (360) 633-6132 Text Line: (Direct line, call or text in English & Spanish 360) 536-7884.

UPDATED: Headstart & Early Headstart (Ages 0-5) KCR/Info Line: 473-2075

UPDATED: Early Childhood/Family Services OESD #114 (0-5 children & pregnant women 478-6889.



Counselor Camp 2021

Counselor Camp is undoubtedly the longest running youth/young adult focused conference in the PNW.

Back after a 1-year COVID, hiatus Counselor Camp is an inspiring weekend conference of seminars and activities designed for professionals who work with adolescents or young adults within the broad scope of behavioral health, education, prevention and more.

In addition to the workshops, Camp includes opportunities to enjoy nature hikes, yoga, attend recovery meetings, visits with a Message Therapist, arts & crafts as well as a Saturday night campfire with S'mores!

Registration: \$150.00

Pre-Conference Ethics Workshop: \$25.00

For details go to <https://empoweryouthnetwork.org/counselor-camp-healing-the-mind-body-and-spirit>





It's right around the corner!

Olympic Region YMPEP's Regional Networking Meeting

June 2nd, 2021
2-3:30pm

Join the Olympic Region Youth Marijuana Prevention & Education Program (YMPEP) for our June quarterly networking meeting.

Draft Agenda:

1. Results of the Community Readiness Survey
2. New activities starting July 2021 and how to we can work together
3. Local and State Policy Plans



Please register in advance for this meeting by clicking the button below.

After registering, you will receive a confirmation email containing information about joining the meeting.

[Register](#)



Kitsap County Mental Health, Chemical Dependency & Therapeutic Court Programs

**2022 Continuation Grant
Request for Proposals (RFP)
2021- 122**

January 1, 2022 – December 31, 2022

Deadline: August 5, 2021

**KITSAP COUNTY MENTAL HEALTH, CHEMICAL DEPENDENCY
AND THERAPEUTIC COURT PROGRAMS
2022 CONTINUATION GRANT REQUEST FOR PROPOSALS (RFP)**

Treatment Sales Tax (TST)

TABLE OF CONTENTS

Request for Proposal Summary.....2

I. BACKGROUND.....4

II. APPLICANT ELIGIBILITY.....4

III. AVAILABLE FUNDING.....5

IV. PERIOD OF PERFORMANCE.....6

V. PURPOSE AND SCOPE OF PROJECT.....6

VI. ANTICIPATED SCOPE OF WORK.....8

VII. APPLICATION TECHNICAL REQUIREMENTS.....8

VIII. CONTINUATION GRANT PROPOSALS.....9

IX. REVIEW AND SELECTION CRITERIA.....12

X. ATTACHMENTS.....13

- ATTACHMENT A – Definitions.....14
- ATTACHMENT B – Anticipated Scope of Work.....18
(Strategic Plan Goals, Objectives and Strategies)
- ATTACHMENT C - Proposal General Terms and Conditions.....23
- ATTACHMENT D - Continuation Grant Proposal Evaluation Worksheet26
- ATTACHMENT E – Total Agency Budget29
- ATTACHMENT F – Continuation Grant Proposal Special Project Budget Form30
- ATTACHMENT G – Continuation Grant Proposal Sub-Contractor Special Project Budget....31
- ATTACHMENT H – Continuation Grant Proposal Project Salary Summary32
- ATTACHMENT I – Continuation Grant Proposal Evaluation and Scoring Form.....33
- ATTACHMENT J – Contract General Terms and Conditions.....39
- ATTACHMENT K – Prevailing Wage Requirements.....50

**KITSAP COUNTY MENTAL HEALTH, CHEMICAL DEPENDENCY
AND THERAPEUTIC COURT PROGRAMS
2022 CONTINUATION GRANT REQUEST FOR PROPOSALS (RFP) SUMMARY**

Treatment Sales Tax (TST)

The Kitsap County Department of Human Services (KCDHS) is requesting Continuation Grant Proposals for moneys collected under RCW 82.14.460. Continuation Grant Proposals are proposals from current grantees whose projects were funded during the 2021 Grant Cycle to request one additional budget period of funding for a project period that would otherwise expire. Proposals **“must be used solely for the purpose of providing for the operation or delivery of chemical dependency or mental health treatment programs and services and for the operation or delivery of therapeutic court programs and services.** Programs and services includes, but is not limited to, **treatment services, case management, transportation, and housing that are a component of a coordinated chemical dependency or mental health treatment program or service.”**

Approximately \$7,000,000 will be awarded for projects or program services delivered between January 1, 2022 and December 31, 2022. **Proposal Deadline: August 5, 2021 at 3:00 p.m.**

Eligibility Requirements: All Continuation Grant Applicants must attend a Mandatory Continuation Grant Proposer’s Conference and submit a letter of intent online via Survey Monkey Apply to be eligible to apply for the 2022 TST funding. Access to the “Continuation Grant Proposal Letter of Intent” will be made available to those in attendance. The Mandatory Continuation Grant Proposers Conference will be a Zoom Webinar held on June 16, 2021, 1:00 p.m. – 3:00 p.m. Registration is required at:
https://us02web.zoom.us/webinar/register/WN_9f1LHrO4TLS6b7tFdRN2UQ.

The “Continuation Grant Proposal Letter of Intent” is due June 28, 2021 at 3:00 p.m.

Background: In 2005, Washington State approved legislation allowing counties to raise their local sales tax by one-tenth of one percent to augment state funding of mental health and chemical dependency programs and services. In September 2013, the Kitsap County Board of Commissioners (BOCC) passed a resolution authorizing a sales and use tax for Mental Health, Chemical Dependency and Therapeutic Court Programs. This sales and use tax shall be known as “Treatment Sales Tax” or TST. The BOCC has the decision-making authority for funding decisions, the KCDHS serves as the fund manager, and the Citizens Advisory Committee (CAC) has the recommending authority.

Scope of Work: Proposals for TST funding must address the Goals, Objectives and Strategies prioritized in the 2021 Kitsap County Behavioral Health Strategic Plan. The Strategic Plan can be found at
<https://www.kitsapgov.com/hs/Documents/Final%202021%20Behavioral%20Health%20Strategic%20Plan.pdf>.

Access the RFP at <https://www.kitsapgov.com/das/Pages/Online-Bids.aspx> or by contacting Vicki martin at: Kitsap County Purchasing Department, 614 Division Street MS-7, Port Orchard, Washington 98366, Phone: 360.337.4788, Fax 360.337.4638, Email: purchasing@co.kitsap.wa.us. The Kitsap County Human Services Department reserves the right to make unilateral modifications to this RFP to address changes on the state and/or local level. Questions about the RFP and related issues should be directed to Vicki Martin at the address and phone number above.

2022 CONTINUATION GRANT REQUEST FOR PROPOSALS (RFP) TIMELINE

Mental Health, Chemical Dependency and Therapeutic Court Programs

All Continuation Grant Applicants must attend a Mandatory Continuation Grant Proposer's Conference and submit a letter of intent online via Survey Monkey Apply to be eligible to apply for the 2022 Treatment Sales Tax funding. The "Continuation Grant Proposal Letter of Intent" will be made available at the Continuation Grant Proposer's Mandatory Conference. **The "Continuation Grant Proposal Letter of Intent" is due on Monday, June 28, 2021 at 3:00 p.m.**

Continuation Grant Proposal Deadline: August 5, 2021 at 3:00 p.m.

Date	Activity
May 2021	CAC presents RFP recommendations to the Board of Kitsap County Commissioners (BOCC) in Work Study Session
May 18, 2021	Citizens Advisory Committee (CAC) Meeting to Approve RFP and Timeline
May 24 th – 28 th , 2021	2021 Continuation Grant Request For Proposals Released upon Board of Commissioners approval
June 16, 2021	Mandatory Continuation Grant Proposers Conference – 1:00 p.m. Via Zoom
June 21, 2021	Notes and Q&A from Proposers Conference Posted
June 28, 2021	Mandatory "Continuation Grant Proposal Letter of Intent" Due by 3:00 p.m. Online submission only via Survey Monkey Apply.
August 5, 2021	Continuation Grant Proposals Due by 3:00 P.M. Online submission only via Survey Monkey Apply
August 5 th – September 6 th , 2021	CAC reviews Proposals and completes Rating Sheets
September 6, 2021	CAC Rating Sheets due to Department of Human Services at 12:00 p.m.
September 9, 2021	CAC convenes to discuss Proposals and develop questions for Proposers
September 13, 2021	Questions for Question and Answer (Q&A) Sessions emailed to Proposers
September 27, 2021	Mandatory written responses to the CAC Questions Due at 3:00 p.m. Online submission only via Survey Monkey Apply.
September 27 th – October 12 th , 2021	CAC reviews written responses to Questions
October 12th – 14th, 2021	Mandatory Proposer Question and Answer Sessions. Organizations must make time available for their Question and Answer Session which will be scheduled during this time frame.
October 18 th and 19 th , 2021	CAC Executive Committee Meetings to develop funding recommendations
October 19, 2021	CAC Regular Business Meeting to Approve Recommendations for BOCC
November 2021	Make funding recommendations to BOCC (Work Study)
November 2021	BOCC Acts on Funding Recommendations – Public Meeting
November – December 2021	Statements of Work, Expenditure Plans and Contracts completed
January 1, 2022	2022 Program Year Begins

I. BACKGROUND

The Kitsap County Department of Human Services (KCDHS) is requesting Continuation Grant Proposals for moneys collected under RCW 82.14.460 which must be used solely for the purpose of providing for the operation or delivery of chemical dependency or mental health treatment programs and services and for the operation or delivery of therapeutic court programs and services. In 2005, Washington State approved legislation allowing counties to raise local sales tax by one-tenth of one percent to augment state funding of mental health and chemical dependency programs and services (including, but not limited to, treatment services, case management, and housing that are a component of a coordinated chemical dependency or mental health treatment program or service) and for the operation or delivery of therapeutic court programs or services. In September 2013, the Kitsap County Board of Commissioners (BOCC) passed a resolution authorizing a sales and use tax for Mental Health, Chemical Dependency and Therapeutic Court Programs. This sales and use tax shall be known as “Treatment Sales Tax” or TST. The BOCC has the decision-making authority for funding decisions, the KCDHS serves as the fund manager, and the Citizens Advisory Committee (CAC) has the recommending authority.

II. APPLICANT ELIGIBILITY

This RFP is seeking interested providers, both public and private, with applicable licensure, experience and infrastructure to provide Mental Health, Chemical Dependency and Therapeutic Court related services within Kitsap County.

1. Requirements for Continuation Grant Proposers:

Continuation Grant funding is for projects which received TST funding during the 2021 Grant Cycle and are requesting one additional budget period of funding for a project period that would otherwise expire.

2. Requirements for Attendance at Mandatory Continuation Grant Proposers Conference and Submission of Letter of Intent:

All Continuation Grant Applicants must attend a Mandatory Continuation Grant Proposer’s Conference and submit a “Continuation Grant Proposal Letter of Intent” to be eligible to apply for the 2022 TST funding. The “Continuation Grant Proposal Letter of Intent” will be made available at the Continuation Grant Proposer’s Mandatory Conference. The “Continuation Grant Proposal Letter of Intent” must be submitted online by June 28, 2021 at 3:00 p.m.

3. Requirements for providing behavioral health “treatment” services include:

Organization is proposing to provide mental health, substance use disorder, co-occurring and/or problem and pathological gambling “treatment” services, and meets the requirements of chapter 388-877 WAC, applicable local and state rules, state and federal statutes, must be authorized, licensed and/or certified to

provide these services, and/or subcontract with organizations or individuals authorized, licensed and/or certified to provide these services.

Or

Organization is proposing to provide mental health, substance use disorder, co-occurring and/or problem and pathological gambling “**treatment**” services and subcontracts with an agency who meets the requirements of chapter 388-877 WAC, applicable local and state rules, state and federal statutes, must be authorized, licensed and/or certified to provide these services, and/or subcontract with organizations or individuals authorized, licensed and/or certified to provide these services.

Or

Organization is proposing to provide mental health, substance use disorder, co-occurring and/or problem and pathological gambling “**treatment**” services and subcontracts with an individual who is licensed through the Washington State Department of Health as an advanced social worker, a licensed independent clinical social worker, a licensed mental health counselor, or a licensed marriage and family therapist. The individual meets the requirements of 18.225 RCW and practices within their scope of work.

Or

Organization is proposing to provide behavioral health services on the continuum of care that do not require licensure or certification as a “treatment” service.

All licensed individuals and/or organizations must maintain their licensure through the duration of the project. Organization must meet all county requirements for contracting including insurance requirements, audit and financial requirements.

III. AVAILABLE FUNDING

Approximately \$7,000,000 for a 12-month period between January 1, 2022 through December 31, 2022 is to be allocated to projects addressing the Board of Commissioner’s Strategic Goals. Programs must identify and select objectives and strategies prioritized in the 2021 Behavioral Health Strategic Plan developed to achieve the following policy goals:

- Improve the health status and wellbeing of Kitsap County residents.
- Reduce the incidence and severity of chemical dependency and/or mental health disorders in adults and youth.
- Reduce the number of chemically dependent and mentally ill youth and adults from initial or further criminal justice system involvement.
- Reduce the number of people in Kitsap County who cycle through the criminal justice systems, including jails and prisons.

- Reduce the number of people in Kitsap County who use costly interventions including hospitals, emergency rooms, and crisis services.
- Increase the number of stable housing options for chemically dependent and mentally ill residents of Kitsap County.

IV. PERIOD OF PERFORMANCE

Funding under this grant program is allocated for a 12-month period. The period of performance for services solicited under this RFP will begin January 1, 2022 and end December 31, 2022. All funds awarded must be used during this 12-month period.

Carry over of unspent funds into the next program year is not allowed. Initial funding is not an assurance or guarantee of ongoing operational funding. The CAC places a high value on maintaining availability of funding for meritorious proposals without regard to prior funding history. Proposers are cautioned not to assume a commitment to future funding based on the receipt of funds in prior years. The funding process is competitive and funding recommendations are made based on the relative merits of all proposals received in each yearly cycle.

V. PURPOSE AND SCOPE OF PROJECT

Kitsap County seeks to assure that citizens and policy makers spend the funds collected in an accountable and transparent manner, with community input and support, and with measures to determine the effectiveness of these publicly-funded investments. The County will require appropriate oversight, accountability, and status and progress reports for programs supported with the TST. **Each funded project or program will be reviewed for impact in the following areas:**

1. Decrease the impact of systemic racism on the mental health and well-being of Kitsap County's communities of color.

Behavioral health disparities result in differences in outcomes and access to services related to mental health and substance misuse which are experienced by groups based on their social, ethnic, and economic status. Racial/ethnic, gender, and sexual minorities often suffer from poor mental health outcomes due to multiple factors including inaccessibility of high-quality mental health care services, cultural stigma surrounding mental health care, discrimination, and overall lack of awareness about mental health.

To improve access to quality services for underserved populations, the proposer should ensure that its activities will be responsive to the cultural and linguistic needs of underserved populations. Examples of cultural and linguistic responsiveness include, but are not limited to, partnering with programs that serve these populations, ensuring community representation with regard to study protocol development and dissemination of materials, and when possible hiring bilingual/bicultural staff for the project to work directly with participants.

In addition, culturally responsive skills need to be developed to improve client engagement in services, therapeutic relationships between clients and providers, and treatment retention and outcomes. Cultural competence is an essential

ingredient in decreasing disparities in behavioral health. The development of cultural competence can have far-reaching effects not only for clients, but also for providers and communities. Cultural competence improves an organization's sustainability by reinforcing the value of diversity, flexibility, and responsiveness in addressing the current and changing needs of clients, communities, and the healthcare environment.

2. Increase Trauma Informed Care training, policies and practices.

As awareness of trauma and its effects continue to permeate our organizations and community, we recognize the need to invest in strengthening a system of care that is trauma informed. Many individuals who seek treatment in behavioral health settings have histories of trauma, but they often don't recognize the significant effects of trauma in their lives; either they don't draw connections between their trauma histories and their presenting problems, or they avoid the topic altogether. Likewise, treatment providers may not ask questions that elicit a client's history of trauma, may feel unprepared to address trauma-related issues proactively, or may struggle to address traumatic stress effectively within the constraints of their treatment program, the program's clinical orientation, or their agency's directives. By recognizing that traumatic experiences and their emotional consequences tie closely into behavioral health problems, front-line professionals and community-based programs can begin to build a trauma informed environment.

Key steps include meeting client needs in a safe, collaborative, and compassionate manner; preventing treatment practices that retraumatize people with histories of trauma who are seeking help or receiving services; building on the strengths and resilience of clients in the context of their environments and communities; and endorsing trauma-informed principles in agencies through support, consultation, and supervision of staff. Additionally, procedures are in place to support staff with trauma histories and/or those experiencing significant secondary traumatic stress or vicarious trauma, resulting from exposure to working with individuals with complex trauma.

3. Program Evaluation

Funded organizations must participate in the Evaluation Plan for TST Programs. Programs or services implemented under the TST are monitored by the Citizens Advisory Committee. Grantees will have an evaluation plan with performance measures developed for each funded proposal. This plan is developed in partnership with Kitsap Public Health District staff. The emphasis will be on capturing data at regular intervals that can be used to determine whether TST funded programs met expectations. Some common measures will be identified that programs will need to report. Evaluation efforts must include standardized data collection and reporting processes that produce the following types of information:

- Quantity of services (outputs) *required*
- Level of change occurring among participants (outcomes) *required*
- Return-on-investment or cost-benefit (system savings) *strongly encouraged*

- Adherence to the model (fidelity) *required if applicable*
- Common measures (to be identified by the Citizens Advisory Committee and Kitsap Public Health District staff that all programs must report) *required if applicable*

Promising, best, and innovative practices will be considered for funding, but must include a robust evaluation process. Preference will be given to evidence-based programs that demonstrate fidelity based on project data for fidelity measures.

4. Collective Impact

The Kitsap County Board of Commissioners have recognized Collective Impact as a framework for making it possible for local behavioral health service providers to work together to help solve complex social problems, such as mental illness and chemical dependency. By working together with behavioral health partners from different sectors of the community, Kitsap County can transform a fragmented system of behavioral health programs into a coordinated system that is working towards improving the overall health of the community. An example of sectors working together for mutual benefits would include behavioral health treatment providers and housing programs. Housing advocates in Kitsap County have identified the lack of housing for individuals with behavioral health issues as one of their funding priorities. Behavioral health treatment providers have identified the lack of housing for individuals with behavioral health issues as a major gap in services. By working together these partners can develop and fund supportive housing programs that are mutually beneficial to both.

VI. ANTICIPATED SCOPE OF WORK

Kitsap County Human Services Department is requesting proposals for TST programs addressing the Board of Commissioner’s Strategic Goals. Projects must implement interventions and programs that address a minimum of one Goal, Objective and Strategy from the list prioritized in the 2021 Behavioral Health Strategic Plan and outlined in Attachment B (page 18) of this Request for Proposal.

VII. APPLICATION TECHNICAL REQUIREMENTS

All Continuation Grant Applicants must attend a Mandatory Continuation Grant Proposer’s Conference and complete a “Continuation Grant Proposal Letter of Intent” online via Survey Monkey Apply to be eligible to apply for the 2022 TST funding. The Letter of Intent will be made available to those in attendance at the Continuation Grant Proposer’s Conference. The “Continuation Grant Proposal Letter of Intent” is due June 28, 2021. Continuation Grant Proposals should be submitted only by current grantees whose projects were funded during the 2021 Grant Cycle to request one additional budget period of funding for a project period that would otherwise expire.

Following the Mandatory Continuation Grant Proposer’s Conference, those in attendance will receive a link to the Continuation Grant Proposal’s Eligibility Criteria. If

the organization and project meet Eligibility Criteria the applicant will be forwarded to the “Continuation Grant Proposal Letter of Intent”. The letter of intent is required to move forward in the application process but does not obligate the applicant to apply for TST funding. The Letter of intent must be submitted online via Survey Monkey Apply by June 28, 2021 at 3:00 p.m.

Following submission of the “Continuation Grant Proposal Letter of Intent”, Kitsap County Department of Human Services staff will review both the Eligibility Criteria and Letter of Intent for completeness. If the organization meets eligibility requirements and completes the letter of intent, they will receive an invitation to apply and a link to the 2022 TST funding application.

The Continuation Application Summary Form, the Narrative and all Attachments will be completed online via Survey Monkey Apply. All proposals must be submitted electronically by August 5, 2021 at 3:00 p.m.

Proposals not submitted by the Proposal deadline will not be considered for review.

VIII. CONTINUATION GRANT PROPOSALS

All Continuation grant proposals will be screened and rated based on the following Narrative information which must be submitted via Survey Monkey Apply.

1. Project Description 30 points

A. Project Design (500 words)

Provide a brief summary of your current grant project. Which Policy Goal(s), Objectives and Strategies from the 2021 Kitsap County Behavioral Health Strategic Plan does your project address? (See Attachment B page 18)
Describe how this proposal adds to or subtracts from the original proposal.

B. Outreach (500 words)

Describe your outreach/marketing plan to reach your target population and how it ensures that eligible persons from underserved communities learn about and have access to your program.

C. Culturally Competent Care (300 words)

How will you deliver culturally appropriate and competent services that meet the needs of both clients and staff? (See Attachment A page 14 for Definitions)

D. Trauma Informed Care (300 words)

Describe how you will incorporate trauma informed care principles and practices into your services for clients and support for staff? (See Attachment

A page 14 for Definitions)

2. Accomplishments to Date 40 points

A. Evaluation (750 words)

Provide a brief summary of the evaluation plan you outlined in Evaluation Worksheet. What are your primary goals and expected outcomes for those you will serve? What progress has been made towards meeting your approved project goals in your original grant proposal? Include and describe your evaluation results from previous years.

B. Barriers to Implementation (300 words)

Describe any difficulties/problems encountered in achieving planned goals and objectives, including barriers to accomplishment, and actions taken to overcome difficulties.

C. Key Accomplishments (500 words)

Which evaluation outcome(s) and accomplishment(s) are you most proud of?

3. Budget Narrative 20 points

A. Funding Request (500 words)

Briefly summarize the funding need for one additional budget year as shown in your Special Project Budget form(s) and Project Salary Summary form. Indirect expenses are limited to 5%.

B. Past Expenditures and Budget Modifications (500 words)

Report actual budget expenditures for the previous budget year. Provide an explanation if you did not expend funds at the expected rate during the reporting period. Describe any significant changes to the proposed budget the next budget year resulting from modification of project activities.

4. Sustainability 10 points

A. Sustainability Plan (250)

Describe how the project attempted to leverage federal, state, local or private funds and/or in-kind resources during the last budget period, especially Federal Medicaid funds. Describe a preliminary plan for how the project will continue after the next funding period (i.e., sustainability).

B. Behavioral Health Equity (250 words)

What policies, practices or procedures are being implemented to proactively seek to eliminate racial inequities and advance equity in service delivery? (See Attachment A page 14 for Definitions)

Continuation Grant Proposals must download, complete and upload the following required components. The Attachments will be available in Survey Monkey Apply.

1. Attachment D – Continuation Grant Proposal Evaluation Worksheet

Directions – Evaluation is the collection of information about a program in a systematic and defined manner to demonstrate success, identify areas for improvement and lessons learned. Every program has at least one end goal and might have several – one or more activities are required to make progress toward meeting the goal. Progress is measured with one or more objectives that might cover an output (number of something) or outcome (change over time) due to the program. The type of outcome (column D) and expected timeframe for change (column E) should be defined. Objectives must follow the “SMART” guideline: specific, measurable, attainable, realistic, and time-bound (column C). Each objective should include an expected target result and completion date (“time-bound” part of column C).

2. Attachment E – Total Agency Budget Form

Directions – The purpose of the Total Agency Budget Form is to assess the financial capacity of the parent organization. Complete this form for the entire agency budget. For extremely large or complex organizations, the Proposer may substitute an operational unit or department budget, provided that the organization can demonstrate the financial stability required. Include actual revenue and expenses for year 2020. Use projected budget figures for 2021 - 2022.

3. Attachment F – Continuation Grant Proposal Special Project Budget Form

Directions – In the 2021 Award column, include all funds you were awarded for year 2021. In the 2021 Expenditure Column, include your expenditures to date. The 2021 % column will automatically calculate the percentage of 2021 expenditures to date. In the 2022 Requested Funds column, include all the funds you are requesting in this grant proposal, indirect is limited to 5%. The 2022 Modifications column will automatically calculate the difference in your 2022 Request and 2021 Award. The 2022 % column will automatically calculate the percentage difference in 2022 Request and 2021 Award.

4. Attachment G – Continuation Grant Proposal Sub-Contractor Special Project Budget Form

Directions – Complete separate Continuation Grant Proposal Sub-Contractor Special Project Budget Forms for each organization you are planning to subcontract services. Only include the funds within each sub-contract. Indirect will be limited to 5%.

5. Attachment H – Continuation Grant Proposal Project Salary Summary

Directions - This is for the proposed project only, not the entire agency. Provide Number of FTE's, salary and benefit information for the entire project including sub-contracts.

6. Letter of Resource Commitment (Optional)

Directions – Include Letters of Resource Commitment to document contributions. Resource Commitment letters from organizations participating in your project must state what resources are being committed to the project and a statement of how Collective Impact will be achieved. Resources include cash donation or ongoing financial contribution; donation of supplies, equipment, or other goods; use of facilities or services; staff time devoted to the project. **Please only include letters that specifically describe the provision of resources.**

IX. REVIEW AND SELECTION CRITERIA

The Kitsap County Citizens Advisory Committee (CAC) will individually review and score each proposal, as well as convene as a group to evaluate and prioritize eligible proposals and make recommendations to the Kitsap County Board of Commissioners. The CAC consists of persons who do not have a conflict of interest and are in alignment with the Bylaws and Mission Statement of the CAC. Continuation Grant Proposals will be individually evaluated using Attachment I: Continuation Grant Proposal Evaluation and Scoring Form. The full Committee will evaluate past provider performance; expected client and system impact; and fulfillment of the strategic plan. In addition, proposals will be evaluated for cost/price reasonableness.

1. Request for Proposal Evaluation Process

The CAC members will individually evaluate and rate each proposal after which they will convene as a group and develop a list of questions for each proposal. **All Proposers will be required to provide written responses to questions about their proposals and attend Question and Answer Sessions.** The CAC will convene to develop written questions they have regarding each proposal the week of September 6, 2021. Proposers will be notified of their questions through Survey Monkey Apply by September 13, 2021. **Written responses must be submitted online in Survey Monkey Apply by Friday, September 27, 2021.**

Proposers will be scheduled for Mandatory Question and Answer Sessions the week of October 12 – 14, 2021. During this two-way conversation, proposers will have 20 minutes to address their written responses to the questions from the CAC and share additional information about their proposal they feel needs clarification. The sessions are used to further the evaluation process and clarify questions raised by the written proposals. Be prepared for an open discussion on topics related to project design, community collaboration and the budget. We request attendance of a maximum 1 - 3 persons within the organization who can provide a response to these questions.

Following applicant question and answer sessions, the CAC will discuss the proposals and perform any necessary review or verification of their content. Based on the content of the proposals and the proposal question and answer sessions, the CAC will give final rankings to the proposals and present recommendations to the Kitsap County Board of Commissioners. County staff

will provide support for the committee work but will not participate in the selection of proposals.

2. Unacceptable Proposals

The CAC will also determine which proposals are not responsive to the RFP and therefore will be deemed unacceptable and will not be reviewed by the CAC for funding. Some examples of what would constitute an unacceptable proposal are those which meet at least one of the following criteria:

- A. Is not in compliance with RCW 82.14.460.
- B. Does not address the essential requirements as part of the *Project Narrative Questions* in the RFP.
- C. Does not address the essential requirements of the particular project.
- D. Demonstrates that the applicant does not understand the requirements of the RFP or the project.
- E. Contains inappropriate or unreasonable costs.

All applicants will be notified in writing of the acceptance or rejection of their proposals. If a proposal is not selected for funding, the organization may resubmit an updated proposal at the next grant cycle.

X. ATTACHMENTS

ATTACHMENT A – Definitions

ATTACHMENT B - Anticipated Scope of Work (Strategic Plan Goals, Objectives and Strategies)

ATTACHMENT C - Proposal General Terms and Conditions

ATTACHMENT D - Continuation Grant Proposal Evaluation Worksheet

ATTACHMENT E - Total Agency Budget Form

ATTACHMENT F – Continuation Grant Proposal Special Project Budget Form

ATTACHMENT G – Continuation Grant Proposal Sub-Contractor Special Project Budget Form

ATTACHMENT H – Continuation Grant Proposal Project Salary Summary

ATTACHMENT I – Continuation Grant Proposal Evaluation and Scoring Form

ATTACHMENT J – Contract General Terms and Conditions

ATTACHMENT K – Prevailing Wage Requirements

MENTAL HEALTH CHEMICAL DEPENDENCY AND THERAPEUTIC COURT PROGRAM 2022 DEFINITIONS

Adverse Childhood Experiences (Aces) – Adverse childhood experiences (ACEs) are traumatic events, such as abuse or neglect, occurring in a person’s life before the age of 18.

Best Practice - Method or technique that has been generally accepted as superior to any alternatives because it produces results that are superior to those achieved by other means or because it has become a standard way of doing things.

Certified Counselor - A person certified who is engaged in private practice counseling to the extent authorized in RCW 18.19.200.

Certified Chemical Dependency Professional - An individual certified in chemical dependency counseling, under RCW 18.205.020.

Collective Impact - Collective impact is a process that occurs when organizations from different sectors agree to solve a specific social problem using a common agenda, aligning their efforts, and using common measures of success.

Communities of Color – Includes Black, Indigenous, Asian, Pacific Islander and Latinx.

Continuum of Care - The continuum of care describes the delivery of health care over a period of time. An integrated system of health care that follows a patient through time or through a range of services.

Culturally Appropriate Healthcare - A healthcare approach that understands the influence cultural values and beliefs (for the patient and provider) in health care delivery and provides care to address cultural needs.

Culturally Competent Care - Cultural competence in health care is broadly defined as the ability of providers and organizations to understand and integrate factors such as race, ethnicity, language, gender, socioeconomic status, physical and mental ability, sexual orientation, and occupation into the delivery and structure of the health care system.

Diversity - The presence of differences that may include race, gender, religion, sexual orientation, ethnicity, nationality, socioeconomic status, language, (dis)ability, age, religious commitment, or political perspective, with a focus on underrepresented communities of color.

Equity - Promoting justice, impartiality and fairness within the procedures, processes, and distribution of resources by institutions or systems. Tackling equity issues requires an understanding of the root causes of outcome disparities within our society.

Evidence-Based Programs - Programs, services, strategies, activities, or approaches which have been shown through scientific research and evaluation to be effective at preventing and/or delaying an untoward outcome.

Health Disparities – Differences that exist among specific population groups in the United States in the attainment of full health potential that can be measured by differences in incidence, prevalence, mortality, burden of disease, and other adverse health conditions.

Health/Behavioral Health Equity – The state in which everyone has the opportunity to attain full health/behavioral health potential and no one is disadvantaged from achieving this potential because of social position or any other socially defined circumstance.

Health Inequity - Differences in health determinants and health outcomes that are the result of social and structural imbalances and are thus avoidable and preventable.

Historic Trauma - Cumulative emotional and psychological wounding, over the lifespan and across generations, emanating from massive group trauma experiences.

Implicit Bias – The automatic and often unconscious association people make between groups of people and stereotypes about those groups.

Inclusion - An outcome to ensure that diverse communities of color actually feel and/or are welcomed. Inclusion outcomes are met when you, your institution, and your program are truly inviting to all. To the degree to which communities of color are able to participate fully in the decision-making processes and development opportunities within an organization or group.

In-Kind Contributions - In-kind contributions include goods or services, other than cash.

Examples of in-kind gifts include:

- Goods, like computers, software, furniture, and office equipment, for use by your organization or for special event auctions
- Services, like meeting space, photocopy and mail services, and administrative/financial support
- Expertise, like legal, tax, or business advice; marketing and website development; and strategic planning
- Cash equivalents, like stocks, bonds, mutual funds

Innovative Programs – Programs that introduce new ideas, methods and concepts that have not yet been researched however have some scientific research or data showing positive outcomes.

Licensed Counselor - A licensed marriage and family therapist, licensed mental health counselor, licensed advanced social worker, or licensed independent clinical social worker regulated under chapter 18.225 RCW.

Matching Funds – Contributions of cash.

Measurable Outcomes - Outcomes are benefits or changes for individuals or populations during or after participating in program activities. Outcomes may relate to behavior, skills, knowledge, attitude, values, condition, or other attributes. To measure outcomes, the service

must be able to provide evidence that the outcome was or was not achieved. Below is an example of an individual measurable outcome objective:

- 90% of participants successfully completing the program will not reoffend during the subsequent 18 months.
- 85% of participants remain drug free (for example, no positive UA results) during the current quarter.

Medicaid – The federally funded social health care program for families and individuals with limited resources. In Washington State, Medicaid is called Apple Health.

Model Fidelity - The strategies that monitor and enhance the accuracy and consistency of an intervention to ensure it is implemented as designed, and that each component is delivered in a comparable manner to all study participants over time.

Promising Programs - Programs, services, strategies, activities, or approaches that have some scientific research or data showing positive outcomes in delaying an unfavorable outcome, but do not have enough evidence to support generalizable conclusions.

Return on Investment (ROI) - A performance measure used to evaluate the efficiency of an investment or to compare the efficiency of several different investments. ROI measures the amount of return on an investment relative to the investment's cost. To calculate ROI, the benefit (or return) of an investment is divided by the cost of the investment, and the result is expressed as a percentage or a ratio.

Supplanting - Means to “replace” or “take the place of.” Existing funds for a project and its activities may not be displaced by TST funds and reallocated for other organizational expenses. TST funds must not replace those funds that have been appropriated for the same purpose.

Supportive Housing – A combination of stable housing and behavioral health services intended as a cost-effective way to help people with mental illness or chemical dependency live more stable, productive lives. Services may be delivered by 24-hour staff on premises, staff located on premises during business hours, visiting support staff, or mobile behavioral health teams that visit residents several times per week.

Sustainability - Refers to the continuation of the project or program beyond the grant funding cycle. Sustainability answers the question, “How will you continue your project if you do not receive further funding?” The focus is on developing new and creative funding mechanisms to help organizations become more sustainable in the long term, allowing them to focus more of their resources on the important programs and services they offer.

Sustainability Plan – Developing an action plan to increase the likelihood of program sustainability.

Systemic Racism - A system in which public policies, institutional practices, cultural representations, and other norms work in various, often reinforcing ways to perpetuate racial group inequity.

Trauma - Trauma results from an event, series of events, or set of circumstances that is experienced by an individual as physically or emotionally harmful or threatening and that has lasting adverse effects on the individual's functioning and physical, social, emotional, or spiritual well-being.

Trauma Informed Approach - A program, organization, or system that is trauma-informed realizes the widespread impact of trauma and understands potential paths for recovery; recognizes the signs and symptoms of trauma in clients, families, staff, and others involved with the system; and responds by fully integrating knowledge about trauma into policies, procedures, and practices, and seeks to actively resist re-traumatization.

Trauma-Informed Care (TIC) - TIC is a strengths-based service delivery approach that is grounded in an understanding of and responsiveness to the impact of trauma, that emphasizes physical, psychological, and emotional safety for both providers and survivors, and that creates opportunities for survivors to rebuild a sense of control and empowerment. It also involves vigilance in anticipating and avoiding institutional processes and individual practices that are likely to retraumatize individuals who already have histories of trauma, and it upholds the importance of client participation in the development, delivery, and evaluation of services.

Treatment Sales Tax (TST) – A sales and use tax for Mental Health, Chemical Dependency and Therapeutic Court Programs (1 10th of 1%).

MENTAL HEALTH CHEMICAL DEPENDENCY AND THERAPEUTIC COURT PROGRAM 2022 ANTICIPATED SCOPE OF WORK

Projects must implement interventions and programs that address a minimum of one Goal, Objective and Strategy from the following list prioritized in the 2021 Behavioral Health Strategic Plan.

Goal #1: Improve the health status and wellbeing of Kitsap County residents.

Objective #1: Decrease the impact of systemic racism on the mental health and well-being of Kitsap County's communities of color.

Strategies include:

- Examine funding priorities and decision-making process from an equity lens.
- Examine policy and procedures with an equity lens, including evaluating common practices.
- Involve communities of color in shaping funding decisions, performance outcomes and evaluation.

Objective #2: Expand prevention and early intervention programs for youth.

Strategies include:

- Increase capacity of programs that provide evidence-based prevention and early intervention programs.
- Promote proactive support for student well-being in schools starting at elementary.
- Deliver culturally relevant materials, education and outreach.

Objective #3: Increase Trauma Informed Care training, policies and practices.

Strategies include:

- Provide education on equity, inclusion, diversity and historical trauma to the behavioral health workforce.
- Provide targeted funding for organizations to invest in trauma-informed care.
- Require workforce policy and procedures be developed through a trauma informed lens.

Goal #2: Reduce the incidence and severity of chemical dependency and/or mental health disorders in adults and youth.

Objective #1: Increase the variety and options of nontraditional behavioral health treatment programs and approaches.

Strategies include:

- Fund nontraditional treatment approaches including Housing First, Workforce Development programs and Harm Reduction programs - neuroscience informed and body-based.
- Develop culturally appropriate and sensitive programs and services for individuals who shy away from traditional behavioral health approaches.

- Establish behavioral health support groups with a focus on the needs of gay, lesbian, transgender and questioning youth.

Objective #2: Address service gaps along the behavioral health Continuum of Care, especially targeting services for children, youth and the aging populations.

Strategies include:

- Establish more certified youth behavioral health treatment providers county wide including outlying areas of the County.
- Ensure behavioral health treatment services are available in all of the schools at all of the age levels.
- Establish in home behavioral health services for individuals who are struggling to age in place.

Objective #3: Enhance Recovery Support Services.

Strategies include:

- Build in options for work, school, or volunteer experiences for individuals in behavioral health treatment programs.
- Provide transportation to ancillary services not covered by Access or Paratransit, including court appearances, social service appointments, and to and from jail.
- Create more diverse and nontraditional self-help groups.

Goal #3: Reduce the number of chemically dependent and mentally ill youth and adults from initial or further criminal justice system involvement.

Objective #1: Enhance diversion approaches, practices and programs for individuals with behavioral health disorders.

Strategies include:

- Offer more prevention services targeting juveniles before they become involved in the criminal justice system.
- Sustain and enhance juvenile therapeutic treatment courts.
- Offer pretrial diversion, such as voluntary, post-charging diversion programs in which formal adjudication is avoided and charges are dismissed upon completion of a specific set of requirements, such as participating in treatment, completing community service, and paying restitution.

Objective #2: Expand police training in crisis intervention and de-escalation approaches, practices and policies.

Strategies include:

- Support Crisis Intervention Training (CIT) for all law enforcement agencies countywide.
- Advocate for Crisis Intervention Training to include ongoing and advanced training; expand partnership with community organizations; and include neuroscience and equity.

- Promote coordination and collaboration with law enforcement for better handling of people with psychiatric issues.

Objective #3: Increase specialized police responses in dealing with individuals with behavioral health disorders.

Strategies include:

- Expand specialized law enforcement responses, such as co-response teams, in which a police officer and a mental health professional respond to calls together.
- Expand navigator programs to offer individuals with behavioral health issues and have potential involvement in the criminal justice with advocacy.
- Promote differential police response.

Goal #4: Reduce the number of people in Kitsap County who cycle through our criminal justice systems, including jails and prisons.

Objective #1: Improve availability and coordination of in-jail behavioral health screening, assessment, treatment and referral services.

Strategies include:

- Expand training for correctional officers in the Crisis Intervention Team (CIT) model.
- Reinforce screening of inmates as soon as possible for symptoms of a behavioral health issue.
- Expand behavioral health treatment options and recovery support services within the jail.

Objective #2: Intensify transitional behavioral health services for individuals reentering the community from jail and/or inpatient treatment services.

Strategies include:

- Enhance behavioral health transition services to support successful reentry to the community.
- Strengthen the continuum of effective behavioral health reentry services including outpatient, inpatient and recovery support services.
- Provide direct admission into treatment from jail to services-inpatient and outpatient programs.

Objective #3: Expand Therapeutic Court Programs to provide access to all eligible individuals in the community.

Strategies include:

- Expand therapeutic treatment courts to include superior, district and municipal jurisdictions.
- Support coordination, screening and swift referral and entry into all therapeutic court programs
- Enhance behavioral health treatment and recovery support services for all therapeutic courts.

Goal #5: Reduce the number of people in Kitsap County who use costly interventions including hospitals, emergency rooms, and crisis services.

Objective #1: Expand behavioral health treatment providers, approaches and options for high utilizers.

Strategies include:

- Establish less restrictive local options to the Involuntary Treatment Act (ITA).
- Strengthen partnerships with Law Enforcement, EMS, and Fire to create co-response or follow-up (DCR/Crisis Worker/behavioral health staff) units with a paramedic and Law Enforcement officers.
- Establish low-barrier crisis services for the hard-to-engage.

Objective #2: Intensify supportive and/or treatment services for family members experiencing a behavioral health crisis.

Strategies include:

- Designate shelter services for women (and/or men) with behavioral health issues and their children.
- Provide families approaching crisis wraparound services and support.
- Support easily accessible 24/7 sexual assault hotline with trained providers.

Objective #3: Intensify supportive and/or treatment services for youth experiencing a behavioral health crisis.

Strategies include

- Provide behavioral health specialist to work with children/adolescents and their families in their homes, after responding to engage with them at Emergency Department.
- Establish a Juvenile Designated Crisis Responder.
- Establish a Crisis Residential Center providing short-term crisis services for youth.

Goal #6: Increase the number of stable housing options for chemically dependent and mentally ill residents of Kitsap County.

Objective #1: Expand behavioral health services for the homeless who experience mental illness or substance use disorders.

Strategies include:

- Provide strong case management to support the homeless with behavioral health issues.
- Establish a proactive, community-based approach to preventing homelessness for those with behavioral health issues.
- Provide access to treatment services prior to getting housing assistance and placement.

Objective #2: Strengthen support for individuals with behavioral health disorders to establish and maintain housing long-term.

Strategies include:

- Provide access to more subsidized housing options for individuals with behavioral health issues.
- Offer rental assistance to individuals with behavioral health issues with realistic limitations including fixed rent/housing.
- Recruit more private apartment- community housing for individuals with behavioral health issues.

Objective #3: Increase supportive shelter, transitional and permanent housing options for individuals with behavioral health disorders.

Strategies include:

- Build affordable housing for individuals with behavioral health issues with onsite caseworker support.
- Build additional shelter(s) for individuals with behavioral health issues with 24/7 access.
- Establish more long-term housing supports and options for individuals with serious mental illness.

MENTAL HEALTH CHEMICAL DEPENDENCY AND THERAPEUTIC COURT PROGRAM 2022 PROPOSAL GENERAL TERMS AND CONDITIONS

A. Authorship

Proposals developed with the assistance of organizations or individuals outside the bidders own organization are to be identified. No contingent fees for such assistance will be allowed to be paid under any contract or grant resulting from this RFP. All proposals submitted become the property of Kitsap County, and it is understood and agreed that the bidder claims no proprietary rights to the ideas contained therein.

B. Proprietary information/public disclosure

Materials submitted in response to this Request for Proposals shall become the property of Kitsap County and the proposals shall be deemed public records as defined by RCW 42.56.

The Responder's Proposal must include a statement identifying the pages of its Proposal, if any, which contain information the Responder considers proprietary. Each page claimed to be proprietary must be clearly marked by printing the word "Proprietary" on the lower right hand corner. Responders may not mark their entire Proposal proprietary.

If Kitsap County receives a request to view or copy a Responder's Proposal, the County will respond according to applicable law and policy governing public disclosure. The County will not disclose any information marked "Proprietary" in a Proposal without giving the Responder ten (10) days' notice to seek a relief in superior court per RCW 42.56.540.

B. Independent Price Determination

The proposer guarantees that in connection with this proposal the prices and/or cost data have been arrived at independently, without consultation, communication or agreement for the purpose of restricting competition.

D. Subcontracting

Proposers must include any plans for subcontracting of services or activities of the programs. It is understood that the contractor(s) is held responsible for the satisfactory accomplishment of the service or activities included in such subcontract. Kitsap County reserves the right to approve all subcontractors.

C. Rejection of Proposal

No Proposals submitted under this Request for Proposals (RFP) will be returned for correction or clarification. If the application is incomplete, it will be rejected. Verbal, alternative, and late proposals will not be considered for selection. Kitsap County reserves the right to accept or reject any or all proposals received as a result of this RFP, to negotiate with all qualified sources, or to cancel in part, or in its entirety, this

RFP if it is in the best interest of Kitsap County to do so.

F. Appeal Process

Non-selected applicants have the right to appeal the decision of the County, limited to a procedural or legal violation in the selection process.

1. The applicant has the burden of proof and must specifically identify what statute, regulation or procedure has been violated.
2. An aggrieved applicant may, within five (5) working days after notification of a non-selected RFP application, appeal in writing to the Kitsap County Human Services Contract Administrator.
3. The appeal must state all facts and arguments upon which the aggrieved party believes a procedural or legal error occurred.
4. The Director of Human Services will render a written decision within thirty (30) working days of the receipt of the appeal.
5. In the event that no such procedural or legal errors are found to have occurred, the decision of the County shall be final.

G. Cancellation of Award

Kitsap County reserves the right to cancel an award immediately if new State Laws or policy determinations make it necessary to substantially change the project purpose or content, or prohibit such a project, or if the funds became unavailable.

H. Price Warranty

The proposer warrants that the rates quoted for services in response to this RFP are not unreasonably greater than the rates for the same services performed by the same individuals under any other existing contracts or grants.

I. Waivers

The right is reserved by Kitsap County to waive specific terms and conditions contained in this Request for Proposals (RFP). It shall be understood that any proposal is predicated upon the acceptance of all terms and conditions in the RFP unless the proposer has obtained such a waiver.

J. Nondiscrimination in Programs and Employment

It is the policy of Kitsap County to encourage and support equal opportunity in employment.

No person shall, on the grounds of race, color, religion, sex, handicap, sexual orientation, national origin, age, citizenship, political affiliation or belief, be denied employment or benefits, or be discriminated against as a participant, administrator, or staff person under any program or activity receiving funds under Kitsap County.

In compliance with Department of Labor Regulations implementing Section 504 of the Rehabilitation Act of 1973, as amended, no qualified handicapped individual shall be

discriminated against in the admission, access, treatment, or employment in any program or activity.

The proposer agrees to comply with all provisions of the Americans with Disabilities Act and regulations interpreting or enforcing such Act.

The proposer agrees to provide equal opportunity in the administration of the contract, and its subcontracts, purchase orders or other agreements, and in the delivery of services to applicants/participants.

The proposer agrees to make every feasible effort to remove artificial barriers to employment, including, but not limited to, the elimination of sex stereotyping in employment and architectural barriers for the handicapped. Every effort shall be made to employ members of the eligible population in the staffing and administration of the project.

K. Addenda to the Request for Proposals

In the event it becomes necessary to revise any part of this RFP, addenda will be provided to all proposers who received the RFP.

L. Publicity

No informational pamphlets, notices, press releases, research reports, or similar public notices concerning this proposal will be released by the proposer without obtaining prior written approval of the Kitsap County Human Services Department.

M. Limitation

This Request for Proposals does not commit the Kitsap County to award a contract, to pay any costs incurred in the preparation of a proposal to this request, or to procure or contract for services or supplies.

N. Signature

The proposal shall be signed by an official authorized to bind the bidder and shall provide the following information: name, title, address, and telephone number of individual(s) with authority to negotiate and contractually bind the bidder, and who may be contacted during the period of proposal evaluation.

O. Contract Award

Kitsap County may award a contract based on proposals received; therefore, each proposal should be submitted in the most favorable terms from a budgetary, technical, and programmatic standpoint. Kitsap County reserves the right to request additional data, discussion or presentation in support of written proposals.

2022 CONTINUATION GRANT PROPOSAL EVALUATION WORKSHEET

INSTRUCTIONS:

Evaluation is the collection of information about a program in a systematic and defined manner to demonstrate success, identify areas for improvement and lessons learned. Every program has at least one end goal and might have several – one or more activities are required to make progress toward meeting the goal. Progress is measured with one or more objectives that might cover an output (number of something) or outcome (change over time) due to the program. The type of outcome (column D) and expected timeframe for change (column E) should be defined. Objectives must follow the “SMART” guideline: specific, measurable, attainable, realistic, and time-bound (column C). Each objective should include an expected target result and completion date (“time-bound” part of column C).

New and continuing grant proposals must fill out the Evaluation Worksheet. Please replicate the last row as many times as necessary.

DEFINITIONS:

Program Goal:	A broad statement or a desired, longer-term, outcome of a program. A program can have one or multiple goals. Each goal has a one or more related specific objectives that, if met, will collectively achieve the stated goal.
Activity:	Actions taken or work performed to produce specific outputs and outcomes.
SMART Objective:	A statement of a desired program result that meets the criteria of being SMART (specific, measurable, achievable, realistic, and time-bound).
Output:	Results of program activities; the direct products or deliverables of program activities; such as number of: sessions completed, people served, materials distributed.
Outcome:	Effect of a program (change) - can be in: participant satisfaction; knowledge, attitude, skill; practice or behavior; overall problem; or a measure of return-on-investment or cost-benefit. Identify any measures that are “fidelity” measures for an evidence based practice.
Timeline:	Is the outcome expected to measure short-term, medium-term or a longer-term change? When will measurement begin start)? How often will measurement be done for reporting (reporting frequency: quarterly, semi-annual, annual, other)? How often will the program be accountable for achieving the smart objective (accountability frequency: quarterly, semi-annual, annual, other)? In what way will the data be collected (measurement period type: current quarter or year-to-date)?
Baseline:	The status of services or outcome-related measures before an intervention against which progress can be assessed or comparisons made. Should include data and time frame.
Source:	How and from where will data be collected?

2022 CONTINUATION GRANT PROPOSAL EVALUATION WORKSHEET

SCOPE OF WORK: Based on the list of goals, objectives, and strategies provided in the Scope of Work (Attachment B), please state those your program will focus on for this grant cycle. Your program can select more than one goal, objective, and strategy. Please use these goals, objectives, and strategies as guidance in your evaluation worksheet.

GOAL:
OBJECTIVE:
STRATEGY:

PROJECT NAME:

A. PROGRAM GOAL	B. ACTIVITY	C. SMART OBJECTIVE	D. TYPE OF MEASURE	E. TIMELINE	F. BASELINE	G. SOURCE
Understand general number of participants and services	Track universal measures	<p>WITH RESPECT TO THE CURRENT QUARTER:</p> <p># unduplicated individuals served</p> <ul style="list-style-type: none"> - By type (types determined by contractor) - By ZIP code - By health insurance type <p># services (naturally unduplicated)</p> <ul style="list-style-type: none"> - By type (types determined by contractor) <p>Narrative</p> <ul style="list-style-type: none"> - Reflecting on evaluation results and overall program efforts, describe what has been achieved this Quarter. If objectives went unmet, why? Are there any needed changes in evaluation or scope of work? - Briefly describe collaborative efforts and outreach activities employing collective impact strategies. - Please describe your sustainability planning – new collaborations, other sources of funding, etc - Success Stories 	<p><input checked="" type="checkbox"/> Output</p> <hr/> <p>Outcomes:</p> <p><input type="checkbox"/> Participant satisfaction</p> <p><input type="checkbox"/> Knowledge, attitude, skill</p> <p><input type="checkbox"/> Practice or behavior</p> <p><input type="checkbox"/> Impact on overall problem</p> <hr/> <p><input type="checkbox"/> ROI or cost-benefit</p> <p><input type="checkbox"/> Fidelity measure</p>	<p><input checked="" type="checkbox"/> S / <input type="checkbox"/> M / <input type="checkbox"/> L</p> <hr/> <p>Start: 1/1/2022</p> <p>Reporting Frequency: <input checked="" type="checkbox"/> Q / <input type="checkbox"/> SA / <input type="checkbox"/> A / <input type="checkbox"/> O:</p> <hr/> <p>Accountability Freq.: <input checked="" type="checkbox"/> Q / <input type="checkbox"/> SA / <input type="checkbox"/> A / <input type="checkbox"/> O:</p> <hr/> <p>Measure. Period Type: <input checked="" type="checkbox"/> CQ / <input type="checkbox"/> YTD / <input type="checkbox"/> O:</p>	To be completed by program	Program Data
		<p>WITH RESPECT TO THE ENTIRE GRANT CYCLE:</p> <p># unduplicated individuals served</p> <ul style="list-style-type: none"> - By type (types determined by contractor) - By ZIP code - By health insurance type 	<p><input checked="" type="checkbox"/> Output</p> <hr/> <p>Outcomes:</p> <p><input type="checkbox"/> Participant satisfaction</p> <p><input type="checkbox"/> Knowledge, attitude, skill</p> <p><input type="checkbox"/> Practice or behavior</p> <p><input type="checkbox"/> Impact on overall problem</p>	<p><input type="checkbox"/> S / <input checked="" type="checkbox"/> M / <input type="checkbox"/> L</p> <hr/> <p>Start: 1/1/2022</p> <p>Reporting Frequency: <input type="checkbox"/> Q / <input type="checkbox"/> SA / <input checked="" type="checkbox"/> A / <input type="checkbox"/> O:</p> <hr/> <p>Accountability Freq.: <input type="checkbox"/> Q / <input type="checkbox"/> SA / <input checked="" type="checkbox"/> A / <input type="checkbox"/> O:</p> <hr/> <p>Measure. Period Type: <input type="checkbox"/> CQ / <input checked="" type="checkbox"/> YTD / <input type="checkbox"/> O:</p>		

2022 CONTINUATION GRANT PROPOSAL EVALUATION WORKSHEET

A. PROGRAM GOAL	B. ACTIVITY	C. SMART OBJECTIVE	D. TYPE OF MEASURE	E. TIMELINE	F. BASELINE	G. SOURCE
			<input type="checkbox"/> ROI or cost-benefit <input type="checkbox"/> Fidelity measure			
To be completed by program	To be completed by program	To be completed by program	<input type="checkbox"/> Output <hr/> Outcomes: <input type="checkbox"/> Participant satisfaction <input type="checkbox"/> Knowledge, attitude, skill <input type="checkbox"/> Practice or behavior <input type="checkbox"/> Impact on overall problem <hr/> <input type="checkbox"/> ROI or cost-benefit <input type="checkbox"/> Fidelity measure	<input type="checkbox"/> S / <input type="checkbox"/> M / <input type="checkbox"/> L <hr/> Start: 1/1/2022 <hr/> Reporting Frequency: <input type="checkbox"/> Q / <input type="checkbox"/> SA / <input type="checkbox"/> A / <input type="checkbox"/> O: <hr/> Accountability Freq.: <input type="checkbox"/> Q / <input type="checkbox"/> SA / <input type="checkbox"/> A / <input type="checkbox"/> O: <hr/> Measure. Period Type: <input type="checkbox"/> CQ / <input type="checkbox"/> YTD / <input type="checkbox"/> O:	To be completed by program	To be completed by program

Total Agency or Departmental Budget Form

Agency Name:

Project:

Accrual

Cash

AGENCY REVENUE AND EXPENSES	2020		2021		2022	
	Actual	Percent	Budget	Percent	Budget	Percent
AGENCY REVENUE						
Federal Revenue	\$ -		\$ -		\$ -	
WA State Revenue	\$ -		\$ -		\$ -	
Local Revenue	\$ -		\$ -		\$ -	
Private Funding Revenue	\$ -		\$ -		\$ -	
Agency Revenue	\$ -		\$ -		\$ -	
Miscellaneous Revenue	\$ -		\$ -		\$ -	
Total Agency Revenue (A)	\$ -		\$ -		\$ -	
AGENCY EXPENSES						
Personnel						
Managers	\$ -		\$ -		\$ -	
Staff	\$ -		\$ -		\$ -	
Total Benefits	\$ -		\$ -		\$ -	
Subtotal	\$ -		\$ -		\$ -	
Supplies/Equipment						
Equipment	\$ -		\$ -		\$ -	
Office Supplies	\$ -		\$ -		\$ -	
Other (Describe) _____	\$ -		\$ -		\$ -	
Subtotal	\$ -		\$ -		\$ -	
Administration						
Advertising/Marketing	\$ -		\$ -		\$ -	
Audit/Accounting	\$ -		\$ -		\$ -	
Communication	\$ -		\$ -		\$ -	
Insurance/Bonds	\$ -		\$ -		\$ -	
Postage/Printing	\$ -		\$ -		\$ -	
Training/Travel/Transportation	\$ -		\$ -		\$ -	
% Indirect	\$ -		\$ -		\$ -	
Other (Describe) _____	\$ -		\$ -		\$ -	
Subtotal	\$ -		\$ -		\$ -	
Ongoing Operations and Maintenance						
Janitorial Service	\$ -		\$ -		\$ -	
Maintenance Contracts	\$ -		\$ -		\$ -	
Maintenance of Existing Landscaping	\$ -		\$ -		\$ -	
Repair of Equipment and Property	\$ -		\$ -		\$ -	
Utilities	\$ -		\$ -		\$ -	
Other (Describe) _____	\$ -		\$ -		\$ -	
Other (Describe) _____	\$ -		\$ -		\$ -	
Other (Describe) _____	\$ -		\$ -		\$ -	
Subtotal	\$ -		\$ -		\$ -	
Other Costs						
Debt Service	\$ -		\$ -		\$ -	
Other (Describe) _____	\$ -		\$ -		\$ -	
Subtotal	\$ -		\$ -		\$ -	
Total Direct Expenses	\$ -		\$ -		\$ -	
Balance	\$ -	-	\$ -	-	\$ -	-

Mental Health, Chemical Dependency and Therapeutic Court Program 2022 Continuation Grant Proposal Special Project Budget Form

Agency Name:

Project:

Enter the estimated costs associated with your project/program	2021			2022		
	Award	Expenditures	%	Request	Modifications	%
Personnel						
Managers	\$ -	\$ -		\$ -	\$ -	
Staff	\$ -	\$ -		\$ -	\$ -	
Total Benefits	\$ -	\$ -		\$ -	\$ -	
SUBTOTAL	\$ -	\$ -		\$ -	\$ -	
Supplies & Equipment						
Equipment	\$ -	\$ -		\$ -	\$ -	
Office Supplies	\$ -	\$ -		\$ -	\$ -	
Other (Describe):	\$ -	\$ -		\$ -	\$ -	
SUBTOTAL	\$ -	\$ -		\$ -	\$ -	
Administration						
Advertising/Marketing	\$ -	\$ -		\$ -	\$ -	
Audit/Accounting	\$ -	\$ -		\$ -	\$ -	
Communication	\$ -	\$ -		\$ -	\$ -	
Insurance/Bonds	\$ -	\$ -		\$ -	\$ -	
Postage/Printing	\$ -	\$ -		\$ -	\$ -	
Training/Travel/Transportation	\$ -	\$ -		\$ -	\$ -	
% Indirect (Limited to 5%)	\$ -	\$ -		\$ -	\$ -	
Other (Describe):	\$ -	\$ -		\$ -	\$ -	
SUBTOTAL	\$ -	\$ -		\$ -	\$ -	
Ongoing Operations & Maintenance						
Janitorial Service	\$ -	\$ -		\$ -	\$ -	
Maintenance Contracts	\$ -	\$ -		\$ -	\$ -	
Maintenance of Existing Landscaping	\$ -	\$ -		\$ -	\$ -	
Repair of Equipment and Property	\$ -	\$ -		\$ -	\$ -	
Utilities	\$ -	\$ -		\$ -	\$ -	
Other (Describe):	\$ -	\$ -		\$ -	\$ -	
Other (Describe):	\$ -	\$ -		\$ -	\$ -	
Other (Describe):	\$ -	\$ -		\$ -	\$ -	
SUBTOTAL	\$ -	\$ -		\$ -	\$ -	
Sub-Contracts						
Organization:	\$ -	\$ -		\$ -	\$ -	
Organization:	\$ -	\$ -		\$ -	\$ -	
Organization:	\$ -	\$ -		\$ -	\$ -	
Organization:	\$ -	\$ -		\$ -	\$ -	
SUBTOTAL	\$ -	\$ -		\$ -	\$ -	
Other						
Debt Service	\$ -	\$ -		\$ -	\$ -	
Other (Describe):	\$ -	\$ -		\$ -	\$ -	
SUBTOTAL	\$ -	\$ -		\$ -	\$ -	
Total Project Budget	\$ -	\$ -		\$ -	\$ -	

NOTE: Indirect is limited to 5%

Mental Health, Chemical Dependency and Therapeutic Court Program 2022 Continuation Grant Proposal Sub-Contractor Special Project Budget Form

Sub-Contractor Agency Name:

Project:

Enter the estimated costs associated with your project/program	2021			2022		
	Award	Expenditures	%	Request	Modifications	%
Personnel						
Managers	\$ -	\$ -		\$ -	\$ -	
Staff	\$ -	\$ -		\$ -	\$ -	
Total Benefits	\$ -	\$ -		\$ -	\$ -	
SUBTOTAL	\$ -	\$ -		\$ -	\$ -	
Supplies & Equipment						
Equipment	\$ -	\$ -		\$ -	\$ -	
Office Supplies	\$ -	\$ -		\$ -	\$ -	
Other (Describe):	\$ -	\$ -		\$ -	\$ -	
SUBTOTAL	\$ -	\$ -		\$ -	\$ -	
Administration						
Advertising/Marketing	\$ -	\$ -		\$ -	\$ -	
Audit/Accounting	\$ -	\$ -		\$ -	\$ -	
Communication	\$ -	\$ -		\$ -	\$ -	
Insurance/Bonds	\$ -	\$ -		\$ -	\$ -	
Postage/Printing	\$ -	\$ -		\$ -	\$ -	
Training/Travel/Transportation	\$ -	\$ -		\$ -	\$ -	
% Indirect (Limited to 5%)	\$ -	\$ -		\$ -	\$ -	
Other (Describe):	\$ -	\$ -		\$ -	\$ -	
SUBTOTAL	\$ -	\$ -		\$ -	\$ -	
Ongoing Operations & Maintenance						
Janitorial Service	\$ -	\$ -		\$ -	\$ -	
Maintenance Contracts	\$ -	\$ -		\$ -	\$ -	
Maintenance of Existing Landscaping	\$ -	\$ -		\$ -	\$ -	
Repair of Equipment and Property	\$ -	\$ -		\$ -	\$ -	
Utilities	\$ -	\$ -		\$ -	\$ -	
Other (Describe):	\$ -	\$ -		\$ -	\$ -	
Other (Describe):	\$ -	\$ -		\$ -	\$ -	
Other (Describe):	\$ -	\$ -		\$ -	\$ -	
SUBTOTAL	\$ -	\$ -		\$ -	\$ -	
Other						
Debt Service	\$ -	\$ -		\$ -	\$ -	
Other (Describe):	\$ -	\$ -		\$ -	\$ -	
SUBTOTAL	\$ -	\$ -		\$ -	\$ -	
Total Project Budget	\$ -	\$ -		\$ -	\$ -	

NOTE: Indirect is limited to 5%

**Mental Health, Chemical Dependency and Therapeutic Court Program
2022 Continuation Grant Proposal Project Salary Summary**

Agency Name:

Project:

Description

Number of Professional FTEs	0.00
Number of Clerical FTEs	0.00
Number of All Other FTEs	0.00
Total Number of FTEs	0.00

Salary Information

Salary of Executive Director or CEO	\$ -
Salaries of Professional Staff	\$ -
Salaries of Clerical Staff	\$ -
Other Salaries (Describe Below)	\$ -
Description:	\$ -
Description:	\$ -
Description:	\$ -
Description:	\$ -
Description:	\$ -
Total Salaries	\$ -
Total Payroll Taxes	\$ -
Total Cost of Benefits	\$ -
Total Cost of Retirement	\$ -
Total Payroll Costs	\$ -



2022 Mental Health, Chemical Dependency and Therapeutic Court Programs Continuation Grant Proposal Evaluation and Scoring Form

1. PROJECT DESIGN (30 Points)

A. Project Design:

Describes the design of the current grant project and additions/subtractions for next grant period.

0 = Did not clearly describe the current grant project.

1 = Described the current grant project, but, did not describe which goal(s), objective(s) and/or strategy(s) to be implemented.

5 = Described current grant project, goal(s), objective(s) and strategy(s), but did not address any additions/changes.

10 = Detailed description of current grant project, goal(s), objective(s) and strategy(s); additions/changes; and made a case for project updates.

Reviewer Comments:

B. Outreach:

Provided a detailed description of how to outreach to their target population and hard to reach individuals.

0 = No mention of an outreach plan.

1 = Described an outreach plan, but not specific about reaching the target population or hard to reach individuals.

5 = Described the outreach plan and the target population but did not provide a clear plan to ensure hard to reach persons have access to the program.

10 = Described the outreach plan and the target population, and provided a clear plan to ensure all eligible persons have access to the program.

Reviewer Comments:

C. Culturally Competent Care:

Provided a detailed description of how to ensure delivery of culturally competent behavioral health care services.

- 0 = No mention of delivering culturally competent behavioral health care.
- 1 = Described culturally competent behavioral health care, but not specific about ensuring implementation.
- 3 = Described implementing services that meet the social, cultural and linguistic needs of program participants, but no mention of staff having the culturally responsive skills needed.
- 5 = Provided clear detailed description of services that meet the social, cultural and linguistic needs of program participants and staff have the culturally responsive skills.

Reviewer Comments:

D. Trauma Informed Care:

Provided a detailed description of how the project will incorporate trauma-informed care principles and practices.

- 0 = No mention of incorporating trauma informed care principles or practices.
- 1 = Described trauma informed care principles, but not specific about how they will put into practice.
- 3 = Described how the project will incorporate trauma-informed care principles and practices but did not explain what procedures are in place to support staff.
- 5 = Provided clear detailed description of how the project will incorporate trauma-informed care principles, practices and how they will support staff.

Reviewer Comments:

2. ACCOMPLISHMENTS TO DATE (40 Points)

A. Evaluation:

Organization demonstrates progress has been made towards meeting approved project goals, activities and outcomes in the original grant application.

0 = No mention of progress towards goals and activities, nor outcomes provided.

5 = Vague mention of progress towards goals and activities, but no evidence of outcomes provided.

10 = Partially demonstrated progress towards goals, activities and outcomes.

20 = Provided clear, detailed objective measures with quantitative results to document progress toward achieving goals, activities and outcomes.

Reviewer Comments:

B. Barriers to Implementation – Not Scored

C. Key Accomplishments:

Project sponsor has demonstrated key accomplishments to date, the success of the project and its impact in the community.

0 = No mention of key accomplishments.

5 = Vague mention that they have had accomplishments, but no clear description.

10 = Partially demonstrated key accomplishments to date, but no clear impact in the community.

20 = Provided clear detailed description of key accomplishments to date, the success of the project and its impact in the community.

Reviewer Comments:

3. BUDGET NARRATIVE (20 Points)

A. Funding Request:

Project sponsor provided an explanation for funding need for the next budget period and reported on milestones anticipated with the new funding request.

0 = No explanation for funding need for the next budget period.

1 = Vague explanation for funding need for the next budget period.

5 = Partially demonstrated funding need for the next budget period but did not reported on milestones anticipated with the new funding request.

10 = Provided clear detailed explanation for funding need for the next budget period and reported on milestones anticipated with the new funding request.

Reviewer Comments:

B. Past Expenditures and Budget Modifications:

Project sponsor accurately reported budget expenditures for the previous budget period, provided a clear explanation of unexpended funds and explained any significant changes to the proposed budget for the next funding period.

0 = Budget expenditures were not clearly defined.

1 = Budget expenditures were complete but no clear explanation of expended funds.

5 = Accurately reported budget expenditures for the previous budget period with a clear explanation of unexpended funds, but, did not describe modification of project activities.

10 = Accurately reported budget expenditures for the previous budget period and provided a clear explanation of significant changes to the proposed budget for the next funding period.

Reviewer Comments:

4. SUSTAINABILITY (10 Points)

A. Sustainability Plan:

Project sponsor specifically addressed attempts and success in leveraging federal, state, local or private funds during the last budget period and provided a preliminary sustainability plan for how the project will continue after year 2 or 3.

0 = No explanation for funding need for the next budget period.

1 = Vague explanation for funding need for the next budget period.

3 = Partially demonstrated funding need for the next budget period but did not reported on milestones anticipated with the new funding request.

5 = Provided clear detailed explanation for funding need for the next budget period and reported on milestones anticipated with the new funding request.

Reviewer Comments:

B. Behavioral Health Equity:

Project sponsor specifically addressed policies, practices or procedures that they are implementing to proactively seek to eliminate racial inequities and advance equity in service delivery.

0 = No mention of health equity policies, practices or procedures.

1 = Vague explanation of health equity policies, practices or procedures.

3 = Clear explanation of health equity policies, practices or procedures, but partially demonstrated implementation.

5 = Provided clear detailed explanation health equity policies, practices or procedures that they are implementing.

Reviewer Comments:

An empty rectangular text box with a light gray background and a thin black border. It features a vertical scrollbar on the right side and a horizontal scrollbar at the bottom, both with small arrow buttons.

Total Score: 0/100

Questions for Proposer:

Questions

A large empty rectangular text box with a light gray background and a thin black border. It features a vertical scrollbar on the right side and a horizontal scrollbar at the bottom, both with small arrow buttons.

[Save & Continue Editing](#)

Mark as complete

CONTRACT FOR HUMAN SERVICES

This contract for Human Services (the Contract) is entered into by Kitsap County, a municipal corporation, having its principal offices at 614 Division Street, Port Orchard, Washington, 98366 (the County); and ____ having its principal office at ____ (the Contractor).

SECTION 1. EFFECTIVE DATE OF CONTRACT

The Contract will become effective on __ and terminate on __. In no event will the Contract become effective unless and until it is approved and executed by the Kitsap County Board of County Commissioners or the Kitsap County Administrator.

SECTION 2. SERVICES TO BE PROVIDED

- 2.1 A description of the services to be performed by the Contractor is set forth in Attachment B: Statement of Work, which is attached to the Contract.
- 2.2 The Contractor agrees to provide its own labor and materials. Unless otherwise provided for in the Contract, no material, labor or facilities will be furnished by the County.
- 2.3 The Contractor will perform the work specified in the Contract according to standard industry practice.
- 2.4 The Contractor will complete its work in a timely manner and in accordance with the schedule agreed to by the parties.
- 2.5 The Contractor will confer with the County from time to time during the progress of the work. The Contractor will prepare and present status reports and other information that may be pertinent and necessary, or as may be requested by the County.

SECTION 3. CONTRACT REPRESENTATIVES

The County and the Contractor will each have a contract representative. A party may change its representative upon providing written notice to the other party. The parties' representatives are as follows.

County's Contract Representative

Kitsap County Department of Human Services
614 Division Street MS-23, Port Orchard, WA 98366
(360) 337-

Contractor's Contract Representative

SECTION 4. COMPENSATION

- 4.1 A description of the compensation to be paid to the Contractor is set forth in Attachment C: Budget Summary, which is attached to the Contract.
- 4.2 The total amount payable under the Contract, by the County to the Contractor, in no event will exceed \$. Any cost incurred by the Contractor over and above the year-end sums set out in the budgets shall be at the Contractor's sole risk and expense.
- 4.3 Unless otherwise provided in the Contract, the Contractor may submit an invoice to the County once a month for payment of work actually completed to date. Contractor shall use the Department of Human Services Contractor Invoice Form, available from the County. Subject to the other provisions of the Contract, the County generally will pay such an invoice within 30 days of receiving it.
- 4.4 The County will submit payments for work performed to;
- 4.5 The Contractor will be paid only for work expressly authorized in the Contract.
- 4.6 Payments shall not be construed as a waiver of the County's right to challenge the level of the Contractor's performance under this Contract, and to seek appropriate legal remedies.
- 4.7 The Contractor will not be entitled to payment for any services that were performed prior to the effective date of the Contract or after its termination, unless a provision of the Contract expressly provides otherwise.
- 4.8 If the Contractor fails to perform any substantial obligation, and the failure has not been cured within 10 days following notice from the County, the County may, in its sole discretion and upon written notice to the Contractor, withhold all monies due the Contractor, without penalty, until such failure to perform is cured.
- 4.9 The Contractor shall pay no wages in excess of the usual and accustomed wages for personnel of similar background, qualifications and experience.
- 4.10 The Contractor shall pay no more than reasonable market value for equipment and/or supplies.

SECTION 5. AMENDMENTS AND CHANGES IN WORK

- 5.1 In the event of any errors or omissions by the Contractor in the performance of any work required under the Contract, the Contractor will make all necessary corrections without additional compensation. All work submitted by the Contractor will be certified and checked by the Contractor for errors and omissions. The Contractor will continue to be responsible for the accuracy of work even after the work is accepted by the County.
- 5.2 In order to be effective, any contract renewal, amendment or modification must be in writing, be signed by both parties, and be attached to the Contract. Work under a renewal, amendment or modification may not commence until the renewal, amendment or modification has been approved by the County and has become effective.

- 5.3 Either party may request that the Contract terms be renegotiated when circumstances, which were neither foreseen nor reasonably foreseeable by the parties at the time of contracting, arise during the period of performance of the Contract. Such circumstances must have a substantial and material impact upon the performance projected under this Contract, and must be outside the control of either party.

SECTION 6. HOLD HARMLESS AND INDEMNIFICATION

To the fullest extent permitted by law, Contractor shall indemnify, defend and hold harmless the County and its elected and appointed officials, officers, employees and agents from and against all claims resulting from or arising out of the performance of the Contract, whether such claims arise from the acts, errors or omissions of Contractor, its subcontractors, third parties or the County, or anyone directly or indirectly employed by any of them or anyone for whose acts, errors or omissions any of them may be liable. "Claim" means any loss, claim, suit, action, liability, damage or expense of any kind or nature whatsoever, including but not limited to attorneys' fees and costs, attributable to personal or bodily injury, sickness, disease or death, or to injury to or destruction of property, including the loss of use resulting therefrom. Contractor's duty to indemnify, defend and hold harmless includes but is not limited to claims by Contractor's or any subcontractor's officers, employees or agents. Contractor's duty, however, does not extend to claims arising from the sole negligence or willful misconduct of the County or its elected or appointed officials, officers or employees. For the purposes of this indemnification provision, Contractor expressly waives its immunity under Title 51 of the Revised Code of Washington and acknowledges that this waiver was mutually negotiated by the parties. This indemnification provision shall survive the expiration or termination of the Contract.

SECTION 7. INSURANCE

- 7.1 **Professional Legal Liability.** The Contractor, if it is a licensed professional, will maintain professional legal liability or professional errors and omissions coverage appropriate to the Contractor's profession. The coverage will have a limit of not less than \$1 million per occurrence. The coverage will apply to liability for a professional error, act or omission arising out of the Contractor's services under the Contract. The coverage will not exclude bodily injury or property damage. The coverage will not exclude hazards related to the work rendered as part of the Contract or within the scope of the Contractor's services under the Contract, including testing, monitoring, measuring operations or laboratory analysis where such services are rendered under the Contract.
- 7.2 **Workers' Compensation and Employer Liability.** The Contractor will maintain workers' compensation insurance as required by Title 51, Revised Code of Washington, and will provide evidence of coverage to the Kitsap County Risk Management Division. If the Contract is for over \$50,000, then the Contractor will also maintain employer liability coverage with a limit of not less than \$1 million.

Any additional workers' compensation requirements can be found in Attachment A, Special Terms and Conditions.

- 7.3 **Commercial General Liability.** The Contractor will maintain commercial general liability coverage for bodily injury, personal injury and property damage, subject to a limit of not less than \$1 million per occurrence. The general aggregate limit will apply separately to the Contract and be no less than \$2 million. The Contractor will provide commercial general liability coverage that does not exclude any activity to be performed in fulfillment of the Contract. Specialized forms specific to the industry of the Contractor

will be deemed equivalent provided coverage is no more restrictive than would be provided under a standard commercial general liability policy, including contractual liability coverage.

- 7.4 **Automobile Liability.** The Contractor will maintain automobile liability insurance as follows (check ONE of the following options):

Not Applicable.

The Contractor will maintain commercial automobile liability insurance with a limit of not less than \$1 million each accident combined bodily injury and property damage. The aggregate limit will be at least \$2 million. Coverage will include owned, hired and non-owned automobiles.

The Contractor will maintain automobile liability insurance or equivalent form with a limit of not less than \$100,000 each accident combined bodily injury and property damage. The aggregate limit will be at least \$300,000. If a personal lines automobile liability policy is used to meet this requirement, it must include a business rider and must cover each vehicle to be used in the performance of the Contract and the certificates of insurance must evidence that these conditions have been met. If the Contractor will use non-owned vehicles in performance of the Contract, the coverage will include owned, hired and non-owned automobiles.

7.5 **Miscellaneous Insurance Provisions**

- A. The Contractor's liability insurance provision will be primary with respect to any insurance or self-insurance programs covering the County, its elected and appointed officers, officials, employees and agents.
- B. The Contractor's commercial general liability insurance and automobile liability insurance (if applicable) will include the County, its officers, officials, employees and agents as additional insureds with respect to performance of services.
- C. The Contractor's commercial general liability insurance and automobile liability insurance (if applicable) will contain no special limitations on the scope of protection afforded to the County as an additional insured.
- D. Any failure to comply with reporting provisions of the policies will not affect the coverage provided to the County, its officers, officials, employees or agents.
- E. The Contractor's insurance will apply separately to each insured against whom claim is made or suit is brought subject to the limits of the insurer's liability.
- F. The Contractor will include all subcontractors as insureds under its policies or will furnish separate certificates and endorsements for each subcontractor. All coverage for subcontractors will be subject to all of the requirements stated in these provisions.
- G. The insurance limits mandated for any insurance coverage required by the Contract are not intended to be an indication of exposure, nor are they limitations on indemnification.
- H. The Contractor will maintain all required policies in force from the time services commence until services are completed. Certificates, policies and endorsements scheduled to expire before completion of services will be renewed before expiration. If the Contractor's liability coverage is written as claims-made-policy, then the Contractor must evidence the purchase of an extended-reporting period or "tail" coverage for a three-year period after completion of the services.

7.6 **Verification of Coverage and Acceptability of Insurers.**

- A. The Contractor will place insurance with insurers licensed to do business in the State of Washington and having A.M. Best Company ratings of no less than A-VII, with the exception that excess and umbrella coverage used to meet the requirements for limits of liability or gaps in coverage need not be placed with insurers or re-insurers licensed in the State of Washington.
- B. The Contractor will furnish the County with properly executed certificates of insurance or a signed policy endorsement which will clearly evidence all insurance required in this Section before work under this Contract shall commence. The certificate will, at a minimum, list limits of liability and coverage. The certificate will provide that the underlying insurance contract may not be canceled, or allowed to expire, except on 30-days' prior written notice to the County. Any certificate or endorsement limiting or negating the insurer's obligation to notify the County of cancellation or changes must be amended so as not to negate the intent of this provision.
- C. The Contractor will furnish the County with evidence that the additional-insured provision required above has been met. Acceptable forms of evidence are the endorsement pages of the policy showing the County as an additional insured, or a letter of self-insurance from a public entity risk pool which waives the requirement.
- D. Certificates of insurance will show the certificate holder as Kitsap County and indicate "care of" the appropriate County office or department. The address of the certificate holder will be shown as the current address of the appropriate County office or department.
- E. The Contractor will request that the Washington State Department of Labor and Industries, Workers Compensation Representative, send verification to the County that the Contractor is currently paying workers' compensation.
- F. Evidence of such insurance, as required above, shall be provided to the County at the following address:
 Program Lead
 Program, Kitsap County Department of Human Services
 614 Division Street, MS-23
 Port Orchard, WA 98366
 Upon receipt, the Human Services Department will ensure submission of all insurance documentation to the Risk Management Division, Kitsap County Department of Administrative Services.
- G. Written notice of cancellation or change will be mailed to the County Human Services Department as provided above.
- H. The Contractor or its broker will provide a copy of all insurance policies specified in the Contract upon request of the Kitsap County Risk Manager.

SECTION 8. TERMINATION

- 8.1 The County may terminate the Contract in whole or in part whenever the County determines, in its sole discretion, that such termination is in the best interests of the County. The County may terminate the Contract upon giving the Contractor 10-days' written notice. In that event, the County will pay the Contractor for all costs incurred by the Contractor in performing the Contract up to the date of such notice, subject to the other provisions of the Contract.

- 8.2 If funding for the underlying project or matter is withdrawn, reduced or limited in any way after the Contract is signed or becomes effective, the County may summarily terminate the Contract notwithstanding any other termination provision in the Contract. Termination under this provision will be effective upon the date specified in the written notice of termination sent by the County to the Contractor. No costs incurred after the effective date of termination will be paid.
- 8.3 If the Contractor breaches any of its obligations under the Contract, and fails to cure the breach within 10 days of written notice to do so by the County, the County may terminate the Contract. In that event, the County will pay the Contractor only for the costs of services accepted by the County. Upon such termination, the County, at its discretion, may obtain performance of the work elsewhere, and the Contractor will bear all costs and expenses incurred by the County in completing the work and all damages sustained by the County by reason of the Contractor's breach.

SECTION 9. ASSIGNMENT, DELEGATION AND SUBCONTRACTING

- 9.1 The Contractor will perform under the Contract using only its bona fide employees or agents, and the obligations and duties of the Contractor under the Contract will not be assigned, delegated or subcontracted to any other person or firm without the prior express written consent of the County.
- 9.2 If permitted to use subcontractors, the Contractor is responsible for subcontractor compliance with applicable terms and conditions of this Contract and all applicable laws.
- 9.3 The Contractor warrants that it has not paid, nor has it agreed to pay, any company, person, partnership or firm, other than a bona fide employee working exclusively for the Contractor, any fee, commission percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of the Contract.

SECTION 10. INDEPENDENT CONTRACTOR

- 10.1 The Contractor's services will be furnished by the Contractor as an independent contractor and not as an employee, agent or servant of the County. The Contractor will perform the services in strict accordance with the provisions of the Contract, but will be free from control or direction over the performance of the services.
- 10.2 At least one of the following applies: (a) the services to be provided are outside the usual course of business for which the services are performed; (b) the services to be provided will be performed outside all of the places of business of the Contractor; or (c) the Contractor is responsible for the costs of the principal place of business from which the services will be performed.
- 10.3 The Contractor warrants that it either: (a) is customarily engaged in an independently established trade, occupation, profession or business of the same nature as that involved in the Contract; or (b) has a principal place of business for the business it is conducting that is eligible for a business deduction for federal income tax purposes.
- 10.4 The Contractor acknowledges or warrants that it: (a) is responsible for filing at the next applicable filing period a schedule of expenses with the Internal Revenue Service for the type of business the Contractor is conducting; (b) has established an account with the State of Washington Department of Revenue and any other applicable state agencies for the business the Contractor is conducting for the payment of all state taxes

normally paid by employers and businesses; and (c) has registered for and received a unified business identifier number from the State of Washington.

- 10.5 The Contractor warrants that it maintains a separate set of books or records that reflect all items of income and expenses of the business that the Contractor is conducting.
- 10.6 The Contractor acknowledges that the entire compensation for the Contract is set forth in the compensation provisions of the Contract and that the Contractor is not entitled to any County benefits, including, but not limited to: vacation pay; holiday pay; sick leave pay; medical, dental or other insurance benefits; fringe benefits; or any other rights or privileges afforded to County employees or agents.
- 10.7 In the event that any of the Contractor's employees, agents, servants or subcontractors, carry on activities or conduct themselves in any manner which may either jeopardize the funding of this Contract or indicates that they are unfit to provide those services as set forth within, the Contractor shall be responsible for taking adequate measure to prevent said employee, agent or servant from performing or providing any such services.
- 10.8 The Contractor will hold harmless, indemnify and defend the County, its officers, officials, employees and agents from and against any loss or expense, including, but not limited to, settlements, judgments, set-offs, attorneys' fees or costs, incurred or suffered by reason of claims or demands arising in connection with the provisions of this Section.

SECTION 11. COMPLIANCE WITH LAWS

- 11.1 The Contractor, its employees, assignees, delegates or subcontractors will not discriminate against any person in performance of any of its obligations under the Contract on the basis of race, color, creed, religion, national origin, age, sex, sexual orientation, marital status, veteran status or the presence of disability.
- 11.2 The Contractor, its employees, assignees, delegates and subcontractors will comply with all applicable provisions of the Americans With Disabilities Act and all regulations interpreting and enforcing such act.
- 11.3 The Contractor and its subcontractors, employees, agents, assignees and representatives will comply with all applicable federal, state and local laws, rules and regulations in their performance under the Contract.
- 11.4 Religious Activities. If the Contractor is a faith-based or religious organization, it retains its independence and may continue to carry out its mission, including the definition, development, practice, and expression of its religious beliefs. Such a Contractor, however, may not use any funding provided under this Agreement to support or engage in any explicitly religious activities, including activities that involve overt religious content such as worship, religious instruction, or proselytization, nor may such a Contractor condition the provision of services provided pursuant to this Agreement upon a participant's engaging in any such explicitly religious activities.

SECTION 12. DOCUMENTATION AND OWNERSHIP OF MATERIALS

- 12.1 The Contractor will maintain readily accessible records and documents sufficient to provide an audit trail needed by the County to identify the receipt and expenditure of funds under this Contract, and to keep on record all source documents, such as time and payroll records, mileage reports, supplies and material receipts, purchased equipment receipts, and other receipts for goods and services.

- 12.2 The Contractor will maintain property record cards and property identification tabs as may be directed by County codes and changes thereto. This applies only to property purchased from funds under this Contract specifically designated for such purposes. Ownership of equipment purchased with funds under this Contract so designated for purchase shall rest in the County and such equipment shall be so identified.
- 12.3 The Contractor will provide a detailed record of all sources of income for any programs it operates pursuant to this Contract, including state grants, fees, donations, federal funds and other funds outlined in this Contract, or any amendments or modifications to this Contract. Expenditure of all funds payable under this Contract must be in accordance with the attached Statement of Work.
- 12.4 All reports, drawings, plans, specifications, all forms of electronic media, and data and documents produced in the performance of the work under the Contract will be "works for hire" as defined by the U.S. Copyright Act of 1976 and will be owned by the County. Ownership includes the right to copyright, patent, and register, and the ability to transfer these rights.
- 12.5 All property and patent rights, including publication rights, and other documentation, including, machine-readable media, produced by the Contractor in connection with the work provided for under this Contract shall vest in the County and such materials will be provided to the County upon request.
- 12.6 An electronic copy of all word processing documents will be submitted to the County upon request or at the end of the job using the word processing program and version specified by the County.

SECTION 13. PATENT/COPYRIGHT INFRINGEMENT

The Contractor will hold harmless, indemnify and defend the County, its officers, officials, employees and agents, from and against any claimed action, cause or demand brought against the County, where such action is based on the claim that information supplied by the Contractor or subcontractor infringes any patent or copyright. The Contractor will be notified promptly in writing by the County of any notice of such claim.

SECTION 14. DISPUTES

Differences, disputes and disagreements between the Contractor and the County arising under or out of the Contract will be brought to the attention of the County at the earliest possible time so that the matter may be settled or other appropriate action promptly taken. Any dispute relating to the quality or acceptability of performance or compensation due the Contractor will be decided by the County's contract representative or designee. All rulings, orders, instructions and decisions of the County's contract representative will be final and conclusive.

SECTION 15. CONFIDENTIALITY

The Contractor, its employees, subcontractors and their employees will maintain the confidentiality of all information provided by the County or acquired by the Contractor in performance of the Contract, except upon the prior express written consent of the County or an order entered by a court of competent jurisdiction. The Contractor will promptly give the County written notice of any judicial proceeding seeking disclosure of such information.

SECTION 16. CHOICE OF LAW, JURISDICTION AND VENUE

- 16.1 The Contract will be construed as having been made and delivered within the State of Washington, and it is agreed by each party that the Contract will be governed by the laws of the State of Washington, both as to its interpretation and performance.
- 16.2 Any action at law, suit in equity or other judicial proceeding arising under or out of the Contract may be instituted and maintained only in a court of competent jurisdiction in Kitsap County, Washington.
- 16.3 If the Contractor is a federally recognized Indian tribe, the following provision applies: Each party hereby grants a limited waiver of sovereign immunity to suit solely with respect to claims made against it by the other party relating to, or arising under, this Contract. Each party hereby voluntarily consents to the personal jurisdiction of the Superior Court of the State of Washington, County of Kitsap, solely for this purpose.

SECTION 17. MISCELLANEOUS

- 17.1 **Authority.** The Contractor certifies that it has the legal authority to apply for the funds covered under this Contract.
- 17.2 **No Waiver.** The parties agree that the excuse or forgiveness of performance, or waiver of any provisions of the Contract, does not constitute a waiver of such provision or future performance, or prejudice the right of the waiving party to enforce any of the provisions of the Contract at a later time.
- 17.3 **Remedies.** All remedies provided for in this Contract will be construed as cumulative and will be in addition to any other remedies provided by law.
- 17.4 **Tax Payments.** The Contractor will pay all applicable federal, state and local taxes, fees (including licensing fees) and other amounts.
- 17.5 **Conflict of Interest.** The Contractor will avoid organizational conflicts of interest or the appearance of a conflict of interest in disbursing contract funds for any purpose and in the conduct of procurement activities. The Contractor will ensure that its subcontractors, employees, agents or representatives avoid conflicts of interest or the appearance of a conflict of interest in disbursing contract funds for any purpose and in the conduct of procurement activities.
- 17.6 **Personnel Removal.** The Contractor agrees to remove immediately any of its subcontractors, employees, agents or representative from assignment to perform services under the Contract upon receipt of a written request to do so from the County's contract representative or designee.
- 17.7 **Records Inspection and Retention.** The County may, at reasonable times, inspect the books and records of the Contractor relating to the performance of the Contract. The Contractor will retain for audit purposes all Contract-related records for at least six (6) years after termination of the Contract.
- 17.8 **Publication.** The Contractor will not publish any results of the works performed under this Contract without the advance written permission of the County.
- 17.9 **County Review.** The County may, at reasonable times, review and monitor the financial and service components of the program as established by the Contractor by whatever means are deemed expedient by the Board of County Commissioners, or its respective delegates. Such review may include, but is not limited to, with reasonable notice, on-site inspection by County agents or employees, and the inspection of all

records or other materials which the County deems pertinent to the Contract and its performance, except those deemed confidential by law.

- 17.10 **Successors and Assigns.** The County, to the extent permitted by law, and the Contractor each bind themselves, their partners, successors, executors, administrators and assigns to the other party to the Contract and to the partners, successors, administrators and assigns of such other party in respect to all covenants to the Contract.
- 17.11 **Severability.** If a court of competent jurisdiction holds any provision of the Contract to be illegal, invalid or unenforceable, in whole or in part, the validity of the remaining provisions will not be affected and the parties' rights and obligations will be construed and enforced as if the Contract did not contain the particular provision held to be invalid. If any provision of the Contract conflicts with any statutory provision of the State of Washington, the provision will be deemed inoperative to the extent of the conflict or modified to conform to statutory requirements.
- 17.12 **Suspension, Debarment, and Lobbying.** The Contractor shall certify, on a separate form (Attachment D), that it is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency. Also, the Contractor, on a separate form (Attachment E), will certify that it does not use Federal funds for lobbying purposes. Both forms are attached to this Contract.
- 17.13 **Attachments.** The parties acknowledge that the following attachments, which are attached to this Contract, are expressly incorporated by this reference:
- Attachment A – Special Terms and Conditions
 - Attachment B – Statement of Work
 - Attachment C – Budget Summary/Estimated Expenditures
 - Attachment D – Certification Regarding Debarment, Suspension, and Other Responsibility Matters
 - Attachment E – Certification Regarding Lobbying
- In the event of an inconsistency between these General Terms and Conditions and the attachments, precedence shall be given in the following order: (1) General Terms and Conditions; (2) Special Terms and Conditions; (3) Statement of Work; (4) Budget Summary/Estimated Expenditures.
- 17.14 **Whole Agreement.** The parties acknowledge that the Contract is the complete expression of their agreement regarding the subject matter of the Contract. Any oral or written representations or understandings not incorporated in the Contract are specifically excluded.
- 17.15 **Notices.** Any notice will be effective if personally served upon the other party or if mailed by registered or certified mail, return receipt requested, to the addresses set out in the contract representatives provision of the Contract. Notice may also be given by facsimile with the original to follow by regular mail. Notice will be deemed to be given three days following the date of mailing, or immediately if personally served. For service by facsimile, service will be effective at the beginning of the next working day.

17.16

18 SECTION 16. PREVAILING WAGE

Contractor shall comply with the prevailing wage requirements identified in Attachment F, which is incorporated in full by this reference.

This contract is effective _____.

Dated this ___ day of _____, 2021.

CONTRACTOR

Dated this ___ day of _____, 2021.

**KITSAP COUNTY BOARD OF
COMMISSIONERS**

Chair

Commissioner

Commissioner

ATTEST:

Dana Daniels, Clerk of the Board

Approved as to form by the Prosecuting Attorney's Office

PREVAILING WAGE

Effective January 1, 2020, contractors must file weekly certified payroll reports for all prevailing wage jobs (regardless of project amount) and submit them directly to L&I.

General

Contractor shall comply with the prevailing wage requirements of chapter 39.12 RCW and WAC 296-127, specifically including RCW 39.12.020 and WAC 296-127-023 (Building Service Maintenance), if applicable. Contractor shall pay not less than the prevailing rate of per diem wages to its employees and shall provide documentation to the County of its compliance with prevailing wage laws and regulations. A copy of such prevailing rates of wage statement shall be posted by the Contractor in a location readily visible to workers at the job site or as provided in RCW 39.12.020

Over \$2,500

For contracts greater than \$2,500, a "Statement of Intent to Pay Prevailing Wages: (hereinafter "Statement of Intent")" must be submitted to and approved by the State Department of Labor and Industries prior to beginning work by the Contractor. If the Contract is more than \$10,000, the Statement of Intent shall include the Contractor's registration number, the prevailing wage for each classification of workers, and an estimate of the number of workers in each classification. An "Affidavit of Wages Paid" must be submitted to and approved by the State Department of Labor and Industries by the Contractor prior to release of the retained percentage. Copies of these documents shall be provided to the County prior to any payment being made to the Contractor. The fee for each of these documents shall be paid by the Contractor.

\$2,500 or Less

For contracts \$2,500 or less, the Contractor may submit the Statement of Intent to the County directly without the approval by the Washington State Department of Labor & Industries. Upon final acceptance of the work, the Contractor will submit an "Affidavit of Wages Paid" to the County.

Statement of Intent

The Statement of Intent and Affidavit of Wages Paid must be submitted on forms approved by the Department of Labor and Industries.



Kitsap County Mental Health, Chemical Dependency & Therapeutic Court Programs

**2022 New Grant
Request for Proposals (RFP)
2021- 123**

January 1, 2022 – December 31, 2022

Deadline: August 6, 2021

**KITSAP COUNTY MENTAL HEALTH, CHEMICAL DEPENDENCY
AND THERAPEUTIC COURT PROGRAMS
2022 NEW GRANT REQUEST FOR PROPOSALS (RFP)**

Treatment Sales Tax (TST)

TABLE OF CONTENTS

Request for Proposal Summary.....	2
I. BACKGROUND.....	4
II. APPLICANT ELIGIBILITY.....	4
III. AVAILABLE FUNDING.....	5
IV. PERIOD OF PERFORMANCE.....	6
V. PURPOSE AND SCOPE OF PROJECT.....	6
VI. ANTICIPATED SCOPE OF WORK.....	8
VII. APPLICATION TECHNICAL REQUIREMENTS.....	8
VIII. NEW GRANT PROPOSALS.....	9
IX. REVIEW AND SELECTION CRITERIA.....	13
X. ATTACHMENTS.....	14
• ATTACHMENT A – Definitions.....	15
• ATTACHMENT B – Anticipated Scope of Work (Strategic Plan Goals, Objectives and Strategies).....	19
• ATTACHMENT C – Proposal General Terms and Conditions.....	24
• ATTACHMENT D - New Grant Proposal Evaluation Worksheet	27
• ATTACHMENT E – Total Agency Budget	30
• ATTACHMENT F – New Grant Proposal Special Project Budget Form	31
• ATTACHMENT G – New Grant Proposal Sub-Contractor Special Project Budget	32
• ATTACHMENT H – New Grant Proposal Project Salary Summary.....	33
• ATTACHMENT I – New Grant Proposal Evaluation and Scoring Form.....	34
• ATTACHMENT J – Contract General Terms and Conditions.....	43
• ATTACHMENT K – Prevailing Wage Requirements.....	54

**KITSAP COUNTY MENTAL HEALTH, CHEMICAL DEPENDENCY
AND THERAPEUTIC COURT PROGRAMS
2022 NEW GRANT REQUEST FOR PROPOSALS (RFP) SUMMARY**

Treatment Sales Tax (TST)

The Kitsap County Department of Human Services (KCDHS) is requesting New Grant Proposals for moneys collected under RCW 82.14.460. New Grant Proposals are proposals from organizations which have not been funded during the previous funding year (2021) using the TST. Proposals **“must be used solely for the purpose of providing for the operation or delivery of chemical dependency or mental health treatment programs and services and for the operation or delivery of therapeutic court programs and services.** Programs and services includes, but is not limited to, **treatment services, case management, transportation, and housing that are a component of a coordinated chemical dependency or mental health treatment program or service.”**

Approximately \$7,000,000 will be awarded for projects or program services delivered between January 1, 2022 and December 31, 2022. **Proposal Deadline: August 6, 2021 at 3:00 p.m.**

Eligibility Requirements: All New Grant Applicants must attend a Mandatory New Grant Proposer’s Conference and submit a letter of intent online via Survey Monkey Apply to be eligible to apply for the 2022 TST funding. Access to the “New Grant Proposal Letter of Intent” will be made available to those in attendance. The Mandatory New Grant Proposers Conference will be a Zoom Webinar held on June 16, 2021, 10:00 a.m. – 12:00 p.m. Registration is required at: https://us02web.zoom.us/webinar/register/WN_2Cx0hW39SU6BOONJWRxVtw.

The “New Grant Proposal Letter of Intent” is due June 28, 2021 at 3:00 p.m.

Background: In 2005, Washington State approved legislation allowing counties to raise their local sales tax by one-tenth of one percent to augment state funding of mental health and chemical dependency programs and services. In September 2013, the Kitsap County Board of Commissioners (BOCC) passed a resolution authorizing a sales and use tax for Mental Health, Chemical Dependency and Therapeutic Court Programs. This sales and use tax shall be known as “Treatment Sales Tax” or TST. The BOCC has the decision-making authority for funding decisions, the KCDHS serves as the fund manager, and the Citizens Advisory Committee (CAC) has the recommending authority.

Scope of Work: Proposals for TST funding must address the Goals, Objectives and Strategies prioritized in the 2021 Kitsap County Behavioral Health Strategic Plan. The Strategic Plan can be found at <https://www.kitsapgov.com/hs/Documents/Final%202021%20Behavioral%20Health%20Strategic%20Plan.pdf>.

Access the RFP at <https://www.kitsapgov.com/das/Pages/Online-Bids.aspx> or by contacting Vicki Martin at: Kitsap County Purchasing Department, 614 Division Street MS-7, Port Orchard, Washington 98366, Phone: 360.337.4788, Fax 360.337.4638, Email: purchasing@co.kitsap.wa.us. The Kitsap County Human Services Department reserves the right to make unilateral modifications to the RFP to address changes at the state and/or local level. Questions about the RFP and related issues should be directed to Vicki Martin at the address and phone number above.

2022 NEW GRANT REQUEST FOR PROPOSALS (RFP) TIMELINE
Mental Health, Chemical Dependency and Therapeutic Court Programs

All New Grant Applicants must attend a Mandatory New Grant Proposer's Conference and submit a letter of intent online via Survey Monkey Apply to be eligible to apply for the 2022 Treatment Sales Tax funding. The "New Grant Proposal Letter of Intent" will be made available at the New Grant Proposer's Mandatory Conference. **The "New Grant Proposal Letter of Intent" is due on Monday, June 28, 2021 at 3:00 p.m.**

New Grant Proposal Deadline: August 6, 2021 at 3:00 p.m.

Date	Activity
May 2021	CAC presents RFP recommendations to the Board of Kitsap County Commissioners (BOCC) in Work Study Session
May 18, 2021	Citizens Advisory Committee (CAC) Meeting to Approve RFP and Timeline
May 24 th – 28 th , 2021	2021 New Grant Request For Proposals Released upon Board of Commissioners approval
June 16, 2021	Mandatory New Grant Proposers Conference – 10:00 a.m. Via Zoom
June 21, 2021	Notes and Q&A from Proposers Conference Posted
June 28, 2021	Mandatory "New Grant Proposal Letter of Intent" Due by 3:00 p.m. Online submission only via Survey Monkey Apply.
August 6, 2021	New Grant Proposals Due by 3:00 P.M. Online submission only via Survey Monkey Apply
August 6 th – September 6 th , 2021	CAC reviews Proposals and completes Rating Sheets
September 6, 2021	CAC Rating Sheets due to Department of Human Services at 12:00 p.m.
September 9, 2021	CAC convenes to discuss Proposals and develop questions for Proposers
September 13, 2021	Questions for Question and Answer (Q&A) Sessions emailed to Proposers
September 27, 2021	Mandatory written responses to the CAC Questions Due at 3:00 p.m. Online submission only via Survey Monkey Apply.
September 27 th – October 12 th , 2021	CAC reviews written responses to Questions
October 12th – 14th, 2021	Mandatory Proposer Question and Answer Sessions. Organizations must make time available for their Question and Answer Session which will be scheduled during this time frame.
October 18 th and 19 th , 2021	CAC Executive Committee Meetings to develop funding recommendations
October 19, 2021	CAC Regular Business Meeting to Approve Recommendations for BOCC
November 2021	Make funding recommendations to BOCC (Work Study)
November 2021	BOCC Acts on Funding Recommendations – Public Meeting
November – December 2021	Statements of Work, Expenditure Plans and Contracts completed
January 1, 2022	2022 Program Year Begins

I. BACKGROUND

The Kitsap County Department of Human Services (KCDHS) is requesting New Grant Proposals for moneys collected under RCW 82.14.460 which must be used solely for the purpose of providing for the operation or delivery of chemical dependency or mental health treatment programs and services and for the operation or delivery of therapeutic court programs and services. In 2005, Washington State approved legislation allowing counties to raise local sales tax by one-tenth of one percent to augment state funding of mental health and chemical dependency programs and services (including, but not limited to, treatment services, case management, and housing that are a component of a coordinated chemical dependency or mental health treatment program or service) and for the operation or delivery of therapeutic court programs or services. In September 2013, the Kitsap County Board of Commissioners (BOCC) passed a resolution authorizing a sales and use tax for Mental Health, Chemical Dependency and Therapeutic Court Programs. This sales and use tax shall be known as “Treatment Sales Tax” or TST. The BOCC has the decision-making authority for funding decisions, the KCDHS serves as the fund manager, and the Citizens Advisory Committee (CAC) has the recommending authority.

II. APPLICANT ELIGIBILITY

This RFP is seeking interested providers, both public and private, with applicable licensure, experience and infrastructure to provide Mental Health, Chemical Dependency and Therapeutic Court related services within Kitsap County.

1. Requirements for New Grant Funding:

New Grant funding is for programs which have not received TST funding during the previous funding year (2021).

2. Requirements for Attendance at Mandatory New Grant Proposers Conference and Submission of a Letter of Intent:

All New Grant Applicants must attend a Mandatory New Grant Proposer’s Conference and submit a “New Grant Proposal Letter of Intent” to be eligible to apply for the 2022 TST funding. The “New Grant Proposal Letter of Intent” will be made available at the New Grant Proposer’s Mandatory Conference. The “New Grant Proposal Letter of Intent” for New Grant Proposals must be submitted online by June 28, 2021 at 3:00 p.m.

3. Requirements for providing behavioral health “treatment” services include:

Organization is proposing to provide mental health, substance use disorder, co-occurring and/or problem and pathological gambling “**treatment**” services, and meets the requirements of chapter 388-877 WAC, applicable local and state rules, state and federal statutes, must be authorized, licensed and/or certified to provide these services, and/or subcontract with organizations or individuals authorized, licensed and/or certified to provide these services.

Or

Organization is proposing to provide mental health, substance use disorder, co-occurring and/or problem and pathological gambling “**treatment**” services and subcontracts with an agency who meets the requirements of chapter 388-877 WAC, applicable local and state rules, state and federal statutes, must be authorized, licensed and/or certified to provide these services, and/or subcontract with organizations or individuals authorized, licensed and/or certified to provide these services.

Or

Organization is proposing to provide mental health, substance use disorder, co-occurring and/or problem and pathological gambling “**treatment**” services and subcontracts with an individual who is licensed through the Washington State Department of Health as an advanced social worker, a licensed independent clinical social worker, a licensed mental health counselor, or a licensed marriage and family therapist. The individual meets the requirements of 18.225 RCW and practices within their scope of work.

Or

Organization is proposing to provide behavioral health services on the continuum of care that do not require licensure or certification as a “**treatment**” service.

All licensed individuals and/or organizations must maintain their licensure through the duration of the project. Organization must meet all county requirements for contracting including insurance requirements, audit and financial requirements.

III. AVAILABLE FUNDING

Approximately \$7,000,000 for a 12-month period between January 1, 2022 through December 31, 2022 is to be allocated to projects addressing the Board of Commissioner’s Strategic Goals. Programs must identify and select objectives and strategies prioritized in the 2021 Behavioral Health Strategic Plan developed to achieve the following policy goals:

- Improve the health status and wellbeing of Kitsap County residents.
- Reduce the incidence and severity of chemical dependency and/or mental health disorders in adults and youth.
- Reduce the number of chemically dependent and mentally ill youth and adults from initial or further criminal justice system involvement.
- Reduce the number of people in Kitsap County who cycle through the criminal justice systems, including jails and prisons.
- Reduce the number of people in Kitsap County who use costly interventions including hospitals, emergency rooms, and crisis services.

- Increase the number of stable housing options for chemically dependent and mentally ill residents of Kitsap County.

IV. PERIOD OF PERFORMANCE

Funding under this grant program is allocated for a 12-month period. The period of performance for services solicited under this RFP will begin January 1, 2022 and end December 31, 2022. All funds awarded must be used during this 12-month period.

Carry over of unspent funds into the next program year is not allowed. Initial funding is not an assurance or guarantee of ongoing operational funding. The CAC places a high value on maintaining availability of funding for meritorious proposals without regard to prior funding history. Proposers are cautioned not to assume a commitment to future funding based on the receipt of funds in prior years. The funding process is competitive and funding recommendations are made based on the relative merits of all proposals received in each yearly cycle.

V. PURPOSE AND SCOPE OF PROJECT

Kitsap County seeks to assure that citizens and policy makers spend the funds collected in an accountable and transparent manner, with community input and support, and with measures to determine the effectiveness of these publicly-funded investments. The County will require appropriate oversight, accountability, and status and progress reports for programs supported with the TST. **Each funded project or program will be reviewed for impact in the following areas:**

1. Decrease the impact of systemic racism on the mental health and well-being of Kitsap County's communities of color.

Behavioral health disparities result in differences in outcomes and access to services related to mental health and substance misuse which are experienced by groups based on their social, ethnic, and economic status. Racial/ethnic, gender, and sexual minorities often suffer from poor mental health outcomes due to multiple factors including inaccessibility of high-quality mental health care services, cultural stigma surrounding mental health care, discrimination, and overall lack of awareness about mental health.

To improve access to quality services for underserved populations, the proposer should ensure that its activities will be responsive to the cultural and linguistic needs of underserved populations. Examples of cultural and linguistic responsiveness include, but are not limited to, partnering with programs that serve these populations, ensuring community representation with regard to study protocol development and dissemination of materials, and when possible hiring bilingual/bicultural staff for the project to work directly with participants.

In addition, culturally responsive skills need to be developed to improve client engagement in services, therapeutic relationships between clients and providers, and treatment retention and outcomes. Cultural competence is an essential ingredient in decreasing disparities in behavioral health. The development of cultural competence can have far-reaching effects not only for clients, but also for

providers and communities. Cultural competence improves an organization's sustainability by reinforcing the value of diversity, flexibility, and responsiveness in addressing the current and changing needs of clients, communities, and the healthcare environment.

2. Increase Trauma Informed Care training, policies and practices.

As awareness of trauma and its effects continue to permeate our organizations and community, we recognize the need to invest in strengthening a system of care that is trauma informed. Many individuals who seek treatment in behavioral health settings have histories of trauma, but they often don't recognize the significant effects of trauma in their lives; either they don't draw connections between their trauma histories and their presenting problems, or they avoid the topic altogether. Likewise, treatment providers may not ask questions that elicit a client's history of trauma, may feel unprepared to address trauma-related issues proactively, or may struggle to address traumatic stress effectively within the constraints of their treatment program, the program's clinical orientation, or their agency's directives. By recognizing that traumatic experiences and their emotional consequences tie closely into behavioral health problems, front-line professionals and community-based programs can begin to build a trauma informed environment.

Key steps include meeting client needs in a safe, collaborative, and compassionate manner; preventing treatment practices that retraumatize people with histories of trauma who are seeking help or receiving services; building on the strengths and resilience of clients in the context of their environments and communities; and endorsing trauma-informed principles in agencies through support, consultation, and supervision of staff. Additionally, procedures are in place to support staff with trauma histories and/or those experiencing significant secondary traumatic stress or vicarious trauma, resulting from exposure to working with individuals with complex trauma.

3. Program Evaluation

All funded organizations must participate in the Evaluation Plan for TST Programs. Programs or services implemented under the TST are monitored by the Citizens Advisory Committee. Grantees will have an evaluation plan with performance measures developed for each funded proposal. This plan is developed in partnership with Kitsap Public Health District staff. The emphasis will be on capturing data at regular intervals that can be used to determine whether TST funded programs met expectations. Some common measures will be identified that programs will need to report. Evaluation efforts must include standardized data collection and reporting processes that produce the following types of information:

- Quantity of services (outputs) *required*
- Level of change occurring among participants (outcomes) *required*
- Return-on-investment or cost-benefit (system savings) *strongly encouraged*
- Adherence to the model (fidelity) *required if applicable*

- Common measures (to be identified by the Citizens Advisory Committee and Kitsap Public Health District staff that all programs must report) *required if applicable*

Promising, best, and innovative practices will be considered for funding, but must include a robust evaluation process. Preference will be given to evidence-based programs that demonstrate fidelity based on project data for fidelity measures.

4. Collective Impact

The Kitsap County Board of Commissioners have recognized Collective Impact as a framework for making it possible for local behavioral health service providers to work together to help solve complex social problems, such as mental illness and chemical dependency. By working together with behavioral health partners from different sectors of the community, Kitsap County can transform a fragmented system of behavioral health programs into a coordinated system that is working towards improving the overall health of the community. An example of sectors working together for mutual benefits would include behavioral health treatment providers and housing programs. Housing advocates in Kitsap County have identified the lack of housing for individuals with behavioral health issues as one of their funding priorities. Behavioral health treatment providers have identified the lack of housing for individuals with behavioral health issues as a major gap in services. By working together these partners can develop and fund supportive housing programs that are mutually beneficial to both.

VI. ANTICIPATED SCOPE OF WORK

Kitsap County Human Services Department is requesting proposals for TST programs addressing the Board of Commissioner’s Strategic Goals. Projects must implement interventions and programs that address a minimum of one Goal, Objective and Strategy from the list prioritized in the 2021 Behavioral Health Strategic Plan and outlined in Attachment B (page 19) of this Request for Proposal.

VII. APPLICATION TECHNICAL REQUIREMENTS

All New Grant Applicants must attend a Mandatory New Grant Proposer’s Conference and complete a “New Grant Proposal Letter of Intent” online via Survey Monkey Apply to be eligible to apply for the 2022 TST funding. The Letter of Intent will be made available to those in attendance at the New Grant Proposer’s Conference. The “New Grant Proposal Letter of Intent” is due June 28, 2021. New Grant Proposals are proposals from organizations which have not been funded during the previous funding year (2021) using the TST.

Following the Mandatory New Grant Proposer’s Conference, those in attendance will receive a link to the New Grant Proposal’s Eligibility Criteria. If the organization and project meet Eligibility Criteria the applicant will be forwarded to the “New Grant Proposal Letter of Intent”. The letter of intent is required to move forward in the application process but does not obligate the applicant to apply for TST funding. The

Letter of intent must be submitted online via Survey Monkey Apply by June 28, 2021 at 3:00 p.m.

Following submission of the “New Grant Proposal Letter of Intent”, Kitsap County Department of Human Services staff will review both the Eligibility Criteria and Letter of Intent for completeness. If the organization meets eligibility requirements and completes the letter of intent, they will receive an invitation to apply and a link to the 2022 TST funding application.

The New Application Summary Form, the Narrative and all Attachments will be completed online via Survey Monkey Apply. All proposals must be submitted electronically by August 6, 2021 at 3:00 p.m.

Proposals not submitted by the Proposal deadline will not be considered for review.

VIII. NEW GRANT PROPOSALS

All new grant proposals will be screened and rated based on the following Narrative information which must be submitted via Survey Monkey Apply.

Narrative Information

1. Project Description

35 Points

A. Project Design (300 words)

Describe your project. Who do you intend to serve? Include what services you will provide, when you will provide them and where services will be delivered including specific locations if applicable.

B. Evidence-Based, Promising, Best, or Innovative Practices (300 words)

What evidence-based, promising, best or innovative practice(s) will you use to serve your target population?

Please describe:

- Practice’s target population demographics: age, sex, race/ethnicity, and disorder type
- Practice’s demonstrated, measurable outcomes;
- Research support for the practice;
- Links to online documents or web pages that provide details.

C. Outreach (300 words)

Describe your outreach/marketing plan for your target population and how it ensures that eligible persons from underserved communities learn about and have access to your program.

D. Culturally Competent Care (300 words)

How will you deliver culturally appropriate and competent services that meet the needs of both clients and staff? (See Attachment A page 15 for Definitions)

E. Trauma Informed Care (300 words)

Describe how you will incorporate trauma informed care principles and practices into your services for clients and support for staff? (See Attachment A page 15 for Definitions)

2. Community Needs and Benefit

25 Points

A. Policy Goal, Objectives and Strategies (300 words)

Which Policy Goal(s), Objective(s) and Strategy(s) from the 2021 Kitsap County Behavioral Health Strategic Plan does your project address? (See Attachment B page 19)

B. Needs Assessment and Target Population (300 words)

Referring to the strategies you identified in 2.A. above, how many people in Kitsap County are in need of the service(s) you propose? What method did you use to estimate that number? How many will you screen for services each year? How many will you serve in the program?

C. Evaluation (300 Words)

Provide a brief summary of the evaluation plan you outlined in your Evaluation Worksheet. What are your primary program goals and expected outcomes for those you will serve?

D. Community Collaboration, Integration and Collective Impact (300 words)

Describe any other organizations or sub-contractors that will participate in this project and their roles and responsibilities. Describe how this project will achieve collective impact by integrating with other programs in the community.

3. Organizational Capacity

30 Points

A. Organizational Governance (250 words)

Provide an organization chart and a brief description of your internal governance and leadership structure.

B. Organizational Finances (250 words)

Provide a description of your basic managerial and fiscal structure including program management, accounting and internal controls. Summarize the results of your Agency's (or your unit of financial independence) last audit and/or administrative inspection. Include description of any disallowed costs, questioned costs and administrative findings.

C. Behavioral Health Equity (250 words)

What policies, practices or procedures are being implemented to proactively seek to eliminate racial inequities and advance equity in service delivery? (See Attachment A page 15 for Definitions)

D. Staffing Qualifications (250 words)

Provide a complete list of staff positions dedicated to this project, including the role of each and their Fulltime Equivalent (FTE) designation. What are the professional certifications/licenses required for each position? Does your staff have the professional certifications/licenses required for billing private insurance or Medicaid?

E. Organization Licenses and Certifications (250 words)

Is your **organization** *itself* licensed to provide behavioral health services through the Washington State Department of Social and Health Services, Department of Health and/or Health Care Authority? If so, What services is the organization certified to provide? Clearly state if there is no licensing/certification requirement for the organization or service provided.

F. History of Project Management (250 words)

Provide evidence and examples of similar projects implemented and managed which demonstrates the ability of the organization to successfully implement and manage publicly funded projects in a timely manner, within budget, and consistent with funding requirements.

4. Project Financial Feasibility

10 Points

A. Budget Narrative (300 words)

Provide a brief narrative justification for items included in your proposed budget. Provide clear evidence that the project scope will not supplant current project funding and confirm that other funding sources are exhausted prior to the utilization of these funds. Indirect expenses are limited to 5%.

B. Additional Resources and Sustainability (250 words)

Describe your attempts to leverage federal, state, local or private funds and/or in-kind resources for this project. Specifically address your attempts and success in leveraging Federal Medicaid funds. Initial funding is not an assurance or guarantee of further funding in future grant cycles. Describe the organization's plan to sustain services after the conclusion of the grant period.

New Grant Proposals must download, complete and upload the following required components. The Attachments will be available in Survey Monkey Apply.

1. Attachment D – New Grant Proposal Evaluation Worksheet

Directions – Evaluation is the collection of information about a program in a systematic and defined manner to demonstrate success, identify areas for improvement and lessons learned. Every program has at least one end goal and

might have several – one or more activities are required to make progress toward meeting the goal. Progress is measured with one or more objectives that might cover an output (number of something) or outcome (change over time) due to the program. The type of outcome (column D) and expected timeframe for change (column E) should be defined. Objectives must follow the “SMART” guideline: specific, measurable, attainable, realistic, and time-bound (column C). Each objective should include an expected target result and completion date (“time-bound” part of column C).

2. Attachment E – Total Agency Budget Form

Directions – The purpose of the Total Agency Budget Form is to assess the financial capacity of the parent organization. Complete this form for the entire agency budget. For extremely large or complex organizations, the Proposer may substitute an operational unit or department budget, provided that the organization can demonstrate the financial stability required. Include actual revenue and expenses for year 2020. Use projected budget figures for 2021 - 2022.

3. Attachment F – New Grant Proposal Special Project Budget Form

Directions - In Requested Funds column, include all the funds you are requesting in this grant proposal including sub-contracts. In Other Funds column, include matching funds invested from your own organization, other grant funds and/or funds which are committed from a partner organization. The two columns will be added together for the total project budget. Indirect will be limited to 5%.

4. Attachment G – New Grant Proposal Sub-Contractor Special Project Budget Form

Directions – Complete separate New Grant Proposal Sub-Contractor Special Project Budget Forms for each organization you are planning to subcontract services. Only include the funds within each sub-contract. Indirect costs will be limited to 5%.

5. Attachment H – New Grant Proposal Project Salary Summary

Directions - This is for the proposed project only, not the entire agency. Provide Number of FTE's, salary and benefit information for the entire project including sub-contracts.

6. Organizational Chart

Directions - Provide an Organizational Chart and explain the relationship of your agency to any parent or sponsoring agency.

7. Letter of Resource Commitment (Optional)

Directions – Include Letters of Resource Commitment to document contributions. Resource Commitment letters from organizations participating in your project must state what resources are being committed to the project and a statement of how Collective Impact will be achieved. Resources include cash donation or

ongoing financial contribution; donation of supplies, equipment, or other goods; use of facilities or services; staff time devoted to the project. **Please only include letters that specifically describe the provision of resources.**

IX. REVIEW AND SELECTION CRITERIA

The Kitsap County Citizens Advisory Committee (CAC) will individually review and score each proposal, as well as convene as a group to evaluate and prioritize eligible proposals and make recommendations to the Kitsap County Board of Commissioners. The CAC consists of persons who do not have a conflict of interest and are in alignment with the Bylaws and Mission Statement of the CAC. New Grant Proposals will be individually evaluated using Attachment I: New Grant Proposal Evaluation and Scoring Form. The full Committee will evaluate expected client and system impact, and fulfillment of the strategic plan. In addition, proposals will be evaluated for cost/price reasonableness.

1. Request for Proposal Evaluation Process

The CAC members will individually evaluate and rate each proposal after which they will convene as a group and develop a list of questions for each proposal. **All Proposers will be required to provide written responses to questions about their proposals and attend Question and Answer Sessions.** The CAC will convene to develop written questions they have regarding each proposal the week of September 6, 2021. Proposers will be notified of their questions through Survey Monkey Apply by September 13, 2021. **Written responses must be submitted online in Survey Monkey Apply by Friday, September 27, 2021.**

Proposers will be scheduled for Mandatory Question and Answer Sessions the week of October 12 – 14, 2020. During this two-way conversation, proposers will have 20 minutes to address their written responses to the questions from the CAC and share additional information about their proposal they feel needs clarification. The sessions are used to further the evaluation process and clarify questions raised by the written proposals. Be prepared for an open discussion on topics related to project design, community collaboration and the budget. We request attendance of a maximum 1 - 3 persons within the organization who can provide a response to these questions.

Following applicant question and answer sessions, the CAC will discuss the proposals and perform any necessary review or verification of their content. Based on the content of the proposals and the proposal question and answer sessions, the CAC will give final rankings to the proposals and present recommendations to the Kitsap County Board of Commissioners. County staff will provide support for the committee work but will not participate in the selection of proposals.

2. Unacceptable Proposals

The CAC will also determine which proposals are not responsive to the RFP and therefore will be deemed unacceptable and will not be reviewed by the CAC for

funding. Some examples of what would constitute an unacceptable proposal are those which meet any one of the following criteria:

- A. Is not in compliance with RCW 82.14.460.
- B. Does not address the essential requirements as part of the *Project Narrative Questions* in the RFP.
- C. Does not address the essential requirements of the particular project.
- D. Demonstrates that the applicant does not understand the requirements of the RFP or the project.
- E. Contains inappropriate or unreasonable costs.

All applicants will be notified in writing of the acceptance or rejection of their proposals. If a proposal is not selected for funding, the organization may resubmit an updated proposal at the next grant cycle.

X. ATTACHMENTS

ATTACHMENT A – Definitions

ATTACHMENT B – Anticipated Scope of Work (Strategic Plan Goals, Objectives and Strategies)

ATTACHMENT C – Proposal General Terms and Conditions

ATTACHMENT D - New Grant Proposal Evaluation Worksheet

ATTACHMENT E - Total Agency Budget Form

ATTACHMENT F – New Grant Proposal Special Project Budget Form

ATTACHMENT G – New Grant Proposal Sub-Contractor Special Project Budget Form

ATTACHMENT H – New Grant Proposal Project Salary Summary

ATTACHMENT I – New Grant Proposal Evaluation and Scoring Form

ATTACHMENT J – Contract General Terms and Conditions

ATTACHMENT K – Prevailing Wage Requirements

MENTAL HEALTH CHEMICAL DEPENDENCY AND THERAPEUTIC COURT PROGRAM 2022 DEFINITIONS

Adverse Childhood Experiences (Aces) – Adverse childhood experiences (ACEs) are traumatic events, such as abuse or neglect, occurring in a person’s life before the age of 18.

Best Practice - Method or technique that has been generally accepted as superior to any alternatives because it produces results that are superior to those achieved by other means or because it has become a standard way of doing things.

Certified Counselor - A person certified who is engaged in private practice counseling to the extent authorized in RCW 18.19.200.

Certified Chemical Dependency Professional - An individual certified in chemical dependency counseling, under RCW 18.205.020.

Collective Impact - Collective impact is a process that occurs when organizations from different sectors agree to solve a specific social problem using a common agenda, aligning their efforts, and using common measures of success.

Communities of Color – Includes Black, Indigenous, Asian, Pacific Islander and Latinx.

Continuum of Care - The continuum of care describes the delivery of health care over a period of time. An integrated system of health care that follows a patient through time or through a range of services.

Culturally Appropriate Healthcare - A healthcare approach that understands the influence cultural values and beliefs (for the patient and provider) in health care delivery and provides care to address cultural needs.

Culturally Competent Care - Cultural competence in health care is broadly defined as the ability of providers and organizations to understand and integrate factors such as race, ethnicity, language, gender, socioeconomic status, physical and mental ability, sexual orientation, and occupation into the delivery and structure of the health care system.

Diversity - The presence of differences that may include race, gender, religion, sexual orientation, ethnicity, nationality, socioeconomic status, language, (dis)ability, age, religious commitment, or political perspective, with a focus on underrepresented communities of color.

Equity - Promoting justice, impartiality and fairness within the procedures, processes, and distribution of resources by institutions or systems. Tackling equity issues requires an understanding of the root causes of outcome disparities within our society.

Evidence-Based Programs - Programs, services, strategies, activities, or approaches which have been shown through scientific research and evaluation to be effective at preventing and/or delaying an untoward outcome.

Health Disparities – Differences that exist among specific population groups in the United States in the attainment of full health potential that can be measured by differences in incidence, prevalence, mortality, burden of disease, and other adverse health conditions.

Health/Behavioral Health Equity – The state in which everyone has the opportunity to attain full health/behavioral health potential and no one is disadvantaged from achieving this potential because of social position or any other socially defined circumstance.

Health Inequity - Differences in health determinants and health outcomes that are the result of social and structural imbalances and are thus avoidable and preventable.

Historic Trauma - Cumulative emotional and psychological wounding, over the lifespan and across generations, emanating from massive group trauma experiences.

Implicit Bias – The automatic and often unconscious association people make between groups of people and stereotypes about those groups.

Inclusion - An outcome to ensure that diverse communities of color actually feel and/or are welcomed. Inclusion outcomes are met when you, your institution, and your program are truly inviting to all. To the degree to which communities of color are able to participate fully in the decision-making processes and development opportunities within an organization or group.

In-Kind Contributions - In-kind contributions include goods or services, other than cash.

Examples of in-kind gifts include:

- Goods, like computers, software, furniture, and office equipment, for use by your organization or for special event auctions
- Services, like meeting space, photocopy and mail services, and administrative/financial support
- Expertise, like legal, tax, or business advice; marketing and website development; and strategic planning
- Cash equivalents, like stocks, bonds, mutual funds

Innovative Programs – Programs that introduce new ideas, methods and concepts that have not yet been researched however have some scientific research or data showing positive outcomes.

Licensed Counselor - A licensed marriage and family therapist, licensed mental health counselor, licensed advanced social worker, or licensed independent clinical social worker regulated under chapter 18.225 RCW.

Matching Funds – Contributions of cash.

Measurable Outcomes - Outcomes are benefits or changes for individuals or populations during or after participating in program activities. Outcomes may relate to behavior, skills, knowledge, attitude, values, condition, or other attributes. To measure outcomes, the service

must be able to provide evidence that the outcome was or was not achieved. Below is an example of an individual measurable outcome objective:

- 90% of participants successfully completing the program will not reoffend during the subsequent 18 months.
- 85% of participants remain drug free (for example, no positive UA results) during the current quarter.

Medicaid – The federally funded social health care program for families and individuals with limited resources. In Washington State, Medicaid is called Apple Health.

Model Fidelity - The strategies that monitor and enhance the accuracy and consistency of an intervention to ensure it is implemented as designed, and that each component is delivered in a comparable manner to all study participants over time.

Promising Programs - Programs, services, strategies, activities, or approaches that have some scientific research or data showing positive outcomes in delaying an unfavorable outcome, but do not have enough evidence to support generalizable conclusions.

Return on Investment (ROI) - A performance measure used to evaluate the efficiency of an investment or to compare the efficiency of several different investments. ROI measures the amount of return on an investment relative to the investment's cost. To calculate ROI, the benefit (or return) of an investment is divided by the cost of the investment, and the result is expressed as a percentage or a ratio.

Supplanting - Means to “replace” or “take the place of.” Existing funds for a project and its activities may not be displaced by TST funds and reallocated for other organizational expenses. TST funds must not replace those funds that have been appropriated for the same purpose.

Supportive Housing – A combination of stable housing and behavioral health services intended as a cost-effective way to help people with mental illness or chemical dependency live more stable, productive lives. Services may be delivered by 24-hour staff on premises, staff located on premises during business hours, visiting support staff, or mobile behavioral health teams that visit residents several times per week.

Sustainability - Refers to the continuation of the project or program beyond the grant funding cycle. Sustainability answers the question, “How will you continue your project if you do not receive further funding?” The focus is on developing new and creative funding mechanisms to help organizations become more sustainable in the long term, allowing them to focus more of their resources on the important programs and services they offer.

Sustainability Plan – Developing an action plan to increase the likelihood of program sustainability.

Systemic Racism - A system in which public policies, institutional practices, cultural representations, and other norms work in various, often reinforcing ways to perpetuate racial group inequity.

Trauma - Trauma results from an event, series of events, or set of circumstances that is experienced by an individual as physically or emotionally harmful or threatening and that has lasting adverse effects on the individual's functioning and physical, social, emotional, or spiritual well-being.

Trauma Informed Approach - A program, organization, or system that is trauma-informed realizes the widespread impact of trauma and understands potential paths for recovery; recognizes the signs and symptoms of trauma in clients, families, staff, and others involved with the system; and responds by fully integrating knowledge about trauma into policies, procedures, and practices, and seeks to actively resist re-traumatization.

Trauma-Informed Care (TIC) - TIC is a strengths-based service delivery approach that is grounded in an understanding of and responsiveness to the impact of trauma, that emphasizes physical, psychological, and emotional safety for both providers and survivors, and that creates opportunities for survivors to rebuild a sense of control and empowerment. It also involves vigilance in anticipating and avoiding institutional processes and individual practices that are likely to retraumatize individuals who already have histories of trauma, and it upholds the importance of client participation in the development, delivery, and evaluation of services.

Treatment Sales Tax (TST) – A sales and use tax for Mental Health, Chemical Dependency and Therapeutic Court Programs (1 10th of 1%).

MENTAL HEALTH CHEMICAL DEPENDENCY AND THERAPEUTIC COURT PROGRAM 2022 ANTICIPATED SCOPE OF WORK

Projects must implement interventions and programs that address a minimum of one Goal, Objective and Strategy from the following list prioritized in the 2021 Behavioral Health Strategic Plan.

Goal #1: Improve the health status and wellbeing of Kitsap County residents.

Objective #1: Decrease the impact of systemic racism on the mental health and well-being of Kitsap County's communities of color.

Strategies include:

- Examine funding priorities and decision-making process from an equity lens.
- Examine policy and procedures with an equity lens, including evaluating common practices.
- Involve communities of color in shaping funding decisions, performance outcomes and evaluation.

Objective #2: Expand prevention and early intervention programs for youth.

Strategies include:

- Increase capacity of programs that provide evidence-based prevention and early intervention programs.
- Promote proactive support for student well-being in schools starting at elementary.
- Deliver culturally relevant materials, education and outreach.

Objective #3: Increase Trauma Informed Care training, policies and practices.

Strategies include:

- Provide education on equity, inclusion, diversity and historical trauma to the behavioral health workforce.
- Provide targeted funding for organizations to invest in trauma-informed care.
- Require workforce policy and procedures be developed through a trauma informed lens.

Goal #2: Reduce the incidence and severity of chemical dependency and/or mental health disorders in adults and youth.

Objective #1: Increase the variety and options of nontraditional behavioral health treatment programs and approaches.

Strategies include:

- Fund nontraditional treatment approaches including Housing First, Workforce Development programs and Harm Reduction programs - neuroscience informed and body-based.
- Develop culturally appropriate and sensitive programs and services for individuals who shy away from traditional behavioral health approaches.

- Establish behavioral health support groups with a focus on the needs of gay, lesbian, transgender and questioning youth.

Objective #2: Address service gaps along the behavioral health Continuum of Care, especially targeting services for children, youth and the aging populations.

Strategies include:

- Establish more certified youth behavioral health treatment providers county wide including outlying areas of the County.
- Ensure behavioral health treatment services are available in all of the schools at all of the age levels.
- Establish in home behavioral health services for individuals who are struggling to age in place.

Objective #3: Enhance Recovery Support Services.

Strategies include:

- Build in options for work, school, or volunteer experiences for individuals in behavioral health treatment programs.
- Provide transportation to ancillary services not covered by Access or Paratransit, including court appearances, social service appointments, and to and from jail.
- Create more diverse and nontraditional self-help groups.

Goal #3: Reduce the number of chemically dependent and mentally ill youth and adults from initial or further criminal justice system involvement.

Objective #1: Enhance diversion approaches, practices and programs for individuals with behavioral health disorders.

Strategies include:

- Offer more prevention services targeting juveniles before they become involved in the criminal justice system.
- Sustain and enhance juvenile therapeutic treatment courts.
- Offer pretrial diversion, such as voluntary, post-charging diversion programs in which formal adjudication is avoided and charges are dismissed upon completion of a specific set of requirements, such as participating in treatment, completing community service, and paying restitution.

Objective #2: Expand police training in crisis intervention and de-escalation approaches, practices and policies.

Strategies include:

- Support Crisis Intervention Training (CIT) for all law enforcement agencies countywide.
- Advocate for Crisis Intervention Training to include ongoing and advanced training; expand partnership with community organizations; and include neuroscience and equity.

- Promote coordination and collaboration with law enforcement for better handling of people with psychiatric issues.

Objective #3: Increase specialized police responses in dealing with individuals with behavioral health disorders.

Strategies include:

- Expand specialized law enforcement responses, such as co-response teams, in which a police officer and a mental health professional respond to calls together.
- Expand navigator programs to offer individuals with behavioral health issues and have potential involvement in the criminal justice with advocacy.
- Promote differential police response.

Goal #4: Reduce the number of people in Kitsap County who cycle through our criminal justice systems, including jails and prisons.

Objective #1: Improve availability and coordination of in-jail behavioral health screening, assessment, treatment and referral services.

Strategies include:

- Expand training for correctional officers in the Crisis Intervention Team (CIT) model.
- Reinforce screening of inmates as soon as possible for symptoms of a behavioral health issue.
- Expand behavioral health treatment options and recovery support services within the jail.

Objective #2: Intensify transitional behavioral health services for individuals reentering the community from jail and/or inpatient treatment services.

Strategies include:

- Enhance behavioral health transition services to support successful reentry to the community.
- Strengthen the continuum of effective behavioral health reentry services including outpatient, inpatient and recovery support services.
- Provide direct admission into treatment from jail to services-inpatient and outpatient programs.

Objective #3: Expand Therapeutic Court Programs to provide access to all eligible individuals in the community.

Strategies include:

- Expand therapeutic treatment courts to include superior, district and municipal jurisdictions.
- Support coordination, screening and swift referral and entry into all therapeutic court programs
- Enhance behavioral health treatment and recovery support services for all therapeutic courts.

Goal #5: Reduce the number of people in Kitsap County who use costly interventions including hospitals, emergency rooms, and crisis services.

Objective #1: Expand behavioral health treatment providers, approaches and options for high utilizers.

Strategies include:

- Establish less restrictive local options to the Involuntary Treatment Act (ITA).
- Strengthen partnerships with Law Enforcement, EMS, and Fire to create co-response or follow-up (DCR/Crisis Worker/behavioral health staff) units with a paramedic and Law Enforcement officers.
- Establish low-barrier crisis services for the hard-to-engage.

Objective #2: Intensify supportive and/or treatment services for family members experiencing a behavioral health crisis.

Strategies include:

- Designate shelter services for women (and/or men) with behavioral health issues and their children.
- Provide families approaching crisis wraparound services and support.
- Support easily accessible 24/7 sexual assault hotline with trained providers.

Objective #3: Intensify supportive and/or treatment services for youth experiencing a behavioral health crisis.

Strategies include

- Provide behavioral health specialist to work with children/adolescents and their families in their homes, after responding to engage with them at Emergency Department.
- Establish a Juvenile Designated Crisis Responder.
- Establish a Crisis Residential Center providing short-term crisis services for youth.

Goal #6: Increase the number of stable housing options for chemically dependent and mentally ill residents of Kitsap County.

Objective #1: Expand behavioral health services for the homeless who experience mental illness or substance use disorders.

Strategies include:

- Provide strong case management to support the homeless with behavioral health issues.
- Establish a proactive, community-based approach to preventing homelessness for those with behavioral health issues.
- Provide access to treatment services prior to getting housing assistance and placement.

Objective #2: Strengthen support for individuals with behavioral health disorders to establish and maintain housing long-term.

Strategies include:

- Provide access to more subsidized housing options for individuals with behavioral health issues.
- Offer rental assistance to individuals with behavioral health issues with realistic limitations including fixed rent/housing.
- Recruit more private apartment- community housing for individuals with behavioral health issues.

Objective #3: Increase supportive shelter, transitional and permanent housing options for individuals with behavioral health disorders.

Strategies include:

- Build affordable housing for individuals with behavioral health issues with onsite caseworker support.
- Build additional shelter(s) for individuals with behavioral health issues with 24/7 access.
- Establish more long-term housing supports and options for individuals with serious mental illness.

**MENTAL HEALTH CHEMICAL DEPENDENCY AND THERAPEUTIC COURT PROGRAM
2022 PROPOSAL GENERAL TERMS AND CONDITIONS**

A. Authorship

Proposals developed with the assistance of organizations or individuals outside the bidders own organization are to be identified. No contingent fees for such assistance will be allowed to be paid under any contract or grant resulting from this RFP. All proposals submitted become the property of Kitsap County, and it is understood and agreed that the bidder claims no proprietary rights to the ideas contained therein.

B. Proprietary information/public disclosure

Materials submitted in response to this Request for Proposals shall become the property of Kitsap County and the proposals shall be deemed public records as defined by RCW 42.56.

The Responder's Proposal must include a statement identifying the pages of its Proposal, if any, which contain information the Responder considers proprietary. Each page claimed to be proprietary must be clearly marked by printing the word "Proprietary" on the lower right hand corner. Responders may not mark their entire Proposal proprietary.

If Kitsap County receives a request to view or copy a Responder's Proposal, the County will respond according to applicable law and policy governing public disclosure. The County will not disclose any information marked "Proprietary" in a Proposal without giving the Responder ten (10) days' notice to seek a relief in superior court per RCW 42.56.540.

B. Independent Price Determination

The proposer guarantees that in connection with this proposal the prices and/or cost data have been arrived at independently, without consultation, communication or agreement for the purpose of restricting competition.

D. Subcontracting

Proposers must include any plans for subcontracting of services or activities of the programs. It is understood that the contractor(s) is held responsible for the satisfactory accomplishment of the service or activities included in such subcontract. Kitsap County reserves the right to approve all subcontractors.

C. Rejection of Proposal

No Proposals submitted under this Request for Proposals (RFP) will be returned for correction or clarification. If the application is incomplete, it will be rejected. Verbal, alternative, and late proposals will not be considered for selection. Kitsap County reserves the right to accept or reject any or all proposals received as a result of this RFP, to negotiate with all qualified sources, or to cancel in part, or in its entirety, this

RFP if it is in the best interest of Kitsap County to do so.

F. Appeal Process

Non-selected applicants have the right to appeal the decision of the County, limited to a procedural or legal violation in the selection process.

1. The applicant has the burden of proof and must specifically identify what statute, regulation or procedure has been violated.
2. An aggrieved applicant may, within five (5) working days after notification of a non-selected RFP application, appeal in writing to the Kitsap County Human Services Contract Administrator.
3. The appeal must state all facts and arguments upon which the aggrieved party believes a procedural or legal error occurred.
4. The Director of Human Services will render a written decision within thirty (30) working days of the receipt of the appeal.
5. In the event that no such procedural or legal errors are found to have occurred, the decision of the County shall be final.

G. Cancellation of Award

Kitsap County reserves the right to cancel an award immediately if new State Laws or policy determinations make it necessary to substantially change the project purpose or content, or prohibit such a project, or if the funds became unavailable.

H. Price Warranty

The proposer warrants that the rates quoted for services in response to this RFP are not unreasonably greater than the rates for the same services performed by the same individuals under any other existing contracts or grants.

I. Waivers

The right is reserved by Kitsap County to waive specific terms and conditions contained in this Request for Proposals (RFP). It shall be understood that any proposal is predicated upon the acceptance of all terms and conditions in the RFP unless the proposer has obtained such a waiver.

J. Nondiscrimination in Programs and Employment

It is the policy of Kitsap County to encourage and support equal opportunity in employment.

No person shall, on the grounds of race, color, religion, sex, handicap, sexual orientation, national origin, age, citizenship, political affiliation or belief, be denied employment or benefits, or be discriminated against as a participant, administrator, or staff person under any program or activity receiving funds under Kitsap County.

In compliance with Department of Labor Regulations implementing Section 504 of the Rehabilitation Act of 1973, as amended, no qualified handicapped individual shall be

discriminated against in the admission, access, treatment, or employment in any program or activity.

The proposer agrees to comply with all provisions of the Americans with Disabilities Act and regulations interpreting or enforcing such Act.

The proposer agrees to provide equal opportunity in the administration of the contract, and its subcontracts, purchase orders or other agreements, and in the delivery of services to applicants/participants.

The proposer agrees to make every feasible effort to remove artificial barriers to employment, including, but not limited to, the elimination of sex stereotyping in employment and architectural barriers for the handicapped. Every effort shall be made to employ members of the eligible population in the staffing and administration of the project.

K. Addenda to the Request for Proposals

In the event it becomes necessary to revise any part of this RFP, addenda will be provided to all proposers who received the RFP.

L. Publicity

No informational pamphlets, notices, press releases, research reports, or similar public notices concerning this proposal will be released by the proposer without obtaining prior written approval of the Kitsap County Human Services Department.

M. Limitation

This Request for Proposals does not commit the Kitsap County to award a contract, to pay any costs incurred in the preparation of a proposal to this request, or to procure or contract for services or supplies.

N. Signature

The proposal shall be signed by an official authorized to bind the bidder and shall provide the following information: name, title, address, and telephone number of individual(s) with authority to negotiate and contractually bind the bidder, and who may be contacted during the period of proposal evaluation.

O. Contract Award

Kitsap County may award a contract based on proposals received; therefore, each proposal should be submitted in the most favorable terms from a budgetary, technical, and programmatic standpoint. Kitsap County reserves the right to request additional data, discussion or presentation in support of written proposals.

2022 NEW GRANT PROPOSAL EVALUATION WORKSHEET

INSTRUCTIONS:

Evaluation is the collection of information about a program in a systematic and defined manner to demonstrate success, identify areas for improvement and lessons learned. Every program has at least one end goal and might have several – one or more activities are required to make progress toward meeting the goal. Progress is measured with one or more objectives that might cover an output (number of something) or outcome (change over time) due to the program. The type of outcome (column D) and expected timeframe for change (column E) should be defined. Objectives must follow the “SMART” guideline: specific, measurable, attainable, realistic, and time-bound (column C). Each objective should include an expected target result and completion date (“time-bound” part of column C).

New and continuing grant proposals must fill out the Evaluation Worksheet. Please replicate the last row as many times as necessary.

DEFINITIONS:

Program Goal:	A broad statement or a desired, longer-term, outcome of a program. A program can have one or multiple goals. Each goal has a one or more related specific objectives that, if met, will collectively achieve the stated goal.
Activity:	Actions taken or work performed to produce specific outputs and outcomes.
SMART Objective:	A statement of a desired program result that meets the criteria of being SMART (specific, measurable, achievable, realistic, and time-bound).
Output:	Results of program activities; the direct products or deliverables of program activities; such as number of: sessions completed, people served, materials distributed.
Outcome:	Effect of a program (change) - can be in: participant satisfaction; knowledge, attitude, skill; practice or behavior; overall problem; or a measure of return-on-investment or cost-benefit. Identify any measures that are “fidelity” measures for an evidence based practice.
Timeline:	Is the outcome expected to measure short-term, medium-term or a longer-term change? When will measurement begin start)? How often will measurement be done for reporting (reporting frequency: quarterly, semi-annual, annual, other)? How often will the program be accountable for achieving the smart objective (accountability frequency: quarterly, semi-annual, annual, other)? In what way will the data be collected (measurement period type: current quarter or year-to-date)?
Baseline:	The status of services or outcome-related measures before an intervention against which progress can be assessed or comparisons made. Should include data and time frame.
Source:	How and from where will data be collected?

2022 NEW GRANT PROPOSAL EVALUATION WORKSHEET

SCOPE OF WORK: Based on the list of goals, objectives, and strategies provided in the Scope of Work (Attachment B), please state those your program will focus on for this grant cycle. Your program can select more than one goal, objective, and strategy. Please use these goals, objectives, and strategies as guidance in your evaluation worksheet.

GOAL:
OBJECTIVE:
STRATEGY:

PROJECT NAME:

A. PROGRAM GOAL	B. ACTIVITY	C. SMART OBJECTIVE	D. TYPE OF MEASURE	E. TIMELINE	F. BASELINE	G. SOURCE
Understand general number of participants and services	Track universal measures	<p>WITH RESPECT TO THE CURRENT QUARTER:</p> <p># unduplicated individuals served</p> <ul style="list-style-type: none"> - By type (types determined by contractor) - By ZIP code - By health insurance type <p># services (naturally unduplicated)</p> <ul style="list-style-type: none"> - By type (types determined by contractor) <p>Narrative</p> <ul style="list-style-type: none"> - Reflecting on evaluation results and overall program efforts, describe what has been achieved this Quarter. If objectives went unmet, why? Are there any needed changes in evaluation or scope of work? - Briefly describe collaborative efforts and outreach activities employing collective impact strategies. - Please describe your sustainability planning – new collaborations, other sources of funding, etc - Success Stories 	<p><input checked="" type="checkbox"/> Output</p> <hr/> <p>Outcomes:</p> <p><input type="checkbox"/> Participant satisfaction</p> <p><input type="checkbox"/> Knowledge, attitude, skill</p> <p><input type="checkbox"/> Practice or behavior</p> <p><input type="checkbox"/> Impact on overall problem</p> <hr/> <p><input type="checkbox"/> ROI or cost-benefit</p> <p><input type="checkbox"/> Fidelity measure</p>	<p><input checked="" type="checkbox"/> S / <input type="checkbox"/> M / <input type="checkbox"/> L</p> <hr/> <p>Start: 1/1/2022</p> <p>Reporting Frequency: <input checked="" type="checkbox"/> Q / <input type="checkbox"/> SA / <input type="checkbox"/> A / <input type="checkbox"/> O:</p> <hr/> <p>Accountability Freq.: <input checked="" type="checkbox"/> Q / <input type="checkbox"/> SA / <input type="checkbox"/> A / <input type="checkbox"/> O:</p> <hr/> <p>Measure. Period Type: <input checked="" type="checkbox"/> CQ / <input type="checkbox"/> YTD / <input type="checkbox"/> O:</p>	To be completed by program	Program Data
		<p>WITH RESPECT TO THE ENTIRE GRANT CYCLE:</p> <p># unduplicated individuals served</p> <ul style="list-style-type: none"> - By type (types determined by contractor) - By ZIP code - By health insurance type 	<p><input checked="" type="checkbox"/> Output</p> <hr/> <p>Outcomes:</p> <p><input type="checkbox"/> Participant satisfaction</p> <p><input type="checkbox"/> Knowledge, attitude, skill</p> <p><input type="checkbox"/> Practice or behavior</p> <p><input type="checkbox"/> Impact on overall problem</p>	<p><input type="checkbox"/> S / <input checked="" type="checkbox"/> M / <input type="checkbox"/> L</p> <hr/> <p>Start: 1/1/2022</p> <p>Reporting Frequency: <input type="checkbox"/> Q / <input type="checkbox"/> SA / <input checked="" type="checkbox"/> A / <input type="checkbox"/> O:</p> <hr/> <p>Accountability Freq.: <input type="checkbox"/> Q / <input type="checkbox"/> SA / <input checked="" type="checkbox"/> A / <input type="checkbox"/> O:</p> <hr/> <p>Measure. Period Type: <input type="checkbox"/> CQ / <input checked="" type="checkbox"/> YTD / <input type="checkbox"/> O:</p>		

2022 NEW GRANT PROPOSAL EVALUATION WORKSHEET

A. PROGRAM GOAL	B. ACTIVITY	C. SMART OBJECTIVE	D. TYPE OF MEASURE	E. TIMELINE	F. BASELINE	G. SOURCE
			<input type="checkbox"/> ROI or cost-benefit <input type="checkbox"/> Fidelity measure			
To be completed by program	To be completed by program	To be completed by program	<input type="checkbox"/> Output <hr/> Outcomes: <input type="checkbox"/> Participant satisfaction <input type="checkbox"/> Knowledge, attitude, skill <input type="checkbox"/> Practice or behavior <input type="checkbox"/> Impact on overall problem <hr/> <input type="checkbox"/> ROI or cost-benefit <input type="checkbox"/> Fidelity measure	<input type="checkbox"/> S / <input type="checkbox"/> M / <input type="checkbox"/> L <hr/> Start: 1/1/2022 <hr/> Reporting Frequency: <input type="checkbox"/> Q / <input type="checkbox"/> SA / <input type="checkbox"/> A / <input type="checkbox"/> O: <hr/> Accountability Freq.: <input type="checkbox"/> Q / <input type="checkbox"/> SA / <input type="checkbox"/> A / <input type="checkbox"/> O: <hr/> Measure. Period Type: <input type="checkbox"/> CQ / <input type="checkbox"/> YTD / <input type="checkbox"/> O:	To be completed by program	To be completed by program

Total Agency or Departmental Budget Form

Agency Name:

Project:

Accrual

Cash

AGENCY REVENUE AND EXPENSES	2020		2021		2022	
	Actual	Percent	Budget	Percent	Budget	Percent
AGENCY REVENUE						
Federal Revenue	\$ -		\$ -		\$ -	
WA State Revenue	\$ -		\$ -		\$ -	
Local Revenue	\$ -		\$ -		\$ -	
Private Funding Revenue	\$ -		\$ -		\$ -	
Agency Revenue	\$ -		\$ -		\$ -	
Miscellaneous Revenue	\$ -		\$ -		\$ -	
Total Agency Revenue (A)	\$ -		\$ -		\$ -	
AGENCY EXPENSES						
Personnel						
Managers	\$ -		\$ -		\$ -	
Staff	\$ -		\$ -		\$ -	
Total Benefits	\$ -		\$ -		\$ -	
Subtotal	\$ -		\$ -		\$ -	
Supplies/Equipment						
Equipment	\$ -		\$ -		\$ -	
Office Supplies	\$ -		\$ -		\$ -	
Other (Describe) _____	\$ -		\$ -		\$ -	
Subtotal	\$ -		\$ -		\$ -	
Administration						
Advertising/Marketing	\$ -		\$ -		\$ -	
Audit/Accounting	\$ -		\$ -		\$ -	
Communication	\$ -		\$ -		\$ -	
Insurance/Bonds	\$ -		\$ -		\$ -	
Postage/Printing	\$ -		\$ -		\$ -	
Training/Travel/Transportation	\$ -		\$ -		\$ -	
% Indirect	\$ -		\$ -		\$ -	
Other (Describe) _____	\$ -		\$ -		\$ -	
Subtotal	\$ -		\$ -		\$ -	
Ongoing Operations and Maintenance						
Janitorial Service	\$ -		\$ -		\$ -	
Maintenance Contracts	\$ -		\$ -		\$ -	
Maintenance of Existing Landscaping	\$ -		\$ -		\$ -	
Repair of Equipment and Property	\$ -		\$ -		\$ -	
Utilities	\$ -		\$ -		\$ -	
Other (Describe) _____	\$ -		\$ -		\$ -	
Other (Describe) _____	\$ -		\$ -		\$ -	
Other (Describe) _____	\$ -		\$ -		\$ -	
Subtotal	\$ -		\$ -		\$ -	
Other Costs						
Debt Service	\$ -		\$ -		\$ -	
Other (Describe) _____	\$ -		\$ -		\$ -	
Subtotal	\$ -		\$ -		\$ -	
Total Direct Expenses	\$ -		\$ -		\$ -	
Balance	\$ -	-	\$ -	-	\$ -	-

Mental Health, Chemical Dependency and Therapeutic Court Program 2022 New Grant Proposal Special Project Budget Form

Agency Name:

Project:

Enter the estimated costs associated with your project/program	Total Funds		Requested Funds		Other Matching Funds	
	Budget	Percent	Budget	Percent	Budget	Percent
Personnel						
Managers	\$ -		\$ -		\$ -	
Staff	\$ -		\$ -		\$ -	
Total Benefits	\$ -		\$ -		\$ -	
SUBTOTAL	\$ -		\$ -		\$ -	
Supplies & Equipment						
Equipment	\$ -		\$ -		\$ -	
Office Supplies	\$ -		\$ -		\$ -	
Other (Describe):	\$ -		\$ -		\$ -	
SUBTOTAL	\$ -		\$ -		\$ -	
Administration						
Advertising/Marketing	\$ -		\$ -		\$ -	
Audit/Accounting	\$ -		\$ -		\$ -	
Communication	\$ -		\$ -		\$ -	
Insurance/Bonds	\$ -		\$ -		\$ -	
Postage/Printing	\$ -		\$ -		\$ -	
Training/Travel/Transportation	\$ -		\$ -		\$ -	
% Indirect (Limited to 5%)	\$ -		\$ -		\$ -	
Other (Describe):	\$ -		\$ -		\$ -	
SUBTOTAL	\$ -		\$ -		\$ -	
Ongoing Operations & Maintenance						
Janitorial Service	\$ -		\$ -		\$ -	
Maintenance Contracts	\$ -		\$ -		\$ -	
Maintenance of Existing Landscaping	\$ -		\$ -		\$ -	
Repair of Equipment and Property	\$ -		\$ -		\$ -	
Utilities	\$ -		\$ -		\$ -	
Other (Describe):	\$ -		\$ -		\$ -	
Other (Describe):	\$ -		\$ -		\$ -	
Other (Describe):	\$ -		\$ -		\$ -	
SUBTOTAL	\$ -		\$ -		\$ -	
Sub-Contracts						
Organization:	\$ -		\$ -		\$ -	
Organization:	\$ -		\$ -		\$ -	
Organization:	\$ -		\$ -		\$ -	
Organization:	\$ -		\$ -		\$ -	
SUBTOTAL	\$ -		\$ -		\$ -	
Other						
Debt Service	\$ -		\$ -		\$ -	
Other (Describe):	\$ -		\$ -		\$ -	
SUBTOTAL	\$ -		\$ -		\$ -	
Total Project Budget	\$ -		\$ -		\$ -	

NOTE: Indirect is limited to 5%

Mental Health, Chemical Dependency and Therapeutic Court Program 2022 New Grant Proposal Sub-Contractor Special Project Budget Form

Sub-Contractor Agency Name:

Project:

Enter the estimated costs associated with your project/program	Total Funds		Requested Funds		Other Matching Funds	
	Budget	Percent	Budget	Percent	Budget	Percent
Personnel						
Managers	\$ -		\$ -		\$ -	
Staff	\$ -		\$ -		\$ -	
Total Benefits	\$ -		\$ -		\$ -	
SUBTOTAL	\$ -		\$ -		\$ -	
Supplies & Equipment						
Equipment	\$ -		\$ -		\$ -	
Office Supplies	\$ -		\$ -		\$ -	
Other (Describe):	\$ -		\$ -		\$ -	
SUBTOTAL	\$ -		\$ -		\$ -	
Administration						
Advertising/Marketing	\$ -		\$ -		\$ -	
Audit/Accounting	\$ -		\$ -		\$ -	
Communication	\$ -		\$ -		\$ -	
Insurance/Bonds	\$ -		\$ -		\$ -	
Postage/Printing	\$ -		\$ -		\$ -	
Training/Travel/Transportation	\$ -		\$ -		\$ -	
% Indirect (Limited to 5%)	\$ -		\$ -		\$ -	
Other (Describe):	\$ -		\$ -		\$ -	
SUBTOTAL	\$ -		\$ -		\$ -	
Ongoing Operations & Maintenance						
Janitorial Service	\$ -		\$ -		\$ -	
Maintenance Contracts	\$ -		\$ -		\$ -	
Maintenance of Existing Landscaping	\$ -		\$ -		\$ -	
Repair of Equipment and Property	\$ -		\$ -		\$ -	
Utilities	\$ -		\$ -		\$ -	
Other (Describe):	\$ -		\$ -		\$ -	
Other (Describe):	\$ -		\$ -		\$ -	
Other (Describe):	\$ -		\$ -		\$ -	
SUBTOTAL	\$ -		\$ -		\$ -	
Other						
Debt Service	\$ -		\$ -		\$ -	
Other (Describe):	\$ -		\$ -		\$ -	
SUBTOTAL	\$ -		\$ -		\$ -	
Total Project Budget	\$ -		\$ -		\$ -	

NOTE: Indirect is limited to 5%

**Mental Health, Chemical Dependency and Therapeutic Court Program
2022 New Grant Proposal Project Salary Summary**

Agency Name:

Project:

Description

Number of Professional FTEs	0.00
Number of Clerical FTEs	0.00
Number of All Other FTEs	0.00
Total Number of FTEs	0.00

Salary Information

Salary of Executive Director or CEO	\$ -
Salaries of Professional Staff	\$ -
Salaries of Clerical Staff	\$ -
Other Salaries (Describe Below)	\$ -
Description:	\$ -
Description:	\$ -
Description:	\$ -
Description:	\$ -
Description:	\$ -
Total Salaries	\$ -
Total Payroll Taxes	\$ -
Total Cost of Benefits	\$ -
Total Cost of Retirement	\$ -
Total Payroll Costs	\$ -



2022 Mental Health, Chemical Dependency and Therapeutic Court Programs New Grant Proposal Evaluation and Scoring Form

1. PROJECT DESIGN (35 Points)

A. Project Design:

Describes the design, target population and services to be delivered.

0 = Described the target population but did not describe services to be delivered.

1 = Described the target population, services to be delivered, but did not describe when and where they will be delivered.

5 = Described the target population, services to be delivered, when and where they will be delivered.

10 = Detailed description of the target population, services to be delivered, when and where they will be delivered.

Reviewer Comments:

B. Evidence-Based, Promising, Best or Innovative Practices:

Identifies practices and includes a robust evaluation process.

0 = No mention of selected practice.

1 = Listed selected practice but did not provide evaluation outcomes.

5 = Listed the practice, provided evidence of outcomes, but did not include a robust evaluation process.

10 = Detailed description of Evidence-Based or Promising Practice, demonstrates the relationship between the practice and the target population, and includes a robust evaluation process that includes fidelity measures.

Reviewer Comments:

C. Outreach

Provided a detailed description of how to outreach to their target population and hard to reach individuals.

0 = No mention of an outreach plan.

1 = Described an outreach plan, but not specific about reaching the target population or hard to reach individuals.

3 = Described the outreach plan and the target population but did not provide a clear plan to ensure hard to reach persons have access to the program.

5 = Described the outreach plan and the target population and provided a clear plan to ensure all eligible persons have access to the program.

Reviewer Comments:



D. Culturally Competent Care:

Provided a detailed description of how to ensure delivery of culturally competent behavioral health care services.

0 = No mention of delivering culturally competent behavioral health care.

1 = Described culturally competent behavioral health care, but not specific about ensuring implementation.

3 = Described implementing services that meet the social, cultural and linguistic needs of program participants, but no mention of staff having the culturally responsive skills needed.

5 = Provided clear detailed description of services that meet the social, cultural and linguistic needs of program participants and staff have the culturally responsive skills.

Reviewer Comments:



E. Trauma Informed Care:

Provided a detailed description of how the project will incorporate trauma-informed care principles and practices.

0 = No mention of incorporating trauma informed care principles or practices.

1 = Described trauma informed care principles, but not specific about how they will put into practice.

3 = Described how the project will incorporate trauma-informed care principles and practices but did not explain what procedures are in place to support staff.

5 = Provided clear detailed description of how the project will incorporate trauma-informed care principles, practices and how they will support staff.

Reviewer Comments:

2. COMMUNITY NEED AND BENEFIT (25 Points)

A. Policy Goal:

Describes the project goal(s), objective(s) and strategy(s) and how they would be implemented.

0 = Did not mention policy goal(s), objective(s) and strategy(s).

1 = Described the goal(s) but did describe objective(s) and/or strategy(s) to be implemented.

5 = Described goal(s) and objective(s) but did not describe strategy(s) to be implemented.

10 = Detailed description of project goal(s), objective(s) and strategy(s) and how they would be implemented.

Reviewer Comments:

B. Needs Assessment and Target Population:

Project sponsor objectively establishes the acuteness and quantifies the community need and identifies the specific target population to be served by the project.

0 = Did not give statistics on the target population, nor how many people they will screen or serve.

1 = Described only population statistics, or number to be screened or number to be served, but only 1 of these categories was discussed.

3 = Described 2 of the 3 categories.

5 = Detailed description of target population statistics, how many people they will screen and serve.

Reviewer Comments:



C. Evaluation:

Developed a realistic plan for data collection, management and analysis is clear. Project goals, activities and objectives are clearly defined.

0 = Did not describe a plan for data collection, management and analysis.

1 = Described a plan for data collection, management and analysis but no listing of goals, activities and objectives.

3 = Minimal description of data collection, management and analysis, goals, activities and objectives.

5 = Detailed description of a plan for data collection, management and analysis, goals, activities and objectives.

Reviewer Comments:



D. Community Collaboration, Integration and Collective Impact

Project sponsor provides detailed information on community collaboration, roles and responsibilities, including subcontractors.

0 = No mention of other agencies or subcontractors participating in the project.

1 = Mentioned that there were “other agencies” or subcontractors but did not specify who these agencies were or their roles and responsibilities.

3 = Listed specific agencies or subcontractors who are participating in the project but did not specify how the applicant would work with them.

5 = Listed other agencies or subcontractors in the community, their roles and responsibilities and describes how the proposed project will provide a collective impact in the community.

Reviewer Comments:

3. ORGANIZATION CAPACITY (30 Points)

A. Organizational Governance:

Organization chart, leadership and governance.

0 = No mention of internal governance or organizational chart.

1 = Organizational Chart, but vague mention of their organizational structure.

3 = Partially demonstrated evidence that the agency has adequate leadership experience, but evidence was not complete.

5 = Clear detailed description of adequate level of governance and leadership experience.

Reviewer Comments:

B. Organizational Finances:

Description of basic fiscal management structure including accounting and auditing controls. Summary of last audit.

0 = No mention of fiscal management/auditing structure.

1 = Vague mention that they have adequate fiscal management/auditing structure and controls.

3 = Partially demonstrated that the agency has adequate fiscal management/auditing structure and controls.

5 = Clear detailed description of adequate fiscal management/auditing structure and controls.

Reviewer Comments:

C. Behavioral Health Equity:

Project sponsor specifically addressed policies, practices or procedures that they are implementing to proactively seek to eliminate racial inequities and advance equity in service delivery.

0 = No mention of health equity policies, practices or procedures.

1 = Vague explanation of health equity policies, practices or procedures.

3 = Clear explanation of health equity policies, practices or procedures, but partially demonstrated implementation.

5 = Provided clear detailed explanation health equity policies, practices or procedures that they are implementing.

Reviewer Comments:

D. Staffing Qualifications:

Project sponsor demonstrates that they have proper level, qualifications and licensed staff for the project.

0 = No mention of staff qualifications or experience or of current level of staffing.

1 = Vague mention that they have adequate staffing but no evidence of such.

3 = Partially demonstrated that the staff has adequate experience and qualifications and that the proper level of staffing is available; provided some evidence but evidence was not complete.

5 = Clear detailed description of staffing level and organizational structure was provided; qualifications, experience and licensure of staff for the project were clearly presented.

Reviewer Comments:



E. Organizational Licenses and Certificates:

Organization demonstrates that it has adequate licensing for the agency and to carry out the project.

0 = No mention of agency licensing.

1 = Vague mention that they have an adequate licensure, but no evidence of such.

3 = Partially demonstrated that the agency has adequate licensure, but evidence was not complete.

5 = Clear detailed description of adequate level of licensure or that there is no licensing requirements for the organization.

Reviewer Comments:



F. History of Project Management:

Project sponsor demonstrates the ability to successfully implement and manage federally and locally funded projects in a timely manner, within budget, and consistent with funding requirements.

0 = No mention of previous project management experience.

1 = Mentioned that agency has managed projects in the past but no evidence or further details were provided.

3 = Partially demonstrated that implementation and management of projects had occurred; provided some evidence but evidence was not complete.

5 = Provided clear and complete evidence of similar projects implemented and managed with all relevant details included (e.g., timelines, budget adherence, funding requirements, deliverables.).

Reviewer Comments:

4. PROJECT FINANCIAL FEASIBILITY (10 Points)

A. Budget Narrative:

Project budget estimates and costs are reasonable and well supported or justified relative to the number of persons to be served and the services to be provided.

0 = Inappropriate budget was submitted.

1 = Project's appropriate budget forms were submitted, but are not reasonable, or are inconsistent or inaccurate.

3 = Project's appropriate budget submitted, estimates and costs mostly reasonable; budget forms appear consistent and accurate but are not thorough.

5 = Project's appropriate budget submitted, estimates and costs are reasonable; budget forms are clear, consistent, accurate and thorough. Lists all subcontractors. Clear evidence that the project will not supplant current funding is documented.

Reviewer Comments:

B. Additional Resources and Sustainability:

Project leverages other federal, state, local or private financial and/or in-kind resources and organization has a clear plan for sustainability.

0 = Did not mention additional funding or resources that had been leveraged.

1 = Vague mention that other funding or resources had been leveraged but no clear evidence that monies or resources were secured or how they would sustain the project.

3 = Partial evidence showing that additional funding or resources (not including in-kind) were secured, but no clear sustainability plan developed.

5 = Evidence clearly shows that additional funding or resources (not including in-kind) were secured and there is a clear plan for sustaining the project after the grant funds expire.

Reviewer Comments:

Total Score: 0/100

Questions for Proposer:

Questions:

Mark as complete

CONTRACT FOR HUMAN SERVICES

This contract for Human Services (the Contract) is entered into by Kitsap County, a municipal corporation, having its principal offices at 614 Division Street, Port Orchard, Washington, 98366 (the County); and ____ having its principal office at ____ (the Contractor).

SECTION 1. EFFECTIVE DATE OF CONTRACT

The Contract will become effective on __ and terminate on __. In no event will the Contract become effective unless and until it is approved and executed by the Kitsap County Board of County Commissioners or the Kitsap County Administrator.

SECTION 2. SERVICES TO BE PROVIDED

- 2.1 A description of the services to be performed by the Contractor is set forth in Attachment B: Statement of Work, which is attached to the Contract.
- 2.2 The Contractor agrees to provide its own labor and materials. Unless otherwise provided for in the Contract, no material, labor or facilities will be furnished by the County.
- 2.3 The Contractor will perform the work specified in the Contract according to standard industry practice.
- 2.4 The Contractor will complete its work in a timely manner and in accordance with the schedule agreed to by the parties.
- 2.5 The Contractor will confer with the County from time to time during the progress of the work. The Contractor will prepare and present status reports and other information that may be pertinent and necessary, or as may be requested by the County.

SECTION 3. CONTRACT REPRESENTATIVES

The County and the Contractor will each have a contract representative. A party may change its representative upon providing written notice to the other party. The parties' representatives are as follows.

County's Contract Representative

Kitsap County Department of Human Services
614 Division Street MS-23, Port Orchard, WA 98366
(360) 337-

Contractor's Contract Representative

SECTION 4. COMPENSATION

- 4.1 A description of the compensation to be paid to the Contractor is set forth in Attachment C: Budget Summary, which is attached to the Contract.
- 4.2 The total amount payable under the Contract, by the County to the Contractor, in no event will exceed \$. Any cost incurred by the Contractor over and above the year-end sums set out in the budgets shall be at the Contractor's sole risk and expense.
- 4.3 Unless otherwise provided in the Contract, the Contractor may submit an invoice to the County once a month for payment of work actually completed to date. Contractor shall use the Department of Human Services Contractor Invoice Form, available from the County. Subject to the other provisions of the Contract, the County generally will pay such an invoice within 30 days of receiving it.
- 4.4 The County will submit payments for work performed to;
- 4.5 The Contractor will be paid only for work expressly authorized in the Contract.
- 4.6 Payments shall not be construed as a waiver of the County's right to challenge the level of the Contractor's performance under this Contract, and to seek appropriate legal remedies.
- 4.7 The Contractor will not be entitled to payment for any services that were performed prior to the effective date of the Contract or after its termination, unless a provision of the Contract expressly provides otherwise.
- 4.8 If the Contractor fails to perform any substantial obligation, and the failure has not been cured within 10 days following notice from the County, the County may, in its sole discretion and upon written notice to the Contractor, withhold all monies due the Contractor, without penalty, until such failure to perform is cured.
- 4.9 The Contractor shall pay no wages in excess of the usual and accustomed wages for personnel of similar background, qualifications and experience.
- 4.10 The Contractor shall pay no more than reasonable market value for equipment and/or supplies.

SECTION 5. AMENDMENTS AND CHANGES IN WORK

- 5.1 In the event of any errors or omissions by the Contractor in the performance of any work required under the Contract, the Contractor will make all necessary corrections without additional compensation. All work submitted by the Contractor will be certified and checked by the Contractor for errors and omissions. The Contractor will continue to be responsible for the accuracy of work even after the work is accepted by the County.
- 5.2 In order to be effective, any contract renewal, amendment or modification must be in writing, be signed by both parties, and be attached to the Contract. Work under a renewal, amendment or modification may not commence until the renewal, amendment or modification has been approved by the County and has become effective.

- 5.3 Either party may request that the Contract terms be renegotiated when circumstances, which were neither foreseen nor reasonably foreseeable by the parties at the time of contracting, arise during the period of performance of the Contract. Such circumstances must have a substantial and material impact upon the performance projected under this Contract, and must be outside the control of either party.

SECTION 6. HOLD HARMLESS AND INDEMNIFICATION

To the fullest extent permitted by law, Contractor shall indemnify, defend and hold harmless the County and its elected and appointed officials, officers, employees and agents from and against all claims resulting from or arising out of the performance of the Contract, whether such claims arise from the acts, errors or omissions of Contractor, its subcontractors, third parties or the County, or anyone directly or indirectly employed by any of them or anyone for whose acts, errors or omissions any of them may be liable. "Claim" means any loss, claim, suit, action, liability, damage or expense of any kind or nature whatsoever, including but not limited to attorneys' fees and costs, attributable to personal or bodily injury, sickness, disease or death, or to injury to or destruction of property, including the loss of use resulting therefrom. Contractor's duty to indemnify, defend and hold harmless includes but is not limited to claims by Contractor's or any subcontractor's officers, employees or agents. Contractor's duty, however, does not extend to claims arising from the sole negligence or willful misconduct of the County or its elected or appointed officials, officers or employees. For the purposes of this indemnification provision, Contractor expressly waives its immunity under Title 51 of the Revised Code of Washington and acknowledges that this waiver was mutually negotiated by the parties. This indemnification provision shall survive the expiration or termination of the Contract.

SECTION 7. INSURANCE

- 7.1 **Professional Legal Liability.** The Contractor, if it is a licensed professional, will maintain professional legal liability or professional errors and omissions coverage appropriate to the Contractor's profession. The coverage will have a limit of not less than \$1 million per occurrence. The coverage will apply to liability for a professional error, act or omission arising out of the Contractor's services under the Contract. The coverage will not exclude bodily injury or property damage. The coverage will not exclude hazards related to the work rendered as part of the Contract or within the scope of the Contractor's services under the Contract, including testing, monitoring, measuring operations or laboratory analysis where such services are rendered under the Contract.
- 7.2 **Workers' Compensation and Employer Liability.** The Contractor will maintain workers' compensation insurance as required by Title 51, Revised Code of Washington, and will provide evidence of coverage to the Kitsap County Risk Management Division. If the Contract is for over \$50,000, then the Contractor will also maintain employer liability coverage with a limit of not less than \$1 million.

Any additional workers' compensation requirements can be found in Attachment A, Special Terms and Conditions.

- 7.3 **Commercial General Liability.** The Contractor will maintain commercial general liability coverage for bodily injury, personal injury and property damage, subject to a limit of not less than \$1 million per occurrence. The general aggregate limit will apply separately to the Contract and be no less than \$2 million. The Contractor will provide commercial general liability coverage that does not exclude any activity to be performed in fulfillment of the Contract. Specialized forms specific to the industry of the Contractor

will be deemed equivalent provided coverage is no more restrictive than would be provided under a standard commercial general liability policy, including contractual liability coverage.

- 7.4 **Automobile Liability.** The Contractor will maintain automobile liability insurance as follows (check ONE of the following options):

Not Applicable.

The Contractor will maintain commercial automobile liability insurance with a limit of not less than \$1 million each accident combined bodily injury and property damage. The aggregate limit will be at least \$2 million. Coverage will include owned, hired and non-owned automobiles.

The Contractor will maintain automobile liability insurance or equivalent form with a limit of not less than \$100,000 each accident combined bodily injury and property damage. The aggregate limit will be at least \$300,000. If a personal lines automobile liability policy is used to meet this requirement, it must include a business rider and must cover each vehicle to be used in the performance of the Contract and the certificates of insurance must evidence that these conditions have been met. If the Contractor will use non-owned vehicles in performance of the Contract, the coverage will include owned, hired and non-owned automobiles.

7.5 **Miscellaneous Insurance Provisions**

- A. The Contractor's liability insurance provision will be primary with respect to any insurance or self-insurance programs covering the County, its elected and appointed officers, officials, employees and agents.
- B. The Contractor's commercial general liability insurance and automobile liability insurance (if applicable) will include the County, its officers, officials, employees and agents as additional insureds with respect to performance of services.
- C. The Contractor's commercial general liability insurance and automobile liability insurance (if applicable) will contain no special limitations on the scope of protection afforded to the County as an additional insured.
- D. Any failure to comply with reporting provisions of the policies will not affect the coverage provided to the County, its officers, officials, employees or agents.
- E. The Contractor's insurance will apply separately to each insured against whom claim is made or suit is brought subject to the limits of the insurer's liability.
- F. The Contractor will include all subcontractors as insureds under its policies or will furnish separate certificates and endorsements for each subcontractor. All coverage for subcontractors will be subject to all of the requirements stated in these provisions.
- G. The insurance limits mandated for any insurance coverage required by the Contract are not intended to be an indication of exposure, nor are they limitations on indemnification.
- H. The Contractor will maintain all required policies in force from the time services commence until services are completed. Certificates, policies and endorsements scheduled to expire before completion of services will be renewed before expiration. If the Contractor's liability coverage is written as claims-made-policy, then the Contractor must evidence the purchase of an extended-reporting period or "tail" coverage for a three-year period after completion of the services.

7.6 **Verification of Coverage and Acceptability of Insurers.**

- A. The Contractor will place insurance with insurers licensed to do business in the State of Washington and having A.M. Best Company ratings of no less than A-VII, with the exception that excess and umbrella coverage used to meet the requirements for limits of liability or gaps in coverage need not be placed with insurers or re-insurers licensed in the State of Washington.
- B. The Contractor will furnish the County with properly executed certificates of insurance or a signed policy endorsement which will clearly evidence all insurance required in this Section before work under this Contract shall commence. The certificate will, at a minimum, list limits of liability and coverage. The certificate will provide that the underlying insurance contract may not be canceled, or allowed to expire, except on 30-days' prior written notice to the County. Any certificate or endorsement limiting or negating the insurer's obligation to notify the County of cancellation or changes must be amended so as not to negate the intent of this provision.
- C. The Contractor will furnish the County with evidence that the additional-insured provision required above has been met. Acceptable forms of evidence are the endorsement pages of the policy showing the County as an additional insured, or a letter of self-insurance from a public entity risk pool which waives the requirement.
- D. Certificates of insurance will show the certificate holder as Kitsap County and indicate "care of" the appropriate County office or department. The address of the certificate holder will be shown as the current address of the appropriate County office or department.
- E. The Contractor will request that the Washington State Department of Labor and Industries, Workers Compensation Representative, send verification to the County that the Contractor is currently paying workers' compensation.
- F. Evidence of such insurance, as required above, shall be provided to the County at the following address:
 Program Lead
 Program, Kitsap County Department of Human Services
 614 Division Street, MS-23
 Port Orchard, WA 98366
 Upon receipt, the Human Services Department will ensure submission of all insurance documentation to the Risk Management Division, Kitsap County Department of Administrative Services.
- G. Written notice of cancellation or change will be mailed to the County Human Services Department as provided above.
- H. The Contractor or its broker will provide a copy of all insurance policies specified in the Contract upon request of the Kitsap County Risk Manager.

SECTION 8. TERMINATION

- 8.1 The County may terminate the Contract in whole or in part whenever the County determines, in its sole discretion, that such termination is in the best interests of the County. The County may terminate the Contract upon giving the Contractor 10-days' written notice. In that event, the County will pay the Contractor for all costs incurred by the Contractor in performing the Contract up to the date of such notice, subject to the other provisions of the Contract.

- 8.2 If funding for the underlying project or matter is withdrawn, reduced or limited in any way after the Contract is signed or becomes effective, the County may summarily terminate the Contract notwithstanding any other termination provision in the Contract. Termination under this provision will be effective upon the date specified in the written notice of termination sent by the County to the Contractor. No costs incurred after the effective date of termination will be paid.
- 8.3 If the Contractor breaches any of its obligations under the Contract, and fails to cure the breach within 10 days of written notice to do so by the County, the County may terminate the Contract. In that event, the County will pay the Contractor only for the costs of services accepted by the County. Upon such termination, the County, at its discretion, may obtain performance of the work elsewhere, and the Contractor will bear all costs and expenses incurred by the County in completing the work and all damages sustained by the County by reason of the Contractor's breach.

SECTION 9. ASSIGNMENT, DELEGATION AND SUBCONTRACTING

- 9.1 The Contractor will perform under the Contract using only its bona fide employees or agents, and the obligations and duties of the Contractor under the Contract will not be assigned, delegated or subcontracted to any other person or firm without the prior express written consent of the County.
- 9.2 If permitted to use subcontractors, the Contractor is responsible for subcontractor compliance with applicable terms and conditions of this Contract and all applicable laws.
- 9.3 The Contractor warrants that it has not paid, nor has it agreed to pay, any company, person, partnership or firm, other than a bona fide employee working exclusively for the Contractor, any fee, commission percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of the Contract.

SECTION 10. INDEPENDENT CONTRACTOR

- 10.1 The Contractor's services will be furnished by the Contractor as an independent contractor and not as an employee, agent or servant of the County. The Contractor will perform the services in strict accordance with the provisions of the Contract, but will be free from control or direction over the performance of the services.
- 10.2 At least one of the following applies: (a) the services to be provided are outside the usual course of business for which the services are performed; (b) the services to be provided will be performed outside all of the places of business of the Contractor; or (c) the Contractor is responsible for the costs of the principal place of business from which the services will be performed.
- 10.3 The Contractor warrants that it either: (a) is customarily engaged in an independently established trade, occupation, profession or business of the same nature as that involved in the Contract; or (b) has a principal place of business for the business it is conducting that is eligible for a business deduction for federal income tax purposes.
- 10.4 The Contractor acknowledges or warrants that it: (a) is responsible for filing at the next applicable filing period a schedule of expenses with the Internal Revenue Service for the type of business the Contractor is conducting; (b) has established an account with the State of Washington Department of Revenue and any other applicable state agencies for the business the Contractor is conducting for the payment of all state taxes

normally paid by employers and businesses; and (c) has registered for and received a unified business identifier number from the State of Washington.

- 10.5 The Contractor warrants that it maintains a separate set of books or records that reflect all items of income and expenses of the business that the Contractor is conducting.
- 10.6 The Contractor acknowledges that the entire compensation for the Contract is set forth in the compensation provisions of the Contract and that the Contractor is not entitled to any County benefits, including, but not limited to: vacation pay; holiday pay; sick leave pay; medical, dental or other insurance benefits; fringe benefits; or any other rights or privileges afforded to County employees or agents.
- 10.7 In the event that any of the Contractor's employees, agents, servants or subcontractors, carry on activities or conduct themselves in any manner which may either jeopardize the funding of this Contract or indicates that they are unfit to provide those services as set forth within, the Contractor shall be responsible for taking adequate measure to prevent said employee, agent or servant from performing or providing any such services.
- 10.8 The Contractor will hold harmless, indemnify and defend the County, its officers, officials, employees and agents from and against any loss or expense, including, but not limited to, settlements, judgments, set-offs, attorneys' fees or costs, incurred or suffered by reason of claims or demands arising in connection with the provisions of this Section.

SECTION 11. COMPLIANCE WITH LAWS

- 11.1 The Contractor, its employees, assignees, delegates or subcontractors will not discriminate against any person in performance of any of its obligations under the Contract on the basis of race, color, creed, religion, national origin, age, sex, sexual orientation, marital status, veteran status or the presence of disability.
- 11.2 The Contractor, its employees, assignees, delegates and subcontractors will comply with all applicable provisions of the Americans With Disabilities Act and all regulations interpreting and enforcing such act.
- 11.3 The Contractor and its subcontractors, employees, agents, assignees and representatives will comply with all applicable federal, state and local laws, rules and regulations in their performance under the Contract.
- 11.4 Religious Activities. If the Contractor is a faith-based or religious organization, it retains its independence and may continue to carry out its mission, including the definition, development, practice, and expression of its religious beliefs. Such a Contractor, however, may not use any funding provided under this Agreement to support or engage in any explicitly religious activities, including activities that involve overt religious content such as worship, religious instruction, or proselytization, nor may such a Contractor condition the provision of services provided pursuant to this Agreement upon a participant's engaging in any such explicitly religious activities.

SECTION 12. DOCUMENTATION AND OWNERSHIP OF MATERIALS

- 12.1 The Contractor will maintain readily accessible records and documents sufficient to provide an audit trail needed by the County to identify the receipt and expenditure of funds under this Contract, and to keep on record all source documents, such as time and payroll records, mileage reports, supplies and material receipts, purchased equipment receipts, and other receipts for goods and services.

- 12.2 The Contractor will maintain property record cards and property identification tabs as may be directed by County codes and changes thereto. This applies only to property purchased from funds under this Contract specifically designated for such purposes. Ownership of equipment purchased with funds under this Contract so designated for purchase shall rest in the County and such equipment shall be so identified.
- 12.3 The Contractor will provide a detailed record of all sources of income for any programs it operates pursuant to this Contract, including state grants, fees, donations, federal funds and other funds outlined in this Contract, or any amendments or modifications to this Contract. Expenditure of all funds payable under this Contract must be in accordance with the attached Statement of Work.
- 12.4 All reports, drawings, plans, specifications, all forms of electronic media, and data and documents produced in the performance of the work under the Contract will be "works for hire" as defined by the U.S. Copyright Act of 1976 and will be owned by the County. Ownership includes the right to copyright, patent, and register, and the ability to transfer these rights.
- 12.5 All property and patent rights, including publication rights, and other documentation, including, machine-readable media, produced by the Contractor in connection with the work provided for under this Contract shall vest in the County and such materials will be provided to the County upon request.
- 12.6 An electronic copy of all word processing documents will be submitted to the County upon request or at the end of the job using the word processing program and version specified by the County.

SECTION 13. PATENT/COPYRIGHT INFRINGEMENT

The Contractor will hold harmless, indemnify and defend the County, its officers, officials, employees and agents, from and against any claimed action, cause or demand brought against the County, where such action is based on the claim that information supplied by the Contractor or subcontractor infringes any patent or copyright. The Contractor will be notified promptly in writing by the County of any notice of such claim.

SECTION 14. DISPUTES

Differences, disputes and disagreements between the Contractor and the County arising under or out of the Contract will be brought to the attention of the County at the earliest possible time so that the matter may be settled or other appropriate action promptly taken. Any dispute relating to the quality or acceptability of performance or compensation due the Contractor will be decided by the County's contract representative or designee. All rulings, orders, instructions and decisions of the County's contract representative will be final and conclusive.

SECTION 15. CONFIDENTIALITY

The Contractor, its employees, subcontractors and their employees will maintain the confidentiality of all information provided by the County or acquired by the Contractor in performance of the Contract, except upon the prior express written consent of the County or an order entered by a court of competent jurisdiction. The Contractor will promptly give the County written notice of any judicial proceeding seeking disclosure of such information.

SECTION 16. CHOICE OF LAW, JURISDICTION AND VENUE

- 16.1 The Contract will be construed as having been made and delivered within the State of Washington, and it is agreed by each party that the Contract will be governed by the laws of the State of Washington, both as to its interpretation and performance.
- 16.2 Any action at law, suit in equity or other judicial proceeding arising under or out of the Contract may be instituted and maintained only in a court of competent jurisdiction in Kitsap County, Washington.
- 16.3 If the Contractor is a federally recognized Indian tribe, the following provision applies: Each party hereby grants a limited waiver of sovereign immunity to suit solely with respect to claims made against it by the other party relating to, or arising under, this Contract. Each party hereby voluntarily consents to the personal jurisdiction of the Superior Court of the State of Washington, County of Kitsap, solely for this purpose.

SECTION 17. MISCELLANEOUS

- 17.1 **Authority.** The Contractor certifies that it has the legal authority to apply for the funds covered under this Contract.
- 17.2 **No Waiver.** The parties agree that the excuse or forgiveness of performance, or waiver of any provisions of the Contract, does not constitute a waiver of such provision or future performance, or prejudice the right of the waiving party to enforce any of the provisions of the Contract at a later time.
- 17.3 **Remedies.** All remedies provided for in this Contract will be construed as cumulative and will be in addition to any other remedies provided by law.
- 17.4 **Tax Payments.** The Contractor will pay all applicable federal, state and local taxes, fees (including licensing fees) and other amounts.
- 17.5 **Conflict of Interest.** The Contractor will avoid organizational conflicts of interest or the appearance of a conflict of interest in disbursing contract funds for any purpose and in the conduct of procurement activities. The Contractor will ensure that its subcontractors, employees, agents or representatives avoid conflicts of interest or the appearance of a conflict of interest in disbursing contract funds for any purpose and in the conduct of procurement activities.
- 17.6 **Personnel Removal.** The Contractor agrees to remove immediately any of its subcontractors, employees, agents or representative from assignment to perform services under the Contract upon receipt of a written request to do so from the County's contract representative or designee.
- 17.7 **Records Inspection and Retention.** The County may, at reasonable times, inspect the books and records of the Contractor relating to the performance of the Contract. The Contractor will retain for audit purposes all Contract-related records for at least six (6) years after termination of the Contract.
- 17.8 **Publication.** The Contractor will not publish any results of the works performed under this Contract without the advance written permission of the County.
- 17.9 **County Review.** The County may, at reasonable times, review and monitor the financial and service components of the program as established by the Contractor by whatever means are deemed expedient by the Board of County Commissioners, or its respective delegates. Such review may include, but is not limited to, with reasonable notice, on-site inspection by County agents or employees, and the inspection of all

records or other materials which the County deems pertinent to the Contract and its performance, except those deemed confidential by law.

- 17.10 **Successors and Assigns.** The County, to the extent permitted by law, and the Contractor each bind themselves, their partners, successors, executors, administrators and assigns to the other party to the Contract and to the partners, successors, administrators and assigns of such other party in respect to all covenants to the Contract.
- 17.11 **Severability.** If a court of competent jurisdiction holds any provision of the Contract to be illegal, invalid or unenforceable, in whole or in part, the validity of the remaining provisions will not be affected and the parties' rights and obligations will be construed and enforced as if the Contract did not contain the particular provision held to be invalid. If any provision of the Contract conflicts with any statutory provision of the State of Washington, the provision will be deemed inoperative to the extent of the conflict or modified to conform to statutory requirements.
- 17.12 **Suspension, Debarment, and Lobbying.** The Contractor shall certify, on a separate form (Attachment D), that it is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency. Also, the Contractor, on a separate form (Attachment E), will certify that it does not use Federal funds for lobbying purposes. Both forms are attached to this Contract.
- 17.13 **Attachments.** The parties acknowledge that the following attachments, which are attached to this Contract, are expressly incorporated by this reference:
- Attachment A – Special Terms and Conditions
 - Attachment B – Statement of Work
 - Attachment C – Budget Summary/Estimated Expenditures
 - Attachment D – Certification Regarding Debarment, Suspension, and Other Responsibility Matters
 - Attachment E – Certification Regarding Lobbying
- In the event of an inconsistency between these General Terms and Conditions and the attachments, precedence shall be given in the following order: (1) General Terms and Conditions; (2) Special Terms and Conditions; (3) Statement of Work; (4) Budget Summary/Estimated Expenditures.
- 17.14 **Whole Agreement.** The parties acknowledge that the Contract is the complete expression of their agreement regarding the subject matter of the Contract. Any oral or written representations or understandings not incorporated in the Contract are specifically excluded.
- 17.15 **Notices.** Any notice will be effective if personally served upon the other party or if mailed by registered or certified mail, return receipt requested, to the addresses set out in the contract representatives provision of the Contract. Notice may also be given by facsimile with the original to follow by regular mail. Notice will be deemed to be given three days following the date of mailing, or immediately if personally served. For service by facsimile, service will be effective at the beginning of the next working day.

17.16

18 SECTION 16. PREVAILING WAGE

Contractor shall comply with the prevailing wage requirements identified in Attachment F, which is incorporated in full by this reference.

This contract is effective _____.

Dated this ___ day of _____, 2021.

CONTRACTOR

Dated this ___ day of _____, 2021.

**KITSAP COUNTY BOARD OF
COMMISSIONERS**

Chair

Commissioner

Commissioner

ATTEST:

Dana Daniels, Clerk of the Board

Approved as to form by the Prosecuting Attorney's Office

PREVAILING WAGE

Effective January 1, 2020, contractors must file weekly certified payroll reports for all prevailing wage jobs (regardless of project amount) and submit them directly to L&I.

General

Contractor shall comply with the prevailing wage requirements of chapter 39.12 RCW and WAC 296-127, specifically including RCW 39.12.020 and WAC 296-127-023 (Building Service Maintenance), if applicable. Contractor shall pay not less than the prevailing rate of per diem wages to its employees and shall provide documentation to the County of its compliance with prevailing wage laws and regulations. A copy of such prevailing rates of wage statement shall be posted by the Contractor in a location readily visible to workers at the job site or as provided in RCW 39.12.020

Over \$2,500

For contracts greater than \$2,500, a "Statement of Intent to Pay Prevailing Wages: (hereinafter "Statement of Intent")" must be submitted to and approved by the State Department of Labor and Industries prior to beginning work by the Contractor. If the Contract is more than \$10,000, the Statement of Intent shall include the Contractor's registration number, the prevailing wage for each classification of workers, and an estimate of the number of workers in each classification. An "Affidavit of Wages Paid" must be submitted to and approved by the State Department of Labor and Industries by the Contractor prior to release of the retained percentage. Copies of these documents shall be provided to the County prior to any payment being made to the Contractor. The fee for each of these documents shall be paid by the Contractor.

\$2,500 or Less

For contracts \$2,500 or less, the Contractor may submit the Statement of Intent to the County directly without the approval by the Washington State Department of Labor & Industries. Upon final acceptance of the work, the Contractor will submit an "Affidavit of Wages Paid" to the County.

Statement of Intent

The Statement of Intent and Affidavit of Wages Paid must be submitted on forms approved by the Department of Labor and Industries.



KITSAP COUNTY COMMISSION ON CHILDREN AND YOUTH
Thursday, July 1, 2021
4:30-6:00pm

[Join the Zoom meeting:](#)

Phone: 1-253-215-8782

Meeting ID: 961 5275 7562

THE PURPOSE OF THIS BOARD IS TO:

Advise County Commissioners and residents on the needs of children, youth, and families based on periodic assessments

Facilitate Coordination of information among agencies to maximize resources

Advocate for an environment that fosters healthy, self-sufficient, responsible and productive children, youth and families

A G E N D A

4:30 WELCOME & INTRODUCTIONS

4:35 APPROVAL OF THE MINUTES/AGENDA AMENDMENTS

4:40 YOUTH REPRESENTATIVE REPORTS

5:00 PLANNING & WORK PLAN REVIEW

5:20 OPPORTUNITY FOR YOUTH INPUT

5:30 UPDATES -Youth Voices, Membership, Trainings/ Events

5:50 ANNOUNCEMENTS/PUBLIC COMMENT (2 min. limit)

6:00 ADJOURNMENT & NEXT MEETING- AUGUST 5, 2021

Kitsap County Commission on Children and Youth
AGENDA BRIEFING – July 1, 2021
4:00 P.M. – 4:30 P.M.
Zoom meeting- details provided on Agenda

- 4:30 p.m. WELCOME & INTRODUCTIONS**
The Chairperson will welcome attendees and facilitate brief introductions.
- 4:35 p.m. APPROVAL OF THE MINUTES/AMENDMENTS TO THE AGENDA**
The June minutes will be approved and any changes to the July Agenda will be approved.
- 4:40 p.m. YOUTH REPRESENTATIVE REPORT**
Youth Representatives on the Commission and guests will have an opportunity to update the Commission on youth issues and activities in their community.
- 5:00 p.m. PLANNING & WORK PLAN REVIEW**
The board will review the work plan and set goals for the rest of the year.
- 5:20 p.m. OPPORTUNITY FOR YOUTH INPUT**
Jeff will share information about an opportunity presented to us by the Regional Coordinating Council for youth input into the government process.
- 5:30 p.m. UPDATES -Youth Voices, Membership, Trainings/ Events**
The Board will be updated on the status of the Youth Voices Project, Membership efforts, and Trainings/Events and next steps.
- 5:50 p.m. ANNOUNCEMENTS AND PUBLIC COMMENT (2 MINUTE LIMIT)**
Members of the board & the public will announce events & share comments.
- 6:00 p.m. ADJOURNMENT & NEXT MEETING: August 5, 2021**

Kitsap County Commission on Children and Youth

MINUTES June 3, 2021

The Kitsap County Commission on Children and Youth meeting was held on Thursday, June 3, 2021 from 4:30 -6:00 p.m. via Zoom due to health and safety issues brought by the Covid 19 Pandemic and the current Shelter in Place orders. Jeff Allen, Board Chairperson facilitated this meeting and called the meeting to order. Laura Hyde served as staff and recorder.

I. WELCOME & INTRODUCTIONS

Jeff asked members and guests for self-introductions. Attendees offered introductions.

II. APPROVAL OF THE MINUTES/AMENDMENTS TO THE AGENDA

The May 6, 2021 Meeting Minutes were approved and entered into the record. It was noted that we are meeting virtually due to the Covid 19 Pandemic and the Governor's Stay Home Stay Healthy Directive.

III. YOUTH REPRESENTATIVE REPORTS

There were no youth present this month. It was noted school demands are high at this time. It was noted that we have openings for Youth Representatives in Bainbridge in the fall as Arjun is graduating and in North Kitsap as Sofia is graduating. Additional openings for youth in Bremerton. Cole Darcey has been recommended for the South Kitsap slot. Congratulations were offered to Sofia and Arjun.

III. GRANT UPDATE

Laura provided an update on where we are in the grant process. Funding recommendations have been made.

IV. OPPORTUNITY FOR YOUTH INPUT

Jeff was contacted by the Regional Coordinating Council with an opportunity for youth to provide insight into the transportation plans being developed. He will contact our youth representatives with the opportunity.

V. UPDATES ON YOUTH VOICES, MEMBERSHIP, EVENTS & TRAINING

Youth Voices – demands of the end of the year on students has put a brief hold on this project. We will move this forward during the summer. Cole Darcey is in the appointment process for the South Kitsap Youth position. The county is doing a promotion of volunteer opportunities for the summer that includes our board openings. We are in the active recruitment process for our openings. Laura requests Board members and guests send information about training and event opportunities. She will share with the group.

VI. VIII. ANNOUNCEMENT/PUBLIC COMMENT

The board and guests shared announcements.

IX. ADJOURNMENT & NEXT MEETING

The meeting was adjourned. Next meeting will be held on July 1, 2021.

FOOD BANKS

ALL Food Banks require photo ID & something with your current mailing address

Bremerton Food Line: 1600 12th St./B/M-F 10-1:30 p 479-6188 (B)

UPDATED: St. Vincent de Paul: 1137 Callow Ave. N/B/T-Th-F-S:

10:30 – 2:30p 479-7017 (B dist-low barrier/Serving All)

Salvation Army: CLOSED

Olympic College Food Bank for Students Only- 475-6817

CK Food Bank: 3537 NW Anderson Hill Rd/S/M-F 10-1:30 p/692-9818

NK Fishline: 19705 NW Viking Way P/M,T, Th & F: 10a-3p, W: 1-7 p, Comprehensive Service Center: M-F/8a-4p. 779-5190 (serving Poulsbo, Suquamish & Keyport)

BI Helpline House: 282 Knetchel Way NE M-T-Th-F 9:30-4:00 PM 206-842-7621

Sharenet FB: 26061 United Rd NE. "A" / K/T & F 10am-2pm /297-2266

Kingston Food Bank: 26096 W. 1st St. NE/K/ 297-4861

UPDATED: SK: Helpline: 1012 Mitchell Ave./PO/M-T-Th-F 12-5PM (SK school dist.) 876-4089

SK:Life Care Community FB: 3901 Mullenix SE Road/PO/Sat-9-1:p / 876-9244

If it is an Emergency? Call 911

PROTECTIVE SERVICES

UPDATED: YWCA 479-1980/800-500-5513. YWCA Alive – Domestic Violence **24/7 Crisis Line:** 1-800-500-5513, **Emergency Text:** 360-277-7607, **Shelter number:** 360-479-5118

Kitsap Sexual Assault Center 24/hr crisis line/ (360) 479-8500

Protective Services: Reporting abuse child/vulnerable adult: 866-363-4276

Scarlet Road: Outreach Hotline: 360-362-5143.

NEW: The Coffee Oasis-Crisis Text line: TEXT-HELP to 360-377-5560

KITSAP FREE MEAL LIST:

The free meals are now listed on a separate hand out.

For a copy, email your request to the name below. Please notify

Sheryl.piercy@thecoffeoasis.com of any updates.

DO YOU NEED FOOD STAMPS? CASH ASST? ID CARD VOUCHER? GO TO DSHS: 4710 Auto Center Blvd. in Bremerton. 877-501-2233.

UPDATED: SALISH REGIONAL CRISIS

HOTLINE: Call: 888-910-0416 or www.imhurting.org

LEGEND: B = Bremerton; EB = E. Bremerton; BI = Bainbridge Island

K = Kingston; P = Poulsbo; PO = Port Orchard; S = Silverdale

p = p.m. a = a.m. **AREA CODE (360) UNLESS OTHERWISE NOTED**

Sally Santana's KITSAP COMMUNITY HOMELESS & LOW-INCOME SUMMER 2021

Next Issue ~ Winter 2021–2022 *Thereabouts*

RESOURCE GUIDE

FACING EVICTION? NEED LEGAL ADVICE?

KITSAP LEGAL: 920 Park Ave., B. 360-479-6125
kitsaplegalservices.org & GetHelp@KitsapLegalServices.org.

NO HOME? WANT TO KNOW WHAT TO DO NEXT?

Call 2-1-1 M-F, 9am-4pm or the

HOUSING SOLUTIONS CTR: 1201 Park Ave. B. 473-2034
2021 RENTAL & MORTGAGE ASSISTANCE ~ UTILITIES

HSC coordinates placement for Homeless Shelters & Provides Rental Assistance as available. Other HSC Locations: Poulsbo & Bainbridge Is: (360) 801-2564 Pt. Orchard: 473-2146.

THE SALVATION ARMY: 832 6th St., B/8a – 4p/ 373-5550, Call or visit for details. **UPDATED: Meals Served 24/7/365 - 8AM Breakfast, 12PM Lunch & 5PM Dinner.** Showers M-F 9AM to 3PM. Laundry Services (for Homeless) 9AM-2:30PM M-TH. **UPDATED #: EMERGENCY SHELTER** Opens 7pm-24/7/365. **360-710-6657.**

THE COFFEE OASIS-YOUTH SHELTER: 822 Burwell. B. Upstairs around the back. Ages 16-20. All Genders. Accepted 24/7 by calling the Shelter at **479.5123**. Rental Assistance Youth 18-24 yrs. old: **930-9284**. Crisis Textline: Ages 13-25. Text HELP: **377-5560**.

ST. VINCENT de PAUL: 1137 Callow Ave. B. 24-hr Food Bags, bus tokens & homeless support services. **479-7017**.

TAKING IT TO THE STREETS MINISTRY: Cornerstone Christian Fellowship 901 Wycoff Ave N. Bremerton. Pastor Art **689-3219** & Kelly **801-3569**. Resources & supplies as available.

NW HOSPITALITY: Homeless Support Services. Anton Preisinger-anton@nwhospitality.org ~ 206-249-9875.
Resource Page: qrco.de/KitsapResources

KITSAP TRANSIT: 360-373-2877 or 1-800- 501-7433.

6/1/21: Downtown B. Lobby Hrs. Mon-Fri 6AM-7PM & Sat. 8AM-4PM.

GENERAL ASSISTANCE

NK ONLY: St. Vincent de Paul: help with utilities, rent, emergencies. T and Th, 10:00-Noon. 18943 Caldart Ave. NE/P/24/7 helpline 360-779-9980

NK Fishline: 19705 NW Viking Way P/ 779-5190 rent, utilities, & prescription help. NK Only. All Hotels vouchers through HSC. 473-2035.

Sharenet SS: 26061 United Rd NE. "A" /Service area only, utility shutoff and eviction prevention. K/T & F 10-2:00 p/297-2266

BI Helpline House/282 Knetchtel/BI/M-F, 9-5:00 p (206) 842-7621

SK: Helpline: 1012 Mitchell Ave./PO/M thru F 12-5 PM (SK school dist.)876-4089

UPDATED: St. Vincent de Paul:1137 Callow Ave. (Utilities & Rental Assistance)T-Th-F-S: 10:30 – 2:30p 479-7017 (B dist)

CLOTHING & OTHER GOODS

The Salvation Army Clothing Bank. (See front page for further details)

Abraham's House/335 N. Wycoff /B/ 405-0488

Coffee OASIS (Youth Only~13-25) /822 Burwell/B/ 377-5560

St. Vincent de Paul. 1117 Callow/B/ 479-7017; M-F. PO 876-6933;

Sharenet Thrift Store/26061 United Rd. NE "A"/K/10a to 4p T thru Sat. 297-2266 ext. 5

Silverdale United Methodist Church: 9982 Silverdale Way NW. 692-9813

KFCA:Clothing Bank-1410 Ohio St. B., Tu Th, 10-2pm; 3rd Sat of month,10-2pm.

Kid's Kloset: Child/Maternity. 5000 Bethel Rd. PO. Open every Thurs. 12-3PM

SHOWERS, HAIRCUTS & LAUNDRY

TSA Information Listed on Front Cover.

Coffee OASIS: Youth Only~13-25 M-F, 2-5:00 p/over 25, by appt. only, M, 2-5:00 p/822 Burwell/B/(360) 377-5560

UPDATED: NK Fishline: 19705 NW Viking Ave. Poulsbo, WA 98370 P. 779-5190

The Lord's Neighborhood Diner: 700 Callahan/B. Sat. 2:30 to 4:30.

SENIORS

Meals on Wheels-Kitsap 1-888-877-8511 or 360-377-8511

Senior Information & Assistance 1-800-562-6418 or 337-5700

NEEDLE EXCHANGE

People's Harm Reduction– Mobile Needle Exchange. 253-470-6534. Tues—11-5 NK & Bremerton. Thurs. 11-5 SK & Bremerton. Sat 11-3 Bremerton. Patient Advocacy. Clean Injection Supplies/Condoms/Overdose Kits/Training & Pregnancy Tests.

PHYSICAL & BEHAVIORAL HEALTH RESOURCES

West Sound Free Clinic~The Salvation Army. 832 6th St./B. Wed. 3:00-5:30pm. YWCA & KIAC. 905 Pacific Ave, Bremerton, 4th Tues. 1-4pm. *(Spanish interpreter)*

Peninsula Community Health Services – Medical, Dental, Substance Abuse, Behavioral Health and Pharmacy Services. Main Line: 377-3776. Bremerton @ 616 6th St., 5455 Almira Dr. & 2508 Wheaton Way. PO @ 320 S.Kitsap Blvd & 1950 Pottery Ave. #170. Poulsbo @ 19917 7th Ave. #205. Kingston; 25989 Barber Cut Off Rd.

PCHS DENTAL SERVICES: 19705 Viking Ave NW #201~Poulsbo.

Kitsap Public Health Dist./345 6th St. Ste. 300/B/ 728-2235

Kitsap Mental Health Services/5455 Almira Dr. NE/B/ 373-5031

Harrison Medical Center/2520 Cherry Ave./B/ 377-3911 and 1800 Myhre Rd./S/ 337-8800 and URGENT CARE, 450 South Kitsap Blvd./PO/ 744-6275 BI 8804 Madison Ave N 206-855-7550

Eagle's Wing Counseling Center 700 Callahan Dr, B 377-0106

(Continued) PHYSICAL & BEHAVIORAL HEALTH RESOURCES

Lindquist Dental Clinic for Children-3102 Wheaton Way B. 360-377-0559

DVR (Vocational Rehabilitations) 3888 NW Randall Way #201. Silverdale. 698-4360.

KITSAP RECOVERY—Inpatient & Withdrawal Mngt. 661 Taylor St. PO. 337-4625. Drug Court & Outpatient Services—1026 Sidney Ave. PO. 337-5724.

Kitsap Sexual Assault Center—600 Kitsap Street #103. PO. 876-3282. (24-hour support lines) 479-8500 & 866-831-2050. Advocacy & Therapy. Services provided-no cost.

FINANCIAL/EMPLOYMENT & LEGAL

Coffee OASIS: (Youth Only~13-25) 822 Burwell Ave. B. 377-5560

DSHS 4710 Auto Center Blvd./B/1-877-501-2233—RE: **CARES of Wa. Program**

SPIPA Tribal TANF:& Heathy Families Program 2525 6th St. Suite B. 377-6113

KCR-WIA: 845 8th St. B/478-2301 & 3200 SE Rainshadow Ct. PT/473-2144.

Goodwill Career Resource Centers: 10001 Mickelberry Rd. NW/S/ 698-6776 & 4209 Wheaton Way/E. Bremerton 373-3692.

American Financial Solutions/263 4th St./B/ 377-9000

or 888-864-8699 (non-profit credit/pre-bankruptcy/foreclosure prevention counseling)

WA ST Unemployment Benefits (800) 318-6022

WorkSource Kitsap County/1300 Sylan Way/B/ 337-4810

Sound Works Job Center—779-1160.

CLEAR Legal Services-NW Justice Project —888-201-1014-Seniors 888-387-7111

Kitsap Legal Services, 920 Park Avenue, Bremerton, WA 98337 - Open to accept applications Tuesdays and Thursdays from 1 to 4 pm - For information: (360) 479-6125/ GetHelp@KitsapLegalServices.org

(For benefit and homeless info)

VETERAN'S ASSISTANCE

VHOG-Veteran Housing Options Group. KCR-1201 Park Ave. Bremerton.

EVERY Monday at 1:00 PM.

Housing Solutions Center—360-473-2035 (See front page for details)

Retsil Veteran's Home/Transitional Housing for Homeless Vets & Service Center/1141

Beach Dr., Bldg. 9/Retsil (PO) - 895-4394

VFW/3100 Mile Hill Dr./PO/T, 12-30-4:00 p-876-2669

DAV/2315 Burwell /B/M-W 9-2:00 p373-2397

AM Legion 245 Poulsbo/19068 Jensen Way 3A/ Vet Office: Th 10a-3p ~ 779-5456

BI Helpline House/282 Knetchtel/BI/M-F, 9-5:00 p (206) 842-7621

KCR: Vet Assistance Program 1201 Park Ave—377-0053

Suquamish Tribe Vets Office/18490 Suquamish Way/T & W, 10:00-2:00 p 394-8515

Wounded Warrior Project—2223 Alaskan Way, Ste 220, Seattle, or call 206-441-7096

YOUTH SERVICES

The Coffee Oasis (Youth Only~13-25) /See CO Free Meal Sites for all locations/ 373-0461/drop-in center/case mgt./shower/laundry/counseling/food/job training & internships.

StandUp For Kids/ 286-1502/ food & assistance

West Sound Youth for Christ- 779-9929

WIC (Women/Infant/Children Supplemental Food Program)~ KCR/Bremerton: 360-373-

6221 / KCR PO: 473-2144 / KCR CK-NK 692-6530 ~ Suquamish: 394-8473 ~

Pt Gamble: 297-9662.

UPDATED: KPHD Home Nurse: (360) 728-2235 (Main line-Nurse family partnership) (360) 633-6132 Text Line: (Direct line, call or text in English & Spanish 360) 536-7884.

UPDATED: Headstart & Early Headstart (Ages 0-5) KCR/Info Line: 473-2075

UPDATED: Early Childhood/Family Services OESD #114 (0-5 children & pregnant women 478-6889.



[Explore More | Kitsap Regional Library \(krl.org\)](https://krl.org)

June 1-Aug. 31, Kitsap Regional Library invites you to explore more this summer through reading and learning. Read 10-100 hours for awesome Library prizes, or Explore More and learn something new for a chance at our grand prize drawing for one of four great prizes. Good luck, explorer!

Prepare For Your Journey

- Visit us [in-branch](#) for your activity booklet, download the [tracker](#), or connect with us on Beanstack to track your progress [online](#) and through the app.
- Discover live [virtual performances](#) happening all summer long.
- Update your reading list with [NovelList](#) so you're ready to take on the Read 10-100 Hour Challenge, use [BookMatch](#) to ask our librarians for a customized reading list.
- Consider what you'd like to learn or try this summer in preparation for the Explore More Learning Challenge. If you're looking for a learning challenge idea, try learning an instrument with the help of ArtistWorks, or pick up another language with Mango Languages through our [research](#) page.
- When you're ready, explore more!
- Prize pickups in August. Stay posted for dates on our upcoming prize pick-up parties.

Summer Learning is funded in part by generous donors of:

[Kitsap Regional Library Foundation](#)

Friends of the Library groups

Upcoming Summer Webinars:

[Register today](#) for a series of free Consumer Financial Protection Bureau Savings Initiative webinars.

Please complete the registration form to indicate your interest and receive more information on the webinars.

Link to: [Registration form for summer 2021 Saving Initiative workshops.](#)

The workshops are free and open to everyone; please share the registration link with anyone you believe may be interested.

Savings Initiative TA Team

Savings Booklet: *Building your savings? Start with small goals*

Thursday, July 1, 2021, 3:00 - 4:00 Eastern

Who should participate: Organizational leaders, managers, and frontline staff, and volunteers that will be incorporating this resource into services.

Description: *Building your savings? Start with small goals* is a colorful, compact booklet that can help you talk with people about money topics. This booklet features tools to help people:

- Prioritize and set savings goals
- Prepare for unexpected expenses
- Find a place for savings
- Make the most of a tax refund

[Order free copies of the savings booklet](#)

Your Money, Your Goals Toolkit

Two sessions:

- Wednesday, July 14, 2021, 3:00 - 5:00 Eastern (Part 1)
- Thursday, July 15, 2021, 3:00 - 5:00 Eastern (Part 2)

Who should participate: Organizational leaders, managers, and frontline staff, and volunteers that will be incorporating this resource into services.

Description: The toolkit has information that helps you have money conversations with the people you serve. Use the tools to help achieve goals and work through challenges. You can use the toolkit to help people:

- Make spending decisions that can help them reach their goals
- Order and fix credit reports
- Build credit and address “credit invisibility”
- Make decisions about repaying debts and taking on new debt
- Keep track of their income and bills
- And much more!

[Order or download free copies of the toolkit](#)

Train-the-Trainer Supplement: Your Money, Your Goals Toolkit

Two sessions:

- Tuesday, July 20, 2021, 12:00 - 2:00 Eastern (Part 1)
- Tuesday, July 20, 2021, 3:00 to 5:00 Eastern (Part 2)

Who should participate: People who will train others in using Your Money, Your Goals. / **Prerequisite:** Registrants should have previously attended a Your Money, Your Goals toolkit training.

Description: Becoming a Your Money, Your Goals trainer helps your organization sustain usage of the toolkit, especially as new staff joins. Many organizations have found that holding their own Your Money, Your Goals trainings have helped them to bring new partners into community-wide financial empowerment efforts. This training will cover tools and techniques for planning training. The training will also share strategies for making training on Your Money, Your Goals engaging for participants.

Debt Booklet: Debt getting in your way? Get a handle on it

Wednesday, July 21, 2021, 1:00 - 2:00 Eastern

Who should participate: Organizational leaders, managers, and frontline staff, and volunteers that will be incorporating this resource into services.

Description: *Debt getting in your way? Get a handle on it* is a colorful, compact booklet that can help you talk with people about money topics. This booklet features tools to help people:

- Get a full picture of existing debt
- Order a credit report
- Prioritize debts and set repayment goals
- Plan how to avoid additional debt

[Order free copies of the debt booklet](#)

Bills Booklet: Behind on Bills? Start with One Step

Thursday, July 22, 2021, 1:00 - 2:00 Eastern

Who should participate: Organizational leaders, managers, and frontline staff, and volunteers that will be incorporating this resource into services.

Description: *Behind on Bills? Start with One Step* is a colorful, compact booklet that can help you talk with people about money topics. This booklet features tools to help people:

- Create an action plan
- Track and manage income and spending
- Prioritize bills and expenses
- Understand rights and responsibilities when contacted by debt collectors

[Order free copies of the bills booklet in English](#)

[Order free copies of the bills booklet in Spanish](#)

Credit Booklet: *Want credit to work for you? Start with these steps*

Tuesday, August 10, 2021, 3:00 - 4:00 Eastern

Who should participate: Organizational leaders, managers, and frontline staff, and volunteers that will be incorporating this resource into services.

Description: Want credit to work for you? Start with these steps is a colorful, compact booklet that can help you talk with people about money topics. This booklet features tools to help people:

- Order and review credit reports, dispute any errors that are found
- Plan how to establish or build credit
- Respond to identity theft

[Order free copies of the credit booklet in English](#)

[Order free copies of the credit booklet in Spanish](#)



KITSAP COUNTY COMMISSION ON CHILDREN AND YOUTH
August 5, 2021
4:30 - 6:00 p.m.

[Join the Zoom meeting:](#)

Phone: 1-253-215-8782

Meeting ID: 961 5275 7562

THE PURPOSE OF THIS BOARD IS TO:

Advise County Commissioners and residents on the needs of children, youth, and families based on periodic assessments

Facilitate Coordination of information among agencies to maximize resources

Advocate for an environment that fosters healthy, self-sufficient, responsible and productive children, youth and families

A G E N D A

- 4:30 WELCOME & INTRODUCTIONS**
- 4:35 APPROVAL OF THE MINUTES/AGENDA AMENDMENTS**
- 4:40 YOUTH REPRESENTATIVE REPORTS**
- 5:00 OPPORTUNITY FOR YOUTH INPUT**
- 5:30 UPDATES -Youth Voices, Membership, Trainings/ Events**
- 5:50 ANNOUNCEMENTS/PUBLIC COMMENT (2 min. limit)**
- 6:00 ADJOURNMENT & NEXT MEETING SEPTEMBER 2, 2021**

Kitsap County Commission on Children and Youth
AGENDA BRIEFING – August 5, 2021
4:30 P.M. –6:00 P.M.
Zoom meeting- details provided on Agenda

- 4:30 p.m. WELCOME & INTRODUCTIONS**
The Chairperson will welcome attendees and facilitate brief introductions.
- 4:35 p.m. APPROVAL OF THE MINUTES/AMENDMENTS TO THE AGENDA**
The June minutes will be approved and any changes to the July Agenda will be approved.
- 4:40 p.m. YOUTH REPRESENTATIVE REPORT**
Youth Representatives on the Commission and guests will have an opportunity to update the Commission on youth issues and activities in their community.
- 5:00 p.m. OPPORTUNITY FOR YOUTH INPUT**
Jeff will share information about an opportunity presented to us by the Regional Coordinating Council for youth input into the government process.
- 5:30 p.m. UPDATES -Youth Voices, Membership, Trainings/ Events**
The Board will be updated on the status of the Youth Voices Project, Membership efforts, and Trainings/Events and next steps will be set.
- 5:50 p.m. ANNOUNCEMENTS AND PUBLIC COMMENT (2 MINUTE LIMIT)**
Members of the board & the public will announce events & share comments.
- 6:00 p.m. ADJOURNMENT & NEXT MEETING: September 2, 2021**

Kitsap County Commission on Children and Youth

MINUTES July 1, 2021

The Kitsap County Commission on Children and Youth meeting was held on Thursday, July 1, 2021 from 4:30 -6:00 p.m. via Zoom due to health and safety issues brought by the Covid 19 Pandemic and the current Shelter in Place orders. Jeff Allen, Board Chairperson facilitated this meeting and called the meeting to order. Laura Hyde served as staff and recorder.

I. **WELCOME & INTRODUCTIONS**

Jeff asked members and guests for self-introductions. Attendees offered introductions.

II. **APPROVAL OF THE MINUTES/AMENDMENTS TO THE AGENDA**

The June 3, 2021 Meeting Minutes were approved and entered into the record. It was noted that we are meeting virtually due to the Covid 19 Pandemic and the Governor's Stay Home Stay Healthy Directive.

III. **YOUTH REPRESENTATIVE REPORTS**

Michael, our recently elected Co-Chair provided an update on the end of school, summer and fall plans. It was noted that we have openings for Youth Representatives in Bainbridge in the fall (as Arjun is graduating) and in North Kitsap (as Sofia is graduating.) Additional openings for youth in Bremerton. Cole Darcey has been recommended for the South Kitsap slot. Congratulations were offered to Sofia and Arjun.

III. **PLANNING & WORK PLAN REVIEW**

Jeff and Laura provided an overview of the Annual Work Plan. The Board discussed what we have accomplished this year and where we are in the process with the goals we are still working on. Next steps were set.

IV. **OPPORTUNITY FOR YOUTH INPUT**

Jeff updated us with the Regional Coordinating Council's request for youth input & insight into the transportation plans being developed. The opportunity will be held in the fall and Jeff will let us know when they are ready.

V. **UPDATES ON YOUTH VOICES, MEMBERSHIP, EVENTS & TRAINING**

Youth Voices - Laura is working on the flyer for recruitment in August and September. Several youth groups have been contacted re: the opportunity. Membership- Cole Darcey is in the appointment process for the South Kitsap Youth position. The county is doing a promotion of volunteer opportunities for the summer that includes our board openings. We are in the active recruitment process for our openings. Laura requests Board members and guests send information about training and event opportunities. She will share with the group.

VI. **ANNOUNCEMENT/PUBLIC COMMENT**

The board and guests shared announcements.

Some Resources for you from the Kitsap County Commission Board Members and Partners:

"August 11th, 11:00-12:00 P.M. PDT, Shared Hope is featuring Gene Hill on a webinar. He will present on pornography, sexting, and teens on adult dating sites. Then cover advances in tools parents can use to protect their children. And *Three Things Technology Could Do to protect children online.*

Follow [this link to sign up for the free webinar.](#) "

Here is the contact phone number for Childcare Aware Olympic Peninsula. 360-786-8907

Website [Home - Child Care Aware WA](#)

4th Annual Resiliency Summit 2021

The Resiliency Summit is a hope-filled experience in connecting, learning, and growing together to strengthen our community! Resiliency isn't about rugged independence, it is about interdependence, inclusion, empathy, and the vulnerability necessary to form healing relationships.

October 7 & 8, 2021 | 9:00 am to 3:30 pm

Kitsap Convention Center at Bremerton Harborside

[Resiliency Summit | kitsapstrong](#)



KITSAP COUNTY COMMISSION ON CHILDREN AND YOUTH
September 2, 2021
4:30 - 6:00 p.m.

Join the Zoom meeting:

Phone: 1-253-215-8782

Meeting ID: 961 5275 7562

THE PURPOSE OF THIS BOARD IS TO:

Advise County Commissioners and residents on the needs of children, youth, and families based on periodic assessments

Facilitate Coordination of information among agencies to maximize resources

Advocate for an environment that fosters healthy, self-sufficient, responsible and productive children, youth and families

A G E N D A

- 4:30 WELCOME & INTRODUCTIONS**
- 4:35 APPROVAL OF THE MINUTES/AGENDA AMENDMENTS**
- 4:40 YOUTH REPRESENTATIVE REPORTS**
- 4:50 PUGET SOUND REGIONAL COUNCIL PRESENTATION -
TRANSPORTATION PLAN DEVELOPMENT & NEEDS IN
KITSAP Kim Pearson & Gil Cerise**
- 5:30 UPDATES -Youth Voices, Membership, Trainings/ Events**
- 5:50 ANNOUNCEMENTS/PUBLIC COMMENT (2 min. limit)**
- 6:00 ADJOURNMENT & NEXT MEETING – OCTOBER 7, 2021**

Kitsap County Commission on Children and Youth
AGENDA BRIEFING – September 2, 2021
4:30 P.M. –6:00 P.M.
Zoom meeting- details provided on Agenda

4:30 p.m. WELCOME & INTRODUCTIONS

The Chairperson will welcome attendees and facilitate brief introductions.

4:35 p.m. APPROVAL OF THE MINUTES/AMENDMENTS TO THE AGENDA

The August minutes will be approved and any changes to the September Agenda will be approved.

4:40 p.m. YOUTH REPRESENTATIVE REPORT

Youth Representatives on the Commission and guests will have an opportunity to update the Commission on youth issues and activities in their community.

**4:50 p.m. PUGET SOUND REGIONAL COUNCIL PRESENTATION -
TRANSPORTATION PLAN DEVELOPMENT & NEEDS IN KITSAP
Kim Pearson & Gil Cerise**

The Puget Sound Regional Council (PSRC) is developing the next Regional Transportation Plan and has heard back from various community groups about the transportation needs of populations that face mobility challenges. At this meeting, PSRC will share what they heard about regional mobility challenges, explain additional ways to provide feedback, and discuss next steps to develop the Regional Transportation Plan. Our presenters today are Kim Pearson and Gil Cerise.

5:30 p.m. UPDATES -Youth Voices, Membership, Trainings/ Events

The Board will be updated on the status of the Youth Voices Project, Membership efforts, and Trainings/Events. Next steps will be set.

5:50 p.m. ANNOUNCEMENTS AND PUBLIC COMMENT (2 MINUTE LIMIT)

Members of the board & the public will announce events & share comments.

6:00 p.m. ADJOURNMENT & NEXT MEETING: October 7, 2021

Kitsap County Commission on Children and Youth

MINUTES August 5, 2021

The Kitsap County Commission on Children and Youth meeting was held on Thursday August 5, 2021 from 4:30 -6:00 p.m. via Zoom due to health and safety issues brought by the Covid 19 Pandemic and the current Shelter in Place orders. Jeff Allen & Michael Ramsdell Board Co-Chairpersons facilitated this meeting and called the meeting to order. Laura Hyde served as staff and recorder.

I. WELCOME & INTRODUCTIONS

The Board was introduced to our new leadership team of Michael Ramsdell and Jeff Allen Co-Chairpersons and Lisa Lechuga Vice Chairperson. Members and guests offered self-introductions.

II. APPROVAL OF THE MINUTES/AMENDMENTS TO THE AGENDA

The July 1, 2021 Meeting Minutes were approved and entered into the record. It was noted that we are meeting virtually due to the Covid 19 Pandemic and the Governor's Stay Home Stay Healthy Directive.

III. YOUTH REPRESENTATIVE REPORTS

Youth Representatives on the Commission and guests updated the Commission on youth issues and activities in their community.

III. OPPORTUNITY FOR YOUTH INPUT

Laura updated the Board on her conversations with the Regional Coordinating Council. They have offered to come to a meeting to gather input from the Board that will offer insight into the needs of Kitsap County youth on the topic of transportation. They are designing a new state-wide transportation plan being developed. The Board decided to have them come and present at the September or October meetings. Laura will coordinate a presentation.

V. UPDATES ON YOUTH VOICES, MEMBERSHIP, EVENTS & TRAINING

Youth Voices - We will launch recruitment in September. The flyer and contract to provide stipends for youth participation in the planning committee. Membership – Laura Shared that Jessica Guidry has resigned from the Board. She has a new position with KPHD and will no longer be able to participate. Thanks, and well wishes were offered to Jessica. We will recruit for the Health Sector. Board members were encouraged to recruit for youth positions. We have several youth groups have been contacted re: the opportunity. Our Board Youth positions that are currently open are for Bremerton, Bainbridge, and North Kitsap. Currently we have Events and Training opportunities were shared.

VI. ANNOUNCEMENT/PUBLIC COMMENT

The board and guests shared announcements.

VII. ADJOURNMENT & NEXT MEETING

Some Resources for You from the Kitsap County Commission Board Members & Partners:

A few good articles you might want to check out:

[Middle school's moment: What the science tells us about improving the middle grades](#)

[Racial gaps in college degrees are widening, just when states need them to narrow](#)

Some great resources for you and the community:

Kitsap Regional Library has some surprising things to check out! Telescopes, Ukuleles, A Discovery Pass for a week, music, stream books, and you can even book a librarian for an event!

[Kitsap Regional Library \(krl.org\)](http://krl.org)

4th Annual Resiliency Summit 2021

The Resiliency Summit is a hope-filled experience in connecting, learning, and growing together to strengthen our community! Resiliency isn't about rugged independence, it is about interdependence, inclusion, empathy, and the vulnerability necessary to form healing relationships.

October 7 & 8, 2021 from 9:00 am to 3:30 pm

Now virtual! [Resiliency Summit | kitsapstrong](#)

Kitsap Harvest, a program of WSU Extension is a great program in high gear right now! The Kitsap Harvest Program is a part of a home-grown solution to reducing food waste, increasing access to fresh and nutritious produce to our community members in need, and strengthening local community food systems.

[Kitsap Harvest | Kitsap County | Washington State University \(wsu.edu\)](#)

Childcare Aware Olympic Peninsula is a great resource as schedules and childcare needs change in the Fall.

Phone: 360-786-8907

Website: [Home - Child Care Aware WA](#)



KITSAP COUNTY COMMISSION ON CHILDREN AND YOUTH
October 7, 2021
4:30-6:00 p.m.

[Join the Zoom meeting:](#)

Phone: 1-253-215-8782

Meeting ID: 961 5275 7562

Passcode: 958844

Advise County Commissioners and residents on the needs of children, youth, and families based on periodic assessments

Facilitate Coordination of information among agencies to maximize resources

Advocate for an environment that fosters healthy, self-sufficient, responsible and productive children, youth and families

A G E N D A

4:30 WELCOME & INTRODUCTIONS

4:35 APPROVAL OF THE MINUTES/AGENDA AMENDMENTS

4:40 YOUTH REPRESENTATIVE REPORTS

4:50 DISCUSSION – Collaboration ideas for the Youth Voices Program

5:30 UPDATES -Youth Voices, Membership, Trainings/ Events

5:50 ANNOUNCEMENTS/PUBLIC COMMENT (2 min. limit)

6:00 ADJOURNMENT & NEXT MEETING – NOVEMBER 4, 2021

Kitsap County Commission on Children and Youth
AGENDA BRIEFING – October 7, 2021
4:30 P.M. –6:00 P.M.
Zoom meeting- details provided on Agenda

- 4:30 p.m. WELCOME & INTRODUCTIONS**
The Chairpersons will welcome attendees and facilitate brief introductions.
- 4:35 p.m. APPROVAL OF THE MINUTES/AMENDMENTS TO THE AGENDA**
The September minutes will be approved and any changes to the October Agenda will be approved.
- 4:40 p.m. YOUTH REPRESENTATIVE REPORT**
Youth Representatives on the Commission and guests will have an opportunity to update the Commission on youth issues and activities in their community.
- 4:50 p.m. DISCUSSION – Collaboration ideas for the Youth Voices Program**
Amy Dahmen, Clinical Care Coordinator, Catholic Community Services, Family Behavioral Health – Bremerton will be here to discuss partnership with the Youth Voices Program and a similar program she is developing for adults.
- 5:30 p.m. UPDATES -Youth Voices, Membership, Trainings/ Events**
The Board will be updated on the status of the Youth Voices Project, Membership efforts, and Trainings/Events. Next steps will be set.
- 5:50 p.m. ANNOUNCEMENTS AND PUBLIC COMMENT (2 MINUTE LIMIT)**
Members of the board & the public will announce events & share comments.
- 6:00 p.m. ADJOURNMENT & NEXT MEETING: November 4, 2021**

Kitsap County Commission on Children and Youth

MINUTES September 2, 2021

The Kitsap County Commission on Children and Youth meeting was held on Thursday September 2, 2021 from 4:30 -6:00 p.m. via Zoom due to health and safety issues brought by the Covid 19 Pandemic and the current Shelter in Place orders. Jeff Allen & Michael Ramsdell Board Co-Chairpersons facilitated this meeting and called the meeting to order. Laura Hyde served as staff and recorder.

I. **WELCOME & INTRODUCTIONS**

Jeff asked members and guests for self-introductions. Attendees offered introductions.

II. **APPROVAL OF THE MINUTES/AMENDMENTS TO THE AGENDA**

The August 5, 2021 Meeting Minutes were approved and entered into the record. It was noted that we are meeting virtually due to the Covid 19 Pandemic and the Governor's Stay Home Stay Healthy Directive.

III. **YOUTH REPRESENTATIVE REPORTS**

Youth Representatives on the Commission and guests updated the Commission on youth issues and activities in their community.

IV. **PUGET SOUND REGIONAL COUNCIL PRESENTATION - TRANSPORTATION PLAN DEVELOPMENT & NEEDS IN KITSAP**

Kim Pearson & Gil Cerise Puget Sound Regional Council (PSRC) presented on the Regional Transportation Plan they are developing. They are conducting listening sessions and will be launching a survey in October. Kim and Gil shared what they have heard back from various community groups about the transportation needs of populations that face mobility challenges. They explained additional ways to provide feedback and discussed next steps to develop the Regional Transportation Plan.

V. **UPDATES -YOUTH VOICES, MEMBERSHIP, TRAININGS AND EVENTS**

Youth Voices – We are launching recruitment this month and the flyer and contract to provide stipends for youth participation in the planning committee are in process. Membership – Laura shared that we have many applicants in the application process for our open positions. We welcomed the applicants who are here today. Events and Training opportunities were shared.

VI. **ANNOUNCEMENT/PUBLIC COMMENT**

The board and guests shared announcements.

VII. **ADJOURNMENT & NEXT MEETING**

The meeting was adjourned. Next meeting will be held on October 7, 2021.

VIII. **ATTENDANCE**

Kitsap Youth Substance Abuse Prevention Programs and Kitsap Regional Library need your help!

Please take a few moments to help these valuable programs by completing their surveys.

It is super important to hear from the community as they plan their services.

Thank you for supporting our children, youth and families!!!

Annual Youth Substance Abuse Prevention Survey

The North Kitsap and Bremerton Substance Abuse Prevention Coalitions invite you to participate in their annual community survey. If you live or work in the community, please take a few minutes to complete the survey. If you live/work in both communities, feel free to do both surveys if you are able.

The surveys will be utilized to guide our effective substance abuse prevention programs.

If you live or work in Bremerton:

[ONLINE SURVEY ENGLISH](#)

[ONLINE SURVEY SPANISH](#)

If you live or work in North Kitsap:

[ONLINE SURVEY ENGLISH](#)

[ONLINE SURVEY SPANISH](#)

Kitsap Regional Library

Please help us set the future direction of Kitsap Regional Library by participating in this [brief survey](#).



KITSAP COUNTY COMMISSION ON CHILDREN AND YOUTH
November 4, 2021
4:00- 4:30 p.m.

Zoom Link

Meeting ID: 937 6113 8136

Passcode: 1hM0Vg

Phone: Not available this month

Advise County Commissioners and residents on the needs of children, youth, and families based on periodic assessments

Facilitate Coordination of information among agencies to maximize resources

Advocate for an environment that fosters healthy, self-sufficient, responsible and productive children, youth and families

A G E N D A

- 4:00 WELCOME & INTRODUCTIONS**
- 4:05 APPROVAL OF THE MINUTES/AGENDA AMENDMENTS**
- 4:10 YOUTH REPRESENTATIVE REPORTS**
- 4:20 UPDATES -Youth Voices, Membership, Events**
- 4:25 ANNOUNCEMENTS/PUBLIC COMMENT (2 min. limit)**
- 4:30 ADJOURNMENT & NEXT MEETING – DECEMBER 2, 2021
(RETURNING TO REGULAR TIME)**

Kitsap County Commission on Children and Youth
AGENDA BRIEFING – NOVEMBER 4, 2021
4:00 P.M. –4:30 P.M.
Zoom meeting- details provided on Agenda

- 4:00 p.m. WELCOME & INTRODUCTIONS**
The Chairpersons will welcome attendees and facilitate brief introductions and remind attendees that we only meet for a half hour today due to the Board Training after the business meeting.
- 4:05 p.m. APPROVAL OF THE MINUTES/AMENDMENTS TO THE AGENDA**
The October minutes will be approved and any changes to the November Agenda will be approved.
- 4:10 p.m. YOUTH REPRESENTATIVE REPORT**
Youth Representatives on the Commission and guests will have an opportunity to update the Commission on youth issues and activities in their community.
- 4:20 p.m. UPDATES -Youth Voices, Membership, Trainings/ Events**
The Board will be updated on the status of the Youth Voices Project, Membership efforts, and Trainings/Events. Next steps will be set.
- 4:25 p.m. ANNOUNCEMENTS AND PUBLIC COMMENT (2 MINUTE LIMIT)**
Members of the board & the public will announce events & share comments.
- 4:30 p.m. ADJOURNMENT & NEXT MEETING: December 4, 2021**

Kitsap County Commission on Children and Youth

MINUTES October 7, 2021

The Kitsap County Commission on Children and Youth meeting was held on Thursday October 7, 2021 from 4:30 -6:00 p.m. via Zoom due to health and safety issues brought by the Covid 19 Pandemic and the current Shelter in Place orders. Jeff Allen & Michael Ramsdell Board Co-Chairpersons facilitated this meeting and called the meeting to order. Laura Hyde served as staff and recorder.

I. **WELCOME & INTRODUCTIONS**

Jeff asked members and guests for self-introductions. Attendees offered introductions.

II. **APPROVAL OF THE MINUTES/AMENDMENTS TO THE AGENDA**

The September 2021 Meeting Minutes were approved and entered into the record. It was noted that we are meeting virtually due to the Covid 19 Pandemic and the Governor's Stay Home Stay Healthy Directive.

III. **YOUTH REPRESENTATIVE REPORTS**

Youth Representatives on the Commission and guests updated the Commission on youth issues and activities in their community.

IV. **DISCUSSION - COLLABORATION IDEAS FOR YOUTH VOICES**

A discussion was held with Amy Dahmen, Clinical Care Coordinator of Catholic Community Services, Family Behavioral Health – Bremerton. We discussed a partnership with the Youth Voices Program and a similar program she is developing for adults.

V. **UPDATES -YOUTH VOICES, MEMBERSHIP, TRAININGS AND EVENTS**

The Board was updated on the status of the Youth Voices Project, Membership, Trainings and Events.

VI. **ANNOUNCEMENT/PUBLIC COMMENT**

The board and guests shared announcements.

VII. **ADJOURNMENT & NEXT MEETING**

The meeting was adjourned. Next meeting will be held on November 4, 2021.

VIII. **ATTENDANCE**



KITSAP COUNTY COMMISSION ON CHILDREN AND YOUTH
December 2, 2021
4:30 - 6:00 pm

Join the Zoom meeting:

Phone: 1-253-215-8782

Meeting ID: 961 5275 7562

Passcode: 958844

THE PURPOSE OF THIS BOARD IS TO:

Advise County Commissioners and residents on the needs of children, youth, and families based on periodic assessments

Facilitate Coordination of information among agencies to maximize resources

Advocate for an environment that fosters healthy, self-sufficient, responsible and productive children, youth and families

A G E N D A

- 4:30 WELCOME & INTRODUCTIONS**
- 4:35 APPROVAL OF THE MINUTES/AGENDA AMENDMENTS**
- 4:40 YOUTH REPRESENTATIVE REPORTS**
- 4:50 DISCUSSION & DEBRIEF: TRAINING WITH MIKE BEEBE**
- 5:15 REVIEW 2021 ANNUAL GOALS**
- 5:30 UPDATES -Youth Voices, Membership, Trainings/ Events**
- 5:50 ANNOUNCEMENTS/PUBLIC COMMENT (2 min. limit)**
- 6:00 ADJOURNMENT & NEXT MEETING – JAN 6, 2022**

Kitsap County Commission on Children and Youth
AGENDA BRIEFING – DECEMBER 2, 2021
4:00 P.M. –6:00 P.M.
Zoom meeting- details provided on Agenda

- 4:30 p.m. WELCOME & INTRODUCTIONS**
The Chairpersons will welcome attendees and facilitate brief introductions.
- 4:35 p.m. APPROVAL OF THE MINUTES/AMENDMENTS TO THE AGENDA**
The November minutes will be approved and any changes to the December Agenda will be approved.
- 4:40 p.m. YOUTH REPRESENTATIVE REPORT**
Youth Representatives on the Commission and guests will have an opportunity to update the Commission on youth issues and activities in their community.
- 4:50 p.m. DISCUSSION& DEBRIEF: TRAINING WITH MIKE BEEBE**
We will review the slides and discuss the training and how we could apply it to guide our work.
- 5:15 p.m. REVIEW 2021 ANNUAL GOALS**
We will read over our Annual Goals and decide what we want to work on for next year.
- 5:30 p.m. UPDATES -Youth Voices, Membership, Trainings/ Events**
The board will be updated on the progress with these items.
- 5:50 p.m. ANNOUNCEMENTS AND PUBLIC COMMENT (2 MINUTE LIMIT)**
Members of the board & the public will announce events & share comments.
- 6:00 p.m. ADJOURNMENT & NEXT MEETING: January 6, 2021**

Kitsap County Commission on Children and Youth

MINUTES November 4, 2021

The Kitsap County Commission on Children and Youth meeting was held on Thursday November 4, 2021 from 4:00 -4:30 p.m. via Zoom due to health and safety issues brought by the Covid 19 Pandemic and the current Shelter in Place orders. Jeff Allen & Michael Ramsdell Board Co-Chairpersons facilitated this meeting and called the meeting to order. Laura Hyde served as staff and recorder. This meeting is being held at a different time this month as the Board has a training immediately following this brief meeting.

I. **WELCOME & INTRODUCTIONS**

Jeff asked members and guests for self-introductions. Attendees offered introductions.

II. **APPROVAL OF THE MINUTES/AMENDMENTS TO THE AGENDA**

The October 2021 Meeting Minutes were approved and entered into the record. It was noted that we are meeting virtually due to the Covid 19 Pandemic and the Governor's Stay Home Stay Healthy Directive.

III. **YOUTH REPRESENTATIVE REPORTS**

Youth Representatives on the Commission and guests updated the Commission on youth issues and activities in their community.

IV. **UPDATES -YOUTH VOICES, MEMBERSHIP, TRAININGS AND EVENTS**

The Board was updated on the status of the Youth Voices Project, Membership, Trainings and Events.

VI. **ANNOUNCEMENT/PUBLIC COMMENT**

The board and guests shared announcements.

VII. **ADJOURNMENT & NEXT MEETING**

The meeting was adjourned. Next meeting will be held on December 2, 2021. Attendees were reminded that the Board has a youth leadership development training immediately following this meeting.

VIII. **ATTENDANCE**

Treasured Time

Guide to Safely Gathering this Holiday Season The holiday season is a treasured time for family and friends. And this year's season comes with added joy. We've made a lot of progress since this time last year. Because of vaccines, "near normal" holidays with traditional in-person gatherings, are possible.



But that doesn't mean we can stop being careful. COVID-19 is still spreading in our communities. Whether you're hosting, traveling, going virtual, or doing a combination of the three, how you choose

to celebrate the holidays can impact not only your safety, but also your loved ones and your community.

Just in time for this holiday season, the booster shot is widely available too. Getting vaccinated, and getting your booster, is the best way to keep your holiday gathering safe.

Read on for more tips to prioritize health and safety this holiday season.

Hosting a Gathering in Person

Are you hosting a gathering in the coming weeks? It can be stressful playing host to family and friends while you're encouraging COVID-19 safety measures. Preparing ahead of time can help ease some of that stress.

Medical experts, including [Dr. Anthony Fauci](#), say if everyone is fully vaccinated, you should be able to safely gather indoors this year (with some precautions).

Here are some important considerations before opening your doors:

- **Review your guest list.** If you're hoping to bring together multiple unvaccinated households, the safest option is to gather virtually. Are there people attending

who may be at higher risk, including young children who are not yet eligible for vaccination? Can you accommodate your guests with a large, open space for physical distancing? If not, going virtual is always a safe option.

- **Take it outside.** Outdoor [gatherings](#) are much safer than indoor ones. If you must be indoors, choose a location that is [well ventilated](#), such as a room with open windows.
- **Keep it small & short.** The smaller the better when gathering with people outside of your household. Shorter gatherings also make it easier to keep hands and surfaces properly sanitized.
- **Consider the children.** Kids may have trouble staying six feet apart. So it's important to wear masks (for kids ages 2 and older), keep distance between guests when possible (six feet) and wash hands. While kids as young as 5 can now get the vaccine, they may not be [fully vaccinated](#) in time for the holidays. Continue taking precautions like masking and distancing, until everyone is fully vaccinated.
- **Do a health check.** Ask if anyone has had any [COVID-19 symptoms](#) in the last two weeks. Ask guests to check

their temperature before arriving. Anyone who's not feeling well should stay home.

- **Get tested.** Those who are not vaccinated should [get tested](#) 72 hours before the gathering, or do an at-home, rapid test the day of the gathering. Fully vaccinated people should also consider getting tested, especially if they're attending a gathering with young children or higher-risk people.
- **Add WA Notify to your smartphone.** [WA Notify](#) will alert you if you may have been exposed to COVID-19 and anonymously alert others if they were around someone who tested positive.

For more gathering tips visit coronavirus.wa.gov/gatherings.

Hosting a Virtual Gathering

Virtual gatherings are a great way to see familiar faces, while limiting the spread of COVID-19. They're the safest gathering option if multiple unvaccinated households are involved.

Traditional holiday activities like gift exchanges, family games and cooking are all possible, even apart. Check out [DOH's safer gatherings guide](#) for lots of creative ideas for keeping the fun alive while virtual.

Traveling for a Gathering

Traveling this holiday season? You're not alone. [As of early November](#), bookings for Thanksgiving week [flights are up 78%](#) over last year, and they're even slightly ahead of 2019.

Crowded airports and roads will require everyone — regardless of vaccination status — to be extra careful. And depending on your vaccination status, there may be additional precautions.

If everyone in your family is fully vaccinated —and the relatives you're visiting are all fully vaccinated — you can safely travel to be together. If you're staying in the United States, you won't need to quarantine or get tested.

If you're not fully vaccinated, rethink your travel plans. The Centers for Disease Control and Prevention (CDC) does not advise travel for people who are unvaccinated. If you're not fully vaccinated and must [travel](#), follow the CDC's [domestic travel](#) or [international travel](#) recommendations for unvaccinated people. This includes taking a [viral COVID-19 test](#) 1–3 days before your trip, and quarantining when you return.

All travelers, regardless of vaccination status, should:

- Check the current state of [COVID-19 at the destination](#) you're traveling to.

- Make sure you understand and follow all state, local, and territorial travel restrictions, including mask wearing, proof of vaccination, testing, and quarantine requirements.
- Mask up. Everyone 2 years of age and older, regardless of vaccination status, is required to wear masks on airplanes and at airports, on public transportation, and in ride share vehicles.
- If traveling by air, check if your airline requires any testing, vaccination, or other documents.
- Prepare to be flexible during your trip, because restrictions and policies may change during your travel.
- Do not travel if you are sick, you have been exposed to COVID-19, or if you test positive for COVID-19.

Enjoy the holiday — safely!

More information

This blog is accurate as of the date of posting. Information changes rapidly, so check the state's COVID-19 website for the most up-to-date info at coronavirus.wa.gov. You can also [sign up](#) to be notified whenever we post new articles.

The COVID-19 vaccine is now available to everyone 5 and older. For more information about the vaccine, visit CovidVaccineWA.org and use the [vaccine locator tool](#) to find an appointment. The COVID-19 vaccine is provided [at no cost](#) to you.

WA Notify can alert you if you've been near another user who tested positive for COVID-19. Add WA Notify to your phone today: WANotify.org

Answers to your questions or concerns about COVID-19 in Washington State may be found at our [website](#). You can also contact the Department of Health call center at **1-800-525-0127 and press #** from 6 a.m. to 10 p.m. Monday, and 6 a.m. to 6 p.m. Tuesday — Sunday and observed state holidays. Language assistance is available.

Public Health Connection

From the Washington State Department of Health

WRITTEN BY

Washington State Department of Health

Protecting and improving the health of people in Washington State.



[Public Health Connection](#)

From the Washington State Department of Health

VIRTUAL TOWN HALL

Join the discussion about mental health & substance use prevention efforts in Kitsap County.

Gain knowledge and resources to help inform policies that support our community.

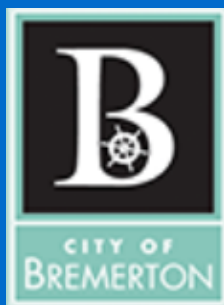
JAN 6th, 2022
11:30am-1:00pm

[Register Here!](#)



After registering, you will receive an email with details to join the meeting.

SUPPORTED BY



OLYMPIC COLLEGE

