

EASTERN PA CONTINUUM OF CARE (PA-509) SYSTEM INTEGRATION TRAINING: JUSTICE-INVOLVED INDIVIDUALS WITH SEVERE MENTAL ILLNESS (SMI)

REQUEST FOR PROPOSALS (RFP) FROM CONTRACTORS INTERESTED IN SUPPORTING THE EVALUATION OF THE EASTERN PA CONTINUUM OF CARE'S COORDINATION WITH THE JUDICIAL SYSTEM AND LOCAL BEHAVIORAL AND MENTAL HEALTH PROVIDERS.

RFP ISSUED: 6/29/2026

RFP RESPONSES DUE: 7/7/2026

REQUEST FOR PROPOSALS (RFP) DESCRIPTION

OVERVIEW

PROJECT SUMMARY

THE EASTERN PA COC IS SOLICITING A CONTRACTOR TO DEVELOP AND DELIVER A COMPREHENSIVE TRAINING PROGRAM, PROVIDE TECHNICAL ASSISTANCE, AND A PRACTICAL TOOLKIT FOR STAFF AND AGENCIES WHO ARE WORKING WITH FOLKS WHO ARE EXITING THE JUDICIAL SYSTEM AND EXPERIENCING HOMELESSNESS AND DIAGNOSED TO HAVE A SEVERE MENTAL ILLNESS (SMI). THIS INITIATIVE AIMS TO IMPROVE SYSTEM INTEGRATION, ENHANCE MULTI-DISCIPLINARY COLLABORATION, AND ESTABLISH A NEWLY DEFINED, STREAMLINED REFERRAL PROCESS FOR HOUSEHOLDS EXITING THE JUDICIAL SYSTEM WHO ARE CLASSIFIED AS EXPERIENCING AN SMI AND/OR A HOUSING CRISIS.

CONTEXT & BACKGROUND

The Eastern PA Continuum of Care (CoC website: <https://pennsylvaniacoc.org/balance-state/eastern-pa-coc>) is a comprised of organizations and individuals working together to prevent & end homelessness across 53 counties in Eastern and Western Pennsylvania. The CoC coordinates activities, advance systems change and expands resources to end homelessness in their respective regions.

In 2026, the Eastern CoC applied for the FY2025 Community Mental Health Block Grant (CMHSBG) through the Carbon-Monroe-Pike Mental Health and Development Services agency as the lead applicant. The FY 2025 CMHSBG was provided with a supplemental allocation intended to support capacity-building and strategic collaboration efforts aimed at addressing the intersection of unsheltered homelessness and serious mental illness (SMI) to advance the President's Executive Order number 14321 on Ending Crime and Disorder in America's Streets. This funding may only be used for technical assistance and training activities and can

range in scope from technical assistance to providers, policy development, coordination activities that strengthen CoC-wide efforts, and training. Funds cannot be used for service delivery.

PROJECT DETAILS

PROJECT DESCRIPTION

1. **Cross-Systems Training and Toolkit**

The Eastern PA CoC seeks a qualified contractor to design, develop, and deliver a cross-system training initiative that strengthens collaboration among judicial system stakeholders, housing service providers, and behavioral/mental health agencies. The purpose of this project is to increase participants' understanding of how each system operates, including their respective roles, responsibilities, service delivery models, eligibility requirements, and operational challenges, while identifying opportunities for improved coordination and service integration.

The training initiative will focus on enhancing communication and collaboration across systems that frequently serve individuals with complex needs, including those experiencing housing instability, behavioral health challenges, substance use disorders, and involvement with the justice system. Particular emphasis will be placed on improving referral pathways, promoting effective information sharing, reducing service fragmentation, and establishing stronger partnerships among participating organizations.

The selected contractor will be responsible for developing a comprehensive training curriculum, facilitating interactive learning sessions, conducting an assessment of current referral and coordination practices, and engaging participants in collaborative planning activities. The contractor will also develop practical tools and resources, including referral guides, workflow templates, and system-mapping materials, to support ongoing coordination efforts beyond the training period.

Through this project, participants will gain a greater understanding of cross-system operations, identify barriers to effective service coordination, and develop actionable strategies for improving referrals, communication, and service delivery. The project will culminate in a set of recommendations, implementation strategies, and sustainability measures designed to strengthen long-term collaboration among judicial, housing, and behavioral health partners and improve outcomes for individuals served across these systems.

PROJECT FUNDING

The CoC will pay for the work of this RFP through the FY2025 Community Mental Health Block Grant (CMHSBG) awarded to the CoC through the supplemental allocation granted to the Commonwealth of PA's Department of Human Services. The selected contractor shall enter into an agreement with the lead applicant, Carbon-Monroe-Pike Mental Health and Developmental Services to deliver the services outlined.

Funding currently available for this project is up to \$100,000.

EXPECTED PROJECT ACTIVITIES/DELIVERABLES

The selected contractor will be responsible for the following deliverables, which are expected to be completed by September 30, 2026:

1. Training Program
 - a. Design and execute customized training sessions tailored to the needs of judicial stakeholders, housing service providers, and behavioral/mental health agencies. The training will provide an overview of how each system operates, including funding structures, eligibility requirements, service delivery models, and common barriers to access.
 - i. Facilitate discussion designed to increase the understanding of each sector’s priorities, challenges, and opportunities for collaboration
 - b. The training will assess existing referral pathways and identify best practices to improve referral coordination between the three systems including identifying gaps, barriers, and duplicative processes.
 - i. The selected contractor will document findings and recommendations for strengthening referral and service coordination practices.
 - c. The selected contractor shall prepare participant materials, facilitator guides, presentation slides, and resource handouts for training participants.
 - d. Training shall be delivered virtually to ensure maximum participation for the targeted audience over the 33-county jurisdiction of the CoC.
 - i. Training shall be recorded and made available to the targeted audience if participation in the live training(s) is not possible.

2. Toolkit: Cross-System Policies and Procedures
 - a. Develop a resource guide that includes participating agencies, services offered, eligibility requirements, points of contact, and referral procedures.
 - b. Create standardized referral workflow templates, MOUs and partnership agreements, and communication tools that can be adapted for local use.
 - c. Provide recommendations for warm handoff and coordinated case management practices.

TIMELINE

The CoC anticipates the following timeline related to this project:

Date	Activity
6/29/2026	RFP Released
6/29/2026-7/6/2026	Questions about the RFP may be submitted during this period. The question period will close at 5:00pm on 6/30/2026.
7/7/2026	RFP Responses Due
7/8/2026	Training Evaluator Selected
7/9/2026	Selected Entities Notified
7/13/2026	CES Evaluation Project Starts
9/30/2026	Project Closes

STATEMENT OF QUALIFICATION REQUIREMENTS

FORMAT

- Please limit your written proposal to no more than 10 single-spaced pages.
- Please use Times New Roman 12-point font. Please number all pages. Please use margins no smaller than 0.5 inches from the edge.
- The written proposal should be submitted in a single email as a single PDF document.
- Attachments are not counted toward the page limit but should be included as part of the single PDF document.

DEADLINE

- **RFQ responses must be received by 4:00 P.M. on 7/1/26.** Late submissions will not be considered.

SUBMISSION DETAILS

- Responses **MUST** be submitted by email to Brendan Auman at breaman@pa.gov.
- **DO NOT** submit RFQ responses by mail, fax or hand delivery.
- The email subject line should be: “Eastern CoC CMHBG Proposal”.
- Incomplete submissions will not be considered.

REQUEST FOR PROPOSAL COMPONENTS

1. Organization Information.

- A. Agency name.
- B. Agency’s point of contact for this response, including name, title, email address, and phone number.
- C. Statement of Qualifications - briefly describe why your organization is interested in providing consulting services for this project.

2. Organizational Experience.

- A. Please summarize any similar/relevant projects on which the organization has worked.

3. Staff Qualifications and Experience.

- A. Identify the staff who will work on this project. This includes indicating whether existing staff will be assigned to this project.
- B. Describe how the skills and experience of staff who will work on this project will be employed to ensure success in the development and implementation of the training plan.

4. References.

- A. Include a minimum of three (3) professional references for whom a similar project has been completed within the last ten (10) years.

5. Approach to Deliverables.

- A. Please review the anticipated deliverables and provide the following:
 - a. A brief description (2-5 sentences) of the approach your organization would take for each deliverable given the anticipated budget.

- b. An estimate of how many hours your organization anticipates spending on each deliverable, based on prior experience.
- c. An estimated timeline for and description of how the organization will meet the deliverables for each CoC. Please clearly show the timeline for completing the deliverables for each CoC and explain whether some activities may be conducted jointly.