**Respondents to this proposal request should include the following elements- please limit your response to no more than 5 pages, single spaced, Times New Roman 12pt font. Proposal should be in Microsoft Word format** **(except for required attachments).**

1. **Introduction: Please provide name of the organization, contact name and email for the proposal, total requested amount through June 30, 2022 and a sentence summary description of the proposal.**
2. **Business proposal, please address each of the following:**
3. **Describe in detail the project/program that expands Recovery Services in the targeted community(s).**
4. **Describe how you will provide this project/program, key partners and how it meets the recommendations.**
5. **Describe the participant population to be served, include county(ies) that will be served and the physical location of where the service will be provided.**

***Please keep in mind that the goal of funding is increased number of indigent participants served. Indigent participants are defined as individuals whose household income is at or below 300% Federal Poverty Level (FPL) who have no other payor source for this service.***

1. **Describe how success with be measured for this project/program. Please include not only the number of individuals that will be served but also a quality measure of success.**
2. **Timeline, including:**
3. **Project start;**
4. **Intermediate milestones;**
5. **Service delivery start (if applicable)**

**For treatment programs:**

**The plan shall include clinical supervision and support for peers in the proposal. Please describe these components as they relate to your program:**

## Additional documentation

The following documentation is required as part of this proposal and will not count towards the 5 page limit.

### Budget

This RFA is supported using the OBH Capacity payment model. Respondent should include a budget narrative, as well. The narrative should identify any capital expenditures (not allowable for reimbursement with the funds for this offering).

Respondent will find the Colorado Office of Behavioral health capacity budget protocol documentation on Diversus Health Network’s website as one of the resources listed with this RFA. Offerors will find the Colorado Office of Behavioral health capacity budget template on Diversus Health Network’s website as one of the resources listed with this RFA. A completed budget should be included with the proposal (in Excel format).