

STATE OF OREGON



COVER PAGE

Oregon Health Authority (OHA)

Is issuing this Request For Grant Proposal (RFGP) under
OregonBuys Number S-44300-00017773 for

CULTURALLY RESPONSIVE YOUTH SUICIDE INTERVENTION AND PREVENTION PLAN (YSIPP) SMALL GRANTS

Date of Issue: September 30, 2026

Opening Date and Time: October 30, 2026 3:00 P.M. Pacific Time

Single Point of Contact (SPC): Arlenia Broadwell

Address:	500 Summer Street NE, E-03
City, State, Zip	Salem, OR 97301
Phone (voice)	503-509-5688
E-mail:	arlenia.broadwell@odhsoha.oregon.gov

The State of Oregon promotes equal opportunity for all individuals without regard to age, color, disability, marital status, national origin, race, religion or creed, sex or gender, sexual orientation, or veteran status.

TABLE OF CONTENTS

SECTION 1: GENERAL INFORMATION.....	4
1.1 BACKGROUND.....	4
1.2 GRANT PURPOSE.....	4
1.3 AWARDS.....	5
1.4 SCHEDULE.....	5
1.5 SINGLE POINT OF CONTACT (SPC).....	5
SECTION 2: AUTHORITY, OVERVIEW, AND SCOPE.....	6
2.1 AUTHORITY AND METHOD.....	6
2.2 DEFINITION OF TERMS.....	6
2.3 AGENCY OVERVIEW AND BACKGROUND.....	7
2.4 GRANT ACTIVITIES.....	7
SECTION 3: QUALIFICATIONS AND SUBMISSION REQUIREMENTS.....	10
3.1 QUALIFICATIONS.....	10
3.2 SUBMISSION REQUIREMENTS.....	11
3.3 PROPOSAL REQUIREMENTS.....	12
SECTION 4: SOLICITATION PROCESS.....	14
4.1 PUBLIC NOTICE.....	14
4.2 PRE-PROPOSAL WEBINAR.....	15
4.3 QUESTIONS / REQUESTS FOR CLARIFICATIONS.....	15
4.4 PROPOSAL DELIVERY OPTIONS.....	16
4.5 PROPOSAL MODIFICATION OR WITHDRAWAL.....	16
4.6 PROPOSAL DUE.....	16
4.7 PROPOSAL REJECTION.....	16
4.8 EVALUATION PROCESS.....	17
4.9 POINT AND SCORE CALCULATIONS.....	19
4.10 RANKING OF PROPOSERS.....	19
SECTION 5: AWARD AND NEGOTIATION.....	19
5.1 AWARD NOTIFICATION PROCESS.....	19
5.2 SUCCESSFUL PROPOSER SUBMISSION REQUIREMENTS.....	20
SECTION 6: ADDITIONAL INFORMATION.....	20
6.1 COMMITMENT TO DIVERSITY, EQUITY, AND INCLUSION.....	20
6.2 GOVERNING LAWS.....	20
6.3 PUBLIC RECORDS LAW/AGENCY USE OF MATERIALS.....	20
6.4 CANCELLATION OF RFGP; REJECTION OF PROPOSAL; NO DAMAGES.....	21
6.5 COST OF SUBMITTING A PROPOSAL.....	21

LIST OF ATTACHMENTS

ATTACHMENT A PROPOSAL FORM

ATTACHMENT B IMPLEMENTATION PLAN

ATTACHMENT C PROPOSER INFORMATION AND CERTIFICATION SHEET

ATTACHMENT D BUDGET PROPOSAL FORM

ATTACHMENT E BUDGET NARRATIVE FORM

ATTACHMENT F REFERENCE CHECK FORM

ATTACHMENT G RESPONSIBILITY INQUIRY

ATTACHMENT H SAMPLE GRANT AGREEMENT

ATTACHMENT: I EVALUATION TOOL

SECTION 1: GENERAL INFORMATION

1.1 BACKGROUND

In 2014, OHA was directed by the legislature to create a position to coordinate Youth Suicide Prevention and Intervention in order to develop a statewide Youth Suicide Intervention and Prevention Plan (YSIPP). The YSIPP is reviewed annually, and statutory mandate directs an update every five years. The projects included in this Request for Grant Proposals (this “RFGP”) will support and align with OHA’s goal to eliminate health inequities by 2030 and support the implementation of the [YSIPP 26-30](#). The YSIPP was developed within a Culturally Infused [Oregon Suicide Prevention Framework](#), which is a comprehensive framework for suicide prevention that includes both public health and behavioral health goals and strategies.

Since a peak in 2018, the overall youth suicide rate in Oregon decreased – although the overall decrease was driven by a reduction in non-Hispanic white youth deaths. Since 2018, the number of youths for all other race/ethnicity categories has increased or remained stable. The Oregon youth suicide rate continues to be higher than the national average. Youth suicide continues to be a complex, yet largely preventable, public health crisis in Oregon.

Suicide remains a persistent, pervasive, and yet largely preventable cause of death. Every death by suicide in Oregon carries a substantial and long-lasting ripple effect into our communities. The important work to prevent youth suicide (ages 5-24) remains a top priority for OHA. Preventing suicide cannot be accomplished by one group, government, or sector. OHA believes the most effective suicide prevention happens in local communities and is led by community leaders. It also believes statewide infrastructure and equitable access to programs and resources are vital to local efforts.

1.2 GRANT PURPOSE

The State of Oregon, acting by and through the Oregon Health Authority (“Agency” or “OHA”) is issuing this RFGP to advance and support Culturally Responsive YSIPP.

OHA is seeking proposals for the provision of culturally specific suicide prevention programming and services with the intent to address emerging health disparities in suicide for youth in Communities of Focus in Oregon (each, a “Proposal” and collectively, “Proposals”).

OHA is seeking proposers (each, a “Proposer” or “Applicant” and collectively, “Proposers” or “Applicants”) that articulate a clear community-based strategy to reduce youth suicide attempts and fatalities which is developed by and for the culturally specific communities they aim to serve.

1.3 AWARDS

OHA anticipates awarding up to twenty (20) grants (each, a “Grant”) to successful Proposers under this RFGP (“Grantees”). Proposer(s) may submit a Proposal and may jointly apply with another Proposer(s). The combined total of all Grant awards under this RFGP is approximately \$900,000.00. Individual awards are not anticipated to exceed \$80,000.00, however, OHA reserves the right, at its sole discretion, to determine the final amount of each Grant award from this RFGP and awards are subject to the availability of funds. All Grant Activities must be completed by June 30, 2027.

Proposers are advised that the award and potential dollar amount of the Grant under this RFGP are contingent upon approval of adequate funding for Agency’s use under this RFGP and not a guarantee.

In addition to Grant funds, successful Proposers awarded Grant funds under this RFGP (“Grantees”) will be provided with expert evaluation support from the Oregon Healing Collective and Asili, LLC. Grantees will also be provided with ongoing technical assistance, support, and coordination from Lines for Life’s Community Engagement Coordinator.

1.4 SCHEDULE

The table below represents a tentative schedule of events. All times are listed in Pacific Time. All dates listed are subject to change.

Event	Date	Time
Pre-Proposal Webinar (See Section 4.2 below)	October 12, 2026	9:00 AM (Pacific Time)
Questions / Requests for Clarification Due	October 16, 2026	3:00 PM (Pacific Time)
Answers to Questions/Requests for Clarification Issued (approx.)	October 22, 2026	
Opening (Proposals Due)	See RFGP Cover Page	
Issuance of Notice of Intent to Award (approx.)	November 24, 2026	4:00 PM (Pacific Time)

1.5 SINGLE POINT OF CONTACT (SPC)

The Single Point of Contact for this RFGP is identified on the Cover Page, along with the SPC’s contact information. Proposers shall direct all communications and questions regarding any provision of this RFGP only to the SPC, whether about the technical requirements of this RFGP, Proposal requirements, this RFGP process, or any other provision.

SECTION 2: AUTHORITY, OVERVIEW, AND SCOPE

2.1 AUTHORITY AND METHOD

OHA issues this RFGP under the authority of ORS 413.033.

2.2 DEFINITION OF TERMS

Terminology specific to the OregonBuys system may be found at: OregonBuys <https://www.oregon.gov/das/ORBuys/Documents/OregonBuys-glossary.pdf>

For the purposes of this RFGP, the following definitions apply:

“Communities of Focus” means populations/communities that are disproportionately harmed by social and health inequities and excluded from mainstream social, economic, educational, and/or cultural life. Examples of these communities include, but are not limited to, groups excluded due to race, gender identity, sexual orientation, age, physical ability, language, and/or immigration status.

“Culturally infused” means an approach, system, or practice that proactively embeds preferred languages and cultural understandings, beliefs, values, practices, behaviors, and research into its core foundation and implementation. Cultural infusion addresses the lived experiences and needs of diverse identities and is a mechanism to address equity needs.

“Culturally Responsive” means services that are respectful of and relevant to the beliefs, practices, culture and linguistic needs of diverse consumer/client populations and communities whose members identify as having particular cultural or linguistic affiliations. Cultural responsiveness describes the capacity to respond to the issues of diverse communities and requires knowledge and capacity at different levels of intervention: systemic, organizational, professional, and individual.

“Culturally Specific” refers to something that is designed for, relevant to or rooted in the traditions, values, beliefs, and practices of a particular cultural group. It means the content, approach, or service is tailored to reflect the unique characteristics of that culture rather than being generic or broadly applied.

“Key Person(s)” means the Proposer if the Proposer is an individual, or any person or persons on the Proposer’s staff, including any subcontractors, to whom Proposer will assign the Grant Activities if Proposer is awarded a Grant.

“Oregon Suicide Prevention Framework” refers to a strategic framework used by the Oregon Health Authority to develop the Adult and Youth Suicide Intervention and Prevention Plans. The framework can be found at: <https://sharedsystems.dhsoha.state.or.us/DHSForms/Served/le3636b.pdf>

“YSIPP 26-30” refers to the Oregon statewide plan to support youth suicide prevention, intervention and postvention response (after a youth suicide death). The plan can be found at:
https://sharedsystems.dhsoha.state.or.us/DHSForms/Served/le8874a_2026-2030.pdf

2.3 AGENCY OVERVIEW AND BACKGROUND

OHA is statutorily charged with a comprehensive set of responsibilities, which is reflected in its organizational structure as follows: the Director’s Office (DO) which includes Tribal Affairs and eight divisions: (1) Agency Operations, (2) Behavioral Health, (3) Equity and Inclusion, (4) External Relations, (5), Health Policy and Analytics, (6) Medicaid, (7) Oregon State Hospital, and (8) Public Health.

This RFGP supports the Behavioral Health Division, specifically the Child, Family and Lifespan Behavioral Health unit.

OHA’s vision and mission is developing a strategic plan with a single overarching goal: to eliminate health inequities in Oregon by 2030. This RFGP directly supports and advances OHA’s health equity goal.

This goal means ensuring all people in Oregon: can reach their full potential and well-being and are not disadvantaged by their race, ethnicity, language, disability, age, gender, gender identity, sexual orientation, social class, geography, or intersections among these communities or identities, or other socially determined circumstances.

Achieving health equity requires the ongoing collaboration of all regions and sectors of the state, including tribal governments, to address:

- The equitable distribution or redistribution of resources and power, and
- Recognizing, reconciling, and rectifying historical and contemporary injustices.

Children, Family and Lifespan Behavioral Health is structured within the Behavioral Health Division. This unit consists of programming and support for mental health promotion and prevention, suicide prevention, substance use prevention, and treatment services across the continuum of care from outpatient to secure inpatient services.

2.4 GRANT ACTIVITIES

OHA is seeking Proposals that provide culturally specific suicide prevention programming and services with the intent to address emerging health disparities in suicide for youth in Communities of Focus in Oregon (collectively, and as further described in this RFGP, the “Grant Activities”).

Proposers must articulate a clear community strategy to reduce youth suicide attempts and fatalities which is developed by and for the culturally specific communities they aim to serve.

2.4.1 Program Areas of Interest

- a. **Strategy:** Articulate clearly how the Proposer's strategy(ies) support youth suicide prevention aligned with Oregon's Suicide Prevention Framework.
 - Clearly describe strategy to support youth suicide prevention.
 - Describe culture(s) and populations that your program will focus on.
 - What are the goals and timelines associated with this strategy?
 - Discuss alignment with Oregon's Suicide Prevention Framework.
- b. **Community Ties:** Strong ties and focus on services to diverse communities in Oregon.
 - Describe how Proposer's ties in Oregon reach diverse communities?
- c. **Experience:** Show experience working with Youth and/or their families.
 - Describe experience working with Youth and/or their families on mental health, suicide prevention or substance use.
 - How will these experiences enhance the current support provided in Oregon?
- d. **Background:** Present strong background in culturally specific work.
 - Describe background in culturally specific work.
 - How will background in culturally specific work influence program strategy?
- e. **Cultural Impact:** Identify strong understanding of how culture impacts suicide prevention, intervention and postvention.
- f. **Events and Conferences:** The capability of attending local community driven events and regional conferences.
- g. **Preparation:** Identify the ability to successfully conduct the Grant Activities.
 - Discuss current readiness and preparation necessary to conduct and provide services.

- h. Staffing:** Identify appropriateness of defined roles and responsibilities of project staff including any proposed consultants / subcontractors.
 - Discuss any highlights or shortfalls in staffing and plans to address barriers.

2.4.2 Program Activities – Required in all proposals

- a. Program:** Develop, sustain, and/or implement a culturally specific suicide prevention program or services for youth (ages 24 and younger) and/or their families that aligns with the Oregon Suicide Prevention Framework.
- b. Knowledge and Collaboration:** Attend at least six-monthly learning communities for the Grantees to increase their knowledge of Oregon’s suicide prevention infrastructure and to increase connectedness between the Grantees.
- c. Evaluation Plan:** Develop and implement an evaluation plan for the programming in collaboration with the Oregon Healing Collective and their subcontractor(s). The consultation time to support the evaluation plan development will be provided by Oregon Healing Collective. Note: Evaluation plans will not be considered in the scoring for this RFGP because the goal of this RFGP is to support culturally specific suicide prevention programs with evaluation support. All awards will include the requirement to develop this plan.
- d. Training:** Complete training in “Be Sensitive, Be Brave for Suicide Prevention” and “Be Sensitive, Be Brave for Mental Health.” The trainings will be hosted free of charge for Grantees by Lines for Life.

2.4.3 Unallowable Activities

- a.** Activities currently funded by Medicaid;
- b.** Activities not allowed by Medicaid or by law; and
- c.** Capital improvement projects.

2.4.4 Reporting

- a. Activity Reports**

OHA will require a mid-term and final activity report from the Grantees which may include, but is not limited to the following data collection requirements:

- (1)** List and describe events, trainings, and other Grant-related activities.

Record and include the following information for each activity:

- (a) Location(s) being served by county;
- (b) Number of youth, staff and community participants;
- (2) Stories of resiliency and ways Grant-related activities impact the lives of youth and families;
- (3) Descriptions of any barriers experienced by the Grantee or communities served.
- (4) Updates on the Evaluation Plans supported by Oregon Healing Collective.

b. Expenditure Reports

Grantees shall submit a Mid-Term Expenditure and Final Expenditure Report for allowable activities, to be received by OHA throughout the term of the Grant Agreement.

2.4.5 Disbursement of Grant Funds

Disbursement of funds will be made in one 75% disbursement upon receipt of approved invoice and signed Grant Agreement, and one 25% disbursement on or before June 30, 2027, upon receipt of approved invoice and final report.

SECTION 3: QUALIFICATIONS AND SUBMISSION REQUIREMENTS

3.1 QUALIFICATIONS

Proposers must demonstrate in their Proposal how Proposer meets the following minimum qualifications for a Proposal to advance for evaluation. Proposer must submit resumes or biographical sketches for each Key Person with evidence of the following requirements for each activity being proposed and answer these questions for qualification in the Proposal Form (Attachment A).

- a. Host organization located in Oregon;
- b. Demonstrate strong ties to diverse communities in Oregon (Examples: Board representation, leadership connections and representation, staff connections and representation, involvement on other relevant boards or with culturally specific community driven events, relevant past or current projects);
- c. A strong focus on services for diverse communities;
- d. Ability to attend in-person events throughout Oregon;
- e. Strong background in culturally specific work; and

- f. A strong understanding of how culture impacts suicide prevention, intervention and postvention.

3.2 SUBMISSION REQUIREMENTS

3.2.1 Proposal Submissions

To be considered for evaluation, Proposal must contain each of the following elements (further detailed in Proposal Requirements section below):

- Proposal Form (Attachment A)
- Implementation Plan (Attachment B)
- Proposer Information and Certification Sheet (Attachment C)
- Budget Proposal (Attachment D)
- Budget Narrative (Attachment E)
- Reference Check Form (Attachment F)
- Responsibility Inquiry (Attachment G)
- Key Persons and Resumes

3.2.2 Supplemental Information

This is to determine the level of support that the Oregon Healing Collective can prepare for the Proposer and will not be used in the determination of the Grant award and will not be scored in the evaluation phase of this RFGP.

Proposer must submit (in 1 page or less) the following information:

- a. A description of the Proposer's current confidence or experience with evaluation (describe what level, why, and what type of evaluation experience you have).
- b. A description of any language accessibility support the Proposer's staff might need;
- c. Whether the Proposer would welcome a site visit from Lines for Life's or Oregon Healing Collective's support staff if awarded a Grant.

3.2.3 Proposal Page Limits

Proposals are limited to 12 pages. Any pages exceeding this limit will not be provided to the evaluation committee or considered in the evaluation. Supplemental Information does not count towards page limit.

3.2.4 Proposal Format and Quantity

Proposal should follow the format and reference the sections listed in the Proposal Requirements section. Responses to each section and subsection should be labeled to indicate the item being addressed.

OregonBuys Electronic Response. Proposer should submit its Proposal electronically through OregonBuys. Proposer should follow the procedures outlined in See: Section 4.4 PROPOSAL DELIVERY OPTIONS for electronic submission.

The Budget Proposal must be submitted as a separate electronic response file.

Proposer shall submit one copy of its Proposal and all other submittal requirements, with Attachment C - Proposer Information and Certification Sheet bearing the Proposer's authorized representative's Signature, in one of the following formats: Adobe Acrobat (pdf), Microsoft Word (docx), or Microsoft Excel (xlsx).

The Proposer Information and Certification Sheet (Attachment C) must bear the Proposer's authorized representative's Signature.

3.2.5 Authorized Representative

Failure of Proposer's authorized representative to sign the Proposal may result in rejection of the Proposal by Agency.

3.3 PROPOSAL REQUIREMENTS

Proposals must address each of the items listed in this section and all other requirements set forth in this RFGP.

Proposals should not include extensive artwork, unusual printing or other materials not essential to the utility and clarity of the Proposal. Do not include marketing or advertising material in the Proposal, unless requested. Proposal should be straightforward and address the requests of this RFGP. Proposals containing unsolicited marketing or advertising material may receive a lower evaluation score if required information is difficult to locate.

3.3.1 Proposal Form (Attachment A)

Each Proposer must complete all sections of the Proposal Form (Attachment A), as listed in that form. Incomplete Proposals may be considered non-responsive to this RFGP and not be considered for further evaluation.

3.3.2 Implementation Plan (Attachment B)

Proposer must submit an Implementation Plan (Attachment B) (the “Plan”) demonstrating their ability to perform the Grant Activities (from section 2.4 Grant Activities) Proposer is submitting.

In addition, briefly describe in Attachment B, how Proposer would carry out the Grant Activities. Provide a comprehensive Implementation Plan that the Proposer intends to follow. Illustrate how the Plan will serve to coordinate and accomplish the Work.

3.3.3 Proposer Information and Certification Sheet (Attachment C)

Proposer shall complete and submit the Proposer Information and Certification Sheet (Attachment C).

Failure to demonstrate compliance with Oregon Tax Laws and sign the Proposer Information and Certification Sheet may result in a finding of non-responsibility.

3.3.4 Budget Proposal (Attachment D) and Budget Narrative (Attachment E)

Each Proposer must submit a detailed Budget Proposal for the entire Grant period through June 30, 2027, substantially in the form of Attachment D and E, including a Budget Proposal (Attachment D) and Narrative (Attachment E) (recommended length: 4 pages).

The Budget Narrative must include:

- (1)** A clear explanation of how the Grant funds will be used to improve Oregon’s Suicide Prevention Framework.
- (2)** Line items that are reasonable, cost-effective, and consistent with Proposer’s Plan; and
- (3)** A Budget Narrative that provides a clear description and justification for the proposed expenses, which specifically explains how the proposed expenses will allow Proposer to achieve Program goals.

Expenses included in the proposed Budget Proposal may include the following expense types:

- (a)** Personnel Expenses
- (b)** Travel Expenses
- (c)** Supplies
- (d)** Other Expenses
- (e)** Indirect Costs
- (f)** Administrative Expenses

The above list includes examples of expenses but is not an exhaustive list of all possible expenditures. See Attachment D – Budget Proposal Form for additional instructions and requirements.

3.3.5 References (Attachment F)

Provide 3 references (Attachment F) from current or former client firms for similar projects performed for any clients within the last 5 years. References must be able to verify the quality of previous, related Grant Activities.

Agency may check to determine if references provided support Proposer's ability to comply with the requirements of this RFGP. Agency may use references to obtain additional information, or verify any information needed. Agency may contact any reference (submitted or not) to verify Proposer's qualifications.

3.3.6 Responsibility Inquiry (Attachment G)

Prior to a Grant award, Proposer shall be required to complete and submit Attachment G — Responsibility Inquiry.

3.3.7 Key Persons and their Resumes

Specify key persons to be assigned to this project, and include a current resume (not to exceed two pages each) for each key person that demonstrates the person's qualifications and experience for the Grant Activities described in this RFGP.

Specify Key Persons to be assigned to each Grant Activity and include a current resume or biographical sketch (not to exceed two (2) pages each) for each Key Person that demonstrates the person's qualifications and experience for the Grant Activity described in this RFGP.

SECTION 4: SOLICITATION PROCESS

4.1 PUBLIC NOTICE

This RFGP and attachments are published in the State of Oregon's electronic procurement system OregonBuys at <https://oregonbuys.gov/>. Documents will not be mailed to prospective Proposers.

Modifications, if any, to this RFGP will be made by Addendum published in OregonBuys. An Applicant is solely responsible for checking OregonBuys to determine whether or not any Addenda have been issued. Any Addenda are incorporated into this RFGP by this reference.

4.2 PRE-PROPOSAL WEBINAR

A Pre-Proposal conference will be held at the date and time listed in the Schedule (Section 1.4). An Applicant's participation in this conference is highly encouraged but not mandatory.

The purpose of the Pre-Proposal conference is to:

- Provide additional description of the Program;
- Explain this RFGP process; and
- Answer any questions Proposers may have related to the Program or the process.

Statements made at the Pre-Proposal conference are not binding upon Agency. Proposers may be asked to submit questions in writing.

Interested parties may participate in the Pre-Proposal Conference by:

Join ZoomGov Meeting

<https://www.zoomgov.com/j/16018560286?pwd=UENFcmF6eU5RS2xLK0hWaEZjNnJxZz09>

Meeting ID: 160 1856 0286

Passcode: 272782

One tap mobile

+16692545252,,16018560286#,,,,*272782# US (San Jose)

+16468287666,,16018560286#,,,,*272782# US (New York)

Dial by your location

- +1 669 254 5252 US (San Jose)
- +1 646 828 7666 US (New York)

4.3 QUESTIONS / REQUESTS FOR CLARIFICATIONS

OHA has contracted with Lines for Life's Culturally Specific Engagement Coordinator to support reviewing Proposals and OregonBuys registration.

Access that support at: <https://www.linesforlife.org/culturally-responsive-small-grants/>

All inquiries, whether relating to this RFGP process, administration, deadline or method of award, or to the intent or technical aspects of this RFGP must:

- Be delivered to the SPC via email;
- Reference the OregonBuys number;
- Identify Proposer's name and contact information;

- Refer to the specific area of this RFGP being questioned (i.e., page, section and paragraph number); and
- Be received by the due date and time for Questions/Requests for clarification identified in the Schedule.

4.4 PROPOSAL DELIVERY OPTIONS

Proposer is solely responsible for ensuring its Proposal is received by the SPC in accordance with the requirements of this RFGP before the Opening date on the cover page of this RFGP (the "Opening"). Agency is not responsible for any delays in mail or by common carriers or by transmission errors or delays, or for any mis-delivery for any reason. A Proposal submitted by any means not authorized below will be rejected. The following delivery options are permitted for this RFGP:

Delivery through OregonBuys

Proposal submission should be electronically through OregonBuys. at:
OregonBuys.gov

Detailed instructions on how to submit a Proposal can be found at [OregonBuys Vendor Formal Solicitation Response.pdf](#)

4.5 PROPOSAL MODIFICATION OR WITHDRAWAL

If a Proposer wishes to make modifications to a submitted Proposal, the Proposer must submit its modification in one of the authorized methods listed in Section 4.4 (Proposal Delivery Options). To be effective the modification must include the OregonBuys number and be submitted to the SPC prior to Closing.

If a Proposer wishes to withdraw a submitted Proposal, it must submit a written notice signed by an authorized representative of its intent to withdraw to the SPC via email, or hard copy prior to the Closing. To be effective the notice must include the OregonBuys number.

4.6 PROPOSAL DUE

A Proposal (including all required submittal items) must be received by the SPC on or before Closing. All Proposal modifications or withdrawals must also be received prior to Closing.

A Proposal received after Closing is considered LATE and will NOT be accepted for evaluation. A late Proposal will be returned to the Proposer or destroyed.

4.7 PROPOSAL REJECTION

Agency may reject a Proposal for any of the following reasons:

- Proposer fails to substantially comply with all prescribed RFGP procedures and requirements, including but not limited to the requirement that Proposer's authorized representative sign the Proposal.
- Proposer has liquidated and delinquent debt owed to the State or any department or agency of the State.
- Proposer makes any contact regarding this RFGP with State representatives such as State employees or officials other than the SPC or persons authorized by the SPC, or inappropriate contact with the SPC.
- Proposer attempts to influence a member of the Evaluation Committee.
- Proposal is conditioned on Agency's acceptance of any other terms and conditions that are not acceptable to OHA in its sole discretion.

4.8 EVALUATION PROCESS

4.8.1 Responsiveness and Responsibility Determination

4.8.1.1 Responsiveness determination

A Proposal received prior to Closing will be reviewed to determine if it is responsive to all RFGP requirements. If the Proposal is unclear, the SPC may request clarification from Proposer. However, clarifications may not be used to rehabilitate a non-responsive Proposal. If the SPC finds the Proposal non-responsive, the Proposal may be rejected; however, Agency may waive mistakes.

4.8.1.2 Responsibility Determination

Agency will determine whether a successful Proposer is responsible prior to award and execution of a Grant Agreement.

At any time prior to award, Agency may reject a Proposer found to be not responsible.

4.8.2 Evaluation Criteria

For the Evaluation of items listed in this Section 4.8.2, evaluators will base their score for each subsection on the evaluation tool (Attachment I).

Each Proposal meeting all responsiveness requirements will be independently evaluated by members of an Evaluation Committee. Evaluation Committee members may change and Agency may have additional or fewer evaluators for optional rounds of competition. Evaluators will assign a score for each evaluation criterion listed below in Section 4.9 up to the maximum points available as specified in Section 4.10 (Point and Score Calculation).

SPC may request further clarification to assist the Evaluation Committee in gaining additional understanding of a Proposal. A response to a clarification request may only clarify or explain portions of the already submitted Proposal and may not contain new information not included in the original Proposal.

4.8.2.1 Strategy (see section 2.4.1 a.) (10 points)

How well did Proposer's strategy(ies) support youth suicide prevention aligned with Oregon's Suicide Prevention Framework?

4.8.2.2 Community Ties (see section 2.4.1 b.) (10 points)

How strong are Proposer's ties to community and focus on services to diverse communities in Oregon?

4.8.2.3 Experience (see section 2.4.1 c.) (15 points)

How well does Proposer's show their experience working with Youth and/or their families

4.8.2.4 Background (see section 2.4.1 d.) (10 points)

How well does Proposer's background present in culturally specific work?

4.8.2.5 Cultural Impact (see section 2.4.1 e.) (20 points)

How well does Proposer understand how culture impacts suicide prevention, intervention and postvention?

4.8.2.6 Events and Conferences (see section 2.4.1 f.) (5 points)

How well does Proposer demonstrate the capability of attending local community driven events and regional conferences?

4.8.2.7 Preparation (see section 2.4.1 g.) (10 points)

How well does the Proposer identify the ability to successfully conduct the Grant Activities being proposed?

4.8.2.8 Staffing (see section 2.4.1 h.) (10 points)

How well does the Proposer identify appropriateness of defined roles and responsibilities of project staff including any proposed consultants / subcontractors?

4.8.2.9 BUDGET EVALUATION (see section 3.3.4) (10 points)

How well does Proposer's budget align with proposed strategy and is it clearly linked to youth suicide prevention?

4.9 POINT AND SCORE CALCULATIONS

Points are the total possible for each section as listed in the table below.

Grant Activities / Evaluation Section	POINTS POSSIBLE	100
2.4.1 a./4.8.2.1	Strategy	10
2.4.1 b./4.8.2.2	Community Ties	10
2.4.1 c./4.8.2.3	Experience	15
2.4.1 d./4.8.2.4	Background	10
2.4.1 e./4.8.2.5	Cultural Impact	20
2.4.1 f./4.8.2.6	Events and Conferences	5
2.4.1 g./4.8.2.7	Preparation	10
2.4.1 h./4.8.2.8	Staffing	10
3.3.4/4.8.2.9	Budget	10
TOTAL POINTS POSSIBLE		100

4.10 RANKING OF PROPOSERS

The SPC will average the scores for each Proposal in a given round of competition (calculated by totaling the points awarded by each Evaluation Committee member and dividing by the number of members). The SPC will combine the average score for each Proposal.

The SPC will determine the rank of each Proposal, with the highest score receiving the highest rank, and successive rank order determined by the next highest score.

SECTION 5: AWARD AND NEGOTIATION

5.1 AWARD NOTIFICATION PROCESS

Agency, if it awards a Grant, will award a Grant to the highest ranking Proposer(s) based upon the scoring methodology and process described in Section 4 up to a total of twenty (20) Grants.

5.1.1 Intent to Award Notice

Agency will notify all Proposers in writing that Agency intends to award a Grant to the selected Proposer(s).

5.2 SUCCESSFUL PROPOSER SUBMISSION REQUIREMENTS

Proposer(s) who are selected for a Grant award under this RFGP will be required to submit additional information and comply with the following:

5.2.1 Insurance

Prior to executing a Grant Agreement, Grantees shall secure and demonstrate to Agency proof of insurance as required in the Grant Agreement.

5.2.2 Taxpayer Identification Number

Proposer shall provide its Taxpayer Identification Number (TIN) and backup withholding status on a completed W-9 form when requested by Agency or when the backup withholding status or any other relevant information of Proposer has changed since the last submitted W-9 form, if any.

5.2.3 Business Registry

If selected for a Grant, Proposer must be duly authorized by the State of Oregon to transact business in the State of Oregon before executing the Grant Agreement. Visit <http://sos.oregon.gov/business/pages/register.aspx> for Oregon Business Registry information.

SECTION 6: ADDITIONAL INFORMATION

6.1 COMMITMENT TO DIVERSITY, EQUITY, AND INCLUSION

The State of Oregon is committed to taking active steps toward increasing and promoting diversity, equity, and inclusion values across procurement processes for minority, women, emerging small, and service-disabled veteran owned businesses by reducing barriers to compete for and be awarded grants. All interested businesses are encouraged to submit proposals for this RFGP opportunity.

6.2 GOVERNING LAWS

This RFGP is governed by and construed in accordance with the laws of the State of Oregon without regard to principles of conflicts of law.

6.3 PUBLIC RECORDS LAW/AGENCY USE OF MATERIALS

All Proposals are public records and are subject to public inspection under the Oregon Public Records Law unless exempt from disclosure.

All Proposals submitted in response to this RFGP will become the property of Agency. By submitting a Proposal in response to this RFGP, Proposer grants the State a non-

exclusive, perpetual, irrevocable, royalty-free license for the rights to copy, distribute, display, prepare derivative works of and transmit the Proposal solely for the purpose of evaluating the Proposal, negotiating a Grant Agreement, if awarded to Proposer, or as otherwise needed to administer this RFGP process, and to fulfill obligations under Oregon Public Records Law (ORS 192.311 through 192.478). Proposals, including supporting materials, will not be returned to Proposer, except in the case of Proposals that were submitted late and rejected by Agency.

6.4 CANCELLATION OF RFGP; REJECTION OF PROPOSAL; NO DAMAGES.

Agency may reject any or all Proposals in-whole or in-part, or may cancel this RFGP at any time when the rejection or cancellation is in the best interest of the State or Agency, as determined by Agency. Neither the State nor any State agency is liable to any Proposer for any loss or expense caused by or resulting from the delay, suspension, or cancellation of this RFGP or a Grant award, or the rejection of any Proposal.

6.5 COST OF SUBMITTING A PROPOSAL

Proposer shall pay all costs incurred in connection with its Proposal, including, but not limited to, the costs to prepare and submit the Proposal.

TABLE OF CONTENTS

SECTION 1: GENERAL INFORMATION.....	4
1.1 BACKGROUND.....	4
1.2 GRANT PURPOSE.....	4
1.3 AWARDS.....	5
1.4 SCHEDULE.....	5
1.5 SINGLE POINT OF CONTACT (SPC).....	5
SECTION 2: AUTHORITY, OVERVIEW, AND SCOPE.....	6
2.1 AUTHORITY AND METHOD.....	6
2.2 DEFINITION OF TERMS.....	6
2.3 AGENCY OVERVIEW AND BACKGROUND.....	7
2.4 GRANT ACTIVITIES.....	7
SECTION 3: QUALIFICATIONS AND SUBMISSION REQUIREMENTS.....	10
3.1 QUALIFICATIONS.....	10
3.2 SUBMISSION REQUIREMENTS.....	11
3.3 PROPOSAL REQUIREMENTS.....	12
SECTION 4: SOLICITATION PROCESS.....	14
4.1 PUBLIC NOTICE.....	14
4.2 PRE-PROPOSAL WEBINAR.....	15
4.3 QUESTIONS / REQUESTS FOR CLARIFICATIONS.....	15
4.4 PROPOSAL DELIVERY OPTIONS.....	16
4.5 PROPOSAL MODIFICATION OR WITHDRAWAL.....	16
4.6 PROPOSAL DUE.....	16
4.7 PROPOSAL REJECTION.....	16
4.8 EVALUATION PROCESS.....	17
4.9 POINT AND SCORE CALCULATIONS.....	19
4.10 RANKING OF PROPOSERS.....	19
SECTION 5: AWARD AND NEGOTIATION.....	19
5.1 AWARD NOTIFICATION PROCESS.....	19
5.2 SUCCESSFUL PROPOSER SUBMISSION REQUIREMENTS.....	20
SECTION 6: ADDITIONAL INFORMATION.....	20
6.1 COMMITMENT TO DIVERSITY, EQUITY, AND INCLUSION.....	20
6.2 GOVERNING LAWS.....	20
6.3 PUBLIC RECORDS LAW/AGENCY USE OF MATERIALS.....	20
6.4 CANCELLATION OF RFGP; REJECTION OF PROPOSAL; NO DAMAGES.....	21
6.5 COST OF SUBMITTING A PROPOSAL.....	21

LIST OF ATTACHMENTS

ATTACHMENT A PROPOSAL FORM

ATTACHMENT B IMPLEMENTATION PLAN

ATTACHMENT C PROPOSER INFORMATION AND CERTIFICATION SHEET

ATTACHMENT D BUDGET PROPOSAL FORM

ATTACHMENT E BUDGET NARRATIVE FORM

ATTACHMENT F REFERENCE CHECK FORM

ATTACHMENT G RESPONSIBILITY INQUIRY

ATTACHMENT H SAMPLE GRANT AGREEMENT

ATTACHMENT: I EVALUATION TOOL

SECTION 1: GENERAL INFORMATION

1.1 BACKGROUND

In 2014, OHA was directed by the legislature to create a position to coordinate Youth Suicide Prevention and Intervention in order to develop a statewide Youth Suicide Intervention and Prevention Plan (YSIPP). The YSIPP is reviewed annually, and statutory mandate directs an update every five years. The projects included in this Request for Grant Proposals (this “RFGP”) will support and align with OHA’s goal to eliminate health inequities by 2030 and support the implementation of the [YSIPP 26-30](#). The YSIPP was developed within a Culturally Infused [Oregon Suicide Prevention Framework](#), which is a comprehensive framework for suicide prevention that includes both public health and behavioral health goals and strategies.

Since a peak in 2018, the overall youth suicide rate in Oregon decreased – although the overall decrease was driven by a reduction in non-Hispanic white youth deaths. Since 2018, the number of youths for all other race/ethnicity categories has increased or remained stable. The Oregon youth suicide rate continues to be higher than the national average. Youth suicide continues to be a complex, yet largely preventable, public health crisis in Oregon.

Suicide remains a persistent, pervasive, and yet largely preventable cause of death. Every death by suicide in Oregon carries a substantial and long-lasting ripple effect into our communities. The important work to prevent youth suicide (ages 5-24) remains a top priority for OHA. Preventing suicide cannot be accomplished by one group, government, or sector. OHA believes the most effective suicide prevention happens in local communities and is led by community leaders. It also believes statewide infrastructure and equitable access to programs and resources are vital to local efforts.

1.2 GRANT PURPOSE

The State of Oregon, acting by and through the Oregon Health Authority (“Agency” or “OHA”) is issuing this RFGP to advance and support Culturally Responsive YSIPP.

OHA is seeking proposals for the provision of culturally specific suicide prevention programming and services with the intent to address emerging health disparities in suicide for youth in Communities of Focus in Oregon (each, a “Proposal” and collectively, “Proposals”).

OHA is seeking proposers (each, a “Proposer” or “Applicant” and collectively, “Proposers” or “Applicants”) that articulate a clear community-based strategy to reduce youth suicide attempts and fatalities which is developed by and for the culturally specific communities they aim to serve.

1.3 AWARDS

OHA anticipates awarding up to twenty (20) grants (each, a “Grant”) to successful Proposers under this RFGP (“Grantees”). Proposer(s) may submit a Proposal and may jointly apply with another Proposer(s). The combined total of all Grant awards under this RFGP is approximately \$900,000.00. Individual awards are not anticipated to exceed \$80,000.00, however, OHA reserves the right, at its sole discretion, to determine the final amount of each Grant award from this RFGP and awards are subject to the availability of funds. All Grant Activities must be completed by June 30, 2027.

Proposers are advised that the award and potential dollar amount of the Grant under this RFGP are contingent upon approval of adequate funding for Agency’s use under this RFGP and not a guarantee.

In addition to Grant funds, successful Proposers awarded Grant funds under this RFGP (“Grantees”) will be provided with expert evaluation support from the Oregon Healing Collective and Asili, LLC. Grantees will also be provided with ongoing technical assistance, support, and coordination from Lines for Life’s Community Engagement Coordinator.

1.4 SCHEDULE

The table below represents a tentative schedule of events. All times are listed in Pacific Time. All dates listed are subject to change.

Event	Date	Time
Pre-Proposal Webinar (See Section 4.2 below)	October 12, 2026	9:00 AM (Pacific Time)
Questions / Requests for Clarification Due	October 16, 2026	3:00 PM (Pacific Time)
Answers to Questions/Requests for Clarification Issued (approx.)	October 22, 2026	
Opening (Proposals Due)	See RFGP Cover Page	
Issuance of Notice of Intent to Award (approx.)	November 24, 2026	4:00 PM (Pacific Time)

1.5 SINGLE POINT OF CONTACT (SPC)

The Single Point of Contact for this RFGP is identified on the Cover Page, along with the SPC’s contact information. Proposers shall direct all communications and questions regarding any provision of this RFGP only to the SPC, whether about the technical requirements of this RFGP, Proposal requirements, this RFGP process, or any other provision.

SECTION 2: AUTHORITY, OVERVIEW, AND SCOPE

2.1 AUTHORITY AND METHOD

OHA issues this RFGP under the authority of ORS 413.033.

2.2 DEFINITION OF TERMS

Terminology specific to the OregonBuys system may be found at: OregonBuys <https://www.oregon.gov/das/ORBuys/Documents/OregonBuys-glossary.pdf>

For the purposes of this RFGP, the following definitions apply:

“Communities of Focus” means populations/communities that are disproportionately harmed by social and health inequities and excluded from mainstream social, economic, educational, and/or cultural life. Examples of these communities include, but are not limited to, groups excluded due to race, gender identity, sexual orientation, age, physical ability, language, and/or immigration status.

“Culturally infused” means an approach, system, or practice that proactively embeds preferred languages and cultural understandings, beliefs, values, practices, behaviors, and research into its core foundation and implementation. Cultural infusion addresses the lived experiences and needs of diverse identities and is a mechanism to address equity needs.

“Culturally Responsive” means services that are respectful of and relevant to the beliefs, practices, culture and linguistic needs of diverse consumer/client populations and communities whose members identify as having particular cultural or linguistic affiliations. Cultural responsiveness describes the capacity to respond to the issues of diverse communities and requires knowledge and capacity at different levels of intervention: systemic, organizational, professional, and individual.

“Culturally Specific” refers to something that is designed for, relevant to or rooted in the traditions, values, beliefs, and practices of a particular cultural group. It means the content, approach, or service is tailored to reflect the unique characteristics of that culture rather than being generic or broadly applied.

“Key Person(s)” means the Proposer if the Proposer is an individual, or any person or persons on the Proposer’s staff, including any subcontractors, to whom Proposer will assign the Grant Activities if Proposer is awarded a Grant.

“Oregon Suicide Prevention Framework” refers to a strategic framework used by the Oregon Health Authority to develop the Adult and Youth Suicide Intervention and Prevention Plans. The framework can be found at: <https://sharedsystems.dhsoha.state.or.us/DHSForms/Served/le3636b.pdf>

“YSIPP 26-30” refers to the Oregon statewide plan to support youth suicide prevention, intervention and postvention response (after a youth suicide death). The plan can be found at:
https://sharedsystems.dhsoha.state.or.us/DHSForms/Served/le8874a_2026-2030.pdf

2.3 AGENCY OVERVIEW AND BACKGROUND

OHA is statutorily charged with a comprehensive set of responsibilities, which is reflected in its organizational structure as follows: the Director’s Office (DO) which includes Tribal Affairs and eight divisions: (1) Agency Operations, (2) Behavioral Health, (3) Equity and Inclusion, (4) External Relations, (5), Health Policy and Analytics, (6) Medicaid, (7) Oregon State Hospital, and (8) Public Health.

This RFGP supports the Behavioral Health Division, specifically the Child, Family and Lifespan Behavioral Health unit.

OHA’s vision and mission is developing a strategic plan with a single overarching goal: to eliminate health inequities in Oregon by 2030. This RFGP directly supports and advances OHA’s health equity goal.

This goal means ensuring all people in Oregon: can reach their full potential and well-being and are not disadvantaged by their race, ethnicity, language, disability, age, gender, gender identity, sexual orientation, social class, geography, or intersections among these communities or identities, or other socially determined circumstances.

Achieving health equity requires the ongoing collaboration of all regions and sectors of the state, including tribal governments, to address:

- The equitable distribution or redistribution of resources and power, and
- Recognizing, reconciling, and rectifying historical and contemporary injustices.

Children, Family and Lifespan Behavioral Health is structured within the Behavioral Health Division. This unit consists of programming and support for mental health promotion and prevention, suicide prevention, substance use prevention, and treatment services across the continuum of care from outpatient to secure inpatient services.

2.4 GRANT ACTIVITIES

OHA is seeking Proposals that provide culturally specific suicide prevention programming and services with the intent to address emerging health disparities in suicide for youth in Communities of Focus in Oregon (collectively, and as further described in this RFGP, the “Grant Activities”).

Proposers must articulate a clear community strategy to reduce youth suicide attempts and fatalities which is developed by and for the culturally specific communities they aim to serve.

2.4.1 Program Areas of Interest

- a. **Strategy:** Articulate clearly how the Proposer's strategy(ies) support youth suicide prevention aligned with Oregon's Suicide Prevention Framework.
 - Clearly describe strategy to support youth suicide prevention.
 - Describe culture(s) and populations that your program will focus on.
 - What are the goals and timelines associated with this strategy?
 - Discuss alignment with Oregon's Suicide Prevention Framework.
- b. **Community Ties:** Strong ties and focus on services to diverse communities in Oregon.
 - Describe how Proposer's ties in Oregon reach diverse communities?
- c. **Experience:** Show experience working with Youth and/or their families.
 - Describe experience working with Youth and/or their families on mental health, suicide prevention or substance use.
 - How will these experiences enhance the current support provided in Oregon?
- d. **Background:** Present strong background in culturally specific work.
 - Describe background in culturally specific work.
 - How will background in culturally specific work influence program strategy?
- e. **Cultural Impact:** Identify strong understanding of how culture impacts suicide prevention, intervention and postvention.
- f. **Events and Conferences:** The capability of attending local community driven events and regional conferences.
- g. **Preparation:** Identify the ability to successfully conduct the Grant Activities.
 - Discuss current readiness and preparation necessary to conduct and provide services.

- h. Staffing:** Identify appropriateness of defined roles and responsibilities of project staff including any proposed consultants / subcontractors.
 - Discuss any highlights or shortfalls in staffing and plans to address barriers.

2.4.2 Program Activities – Required in all proposals

- a. Program:** Develop, sustain, and/or implement a culturally specific suicide prevention program or services for youth (ages 24 and younger) and/or their families that aligns with the Oregon Suicide Prevention Framework.
- b. Knowledge and Collaboration:** Attend at least six-monthly learning communities for the Grantees to increase their knowledge of Oregon’s suicide prevention infrastructure and to increase connectedness between the Grantees.
- c. Evaluation Plan:** Develop and implement an evaluation plan for the programming in collaboration with the Oregon Healing Collective and their subcontractor(s). The consultation time to support the evaluation plan development will be provided by Oregon Healing Collective. Note: Evaluation plans will not be considered in the scoring for this RFGP because the goal of this RFGP is to support culturally specific suicide prevention programs with evaluation support. All awards will include the requirement to develop this plan.
- d. Training:** Complete training in “Be Sensitive, Be Brave for Suicide Prevention” and “Be Sensitive, Be Brave for Mental Health.” The trainings will be hosted free of charge for Grantees by Lines for Life.

2.4.3 Unallowable Activities

- a.** Activities currently funded by Medicaid;
- b.** Activities not allowed by Medicaid or by law; and
- c.** Capital improvement projects.

2.4.4 Reporting

- a. Activity Reports**

OHA will require a mid-term and final activity report from the Grantees which may include, but is not limited to the following data collection requirements:

- (1)** List and describe events, trainings, and other Grant-related activities.

Record and include the following information for each activity:

- (a) Location(s) being served by county;
- (b) Number of youth, staff and community participants;
- (2) Stories of resiliency and ways Grant-related activities impact the lives of youth and families;
- (3) Descriptions of any barriers experienced by the Grantee or communities served.
- (4) Updates on the Evaluation Plans supported by Oregon Healing Collective.

b. Expenditure Reports

Grantees shall submit a Mid-Term Expenditure and Final Expenditure Report for allowable activities, to be received by OHA throughout the term of the Grant Agreement.

2.4.5 Disbursement of Grant Funds

Disbursement of funds will be made in one 75% disbursement upon receipt of approved invoice and signed Grant Agreement, and one 25% disbursement on or before June 30, 2027, upon receipt of approved invoice and final report.

SECTION 3: QUALIFICATIONS AND SUBMISSION REQUIREMENTS

3.1 QUALIFICATIONS

Proposers must demonstrate in their Proposal how Proposer meets the following minimum qualifications for a Proposal to advance for evaluation. Proposer must submit resumes or biographical sketches for each Key Person with evidence of the following requirements for each activity being proposed and answer these questions for qualification in the Proposal Form (Attachment A).

- a. Host organization located in Oregon;
- b. Demonstrate strong ties to diverse communities in Oregon (Examples: Board representation, leadership connections and representation, staff connections and representation, involvement on other relevant boards or with culturally specific community driven events, relevant past or current projects);
- c. A strong focus on services for diverse communities;
- d. Ability to attend in-person events throughout Oregon;
- e. Strong background in culturally specific work; and

- f. A strong understanding of how culture impacts suicide prevention, intervention and postvention.

3.2 SUBMISSION REQUIREMENTS

3.2.1 Proposal Submissions

To be considered for evaluation, Proposal must contain each of the following elements (further detailed in Proposal Requirements section below):

- Proposal Form (Attachment A)
- Implementation Plan (Attachment B)
- Proposer Information and Certification Sheet (Attachment C)
- Budget Proposal (Attachment D)
- Budget Narrative (Attachment E)
- Reference Check Form (Attachment F)
- Responsibility Inquiry (Attachment G)
- Key Persons and Resumes

3.2.2 Supplemental Information

This is to determine the level of support that the Oregon Healing Collective can prepare for the Proposer and will not be used in the determination of the Grant award and will not be scored in the evaluation phase of this RFGP.

Proposer must submit (in 1 page or less) the following information:

- a. A description of the Proposer's current confidence or experience with evaluation (describe what level, why, and what type of evaluation experience you have).
- b. A description of any language accessibility support the Proposer's staff might need;
- c. Whether the Proposer would welcome a site visit from Lines for Life's or Oregon Healing Collective's support staff if awarded a Grant.

3.2.3 Proposal Page Limits

Proposals are limited to 12 pages. Any pages exceeding this limit will not be provided to the evaluation committee or considered in the evaluation. Supplemental Information does not count towards page limit.

3.2.4 Proposal Format and Quantity

Proposal should follow the format and reference the sections listed in the Proposal Requirements section. Responses to each section and subsection should be labeled to indicate the item being addressed.

OregonBuys Electronic Response. Proposer should submit its Proposal electronically through OregonBuys. Proposer should follow the procedures outlined in See: Section 4.4 PROPOSAL DELIVERY OPTIONS for electronic submission.

The Budget Proposal must be submitted as a separate electronic response file.

Proposer shall submit one copy of its Proposal and all other submittal requirements, with Attachment C - Proposer Information and Certification Sheet bearing the Proposer's authorized representative's Signature, in one of the following formats: Adobe Acrobat (pdf), Microsoft Word (docx), or Microsoft Excel (xlsx).

The Proposer Information and Certification Sheet (Attachment C) must bear the Proposer's authorized representative's Signature.

3.2.5 Authorized Representative

Failure of Proposer's authorized representative to sign the Proposal may result in rejection of the Proposal by Agency.

3.3 PROPOSAL REQUIREMENTS

Proposals must address each of the items listed in this section and all other requirements set forth in this RFGP.

Proposals should not include extensive artwork, unusual printing or other materials not essential to the utility and clarity of the Proposal. Do not include marketing or advertising material in the Proposal, unless requested. Proposal should be straightforward and address the requests of this RFGP. Proposals containing unsolicited marketing or advertising material may receive a lower evaluation score if required information is difficult to locate.

3.3.1 Proposal Form (Attachment A)

Each Proposer must complete all sections of the Proposal Form (Attachment A), as listed in that form. Incomplete Proposals may be considered non-responsive to this RFGP and not be considered for further evaluation.

3.3.2 Implementation Plan (Attachment B)

Proposer must submit an Implementation Plan (Attachment B) (the “Plan”) demonstrating their ability to perform the Grant Activities (from section 2.4 Grant Activities) Proposer is submitting.

In addition, briefly describe in Attachment B, how Proposer would carry out the Grant Activities. Provide a comprehensive Implementation Plan that the Proposer intends to follow. Illustrate how the Plan will serve to coordinate and accomplish the Work.

3.3.3 Proposer Information and Certification Sheet (Attachment C)

Proposer shall complete and submit the Proposer Information and Certification Sheet (Attachment C).

Failure to demonstrate compliance with Oregon Tax Laws and sign the Proposer Information and Certification Sheet may result in a finding of non-responsibility.

3.3.4 Budget Proposal (Attachment D) and Budget Narrative (Attachment E)

Each Proposer must submit a detailed Budget Proposal for the entire Grant period through June 30, 2027, substantially in the form of Attachment D and E, including a Budget Proposal (Attachment D) and Narrative (Attachment E) (recommended length: 4 pages).

The Budget Narrative must include:

- (1)** A clear explanation of how the Grant funds will be used to improve Oregon’s Suicide Prevention Framework.
- (2)** Line items that are reasonable, cost-effective, and consistent with Proposer’s Plan; and
- (3)** A Budget Narrative that provides a clear description and justification for the proposed expenses, which specifically explains how the proposed expenses will allow Proposer to achieve Program goals.

Expenses included in the proposed Budget Proposal may include the following expense types:

- (a)** Personnel Expenses
- (b)** Travel Expenses
- (c)** Supplies
- (d)** Other Expenses
- (e)** Indirect Costs
- (f)** Administrative Expenses

The above list includes examples of expenses but is not an exhaustive list of all possible expenditures. See Attachment D – Budget Proposal Form for additional instructions and requirements.

3.3.5 References (Attachment F)

Provide 3 references (Attachment F) from current or former client firms for similar projects performed for any clients within the last 5 years. References must be able to verify the quality of previous, related Grant Activities.

Agency may check to determine if references provided support Proposer's ability to comply with the requirements of this RFGP. Agency may use references to obtain additional information, or verify any information needed. Agency may contact any reference (submitted or not) to verify Proposer's qualifications.

3.3.6 Responsibility Inquiry (Attachment G)

Prior to a Grant award, Proposer shall be required to complete and submit Attachment G — Responsibility Inquiry.

3.3.7 Key Persons and their Resumes

Specify key persons to be assigned to this project, and include a current resume (not to exceed two pages each) for each key person that demonstrates the person's qualifications and experience for the Grant Activities described in this RFGP.

Specify Key Persons to be assigned to each Grant Activity and include a current resume or biographical sketch (not to exceed two (2) pages each) for each Key Person that demonstrates the person's qualifications and experience for the Grant Activity described in this RFGP.

SECTION 4: SOLICITATION PROCESS

4.1 PUBLIC NOTICE

This RFGP and attachments are published in the State of Oregon's electronic procurement system OregonBuys at <https://oregonbuys.gov/>. Documents will not be mailed to prospective Proposers.

Modifications, if any, to this RFGP will be made by Addendum published in OregonBuys. An Applicant is solely responsible for checking OregonBuys to determine whether or not any Addenda have been issued. Any Addenda are incorporated into this RFGP by this reference.

4.2 PRE-PROPOSAL WEBINAR

A Pre-Proposal conference will be held at the date and time listed in the Schedule (Section 1.4). An Applicant's participation in this conference is highly encouraged but not mandatory.

The purpose of the Pre-Proposal conference is to:

- Provide additional description of the Program;
- Explain this RFGP process; and
- Answer any questions Proposers may have related to the Program or the process.

Statements made at the Pre-Proposal conference are not binding upon Agency. Proposers may be asked to submit questions in writing.

Interested parties may participate in the Pre-Proposal Conference by:

Join ZoomGov Meeting

<https://www.zoomgov.com/j/16018560286?pwd=UENFcmF6eU5RS2xLK0hWaEZjNnJxZz09>

Meeting ID: 160 1856 0286

Passcode: 272782

One tap mobile

+16692545252,,16018560286#,,,,*272782# US (San Jose)

+16468287666,,16018560286#,,,,*272782# US (New York)

Dial by your location

- +1 669 254 5252 US (San Jose)
- +1 646 828 7666 US (New York)

4.3 QUESTIONS / REQUESTS FOR CLARIFICATIONS

OHA has contracted with Lines for Life's Culturally Specific Engagement Coordinator to support reviewing Proposals and OregonBuys registration.

Access that support at: <https://www.linesforlife.org/culturally-responsive-small-grants/>

All inquiries, whether relating to this RFGP process, administration, deadline or method of award, or to the intent or technical aspects of this RFGP must:

- Be delivered to the SPC via email;
- Reference the OregonBuys number;
- Identify Proposer's name and contact information;

- Refer to the specific area of this RFGP being questioned (i.e., page, section and paragraph number); and
- Be received by the due date and time for Questions/Requests for clarification identified in the Schedule.

4.4 PROPOSAL DELIVERY OPTIONS

Proposer is solely responsible for ensuring its Proposal is received by the SPC in accordance with the requirements of this RFGP before the Opening date on the cover page of this RFGP (the "Opening"). Agency is not responsible for any delays in mail or by common carriers or by transmission errors or delays, or for any mis-delivery for any reason. A Proposal submitted by any means not authorized below will be rejected. The following delivery options are permitted for this RFGP:

Delivery through OregonBuys

Proposal submission should be electronically through OregonBuys. at:
OregonBuys.gov

Detailed instructions on how to submit a Proposal can be found at [OregonBuys Vendor Formal Solicitation Response.pdf](#)

4.5 PROPOSAL MODIFICATION OR WITHDRAWAL

If a Proposer wishes to make modifications to a submitted Proposal, the Proposer must submit its modification in one of the authorized methods listed in Section 4.4 (Proposal Delivery Options). To be effective the modification must include the OregonBuys number and be submitted to the SPC prior to Closing.

If a Proposer wishes to withdraw a submitted Proposal, it must submit a written notice signed by an authorized representative of its intent to withdraw to the SPC via email, or hard copy prior to the Closing. To be effective the notice must include the OregonBuys number.

4.6 PROPOSAL DUE

A Proposal (including all required submittal items) must be received by the SPC on or before Closing. All Proposal modifications or withdrawals must also be received prior to Closing.

A Proposal received after Closing is considered LATE and will NOT be accepted for evaluation. A late Proposal will be returned to the Proposer or destroyed.

4.7 PROPOSAL REJECTION

Agency may reject a Proposal for any of the following reasons:

- Proposer fails to substantially comply with all prescribed RFGP procedures and requirements, including but not limited to the requirement that Proposer's authorized representative sign the Proposal.
- Proposer has liquidated and delinquent debt owed to the State or any department or agency of the State.
- Proposer makes any contact regarding this RFGP with State representatives such as State employees or officials other than the SPC or persons authorized by the SPC, or inappropriate contact with the SPC.
- Proposer attempts to influence a member of the Evaluation Committee.
- Proposal is conditioned on Agency's acceptance of any other terms and conditions that are not acceptable to OHA in its sole discretion.

4.8 EVALUATION PROCESS

4.8.1 Responsiveness and Responsibility Determination

4.8.1.1 Responsiveness determination

A Proposal received prior to Closing will be reviewed to determine if it is responsive to all RFGP requirements. If the Proposal is unclear, the SPC may request clarification from Proposer. However, clarifications may not be used to rehabilitate a non-responsive Proposal. If the SPC finds the Proposal non-responsive, the Proposal may be rejected; however, Agency may waive mistakes.

4.8.1.2 Responsibility Determination

Agency will determine whether a successful Proposer is responsible prior to award and execution of a Grant Agreement.

At any time prior to award, Agency may reject a Proposer found to be not responsible.

4.8.2 Evaluation Criteria

For the Evaluation of items listed in this Section 4.8.2, evaluators will base their score for each subsection on the evaluation tool (Attachment I).

Each Proposal meeting all responsiveness requirements will be independently evaluated by members of an Evaluation Committee. Evaluation Committee members may change and Agency may have additional or fewer evaluators for optional rounds of competition. Evaluators will assign a score for each evaluation criterion listed below in Section 4.9 up to the maximum points available as specified in Section 4.10 (Point and Score Calculation).

SPC may request further clarification to assist the Evaluation Committee in gaining additional understanding of a Proposal. A response to a clarification request may only clarify or explain portions of the already submitted Proposal and may not contain new information not included in the original Proposal.

4.8.2.1 Strategy (see section 2.4.1 a.) (10 points)

How well did Proposer's strategy(ies) support youth suicide prevention aligned with Oregon's Suicide Prevention Framework?

4.8.2.2 Community Ties (see section 2.4.1 b.) (10 points)

How strong are Proposer's ties to community and focus on services to diverse communities in Oregon?

4.8.2.3 Experience (see section 2.4.1 c.) (15 points)

How well does Proposer's show their experience working with Youth and/or their families

4.8.2.4 Background (see section 2.4.1 d.) (10 points)

How well does Proposer's background present in culturally specific work?

4.8.2.5 Cultural Impact (see section 2.4.1 e.) (20 points)

How well does Proposer understand how culture impacts suicide prevention, intervention and postvention?

4.8.2.6 Events and Conferences (see section 2.4.1 f.) (5 points)

How well does Proposer demonstrate the capability of attending local community driven events and regional conferences?

4.8.2.7 Preparation (see section 2.4.1 g.) (10 points)

How well does the Proposer identify the ability to successfully conduct the Grant Activities being proposed?

4.8.2.8 Staffing (see section 2.4.1 h.) (10 points)

How well does the Proposer identify appropriateness of defined roles and responsibilities of project staff including any proposed consultants / subcontractors?

4.8.2.9 BUDGET EVALUATION (see section 3.3.4) (10 points)

How well does Proposer's budget align with proposed strategy and is it clearly linked to youth suicide prevention?

4.9 POINT AND SCORE CALCULATIONS

Points are the total possible for each section as listed in the table below.

Grant Activities / Evaluation Section	POINTS POSSIBLE	100
2.4.1 a./4.8.2.1	Strategy	10
2.4.1 b./4.8.2.2	Community Ties	10
2.4.1 c./4.8.2.3	Experience	15
2.4.1 d./4.8.2.4	Background	10
2.4.1 e./4.8.2.5	Cultural Impact	20
2.4.1 f./4.8.2.6	Events and Conferences	5
2.4.1 g./4.8.2.7	Preparation	10
2.4.1 h./4.8.2.8	Staffing	10
3.3.4/4.8.2.9	Budget	10
TOTAL POINTS POSSIBLE		100

4.10 RANKING OF PROPOSERS

The SPC will average the scores for each Proposal in a given round of competition (calculated by totaling the points awarded by each Evaluation Committee member and dividing by the number of members). The SPC will combine the average score for each Proposal.

The SPC will determine the rank of each Proposal, with the highest score receiving the highest rank, and successive rank order determined by the next highest score.

SECTION 5: AWARD AND NEGOTIATION

5.1 AWARD NOTIFICATION PROCESS

Agency, if it awards a Grant, will award a Grant to the highest ranking Proposer(s) based upon the scoring methodology and process described in Section 4 up to a total of twenty (20) Grants.

5.1.1 Intent to Award Notice

Agency will notify all Proposers in writing that Agency intends to award a Grant to the selected Proposer(s).

5.2 SUCCESSFUL PROPOSER SUBMISSION REQUIREMENTS

Proposer(s) who are selected for a Grant award under this RFGP will be required to submit additional information and comply with the following:

5.2.1 Insurance

Prior to executing a Grant Agreement, Grantees shall secure and demonstrate to Agency proof of insurance as required in the Grant Agreement.

5.2.2 Taxpayer Identification Number

Proposer shall provide its Taxpayer Identification Number (TIN) and backup withholding status on a completed W-9 form when requested by Agency or when the backup withholding status or any other relevant information of Proposer has changed since the last submitted W-9 form, if any.

5.2.3 Business Registry

If selected for a Grant, Proposer must be duly authorized by the State of Oregon to transact business in the State of Oregon before executing the Grant Agreement. Visit <http://sos.oregon.gov/business/pages/register.aspx> for Oregon Business Registry information.

SECTION 6: ADDITIONAL INFORMATION

6.1 COMMITMENT TO DIVERSITY, EQUITY, AND INCLUSION

The State of Oregon is committed to taking active steps toward increasing and promoting diversity, equity, and inclusion values across procurement processes for minority, women, emerging small, and service-disabled veteran owned businesses by reducing barriers to compete for and be awarded grants. All interested businesses are encouraged to submit proposals for this RFGP opportunity.

6.2 GOVERNING LAWS

This RFGP is governed by and construed in accordance with the laws of the State of Oregon without regard to principles of conflicts of law.

6.3 PUBLIC RECORDS LAW/AGENCY USE OF MATERIALS

All Proposals are public records and are subject to public inspection under the Oregon Public Records Law unless exempt from disclosure.

All Proposals submitted in response to this RFGP will become the property of Agency. By submitting a Proposal in response to this RFGP, Proposer grants the State a non-

exclusive, perpetual, irrevocable, royalty-free license for the rights to copy, distribute, display, prepare derivative works of and transmit the Proposal solely for the purpose of evaluating the Proposal, negotiating a Grant Agreement, if awarded to Proposer, or as otherwise needed to administer this RFGP process, and to fulfill obligations under Oregon Public Records Law (ORS 192.311 through 192.478). Proposals, including supporting materials, will not be returned to Proposer, except in the case of Proposals that were submitted late and rejected by Agency.

6.4 CANCELLATION OF RFGP; REJECTION OF PROPOSAL; NO DAMAGES.

Agency may reject any or all Proposals in-whole or in-part, or may cancel this RFGP at any time when the rejection or cancellation is in the best interest of the State or Agency, as determined by Agency. Neither the State nor any State agency is liable to any Proposer for any loss or expense caused by or resulting from the delay, suspension, or cancellation of this RFGP or a Grant award, or the rejection of any Proposal.

6.5 COST OF SUBMITTING A PROPOSAL

Proposer shall pay all costs incurred in connection with its Proposal, including, but not limited to, the costs to prepare and submit the Proposal.

TABLE OF CONTENTS

SECTION 1: GENERAL INFORMATION.....	4
1.1 BACKGROUND.....	4
1.2 GRANT PURPOSE.....	4
1.3 AWARDS.....	5
1.4 SCHEDULE.....	5
1.5 SINGLE POINT OF CONTACT (SPC).....	5
SECTION 2: AUTHORITY, OVERVIEW, AND SCOPE	6
2.1 AUTHORITY AND METHOD	6
2.2 DEFINITION OF TERMS.....	6
2.3 AGENCY OVERVIEW AND BACKGROUND	7
2.4 GRANT ACTIVITIES.....	7
SECTION 3: QUALIFICATIONS AND SUBMISSION REQUIREMENTS	10
3.1 QUALIFICATIONS	10
3.2 SUBMISSION REQUIREMENTS.....	11
3.3 PROPOSAL REQUIREMENTS.....	12
SECTION 4: SOLICITATION PROCESS.....	14
4.1 PUBLIC NOTICE	14
4.2 PRE-PROPOSAL WEBINAR.....	15
4.3 QUESTIONS / REQUESTS FOR CLARIFICATIONS.....	15
4.4 PROPOSAL DELIVERY OPTIONS	16
4.5 PROPOSAL MODIFICATION OR WITHDRAWAL	16
4.6 PROPOSAL DUE	16
4.7 PROPOSAL REJECTION	16
4.8 EVALUATION PROCESS.....	17
4.9 POINT AND SCORE CALCULATIONS	19
4.10 RANKING OF PROPOSERS.....	19
SECTION 5: AWARD AND NEGOTIATION	19
5.1 AWARD NOTIFICATION PROCESS.....	19
5.2 SUCCESSFUL PROPOSER SUBMISSION REQUIREMENTS	20
SECTION 6: ADDITIONAL INFORMATION	20
6.1 COMMITMENT TO DIVERSITY, EQUITY, AND INCLUSION.....	20
6.2 GOVERNING LAWS.....	20
6.3 PUBLIC RECORDS LAW/AGENCY USE OF MATERIALS	20
6.4 CANCELLATION OF RFGP; REJECTION OF PROPOSAL; NO DAMAGES.....	21
6.5 COST OF SUBMITTING A PROPOSAL.....	21

LIST OF ATTACHMENTS

ATTACHMENT A PROPOSAL FORM

ATTACHMENT B IMPLEMENTATION PLAN

ATTACHMENT C PROPOSER INFORMATION AND CERTIFICATION SHEET

ATTACHMENT D BUDGET PROPOSAL FORM

ATTACHMENT E BUDGET NARRATIVE FORM

ATTACHMENT F REFERENCE CHECK FORM

ATTACHMENT G RESPONSIBILITY INQUIRY

ATTACHMENT H SAMPLE GRANT AGREEMENT

ATTACHMENT: I EVALUATION TOOL

SECTION 1: GENERAL INFORMATION

1.1 BACKGROUND

In 2014, OHA was directed by the legislature to create a position to coordinate Youth Suicide Prevention and Intervention in order to develop a statewide Youth Suicide Intervention and Prevention Plan (YSIPP). The YSIPP is reviewed annually, and statutory mandate directs an update every five years. The projects included in this Request for Grant Proposals (this “RFGP”) will support and align with OHA’s goal to eliminate health inequities by 2030 and support the implementation of the [YSIPP 26-30](#). The YSIPP was developed within a Culturally Infused [Oregon Suicide Prevention Framework](#), which is a comprehensive framework for suicide prevention that includes both public health and behavioral health goals and strategies.

Since a peak in 2018, the overall youth suicide rate in Oregon decreased – although the overall decrease was driven by a reduction in non-Hispanic white youth deaths. Since 2018, the number of youths for all other race/ethnicity categories has increased or remained stable. The Oregon youth suicide rate continues to be higher than the national average. Youth suicide continues to be a complex, yet largely preventable, public health crisis in Oregon.

Suicide remains a persistent, pervasive, and yet largely preventable cause of death. Every death by suicide in Oregon carries a substantial and long-lasting ripple effect into our communities. The important work to prevent youth suicide (ages 5-24) remains a top priority for OHA. Preventing suicide cannot be accomplished by one group, government, or sector. OHA believes the most effective suicide prevention happens in local communities and is led by community leaders. It also believes statewide infrastructure and equitable access to programs and resources are vital to local efforts.

1.2 GRANT PURPOSE

The State of Oregon, acting by and through the Oregon Health Authority (“Agency” or “OHA”) is issuing this RFGP to advance and support Culturally Responsive YSIPP.

OHA is seeking proposals for the provision of culturally specific suicide prevention programming and services with the intent to address emerging health disparities in suicide for youth in Communities of Focus in Oregon (each, a “Proposal” and collectively, “Proposals”).

OHA is seeking proposers (each, a “Proposer” or “Applicant” and collectively, “Proposers” or “Applicants”) that articulate a clear community-based strategy to reduce youth suicide attempts and fatalities which is developed by and for the culturally specific communities they aim to serve.

1.3 AWARDS

OHA anticipates awarding up to twenty (20) grants (each, a “Grant”) to successful Proposers under this RFGP (“Grantees”). Proposer(s) may submit a Proposal and may jointly apply with another Proposer(s). The combined total of all Grant awards under this RFGP is approximately \$900,000.00. Individual awards are not anticipated to exceed \$80,000.00, however, OHA reserves the right, at its sole discretion, to determine the final amount of each Grant award from this RFGP and awards are subject to the availability of funds. All Grant Activities must be completed by June 30, 2027.

Proposers are advised that the award and potential dollar amount of the Grant under this RFGP are contingent upon approval of adequate funding for Agency’s use under this RFGP and not a guarantee.

In addition to Grant funds, successful Proposers awarded Grant funds under this RFGP (“Grantees”) will be provided with expert evaluation support from the Oregon Healing Collective and Asili, LLC. Grantees will also be provided with ongoing technical assistance, support, and coordination from Lines for Life’s Community Engagement Coordinator.

1.4 SCHEDULE

The table below represents a tentative schedule of events. All times are listed in Pacific Time. All dates listed are subject to change.

Event	Date	Time
Pre-Proposal Webinar (See Section 4.2 below)	October 12, 2026	9:00 AM (Pacific Time)
Questions / Requests for Clarification Due	October 16, 2026	3:00 PM (Pacific Time)
Answers to Questions/Requests for Clarification Issued (approx.)	October 22, 2026	
Opening (Proposals Due)	See RFGP Cover Page	
Issuance of Notice of Intent to Award (approx.)	November 24, 2026	4:00 PM (Pacific Time)

1.5 SINGLE POINT OF CONTACT (SPC)

The Single Point of Contact for this RFGP is identified on the Cover Page, along with the SPC’s contact information. Proposers shall direct all communications and questions regarding any provision of this RFGP only to the SPC, whether about the technical requirements of this RFGP, Proposal requirements, this RFGP process, or any other provision.

SECTION 2: AUTHORITY, OVERVIEW, AND SCOPE

2.1 AUTHORITY AND METHOD

OHA issues this RFGP under the authority of ORS 413.033.

2.2 DEFINITION OF TERMS

Terminology specific to the OregonBuys system may be found at: OregonBuys <https://www.oregon.gov/das/ORBuys/Documents/OregonBuys-glossary.pdf>

For the purposes of this RFGP, the following definitions apply:

“Communities of Focus” means populations/communities that are disproportionately harmed by social and health inequities and excluded from mainstream social, economic, educational, and/or cultural life. Examples of these communities include, but are not limited to, groups excluded due to race, gender identity, sexual orientation, age, physical ability, language, and/or immigration status.

“Culturally infused” means an approach, system, or practice that proactively embeds preferred languages and cultural understandings, beliefs, values, practices, behaviors, and research into its core foundation and implementation. Cultural infusion addresses the lived experiences and needs of diverse identities and is a mechanism to address equity needs.

“Culturally Responsive” means services that are respectful of and relevant to the beliefs, practices, culture and linguistic needs of diverse consumer/client populations and communities whose members identify as having particular cultural or linguistic affiliations. Cultural responsiveness describes the capacity to respond to the issues of diverse communities and requires knowledge and capacity at different levels of intervention: systemic, organizational, professional, and individual.

“Culturally Specific” refers to something that is designed for, relevant to or rooted in the traditions, values, beliefs, and practices of a particular cultural group. It means the content, approach, or service is tailored to reflect the unique characteristics of that culture rather than being generic or broadly applied.

“Key Person(s)” means the Proposer if the Proposer is an individual, or any person or persons on the Proposer’s staff, including any subcontractors, to whom Proposer will assign the Grant Activities if Proposer is awarded a Grant.

“Oregon Suicide Prevention Framework” refers to a strategic framework used by the Oregon Health Authority to develop the Adult and Youth Suicide Intervention and Prevention Plans. The framework can be found at: <https://sharedsystems.dhsoha.state.or.us/DHSForms/Served/le3636b.pdf>

“YSIPP 26-30” refers to the Oregon statewide plan to support youth suicide prevention, intervention and postvention response (after a youth suicide death). The plan can be found at:
https://sharedsystems.dhsoha.state.or.us/DHSForms/Served/le8874a_2026-2030.pdf

2.3 AGENCY OVERVIEW AND BACKGROUND

OHA is statutorily charged with a comprehensive set of responsibilities, which is reflected in its organizational structure as follows: the Director’s Office (DO) which includes Tribal Affairs and eight divisions: (1) Agency Operations, (2) Behavioral Health, (3) Equity and Inclusion, (4) External Relations, (5), Health Policy and Analytics, (6) Medicaid, (7) Oregon State Hospital, and (8) Public Health.

This RFGP supports the Behavioral Health Division, specifically the Child, Family and Lifespan Behavioral Health unit.

OHA’s vision and mission is developing a strategic plan with a single overarching goal: to eliminate health inequities in Oregon by 2030. This RFGP directly supports and advances OHA’s health equity goal.

This goal means ensuring all people in Oregon: can reach their full potential and well-being and are not disadvantaged by their race, ethnicity, language, disability, age, gender, gender identity, sexual orientation, social class, geography, or intersections among these communities or identities, or other socially determined circumstances.

Achieving health equity requires the ongoing collaboration of all regions and sectors of the state, including tribal governments, to address:

- The equitable distribution or redistribution of resources and power, and
- Recognizing, reconciling, and rectifying historical and contemporary injustices.

Children, Family and Lifespan Behavioral Health is structured within the Behavioral Health Division. This unit consists of programming and support for mental health promotion and prevention, suicide prevention, substance use prevention, and treatment services across the continuum of care from outpatient to secure inpatient services.

2.4 GRANT ACTIVITIES

OHA is seeking Proposals that provide culturally specific suicide prevention programming and services with the intent to address emerging health disparities in suicide for youth in Communities of Focus in Oregon (collectively, and as further described in this RFGP, the “Grant Activities”).

Proposers must articulate a clear community strategy to reduce youth suicide attempts and fatalities which is developed by and for the culturally specific communities they aim to serve.

2.4.1 Program Areas of Interest

- a. **Strategy:** Articulate clearly how the Proposer's strategy(ies) support youth suicide prevention aligned with Oregon's Suicide Prevention Framework.
 - Clearly describe strategy to support youth suicide prevention.
 - Describe culture(s) and populations that your program will focus on.
 - What are the goals and timelines associated with this strategy?
 - Discuss alignment with Oregon's Suicide Prevention Framework.
- b. **Community Ties:** Strong ties and focus on services to diverse communities in Oregon.
 - Describe how Proposer's ties in Oregon reach diverse communities?
- c. **Experience:** Show experience working with Youth and/or their families.
 - Describe experience working with Youth and/or their families on mental health, suicide prevention or substance use.
 - How will these experiences enhance the current support provided in Oregon?
- d. **Background:** Present strong background in culturally specific work.
 - Describe background in culturally specific work.
 - How will background in culturally specific work influence program strategy?
- e. **Cultural Impact:** Identify strong understanding of how culture impacts suicide prevention, intervention and postvention.
- f. **Events and Conferences:** The capability of attending local community driven events and regional conferences.
- g. **Preparation:** Identify the ability to successfully conduct the Grant Activities.
 - Discuss current readiness and preparation necessary to conduct and provide services.

- h. Staffing:** Identify appropriateness of defined roles and responsibilities of project staff including any proposed consultants / subcontractors.
 - Discuss any highlights or shortfalls in staffing and plans to address barriers.

2.4.2 Program Activities – Required in all proposals

- a. Program:** Develop, sustain, and/or implement a culturally specific suicide prevention program or services for youth (ages 24 and younger) and/or their families that aligns with the Oregon Suicide Prevention Framework.
- b. Knowledge and Collaboration:** Attend at least six-monthly learning communities for the Grantees to increase their knowledge of Oregon’s suicide prevention infrastructure and to increase connectedness between the Grantees.
- c. Evaluation Plan:** Develop and implement an evaluation plan for the programming in collaboration with the Oregon Healing Collective and their subcontractor(s). The consultation time to support the evaluation plan development will be provided by Oregon Healing Collective. Note: Evaluation plans will not be considered in the scoring for this RFGP because the goal of this RFGP is to support culturally specific suicide prevention programs with evaluation support. All awards will include the requirement to develop this plan.
- d. Training:** Complete training in “Be Sensitive, Be Brave for Suicide Prevention” and “Be Sensitive, Be Brave for Mental Health.” The trainings will be hosted free of charge for Grantees by Lines for Life.

2.4.3 Unallowable Activities

- a.** Activities currently funded by Medicaid;
- b.** Activities not allowed by Medicaid or by law; and
- c.** Capital improvement projects.

2.4.4 Reporting

- a. Activity Reports**

OHA will require a mid-term and final activity report from the Grantees which may include, but is not limited to the following data collection requirements:

- (1)** List and describe events, trainings, and other Grant-related activities.

Record and include the following information for each activity:

- (a) Location(s) being served by county;
- (b) Number of youth, staff and community participants;
- (2) Stories of resiliency and ways Grant-related activities impact the lives of youth and families;
- (3) Descriptions of any barriers experienced by the Grantee or communities served.
- (4) Updates on the Evaluation Plans supported by Oregon Healing Collective.

b. Expenditure Reports

Grantees shall submit a Mid-Term Expenditure and Final Expenditure Report for allowable activities, to be received by OHA throughout the term of the Grant Agreement.

2.4.5 Disbursement of Grant Funds

Disbursement of funds will be made in one 75% disbursement upon receipt of approved invoice and signed Grant Agreement, and one 25% disbursement on or before June 30, 2027, upon receipt of approved invoice and final report.

SECTION 3: QUALIFICATIONS AND SUBMISSION REQUIREMENTS

3.1 QUALIFICATIONS

Proposers must demonstrate in their Proposal how Proposer meets the following minimum qualifications for a Proposal to advance for evaluation. Proposer must submit resumes or biographical sketches for each Key Person with evidence of the following requirements for each activity being proposed and answer these questions for qualification in the Proposal Form (Attachment A).

- a. Host organization located in Oregon;
- b. Demonstrate strong ties to diverse communities in Oregon (Examples: Board representation, leadership connections and representation, staff connections and representation, involvement on other relevant boards or with culturally specific community driven events, relevant past or current projects);
- c. A strong focus on services for diverse communities;
- d. Ability to attend in-person events throughout Oregon;
- e. Strong background in culturally specific work; and

- f. A strong understanding of how culture impacts suicide prevention, intervention and postvention.

3.2 SUBMISSION REQUIREMENTS

3.2.1 Proposal Submissions

To be considered for evaluation, Proposal must contain each of the following elements (further detailed in Proposal Requirements section below):

- Proposal Form (Attachment A)
- Implementation Plan (Attachment B)
- Proposer Information and Certification Sheet (Attachment C)
- Budget Proposal (Attachment D)
- Budget Narrative (Attachment E)
- Reference Check Form (Attachment F)
- Responsibility Inquiry (Attachment G)
- Key Persons and Resumes

3.2.2 Supplemental Information

This is to determine the level of support that the Oregon Healing Collective can prepare for the Proposer and will not be used in the determination of the Grant award and will not be scored in the evaluation phase of this RFGP.

Proposer must submit (in 1 page or less) the following information:

- a. A description of the Proposer's current confidence or experience with evaluation (describe what level, why, and what type of evaluation experience you have).
- b. A description of any language accessibility support the Proposer's staff might need;
- c. Whether the Proposer would welcome a site visit from Lines for Life's or Oregon Healing Collective's support staff if awarded a Grant.

3.2.3 Proposal Page Limits

Proposals are limited to 12 pages. Any pages exceeding this limit will not be provided to the evaluation committee or considered in the evaluation. Supplemental Information does not count towards page limit.

3.2.4 Proposal Format and Quantity

Proposal should follow the format and reference the sections listed in the Proposal Requirements section. Responses to each section and subsection should be labeled to indicate the item being addressed.

OregonBuys Electronic Response. Proposer should submit its Proposal electronically through OregonBuys. Proposer should follow the procedures outlined in *See: Section 4.4 PROPOSAL DELIVERY OPTIONS* for electronic submission.

The Budget Proposal must be submitted as a separate electronic response file.

Proposer shall submit one copy of its Proposal and all other submittal requirements, with Attachment C - Proposer Information and Certification Sheet bearing the Proposer's authorized representative's Signature, in one of the following formats: Adobe Acrobat (pdf), Microsoft Word (docx), or Microsoft Excel (xlsx).

The Proposer Information and Certification Sheet (Attachment C) must bear the Proposer's authorized representative's Signature.

3.2.5 Authorized Representative

Failure of Proposer's authorized representative to sign the Proposal may result in rejection of the Proposal by Agency.

3.3 PROPOSAL REQUIREMENTS

Proposals must address each of the items listed in this section and all other requirements set forth in this RFGP.

Proposals should not include extensive artwork, unusual printing or other materials not essential to the utility and clarity of the Proposal. Do not include marketing or advertising material in the Proposal, unless requested. Proposal should be straightforward and address the requests of this RFGP. Proposals containing unsolicited marketing or advertising material may receive a lower evaluation score if required information is difficult to locate.

3.3.1 Proposal Form (Attachment A)

Each Proposer must complete all sections of the Proposal Form (Attachment A), as listed in that form. Incomplete Proposals may be considered non-responsive to this RFGP and not be considered for further evaluation.

3.3.2 Implementation Plan (Attachment B)

Proposer must submit an Implementation Plan (Attachment B) (the “Plan”) demonstrating their ability to perform the Grant Activities (from section 2.4 Grant Activities) Proposer is submitting.

In addition, briefly describe in Attachment B, how Proposer would carry out the Grant Activities. Provide a comprehensive Implementation Plan that the Proposer intends to follow. Illustrate how the Plan will serve to coordinate and accomplish the Work.

3.3.3 Proposer Information and Certification Sheet (Attachment C)

Proposer shall complete and submit the Proposer Information and Certification Sheet (Attachment C).

Failure to demonstrate compliance with Oregon Tax Laws and sign the Proposer Information and Certification Sheet may result in a finding of non-responsibility.

3.3.4 Budget Proposal (Attachment D) and Budget Narrative (Attachment E)

Each Proposer must submit a detailed Budget Proposal for the entire Grant period through June 30, 2027, substantially in the form of Attachment D and E, including a Budget Proposal (Attachment D) and Narrative (Attachment E) (recommended length: 4 pages).

The Budget Narrative must include:

- (1)** A clear explanation of how the Grant funds will be used to improve Oregon’s Suicide Prevention Framework.
- (2)** Line items that are reasonable, cost-effective, and consistent with Proposer’s Plan; and
- (3)** A Budget Narrative that provides a clear description and justification for the proposed expenses, which specifically explains how the proposed expenses will allow Proposer to achieve Program goals.

Expenses included in the proposed Budget Proposal may include the following expense types:

- (a)** Personnel Expenses
- (b)** Travel Expenses
- (c)** Supplies
- (d)** Other Expenses
- (e)** Indirect Costs
- (f)** Administrative Expenses

The above list includes examples of expenses but is not an exhaustive list of all possible expenditures. See Attachment D – Budget Proposal Form for additional instructions and requirements.

3.3.5 References (Attachment F)

Provide 3 references (Attachment F) from current or former client firms for similar projects performed for any clients within the last 5 years. References must be able to verify the quality of previous, related Grant Activities.

Agency may check to determine if references provided support Proposer's ability to comply with the requirements of this RFGP. Agency may use references to obtain additional information, or verify any information needed. Agency may contact any reference (submitted or not) to verify Proposer's qualifications.

3.3.6 Responsibility Inquiry (Attachment G)

Prior to a Grant award, Proposer shall be required to complete and submit Attachment G — Responsibility Inquiry.

3.3.7 Key Persons and their Resumes

Specify key persons to be assigned to this project, and include a current resume (not to exceed two pages each) for each key person that demonstrates the person's qualifications and experience for the Grant Activities described in this RFGP.

Specify Key Persons to be assigned to each Grant Activity and include a current resume or biographical sketch (not to exceed two (2) pages each) for each Key Person that demonstrates the person's qualifications and experience for the Grant Activity described in this RFGP.

SECTION 4: SOLICITATION PROCESS

4.1 PUBLIC NOTICE

This RFGP and attachments are published in the State of Oregon's electronic procurement system OregonBuys at <https://oregonbuys.gov/>. Documents will not be mailed to prospective Proposers.

Modifications, if any, to this RFGP will be made by Addendum published in OregonBuys. An Applicant is solely responsible for checking OregonBuys to determine whether or not any Addenda have been issued. Any Addenda are incorporated into this RFGP by this reference.

4.2 PRE-PROPOSAL WEBINAR

A Pre-Proposal conference will be held at the date and time listed in the Schedule (Section 1.4). An Applicant's participation in this conference is highly encouraged but not mandatory.

The purpose of the Pre-Proposal conference is to:

- Provide additional description of the Program;
- Explain this RFGP process; and
- Answer any questions Proposers may have related to the Program or the process.

Statements made at the Pre-Proposal conference are not binding upon Agency. Proposers may be asked to submit questions in writing.

Interested parties may participate in the Pre-Proposal Conference by:

Join ZoomGov Meeting

<https://www.zoomgov.com/j/16018560286?pwd=UENFcmF6eU5RS2xLK0hWaEZjNnJxZz09>

Meeting ID: 160 1856 0286

Passcode: 272782

One tap mobile

+16692545252,,16018560286#,,,,*272782# US (San Jose)

+16468287666,,16018560286#,,,,*272782# US (New York)

Dial by your location

• +1 669 254 5252 US (San Jose)

• +1 646 828 7666 US (New York)

4.3 QUESTIONS / REQUESTS FOR CLARIFICATIONS

OHA has contracted with Lines for Life's Culturally Specific Engagement Coordinator to support reviewing Proposals and OregonBuys registration.

Access that support at: <https://www.linesforlife.org/culturally-responsive-small-grants/>

All inquiries, whether relating to this RFGP process, administration, deadline or method of award, or to the intent or technical aspects of this RFGP must:

- Be delivered to the SPC via email;
- Reference the OregonBuys number;
- Identify Proposer's name and contact information;

- Refer to the specific area of this RFGP being questioned (i.e., page, section and paragraph number); and
- Be received by the due date and time for Questions/Requests for clarification identified in the Schedule.

4.4 PROPOSAL DELIVERY OPTIONS

Proposer is solely responsible for ensuring its Proposal is received by the SPC in accordance with the requirements of this RFGP before the Opening date on the cover page of this RFGP (the "Opening"). Agency is not responsible for any delays in mail or by common carriers or by transmission errors or delays, or for any mis-delivery for any reason. A Proposal submitted by any means not authorized below will be rejected. The following delivery options are permitted for this RFGP:

Delivery through OregonBuys

Proposal submission should be electronically through OregonBuys. at:
OregonBuys.gov

Detailed instructions on how to submit a Proposal can be found at [OregonBuys Vendor Formal Solicitation Response.pdf](#)

4.5 PROPOSAL MODIFICATION OR WITHDRAWAL

If a Proposer wishes to make modifications to a submitted Proposal, the Proposer must submit its modification in one of the authorized methods listed in Section 4.4 (Proposal Delivery Options). To be effective the modification must include the OregonBuys number and be submitted to the SPC prior to Closing.

If a Proposer wishes to withdraw a submitted Proposal, it must submit a written notice signed by an authorized representative of its intent to withdraw to the SPC via email, or hard copy prior to the Closing. To be effective the notice must include the OregonBuys number.

4.6 PROPOSAL DUE

A Proposal (including all required submittal items) must be received by the SPC on or before Closing. All Proposal modifications or withdrawals must also be received prior to Closing.

A Proposal received after Closing is considered LATE and will NOT be accepted for evaluation. A late Proposal will be returned to the Proposer or destroyed.

4.7 PROPOSAL REJECTION

Agency may reject a Proposal for any of the following reasons:

- Proposer fails to substantially comply with all prescribed RFGP procedures and requirements, including but not limited to the requirement that Proposer's authorized representative sign the Proposal.
- Proposer has liquidated and delinquent debt owed to the State or any department or agency of the State.
- Proposer makes any contact regarding this RFGP with State representatives such as State employees or officials other than the SPC or persons authorized by the SPC, or inappropriate contact with the SPC.
- Proposer attempts to influence a member of the Evaluation Committee.
- Proposal is conditioned on Agency's acceptance of any other terms and conditions that are not acceptable to OHA in its sole discretion.

4.8 EVALUATION PROCESS

4.8.1 Responsiveness and Responsibility Determination

4.8.1.1 Responsiveness determination

A Proposal received prior to Closing will be reviewed to determine if it is responsive to all RFGP requirements. If the Proposal is unclear, the SPC may request clarification from Proposer. However, clarifications may not be used to rehabilitate a non-responsive Proposal. If the SPC finds the Proposal non-responsive, the Proposal may be rejected; however, Agency may waive mistakes.

4.8.1.2 Responsibility Determination

Agency will determine whether a successful Proposer is responsible prior to award and execution of a Grant Agreement.

At any time prior to award, Agency may reject a Proposer found to be not responsible.

4.8.2 Evaluation Criteria

For the Evaluation of items listed in this Section 4.8.2, evaluators will base their score for each subsection on the evaluation tool (Attachment I).

Each Proposal meeting all responsiveness requirements will be independently evaluated by members of an Evaluation Committee. Evaluation Committee members may change and Agency may have additional or fewer evaluators for optional rounds of competition. Evaluators will assign a score for each evaluation criterion listed below in Section 4.9 up to the maximum points available as specified in Section 4.10 (Point and Score Calculation).

SPC may request further clarification to assist the Evaluation Committee in gaining additional understanding of a Proposal. A response to a clarification request may only clarify or explain portions of the already submitted Proposal and may not contain new information not included in the original Proposal.

4.8.2.1 Strategy (see section 2.4.1 a.) (10 points)

How well did Proposer's strategy(ies) support youth suicide prevention aligned with Oregon's Suicide Prevention Framework?

4.8.2.2 Community Ties (see section 2.4.1 b.) (10 points)

How strong are Proposer's ties to community and focus on services to diverse communities in Oregon?

4.8.2.3 Experience (see section 2.4.1 c.) (15 points)

How well does Proposer's show their experience working with Youth and/or their families

4.8.2.4 Background (see section 2.4.1 d.) (10 points)

How well does Proposer's background present in culturally specific work?

4.8.2.5 Cultural Impact (see section 2.4.1 e.) (20 points)

How well does Proposer understand how culture impacts suicide prevention, intervention and postvention?

4.8.2.6 Events and Conferences (see section 2.4.1 f.) (5 points)

How well does Proposer demonstrate the capability of attending local community driven events and regional conferences?

4.8.2.7 Preparation (see section 2.4.1 g.) (10 points)

How well does the Proposer identify the ability to successfully conduct the Grant Activities being proposed?

4.8.2.8 Staffing (see section 2.4.1 h.) (10 points)

How well does the Proposer identify appropriateness of defined roles and responsibilities of project staff including any proposed consultants / subcontractors?

4.8.2.9 BUDGET EVALUATION (see section 3.3.4) (10 points)

How well does Proposer's budget align with proposed strategy and is it clearly linked to youth suicide prevention?

4.9 POINT AND SCORE CALCULATIONS

Points are the total possible for each section as listed in the table below.

Grant Activities / Evaluation Section	POINTS POSSIBLE	100
2.4.1 a./4.8.2.1	Strategy	10
2.4.1 b./4.8.2.2	Community Ties	10
2.4.1 c./4.8.2.3	Experience	15
2.4.1 d./4.8.2.4	Background	10
2.4.1 e./4.8.2.5	Cultural Impact	20
2.4.1 f./4.8.2.6	Events and Conferences	5
2.4.1 g./4.8.2.7	Preparation	10
2.4.1 h./4.8.2.8	Staffing	10
3.3.4/4.8.2.9	Budget	10
TOTAL POINTS POSSIBLE		100

4.10 RANKING OF PROPOSERS

The SPC will average the scores for each Proposal in a given round of competition (calculated by totaling the points awarded by each Evaluation Committee member and dividing by the number of members). The SPC will combine the average score for each Proposal.

The SPC will determine the rank of each Proposal, with the highest score receiving the highest rank, and successive rank order determined by the next highest score.

SECTION 5: AWARD AND NEGOTIATION

5.1 AWARD NOTIFICATION PROCESS

Agency, if it awards a Grant, will award a Grant to the highest ranking Proposer(s) based upon the scoring methodology and process described in Section 4 up to a total of twenty (20) Grants.

5.1.1 Intent to Award Notice

Agency will notify all Proposers in writing that Agency intends to award a Grant to the selected Proposer(s).

5.2 SUCCESSFUL PROPOSER SUBMISSION REQUIREMENTS

Proposer(s) who are selected for a Grant award under this RFGP will be required to submit additional information and comply with the following:

5.2.1 Insurance

Prior to executing a Grant Agreement, Grantees shall secure and demonstrate to Agency proof of insurance as required in the Grant Agreement.

5.2.2 Taxpayer Identification Number

Proposer shall provide its Taxpayer Identification Number (TIN) and backup withholding status on a completed W-9 form when requested by Agency or when the backup withholding status or any other relevant information of Proposer has changed since the last submitted W-9 form, if any.

5.2.3 Business Registry

If selected for a Grant, Proposer must be duly authorized by the State of Oregon to transact business in the State of Oregon before executing the Grant Agreement. Visit <http://sos.oregon.gov/business/pages/register.aspx> for Oregon Business Registry information.

SECTION 6: ADDITIONAL INFORMATION

6.1 COMMITMENT TO DIVERSITY, EQUITY, AND INCLUSION

The State of Oregon is committed to taking active steps toward increasing and promoting diversity, equity, and inclusion values across procurement processes for minority, women, emerging small, and service-disabled veteran owned businesses by reducing barriers to compete for and be awarded grants. All interested businesses are encouraged to submit proposals for this RFGP opportunity.

6.2 GOVERNING LAWS

This RFGP is governed by and construed in accordance with the laws of the State of Oregon without regard to principles of conflicts of law.

6.3 PUBLIC RECORDS LAW/AGENCY USE OF MATERIALS

All Proposals are public records and are subject to public inspection under the Oregon Public Records Law unless exempt from disclosure.

All Proposals submitted in response to this RFGP will become the property of Agency. By submitting a Proposal in response to this RFGP, Proposer grants the State a non-

exclusive, perpetual, irrevocable, royalty-free license for the rights to copy, distribute, display, prepare derivative works of and transmit the Proposal solely for the purpose of evaluating the Proposal, negotiating a Grant Agreement, if awarded to Proposer, or as otherwise needed to administer this RFGP process, and to fulfill obligations under Oregon Public Records Law (ORS 192.311 through 192.478). Proposals, including supporting materials, will not be returned to Proposer, except in the case of Proposals that were submitted late and rejected by Agency.

6.4 CANCELLATION OF RFGP; REJECTION OF PROPOSAL; NO DAMAGES.

Agency may reject any or all Proposals in-whole or in-part, or may cancel this RFGP at any time when the rejection or cancellation is in the best interest of the State or Agency, as determined by Agency. Neither the State nor any State agency is liable to any Proposer for any loss or expense caused by or resulting from the delay, suspension, or cancellation of this RFGP or a Grant award, or the rejection of any Proposal.

6.5 COST OF SUBMITTING A PROPOSAL

Proposer shall pay all costs incurred in connection with its Proposal, including, but not limited to, the costs to prepare and submit the Proposal.

ATTACHMENT A - PROPOSAL FORM
RFGP S-44300-00017773
YSIPP SMALL GRANTS PROPOSAL

Legal Name of Applicant:	
Applicant's Contact Name:	
Street Address:	
City, State Zip Code:	
Telephone:	
Email address:	
Webpage (if applicable):	
Assumed business name (DBA) if applicable:	Not Applicable ☐

Provide your responses to all items below. This document and Attachment C – Proposer's Information and Certification must be signed by an authorized representative of Proposer.

Check the applicable box to certify that Proposer meets all the following Minimum Qualifications:	☐ Host organization located in Oregon; ☐ Demonstrate strong ties to diverse communities in Oregon (Examples: Board representation, leadership connections and representation, staff connections and representation, involvement on other relevant boards or with culturally specific community driven events, relevant past or current projects); ☐ A strong focus on services for diverse communities; ☐ Ability to attend in-person events throughout Oregon; ☐ A strong background in culturally specific work; and ☐ A strong understanding of how culture impacts suicide prevention, intervention and postvention.
--	--

1. Oregon Business Registration Current registration for all private business entities is required before OHA can issue a Grant Agreement to such entities.	Proposer's Oregon Business Registry Number here: _____
2. List any subcontractors or subrecipients, if applicable:	Subcontractors: Subrecipients: Not Applicable ☐
3. Location	List all Oregon locations where Proposer proposes to provide services:
4. Total Proposed budget from Attachment E - Budget Proposal:	
5. Insurance requirements (RFGP Section 5.2.1)	If Applicant is selected for a Grant award under this RFGP, will Proposer provide certificates of Insurance in compliance with Requirements of Exhibit C – Insurance Requirements of the applicable Attachment J- Form of Grant Agreement? Yes ☐ No ☐
Applicant's authorized representative's signature:	_____ Date: Click or tap to enter a date.

ATTACHMENT B – IMPLEMENTATION PLAN
RFGA #S-44300-00017773

Guidance for completing the Implementation Plan:

Proposer must submit an Implementation Plan (Attachment B) proposal document demonstrating their ability to perform the Grant Activities (from section 2.4 Scope of Work) Proposer is submitting.

In addition, briefly describe in Attachment B, how Proposer would carry out the services. Provide a comprehensive Implementation Plan that the Proposer intends to follow. Illustrate how the plan will serve to coordinate and accomplish the Work.

ATTACHMENT C — PROPOSER INFORMATION AND CERTIFICATION SHEET

Legal Name of Propose _____

Address: _____ City, State, Zip: _____

State of Incorporation: _____ Entity Type: _____

Contact Name: _____ Telephone: _____ Email: _____

Oregon Business Registry Number (if required): _____

Any individual signing below hereby certifies they are an authorized representative of Proposer and that:

1. Proposer understands and accepts the requirements of this RFGP.
2. Proposer acknowledges receipt of any and all Addenda to this RFGP.
3. If awarded a Grant Agreement, Proposer agrees to perform the Grant Activities set forth in the Grant Agreement.
4. I have knowledge regarding Proposer's payment of taxes and by signing below I hereby certify that, to the best of my knowledge, Proposer is not in violation of any tax laws of the state or a political subdivision of the state, including, without limitation, ORS 305.620 and ORS chapters 316, 317 and 318.
5. Proposer does not unlawfully discriminate in its employment practices with regard to race, creed, age, religious affiliation, gender, disability, sexual orientation, national origin.
6. Proposer and Proposer's employees, agents, and subcontractors are not included on:
 - A. the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: <https://www.treasury.gov/ofac/downloads/sdnlist.pdf>, or
 - B. the government wide exclusions lists in the System for Award Management found at: <https://www.sam.gov/portal/>
7. Proposer certifies that, to the best of its knowledge, there exists no actual or potential conflict between the business or economic interests of Proposer, its employees, or its agents, on the one hand, and the business or economic interests of the State, on the other hand, arising out of, or relating in any way to, the subject matter of the RFGP. If any changes occur with respect to Proposer's status regarding conflict of interest, Proposer shall promptly notify the State in writing.

8. Proposer certifies that all contents of the Proposal (including any other forms or documentation, if required under this RFGP) and this Proposal Certification Sheet are truthful and accurate and have been prepared independently from all other Proposers, and without collusion, fraud, or other dishonesty.
9. Proposer understands that any statement or representation it makes, in response to this RFGP, if determined to be false or fraudulent, a misrepresentation, or inaccurate because of the omission of material information could result in a "claim" {as defined by the Oregon False Claims Act, ORS 180.750(1)}, made under Contract being a "false claim" {ORS 180.750(2)} subject to the Oregon False Claims Act, ORS 180.750 to 180.785, and to any liabilities or penalties associated with the making of a false claim under that Act.

Authorized Signature

Date

(Printed Name and Title)

ATTACHMENT E – BUDGET NARRATIVE

RFGA #S-44300-00017773

Budget Guidance for completing the attached Budget Form:

Budget Time Period: Through June 30, 2027.

Recommended Length: The recommended length for the budget and budget narrative (combined) is 4 pages, but Proposals will not be rejected for exceeding this. Proposers must complete the attached Budget Proposal including the budget narrative consistent with the following instructions.

Budget Proposal

Proposer shall submit one (1) detailed Budget Proposal and one (1) Narrative electronically through OregonBuys. These files shall be submitted as separate files not with the Proposal.

For each activity described for each Grant Activity, the Budget Proposal must include all identifiable costs. The Budget Proposal must include separate line items for personnel, travel, supplies, other costs, overhead and administrative costs.

For all fully loaded personnel costs, the Budget Proposal must include the name and title of all positions for each individual staff person who will perform the Grant Activities and list the salary/wage separately for each such individual. Please add rows as needed to describe costs fully in each section.

Budget Narrative

Proposer shall submit a Budget Narrative for each service which shall:

- Clearly explain how the funds will be used to decrease Youth Suicide in Oregon.
- Line items are reasonable, cost-effective and consistent with Proposer's submission for each Grant Activity.
- Provides a clear description and justification for the proposed costs, which specifically explains how the proposed costs will allow Proposer to achieve the Grant Activities.

The budget narrative should clearly explain and justify how budget items are necessary and related to carrying out proposed Grant Activities related to the accomplishment of Program goals for RFGA **S-44300-00017773** including the time estimates for completing each Grant Activity.

*OHA may request documentation at any time related to the proposed budget and expenses.

Budget Narrative:

ATTACHMENT F - REFERENCES

Proposer Name: _____

Reference Entity: _____

Reference Contact Name: _____

Contact Telephone Number: _____

Contact Email Address: _____

Type of work completed: _____

Reference Entity: _____

Reference Contact Name: _____

Contact Telephone Number: _____

Contact Email Address: _____

Type of work completed: _____

Reference Entity: _____

Reference Contact Name: _____

Contact Telephone Number: _____

Contact Email Address: _____

Type of work completed: _____

ATTACHMENT G - RESPONSIBILITY INQUIRY

Agency will determine responsibility of a Proposer prior to award and execution of a Grant Agreement. In addition to this form, Agency may notify Proposer of other documentation required, which may include but is not limited to recent profit-and-loss history, current balance statements and cash flow information, assets-to-liabilities ratio, including number and amount of secured versus unsecured creditor claims, availability of short and long-term financing, insurability, credit information, materials and equipment, facility capabilities, personnel information, record of performance under previous contracts, etc. Failure to promptly provide requested information or clearly demonstrate responsibility may result in an Agency finding of non-responsibility and rejection.

1. Does Proposer have available the appropriate financial, material, equipment, facility and personnel resources and expertise, or ability to obtain the resources and expertise, necessary to demonstrate the capability of Proposer to meet all Grant Agreement responsibilities? **YES** ☐ / **NO** ☐.
2. Within the last five years, how many agreements of a similar nature has Proposer completed that, to the extent that the costs associated with and time available to perform the agreement remained within Proposer's control, Proposer stayed within the time and budget allotted, and there were no contract claims by any party? Number: ____

How many contracts did not meet those standards? Number: ____ If any, please explain.

Response:

3. Within the last three years has Proposer (incl. a partner or shareholder owning 10% or more of Proposer's firm) or a major subcontractor (receiving 10% or more of a total contract amount) been criminally or civilly charged, indicted or convicted in connection with:
 - obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract,
 - violation of federal or state antitrust statutes relating to the submission of Proposals, or
 - embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property? **YES** ☐ / **NO** ☐.

If "YES," indicate the jurisdiction, date of indictment, charge or judgment, and names and summary of charges in the response field below.

Response:

4. Within the last three years, has Proposer had:

- any contracts terminated for default by any government agency, or
- any lawsuits filed against it by creditors or involving contract disputes? **YES** ☐ / **NO** ☐.

If "YES," please explain. (With regard to judgments, include jurisdiction and date of final judgment or dismissal.)

Response:

5. Does Proposer have any outstanding or pending judgments against it? **YES ☐ / **NO** ☐.**

Is Proposer experiencing financial distress or having difficulty securing financing? **YES** ☐ / **NO** ☐.

Does Proposer have sufficient cash flow to fund day-to-day operations throughout the proposed Grant Agreement period? **YES** ☐ / **NO** ☐

If "YES" on the first question or second question, or "NO" on the third question, please provide additional details.

Response:

6. Within the last three years, has Proposer filed a bankruptcy action, filed for reorganization, made a general assignment of assets for the benefit of creditors, or had an action for insolvency instituted against it? **YES ☐ / **NO** ☐.**

If "YES," indicate the filing dates, jurisdictions, type of action, ultimate resolution, and dates of judgment or dismissal, if applicable.

Response:

7. Does Proposer have all required licenses, insurance and/or registrations, if any, and is Proposer legally authorized to do business in the State of Oregon? **YES ☐ / **NO** ☐.**

If "NO," please explain.

Response:

AUTHORIZED SIGNATURE

By signature below, the undersigned Authorized Representative on behalf of Proposer certifies to the best of their knowledge and belief that the responses provided on this form are complete, accurate, and not misleading.

Proposer Name:	RFP: #S-44300-00017773 Project Name: YSIPP Small Grants Proposal
----------------	---

Authorized SignatureDate

Print NameTitle

ATTACHMENT H – SAMPLE GRANT AGREEMENT

You can get this document in other languages, large print, braille, or a format you prefer free of charge. Contact the Agreement Administrator at the contact information found below. We accept all relay calls.

Grant Agreement Number 000000

STATE OF OREGON GRANT AGREEMENT

This Agreement (this “**Agreement**”) is between the State of Oregon, acting by and through its **Oregon Health Authority (“OHA”)** and **Recipient Legal Entity Name d.b.a. Assumed Name (“Recipient”)**.

Contact information for Recipient is as follows:

Address
City, State Zip
Attention: (required)
Telephone: (required)
Fax: (optional)
Email address: (required)

The OHA program to be supported under this Agreement relates to:

(Fill in with name of Office, Program, etc.)
(Insert address)
(Insert city, state, zip)
Agreement Administrator: (Insert Name) or delegate
Telephone: (Required)
E-mail address: (Required)

Recitals (not standard practice but available as an option)

1. **Effective Date and Duration.** This Agreement will become effective on the last date all required signatures in Section 6., below have been obtained. Recipient's performance of the program described in Exhibit A, Part 1, "Project Description" may start on **[insert start date]**, will be governed by this Agreement, and for such expenses incurred by Recipient may be reimbursed once this Agreement is effective in accordance with the schedule of payments in Exhibit A, Part 2, "Disbursement and Invoicing". Unless extended or terminated earlier in accordance with its terms, this Agreement will expire on **[insert end date]**.

2. **Agreement Documents.**

a. This Agreement consists of this document and includes the following listed exhibits which are incorporated into this Agreement:

- (1) Exhibit A, Part 1: Project Description
- (2) Exhibit A, Part 2: Disbursement and Invoicing
- (3) Exhibit A, Part 3: Special Provisions
- (4) Exhibit B: Standard Terms and Conditions
- (5) Exhibit C: Insurance Requirements

There are no other Agreement documents unless specifically referenced and incorporated into this Agreement.

b. In the event of a conflict between two or more of the documents comprising this Agreement, the language in the document with the highest precedence shall control. The documents comprising this Agreement shall be in the following descending order of precedence: this Agreement less all exhibits, Exhibits D, B, A, and C.

3. **Grant Disbursement Generally.** The maximum not-to-exceed amount payable to Recipient under this Agreement, which includes any allowable expenses, is **\$(insert amount)** ("**Grant Funds**"). OHA will not disburse Grant Funds to Recipient in excess of the not-to-exceed amount and will not disburse Grant Funds until this Agreement has become effective pursuant to Section 1., "Effective Date and Duration." OHA will disburse Grant Funds to Recipient as described in Exhibit A.

4. **Subrecipient Determination.** In accordance with the State Controller's Oregon Accounting Manual, policy 30.40.00.104, OHA's determination is that:

☐ Recipient is a subrecipient ☒ Not applicable

Assistance Listings number(s) of federal funds to be paid through this Agreement: NA

5. Recipient Information and Certification.

a. Recipient Information. Recipient shall provide the information set forth below.

- (1) **Is Recipient a nonresident alien**, as defined in 26 USC § 7701(b)(1), a foreign person, or a foreign entity? *(Check one box)*: ☐ YES ☐ NO
- (2) **Business Designation.** *(Check one box)*:

☐ Professional Corporation	☐ Nonprofit Corporation
☐ Limited Liability Company	☐ Partnership
☐ Limited Partnership	☐ Limited Liability Partnership
☐ Sole Proprietorship	☐ Corporation
- (3) **Recipient Proof of Insurance.** Recipient shall provide the following information upon submission of the signed Agreement. All insurance listed herein and required by Exhibit C, must be in effect prior to Agreement execution.

PLEASE PRINT OR TYPE THE FOLLOWING INFORMATION:

Commercial General Liability Insurance Company: _____

Policy #: _____ Expiration Date: _____

Workers' Compensation. Does Recipient have any subject workers, as defined in ORS 656.027? *(Check one box)*: ☐ YES ☐ NO *If YES, provide the following information:*

Workers' Compensation Insurance Company: _____

Policy #: _____ Expiration Date: _____

b. Certification. Without limiting the generality of the foregoing, by signature on this Agreement, the undersigned hereby certifies that:

- (1) Recipient is in compliance with all insurance requirements in Exhibit C of this Agreement and notwithstanding any provision to the contrary, Recipient shall deliver to the OHA Agreement Administrator (see page one of this Agreement) the required Certificate(s) of Insurance within 30 days of execution of this Agreement. By certifying compliance with all insurance as required by this Agreement, Recipient acknowledges it may be found in breach of the Agreement for failure to obtain required insurance. Recipient may also be in breach of the Agreement for failure to provide Certificate(s) of Insurance as required and to maintain required coverage for the duration of the Agreement;
- (2) Recipient acknowledges that the Oregon False Claims Act, ORS 180.750 to 180.785, applies to any "claim" (as defined by ORS

180.750) that is made by (or caused by) the Recipient and that pertains to this Agreement or to the project for which the grant activities are being performed. Recipient certifies that no claim described in the previous sentence is or will be a “false claim” (as defined by ORS 180.750) or an act prohibited by ORS 180.755. The Oregon Attorney General may enforce the liabilities and penalties provided by the Oregon False Claims Act against the Recipient, in addition to any remedies that may be available to OHA under the Agreement;

- (3) The information shown in Section 5.a. is Recipient’s true, accurate and correct information;
- (4) To the best of the undersigned’s knowledge, Recipient has not discriminated against and will not discriminate against minority, women or emerging small business enterprises certified under ORS 200.055 in obtaining any required subcontracts;
- (5) Recipient and Recipient’s employees and agents are not included on the list titled “Specially Designated Nationals” maintained by the Office of Foreign Assets Control of the United States Department of the Treasury and currently found at:
<https://www.treasury.gov/resource-center/sanctions/SDN-List/Pages/default.aspx>;
- (6) Recipient is not listed on the non-procurement portion of the General Service Administration’s “List of Parties Excluded from Federal procurement or Non-procurement Programs” found at:
<https://www.sam.gov/SAM>;
- (7) Recipient is not subject to backup withholding because:
 - (a) Recipient is exempt from backup withholding;
 - (b) Recipient has not been notified by the IRS that Recipient is subject to backup withholding as a result of a failure to report all interest or dividends; or
 - (c) The IRS has notified Recipient that Recipient is no longer subject to backup withholding.
- (8) Recipient’s Federal Employer Identification Number (FEIN) or Social Security Number (SSN) provided to OHA is true and accurate. If this information changes, Recipient shall provide OHA with the new FEIN or SSN within 10 days.

RECIPIENT, BY EXECUTION OF THIS AGREEMENT, HEREBY ACKNOWLEDGES THAT RECIPIENT HAS READ THIS AGREEMENT, UNDERSTANDS IT, AND AGREES TO BE BOUND BY ITS TERMS AND CONDITIONS.

6. Signatures. This Agreement may be executed in counterparts, all of which when taken together constitute one agreement binding on all parties, notwithstanding that all parties are not signatories to the same counterpart.

Recipient Name

By:

_____	_____
Authorized Signature	Printed Name
_____	_____
Title	Date

State of Oregon, acting by and through its Oregon Health Authority

By:

_____	_____
Authorized Signature	Printed Name
_____	_____
Title	Date

Approved by: Director, OHA Behavioral Health Division

By:

_____	_____
Authorized Signature	Printed Name
_____	_____
Title	Date

Approved for Legal Sufficiency:

Not Required per OAR 137-045-0030(1)(b)	
_____	_____
Oregon Department of Justice	Date

EXHIBIT A

Part 1 Project Description

1. **Background.**
2. **Purpose.**
3. **Desired Outcomes.**
4. **Use of Grant Funds.**
 - a. **Required Activities.** Recipient must use Grant Funds only to fund the following actual allowable expenses in support of its [project name]:
(1)
 - b. **Allowable Activities.** Recipient may use Grant Funds to fund the following allowable expenses in support of its [project name]:
(1)
 - c. **Unallowable Activities.** Grant Funds must not be used for expenditures not directly associated with carrying out the activities described in Section 4. of this Exhibit A, Part 1, "Project Description", including, but not limited to, *capital expenditures such as vehicles or building improvements.*
5. **Reporting Requirements.**
 - a. **Language Access Reports.** Recipient shall collect and report to the OHA Agreement Administrator via email quarterly data pursuant to Exhibit A, Part 3, "Special Provisions", Section 1., "Language Access Requirements". Language access reports are due no later than____.
 - b. **Expenditure Reports.**

EXHIBIT A

Part 2

Disbursement and Invoicing

1. Disbursement of Grant Funds.

- a. During the period specified in **Section 1., “Effective Date and Duration”**, of this Agreement, OHA will disburse to Recipient Grant Funds as follows:
 - (1) *Disbursement Schedule.*
 - (2) *Budget Table.*
- b. **Budget Transfers.**
 - (1) *Recipient may reallocate up to ____% of the original total budgeted amount from each of the line items to other line items in Section 1.a. of this Exhibit A, Part 2, “Disbursement and Invoicing” without OHA’s approval.*
 - (2) *Recipient may not reallocate from any line item an amount greater than ____% of the original total budgeted amount for that line item without OHA’s prior written approval.*
 - (3) *In the event Recipient adjusts any line-item budget amount as permitted by subsections (1) or (2) above, Recipient shall report such adjustment(s) on the next required quarterly expenditure report.*
- c. **Recipient Invoice.**
 - (1) *Recipient shall submit signed invoices on a form that has been created by Recipient to OHA’s Agreement Administrator at the address specified on page 1 of this Agreement, or to any other address as OHA may indicate in writing to Recipient.*
 - (2) *Invoices must include the following information:*
 - (a) *Recipient name;*
 - (b) *Invoice number;*
 - (c) *Date of invoice;*
 - (d) *This Agreement number;*
 - (e) *A detailed description of activities performed to which the invoice applies,*
 - (f) *An explanation of all expenses for which Recipient claims reimbursement authorized under this Agreement; and*
 - (g) *The total amount due.*

EXHIBIT A

Part 3 Special Provisions

1. Language Access Requirements.

- a.** Recipient shall meet or exceed all applicable state and federal language access requirements including, but not limited to, those requirements described in Title II and Title III of the Americans with Disabilities Act, Title VI of the Civil Rights Act, Section 1557 of the Affordable Care Act, and ORS Chapter 659A, ORS 411.970, ORS 413.550, ORS 676.750 through ORS 676.789, ORS 676.992 and OAR 943-005-0060.
- b.** Recipient shall have a budget for costs to include in their delivery of services under this Agreement for access to communication supports for people who need to communicate in a language other than spoken English at no charge to the person. This includes, but is not limited to, supporting a wide spectrum of people who primarily communicate in a language other than English, people who are Deaf, DeafBlind, or Hard of Hearing, people who are blind or have low vision or have color blindness, people who have motor disabilities, neurodivergent people, people who have communication, cognitive processing, developmental or learning disabilities and people who use assistive technology for communication. Recipient is responsible for costs related to language access and communication supports, unless these costs are specifically negotiated and included in Exhibit A, Part 2, "Disbursement and Invoicing" of this Agreement.
- c.** Recipient shall collect and report to the OHA Agreement Administrator quarterly data on the number of clients with language and modification needs, served under this Agreement, languages and modifications required, methods of service (e.g., qualified interpreters, qualified bilingual staff, etc.) and service modalities (e.g., in-person, video remote interpretation, etc.).
- d.** Recipient shall ensure the following communication supports for all programs, services, and activities are provided through this Agreement:
 - (1) Public meeting and event notices, surveys, websites, and publicly available documents shall contain an access statement that Recipient provides assistance to people who speak or read languages other than English and that this assistance is free of charge, as well as at least two ways (email address and phone number) to contact someone to request the assistance.

- (2) Display a notice of nondiscrimination in English and a notice of the availability of language access services in English and the 15 most common languages spoken by people with limited English proficiency in Oregon, in Recipient's public areas and on Recipient's main website.
- (3) Provide a notice of nondiscrimination and a notice of the availability of language access services annually and upon request, as well as in certain specified communications.
- (4) Cooperate with reviews for compliance with requirements related to language access and communication supports discussed in this Agreement.
- (5) When communicating with individuals, make available appropriate, free, timely, and responsive services. For purposes of this provision, "timely" means at a time and place that avoids the effective denial of the service, benefit, or right at issue or the imposition of an undue burden or delay in important rights, benefits, or services to the person. Individuals must be provided any, or a combination of, the following services that can meet their communication needs, including but not limited to:
 - (a) Alternate formats for print disabilities: including but not limited to, large print, braille, audio format, email, and HTML format on websites.
 - (b) Communication Access Real-time Translation (CART): a service similar to court reporting in which a transcriber types what is being said at a meeting or event into a computer that projects the words onto a screen. This service can be provided on-site or remotely.
 - (c) Oregon certified or qualified health care interpreter for health care services: an individual who has been approved and certified or qualified by OHA under ORS 413.558.
 - (d) Qualified bilingual or multilingual staff: employees who have demonstrated that they are: (1) proficient in speaking and understanding both spoken English and at least one other spoken language, including any necessary specialized vocabulary, terminology, and phraseology; and (2) able to effectively, accurately, and impartially communicate directly with individuals with limited English proficiency in their primary language.

- (e) Qualified interpreter for people with limited English proficiency: an interpreter who via a remote interpreting service or an on-site appearance: (1) Has demonstrated proficiency in speaking and understanding both spoken English and at least one other spoken language (qualified interpreters for relay interpretation must demonstrate proficiency in two non-English spoken languages); (2) Is able to interpret effectively, accurately, and impartially to and from such language(s) and English (or between two non-English languages for relay interpretation), using any necessary specialized vocabulary or terms without changes, omissions, or additions and while preserving the tone, sentiment, and emotional level of the original oral statement; and (3) Adheres to generally accepted interpreter ethics principles, including client confidentiality.
- (f) Qualified interpreters for people with disabilities: an interpreter who, via a video remote interpreting service (VRI) or an on-site appearance: (1) Has demonstrated proficiency in communicating in, and understanding: (i) Both English and a non-English language (including American Sign Language or other sign languages); or (ii) Another communication modality (such as cued-language transliteration or oral transliteration); (2) Is able to interpret effectively, accurately, and impartially, both receptively and expressively, using any necessary specialized vocabulary or terms without changes, omissions, or additions and while reserving the tone, sentiment, and emotional level of the original statement; (3) Adheres to generally accepted interpreter ethics principles including client confidentiality; and (4) Qualified interpreters include, for example, sign language interpreters, oral transliterators, and cued-language transliterators.
- (g) Reasonable modification: a change in a policy, practice, or procedure that is done to offer equal access and equal opportunity to a person with a disability.
- (h) Relay interpretation: interpreting from one language to another through an intermediate language. This mode of interpretation is often used for monolingual speakers of languages of limited diffusion, including select indigenous languages. In relay interpreting, the first interpreter listens to the speaker and renders the message into the intermediate

language. The second interpreter receives the message in the intermediate language and interprets it into a third language for the speaker who speaks neither the first nor the second language.

- (i) Translations: the conversion of a written language from one language to a different language in writing. Ensure information is translated accurately and include a clear note that English is the authoritative version of all federal and state information.

EXHIBIT B

Standard Terms and Conditions

1. **Governing Law, Consent to Jurisdiction.** This Agreement is governed by and construed in accordance with the laws of the State of Oregon without regard to principles of conflicts of law. Any claim, action, suit or proceeding (each, an, "Action") between OHA or any other agency or department of the State of Oregon and Recipient that arises from or relates to this Agreement must be brought and conducted solely and exclusively within the Circuit Court of Marion County for the State of Oregon. RECIPIENT, BY EXECUTION OF THIS AGREEMENT, HEREBY CONSENTS TO THE IN PERSONAM JURISDICTION OF SAID COURT. However, if an Action must be brought in a federal forum, then it shall be brought and conducted solely and exclusively within the United States District Court for the District of Oregon. In no event may this Section be construed as (a) a waiver by the State of Oregon of any form of defense or immunity, whether it is sovereign immunity, governmental immunity, immunity based on the Eleventh Amendment to the Constitution of the United States or otherwise, from any Action, or (b) consent by the State of Oregon to the jurisdiction of any court.
2. **Compliance with Law.** Recipient shall comply with all federal, state and local laws, regulations, executive orders and ordinances applicable to the Recipient and this Agreement.
3. **Independent Parties; Conflict of Interest.**
 - a. Recipient is not an officer, employee, or agent of the State of Oregon as those terms are used in ORS 30.265 or otherwise.
 - b. If Recipient is currently performing work for the State of Oregon or the federal government, Recipient by signature to this Agreement, represents and warrants that Recipient's participation in this Agreement creates no potential or actual conflict of interest as defined by ORS Chapter 244 and that no statutes, rules or regulations of the State of Oregon or federal agency for which Recipient currently performs work would prohibit Recipient's participation under this Agreement. If disbursement under this Agreement is to be charged against federal funds, Recipient certifies that it is not currently employed by the federal government.
4. **Representations and Warranties of Recipient.** Recipient represents and warrants that:
 - a. **Validity.** Recipient is duly organized and validly existing, is authorized to do business in Oregon, and has the power and authority to transact the

business in which it is engaged and to enter into and perform this Agreement.

- b. Authority; No Impairment.** The making and performance of this Agreement by Recipient has been duly authorized by all necessary actions of Recipient; does not and will not violate any provision of any applicable law, rule, or regulation or order of any court, regulatory commission, board or other administrative agency or any provision of Recipient's organizing documents or authorizing statutes; and does not and will not result in the breach of, or constitute a default or require any consent under, any other agreement or instrument to which Recipient is a party or by which Recipient or any of its properties is bound or affected and does not and will not result in the creation or imposition of any prohibited encumbrance of any nature.
- c. Enforceability.** This Agreement, when executed and delivered, is a valid and binding obligation of Recipient enforceable in accordance with its terms.
- d. Full Disclosure.** Recipient has disclosed in writing to OHA all facts that may adversely affect this Agreement, or the ability of Recipient to perform any obligation required by this Agreement. Recipient has made no false statements of fact, nor has it omitted information necessary to prevent any statements from being misleading, regarding the Grant Funds or this Agreement. The information contained in this Agreement is true and accurate in all respects.
- e. Pending Litigation.** Recipient has disclosed in writing to OHA all proceedings, environmental or otherwise, pending (or to the knowledge of Recipient, threatened) against or affecting Recipient, in any court or before any governmental authority or arbitration board or tribunal, that, if adversely determined, would materially adversely affect the ability of Recipient to perform all obligations required by this Agreement.
- f. No Defaults.**

 - (1) No Default (as defined in Section 10., "Default; Remedies; Termination." of this Exhibit B exists or occurs upon authorization, execution or delivery of this Agreement.
 - (2) Recipient has not violated and has not received notice of any claimed default or violation of any other agreement with OHA or any other agency of the State of Oregon.

- g. Governmental Consent.** Recipient has obtained or will obtain all permits and approvals, and has made or will make all notifications, declarations, filings or registrations, required for the making and performance of its obligations under this Agreement.
- 5. Limitation of Liability.** Recipient acknowledges and agrees that in no event are OHA or its agents liable or responsible for any direct, indirect, incidental, special, consequential or punitive damages in connection with or arising out of this Agreement.
- 6. Grant Funds; Disbursements.**
 - a.** Recipient is not entitled to compensation under this Agreement by any other agency or department of the State of Oregon. Recipient acknowledges and agrees that OHA's disbursement of Grant Funds under this Agreement is contingent on OHA receiving appropriations, limitations, allotments or other expenditure authority sufficient to allow OHA, in the exercise of its reasonable administrative discretion, to disburse the Grant Funds to Recipient as set forth in this Agreement.
 - b.** Disbursements under this Agreement will be made by Electronic Funds Transfer (EFT). Upon request, Recipient shall provide its taxpayer identification number (TIN) and other necessary banking information to receive EFT disbursement. Recipient shall maintain at its own expense a single financial institution or authorized disbursement agent capable of receiving and processing EFT using the Automated Clearing House (ACH) transfer method. The most current designation and EFT information will be used for all disbursements under this Agreement. Recipient shall provide this designation and information on a form provided by OHA. In the event that EFT information changes or the Recipient elects to designate a different financial institution for the receipt of any disbursement made using EFT procedures, the Recipient shall provide the changed information or designation to OHA on an OHA-approved form. OHA is not required to make any disbursement under this Agreement until receipt of the correct EFT designation and disbursement information from the Recipient.
- 7. Prohibition on Supplanting.** The Grant Funds may not supplant or replace other funds that have been provided for the same purpose. Recipient shall ensure that the activities provided under this Agreement will be in addition to, and not in substitution for, comparable activities.

- 8. Recovery of Unexpended Grant Funds.** Any funds disbursed to Recipient under this Agreement that remain unexpended on the earlier of termination or expiration of this Agreement (“Unexpended Funds”) must be returned to OHA. Recipient shall return all Unexpended Funds to OHA within 14 calendar days after the earlier of termination or expiration of this Agreement.
- 9. Indemnity.** Recipient shall defend, save, hold harmless, and indemnify the state of Oregon and OHA and its officers, employees, and agents from and against all claims, suits, actions, losses, damages, liabilities, costs and expenses of any nature whatsoever, including attorney fees (each, a “Claim”), resulting from, arising out of, or relating to the activities of Recipient or its officers, employees, subcontractors, or agents under this Agreement. Notwithstanding the foregoing, neither Recipient nor any attorney engaged by Recipient may defend a Claim in the name of the state of Oregon or any agency of the state of Oregon, nor purport to act as legal representative for the state of Oregon or any of its agencies, without first receiving from the Oregon Attorney General, authority to act as legal counsel for the state of Oregon or any agency of the state of Oregon without the approval of the Oregon Attorney General. If the state of Oregon or any agency of the state of Oregon assumes its own defense, Recipient will be liable for the attorney fees of the state of Oregon or any agency of the state of Oregon, including but not limited to any fees charged by the Oregon Department of Justice.
- 10. Default; Remedies; Termination.**
- a. Default.**
- (1) Default by Recipient. Recipient will be in default (each, a “Default”) under this Agreement if:
- (a) Recipient institutes or has instituted against it insolvency, receivership or bankruptcy proceedings, makes an assignment for the benefit of creditors, or ceases doing business on a regular basis;
 - (b) Recipient no longer holds a license or certificate that is required for Recipient to perform its obligations under this Agreement;
 - (c) Recipient fails to use Grant Funds exclusively for the Grant Activities in accordance with the terms of this Agreement;
 - (d) Recipient fails to return Unexpended Funds in accordance with this Agreement;

- (e) Recipient makes any false or misleading representation in this Agreement or in any document provided by Recipient to OHA related to the Grant Funds or this Agreement; or
 - (f) Recipient fails to perform any covenant, warranty, obligation or agreement under this Agreement, and that failure continues for a period of 14 calendar days after written notice specifying such failure is given to Recipient by OHA, or such longer period as OHA may agree to in writing, if OHA determines Recipient has instituted and is diligently pursuing corrective action.
- (2) Default by OHA. OHA will be in default under this Agreement if OHA commits any material breach of its obligations under this Agreement, and such breach is not cured within thirty (30) calendar days after Recipient's notice or such longer period as Recipient may specify in such notice (each, an "OHA Default").

b. Remedies.

- (1) OHA's Remedies for Recipient's Default. In the event Recipient is in Default, OHA may, at its option, pursue any or all of the remedies available to it under this Agreement and at law or in equity, including, but not limited to:
- (a) termination of this Agreement as set forth herein;
 - (b) barring Recipient from receiving future grants;
 - (c) withholding all or part of the Grant Funds not yet disbursed by OHA to Recipient under this Agreement;
 - (d) initiation of an action or proceeding for damages, specific performance, or declaratory or injunctive relief; and
 - (e) requiring repayment upon demand from OHA of all or a portion of the Grant Funds, OHA's costs of exercising its remedies under this Agreement, and interest, if any, on all or any portion of the Grant Funds required to be returned.

These remedies are cumulative to the extent the remedies are not inconsistent, and OHA may pursue any remedy or remedies singly, collectively, successively or in any order whatsoever.

- (2) Recipient's Remedies for OHA's Default. In the event of an OHA Default and whether or not Recipient elects to exercise its right to terminate this Agreement, Recipient's sole remedy will be a claim for due but unpaid Grant Funds authorized by this Agreement. In no

event will OHA be liable to Recipient for any expenses related to termination of this Agreement, or for anticipated profits or loss, or for consequential or punitive damages.

c. Termination.

- (1) OHA's Right to Terminate at its Discretion. At its sole discretion, OHA may terminate this Agreement:
 - (a) For its convenience upon 30 days' prior written notice by OHA to Recipient;
 - (b) Immediately upon written notice if OHA fails to receive funding, appropriations, limitations, allotments or other expenditure authority at levels sufficient to continue supporting the program;
 - (c) Immediately upon written notice if federal or state laws, regulations, or guidelines are modified or interpreted in such a way that OHA's support of the program under this Agreement is prohibited or OHA is prohibited from paying for such support from the planned funding source; or
 - (d) Immediately upon written notice to Recipient if there is a threat to the health, safety, or welfare of any person receiving funds or benefitting from activities under this Agreement.
- (2) OHA's Right to Terminate for Cause. In addition to any other rights and remedies OHA may have under this Agreement, OHA may terminate this Agreement immediately upon written notice to Recipient, or at such later date as OHA may establish in such notice if Recipient is in Default.
- (3) Recipient's Right to Terminate for Cause. Recipient may terminate this Agreement upon 30 days written notice to OHA or at such later date as Recipient may establish in such notice, if there is an OHA Default.
- (4) Mutual Termination. This Agreement may be terminated immediately upon mutual written consent of the parties or at such other time as the parties may agree in the written consent.
- (5) Effect of Termination. Upon receiving a notice of termination of this Agreement or upon issuing a notice of termination to OHA, Recipient shall immediately cease all activities under this Agreement unless OHA expressly directs otherwise.

11. **Insurance.** Recipient shall maintain insurance as set forth in Exhibit C, attached hereto.
12. **Records Maintenance, Access.** Recipient shall maintain all financial records relating to this Agreement in accordance with generally accepted accounting principles. In addition, Recipient shall maintain any other records, books, documents, papers, plans, records of shipments and payments and writings of Recipient, whether in paper, electronic or other form, that are pertinent to this Agreement, in such a manner as to clearly document Recipient's performance. All financial records, other records, books, documents, papers, plans, records of shipments and payments and writings of Recipient whether in paper, electronic or other form, that are pertinent to this Agreement, are collectively referred to as "Records." Recipient acknowledges and agrees that OHA and the Oregon Secretary of State's Office and the federal government and their duly authorized representatives shall have access to all Records to perform examinations and audits and make excerpts and transcripts. Recipient shall retain and keep accessible all Records for the longest of:
 - a. Six years following final disbursement and termination of this Agreement;
 - b. The period as may be required by applicable law, including the records retention schedules set forth in OAR Chapter 166; or
 - c. Until the conclusion of any audit, controversy or litigation arising out of or related to this Agreement.
13. **Information Privacy/Security/Access.** If this Agreement requires or allows Recipient or, when allowed, its subcontractor(s), to access or otherwise use any OHA Information Asset or Network and Information System in which security or privacy requirements apply, and OHA grants Recipient, its subcontractor(s), or both access to such OHA Information Assets or Network and Information Systems, Recipient shall comply and require its subcontractor(s) to which such access has been granted to comply with the terms and conditions applicable to such access or use, including OAR 943-014-0300 through OAR 943-014-0320, as such rules may be revised from time to time. For purposes of this Section, "Information Asset" and "Network and Information System" have the meaning set forth in OAR 943-014-0305, as such rule may be revised from time to time.
14. **Assignment of Agreement, Successors in Interest.**
 - a. Recipient shall not assign or transfer its interest in this Agreement without prior written consent of OHA. Any such assignment or transfer, if approved, is subject to such conditions and provisions required by OHA. No approval by OHA of any assignment or transfer of interest shall be deemed

to create any obligation of OHA in addition to those set forth in this Agreement.

- b. The provisions of this Agreement shall be binding upon and inure to the benefit of the parties, their respective successors, and permitted assigns.

- 15. **Subcontracts.** Recipient shall not enter into any subcontracts for any part of the project supported by this Agreement without OHA's prior written consent. In the event that OHA consents in writing, Recipient shall ensure that all such contracts and subcontracts comply with the terms and conditions of this Agreement, including containing a provision to that effect therein. OHA's consent to any subcontract does not relieve Recipient of any of its duties or obligations under this Agreement.
- 14. **No Third Party Beneficiaries.** OHA and Recipient are the only parties to this Agreement and are the only parties entitled to enforce its terms. Nothing in this Agreement gives, is intended to give, or shall be construed to give or provide any benefit or right, whether directly, indirectly or otherwise, to third persons any greater than the rights and benefits enjoyed by the general public unless such third persons are individually identified by name herein and expressly described as intended beneficiaries of the terms of this Agreement.
- 15. **Survival.** All rights and obligations cease upon termination or expiration of this Agreement, except for the rights and obligations and declarations which expressly or by their nature survive termination of this Agreement, including without limitation this Section, Governing Law, Consent to Jurisdiction; Compliance with Law; Independent Parties; Conflict of Interest; Representations and Warranties of Recipient; Limitation of Liability; Grant Funds; Disbursements (but only with respect to obligations accruing prior to termination); Recovery of Unexpended Grant Funds; Indemnity; Default; Remedies; Termination (as applicable to post-termination rights); Insurance; Records Maintenance, Access; Information Privacy/Security/Access; Assignment of Agreement, Successors in Interest; Subcontracts; No Third Party Beneficiaries; Severability; and Notice.
- 16. **Severability.** If any term or provision of this Agreement is declared by a court of competent jurisdiction to be unlawful or otherwise invalid, the validity of the remaining terms and provisions will not be affected, and the rights and obligations of the parties will be construed and enforced as if the Agreement did not contain the particular term or provision held to be invalid.
- 17. **Notice.** Except as otherwise expressly provided in this Agreement, any communications between the parties hereto or notices to be given hereunder shall be given in writing by personal delivery, fax, email, or mailing the same, postage prepaid to Recipient or OHA at the address or number set forth in this Agreement, or to such other addresses or numbers as either party may indicate

pursuant to this Section. Any communication or notice so addressed and mailed by regular mail shall be deemed received and effective five days after the date of mailing. Any communication or notice delivered by email shall be deemed received and effective five days after the date of emailing. Any communication or notice delivered by fax shall be deemed received and effective on the day the transmitting machine generates a receipt of the successful transmission if transmission was during normal business hours, or on the next business day if transmission was outside normal business hours, of Recipient. Notwithstanding the foregoing, to be effective against the other party, any notice transmitted by fax must be confirmed by telephone notice to the other party. Any communication or notice given by personal delivery shall be deemed effective when actually delivered to the addressee.

OHA: Office of Contracts & Procurement
500 Summer Street NE, E-03
Salem, OR 97301
Telephone: 503-945-5818
Fax: 503-378-4324

- 18. Headings.** The headings and captions to sections of this Agreement have been inserted for identification and reference purposes only and may not be used to construe the meaning or to interpret this Agreement.
- 19. Merger; Waiver.** This Agreement constitutes the entire agreement between the parties on the subject matter hereof. No modification or amendment of this Agreement will bind either party unless in writing and signed by the parties (and the necessary approvals obtained), and no waiver or consent will be effective unless signed by the party against whom such waiver or consent is asserted. Such waiver or consent, if given, will be effective only in the specific instance and for the specific purpose given. There are no understandings, agreements or representations, oral or written, not specified herein regarding this Agreement.

EXHIBIT C

Insurance Requirements

OHA shall obtain at OHA's expense the insurance specified in this Exhibit prior to performing under this Grant Agreement. OHA shall maintain such insurance in full force and at its own expense throughout the duration of this Grant Agreement, as required by any extended reporting period or continuous claims made coverage requirements, and all warranty periods that apply. OHA shall obtain the following insurance from insurance companies or entities that are authorized to transact the business of insurance and issue coverage in the State of Oregon and that are acceptable to OHA. All coverage shall be primary and non-contributory with any other insurance and self-insurance, with the exception of Professional Liability and Workers' Compensation. OHA shall pay for all deductibles, self-insured retention, and self-insurance, if any.

If OHA maintains broader coverage and/or higher limits than the minimums shown in this Exhibit, OHA requires and shall be entitled to the broader coverage and/or higher limits maintained by OHA.

WORKERS' COMPENSATION AND EMPLOYERS' LIABILITY:

All employers, including OHA, that employ subject workers, as defined in ORS 656.027, shall comply with ORS 656.017, and provide Workers' Compensation Insurance coverage for those workers, unless they meet the requirement for an exemption under ORS 656.126(2). OHA shall require and ensure that each of its subcontractors complies with these requirements. If OHA is a subject employer, as defined in ORS 656.023, OHA shall also obtain Employers' Liability insurance coverage with limits not less than \$500,000 each accident.

If OHA is an employer subject to any other state's workers' compensation law, Grantee shall provide Workers' Compensation Insurance coverage for its employees as required by applicable workers' compensation laws including Employers' Liability Insurance coverage with limits not less than \$500,000 and shall require and ensure that each of its out-of-state subcontractors complies with these requirements.

As applicable, OHA shall obtain coverage to discharge all responsibilities and liabilities that arise out of or relate to the Jones Act with limits of no less than \$5,000,000 and/or the Longshoremen's and Harbor Workers' Compensation Act.

COMMERCIAL GENERAL LIABILITY:

OHA shall provide Commercial General Liability Insurance covering bodily injury and property damage in a form and with coverage that are satisfactory to the State of Oregon. This insurance must include personal and advertising injury liability, products and completed operations, contractual liability coverage for the indemnity provided under this Grant Agreement, and have no limitation of coverage to designated premises, project, or operation. Coverage must be written on an occurrence basis in an amount of not less than \$1,000,000.00 per occurrence and not less than \$2,000,000.00 annual aggregate limit.

AUTOMOBILE LIABILITY INSURANCE:

☐ Required ☒ Not required

OHA shall provide Automobile Liability Insurance covering OHA's business use including coverage for all owned, non-owned, or hired vehicles with a combined single limit of not less than \$_____ for bodily injury and property damage. This coverage may be written in combination with the Commercial General Liability Insurance (with separate limits for Commercial General Liability and Automobile Liability). Use of personal Automobile Liability insurance coverage may be acceptable if evidence that the policy includes a business use endorsement is provided.

PROFESSIONAL LIABILITY:

☒ Required ☐ Not required

OHA shall provide Professional Liability Insurance covering any damages caused by an error, omission or any negligent acts related to the services to be provided under this Grant Agreement by the OHA and OHA's subcontractors, agents, officers or employees in an amount not less than \$1,000,000.00 per claim and not less than \$2,000,000.00 annual aggregate limit.

If coverage is provided on a claims made basis, then either an extended reporting period of not less than 24 months shall be included in the Professional Liability insurance coverage, or the OHA shall provide Continuous Claims Made coverage as stated below.

NETWORK SECURITY AND PRIVACY LIABILITY:

☐ Required ☒ Not required

OHA shall provide Network Security and Privacy Liability Insurance for the duration of this Grant Agreement and for the period of time in which OHA (or its business associates or subcontractor(s)) maintains, possesses, stores, or has access to OHA or client data, whichever is longer, with a combined single limit of not less than \$_____ per claim or incident. This insurance must include coverage for third party claims and for losses, thefts, unauthorized disclosures, access or use of OHA or client data (which may include, but is not limited to, Personally Identifiable Information ("PII"), Payment Card Data and Protected Health Information ("PHI")) in any format, including coverage for accidental loss, theft, unauthorized disclosure access or use of OHA data.

POLLUTION LIABILITY:

☐ Required ☒ Not required

OHA shall provide Pollution Liability Insurance covering OHA's or appropriate subcontractor's liability for bodily injury, property damage and environmental damage resulting from sudden accidental and gradual pollution and related cleanup costs incurred by OHA, all arising out of the goods delivered or Services (including transportation risk) performed under this Grant Agreement is required with a combined single limit per occurrence not less than \$_____ and not less than \$_____ annual aggregate limit.

An endorsement to the Commercial General Liability or Automobile Liability policy, covering OHA's or subcontractor's liability for bodily injury, property damage and

environmental damage resulting from sudden accidental and gradual pollution and related clean-up cost incurred by the OHA that arise from the goods delivered or Services (including transportation risk) performed by OHA under this Grant Agreement is also acceptable.

EXCESS/UMBRELLA INSURANCE:

A combination of primary and Excess/Umbrella Insurance may be used to meet the required limits of insurance. When used, all of the primary and Excess or Umbrella policies must provide all of the insurance coverages required herein, including, but not limited to, primary and non-contributory, additional insured, Self-Insured Retentions (SIRs), indemnity, and defense requirements. The Excess or Umbrella or policies must be provided on a true "following form" or broader coverage basis, with coverage at least as broad as provided on the underlying insurance. No insurance policies maintained by the Additional Insureds, whether primary or excess, and which also apply to a loss covered hereunder, must be called upon to contribute to a loss until the OHA's primary and excess liability policies are exhausted.

If Excess/Umbrella Insurance is used to meet the minimum insurance requirement, the Certificate of Insurance must include a list of all policies that fall under the Excess/Umbrella insurance.

ADDITIONAL INSURED:

All liability insurance, except for Workers' Compensation, Professional Liability, Directors and Officers Liability and Network Security and Privacy Liability (if applicable), required under this Grant Agreement must include an Additional Insured endorsement specifying the State of Oregon, its officers, employees, and agents as Additional Insureds, but only with respect to OHA's activities to be performed under this Grant Agreement. Coverage shall be primary and non-contributory with any other insurance and self-insurance.

Regarding Additional Insured status under the General Liability policy, OHA requires Additional Insured status with respect to liability arising out of ongoing operations and completed operations, but only with respect to OHA's activities to be performed under this Grant Agreement. The Additional Insured endorsement with respect to liability arising out of OHA's ongoing operations must be on, or at least as broad as, ISO Form CG 20 10 and the Additional Insured endorsement with respect to completed operations must be on, or at least as broad as, ISO form CG 20 37.

WAIVER OF SUBROGATION:

OHA shall waive rights of subrogation which OHA or any insurer of OHA may acquire against the OHA or State of Oregon by virtue of the payment of any loss. OHA shall obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not OHA has received a Waiver of Subrogation endorsement from the OHA or the OHA's insurer(s).

CONTINUOUS CLAIMS MADE COVERAGE:

If any of the required liability insurance other than Physical Abuse and Molestation Insurance is on a claims made basis and does not include an extended reporting period

of at least 24 months, then OHA shall maintain continuous claims made liability coverage, provided the effective date of the continuous claims made coverage is on or before the effective date of the Grant Agreement, for a minimum of 24 months following the later of:

- (i) OHA 's completion and OHA's acceptance of all Services required under the Grant Agreement, or
- (ii) OHA or OHA termination of this Grant Agreement, or
- (iii) The expiration of all warranty periods provided under this Grant Agreement.

If PHYSICAL ABUSE AND MOLESTATION INSURANCE is required, then refer to that coverage requirement for separate Continuous Claims Made Coverage that applies.

CERTIFICATE(S) AND PROOF OF INSURANCE:

OHA shall provide to OHA Certificate(s) of Insurance for all required insurance before delivering any goods and performing any Services required under this Grant Agreement. The Certificate(s) of Insurance must list the State of Oregon, its officers, employees, and agents as a Certificate holder and as an endorsed Additional Insured. The Certificate(s) of insurance must also include all required endorsements or copies of the applicable policy language effecting coverage required by this Grant Agreement. If Excess/Umbrella Insurance is used to meet the minimum insurance requirement, the Certificate(s) of Insurance must include a list of all policies that fall under the Excess/Umbrella Insurance. As proof of insurance, OHA has the right to request copies of insurance policies and endorsements relating to the insurance requirements in this Exhibit.

NOTICE OF CHANGE OR CANCELLATION:

OHA or its insurer must provide at least 30 calendar days' written notice to OHA before cancellation of, material change to, potential exhaustion of aggregate limits of, or non-renewal of the required insurance coverage(s).

INSURANCE REQUIREMENT REVIEW:

OHA agrees to periodic review of insurance requirements by OHA under this Grant Agreement and to provide updated requirements as mutually agreed upon by OHA and OHA.

STATE ACCEPTANCE:

All insurance providers are subject to OHA acceptance. If requested by OHA, OHA shall provide complete copies of insurance policies, endorsements, self-insurance documents and related insurance documents to OHA's representatives responsible for verification of the insurance coverages required under this Exhibit.

EVALUATION TOOL

5 points possible	9 points possible	10 points possible	15 points possible	20 points possible	EXPLANATION
3-5 points	7-9 points	8-10 points	10-15 points	14-20 points	FULLY MEETS STANDARD - Includes and clearly explains every element requested. - Outlines a clear plan for how the Grant Activities will be executed. - Demonstrates a clear understanding of equity, inclusive communications, and inclusive process.
2-3 points	3-6 points	4-7 points	5-10 points	7-14 points	PARTIALLY MEETS STANDARD - Includes every element requested but does not explain them all clearly; or includes and explains most, but not all, elements requested. - Outlines a plan for how the Grant Activities will be executed but is not fully clear and detailed. - Demonstrates a partial understanding of equity, inclusive communications, and inclusive processes.
0-2 points	0-3 points	0-3 points	0-5 points	0-7 points	DOES NOT MEET STANDARD - Fails to include or explain most of the elements requested. - Does not provide a plan for how the Grant Activities will be executed; or provides a plan without any details. - Does not demonstrate understanding of equity, inclusive communications, or inclusive processes.