

Treatment Scholarship Request for Proposal

1. Introduction

The Teton Behavioral Health Alliance, an initiative of the Community Foundation of Jackson Hole, works to improve behavioral health in Teton County, Wyoming at a systems level through high-level, cross-sectoral collaboration. The Alliance facilitates community-wide actions that enhance prevention, treatment, and crisis response efforts while addressing the gaps and inequities in the system to better serve everyone who lives and/or works in Teton County.

In partnership with local partners and Government Performance Solutions, Inc. (GPS), the Alliance developed a comprehensive, community-driven Integrated Plan to enhance mental health and substance use services. This multi-year plan includes six priority areas and 24 interconnected strategies across the continuum of care.

This Treatment Scholarship RFP focuses on one of the five strategies being released in Fall 2026 within the Integrated Plan and is intended to advance progress toward broader community goals. The Treatment Scholarship strategy is focused on establishing and expanding treatment scholarships providing reimbursement for outpatient counseling and medication for low-income, underinsured, and uninsured individuals.

The objectives of this strategy are to:

- Design a scalable and sustainable Treatment Scholarship Program.
- Advance equitable access to behavioral healthcare by identifying and addressing barriers.
- Engage providers and community partners to co-create the program and increase buy-in.
- Create a system to monitor and evaluate program outcomes of the Treatment Scholarship Program.

The selected entity will begin work upon contract execution. The anticipated project duration for this first phase is January 1, 2027, to December 31, 2027, with a possibility of a continuation grant to administer the program.

2. Eligibility

Applicants must:

- Be a 501(c)(3) nonprofit, government entity, or other IRS-recognized charitable organization serving Teton County, Wyoming OR be fiscally-sponsored by an entity that meets these requirements. (No for-profit applicants, even with a qualified fiscal sponsor.)
- Grant funds must be used exclusively in Teton County, Wyoming. (In select situations, grants may benefit people working in Teton County, Wyoming who live in neighboring communities.)
- Funds may not be used for debt retirement or religious or political activities
- Grant funds may not be used for work that has already been completed

3. RFP Snapshot

- Strategy Name: Treatment Scholarships
- Priority Area: Availability of Affordable Services
- Key Deliverable: Comprehensive plan treatment scholarship program that is launched by October 2027
- Project Duration: January 1, 2027, to December 31, 2027 , with possibility of a continuation grant to continue administering the program
- Funding Available: \$192,000 total with \$100,000 allocated to planning and administration of the program and \$92,000 allocated to scholarships
- Submission Deadline: November 13, 2026, at 5:00 p.m.

4. Expected Outcomes

Successful completion of this grant is expected to result in:

- An operational treatment scholarship program serving individuals who live and/or work in Teton County, WY.
- Documented policies, procedures, and workflows for scholarship administration.
- An engaged network of participating behavioral health providers.
- Scholarship funding distributed to eligible community members.
- A framework for ongoing program monitoring, evaluation, and continuous improvement.
- A plan for long-term sustainability and future program growth.

5. Scope of Work

The tasks below reflect components identified through the Alliance’s planning process and are intended to guide the scope of work. Applicants may propose additional or alternative activities that can more effectively produce the final deliverable and advance the strategy’s objectives. Proposals should clearly explain the rationale for the recommended approach and how it will achieve the intended results.

Task 1: Conduct a post-implementation review of the Mental Health JH program (a pandemic-era program that concluded in May 2021) to identify successes, challenges, and opportunities for improvement.

Task 2: Design an equitable end-to-end treatment scholarship workflow, from identification of need through payment and closeout, incorporating input from community members, providers, and other invested partners.

Task 3: Develop and document a scholarship process and solicit feedback from community members, service providers, and other groups related to the behavioral health field to refine and finalize program operations and scholarship administration.

Task 4: Assess and compare scholarship administration and tracking options to identify the most appropriate solution and/or technology option(s) for Teton County, Wyoming. Create an implementation plan for the options.

Task 5: Recruit and onboard participating providers, confirm service capacity, and establish provider readiness milestones for scholarship program launch.

Task 6: Coordinate with the organization(s) awarded the “Tools and Resource Promotions” strategy (launched in the Fall 2026 RFPs) to promote the scholarship program and facilitate community access to services.

Task 7: Create a plan for ongoing program data collection, monitoring and evaluations that assess utilization, outcomes, and system impacts; that will allow you to make program adjustments as needed.

Task 8: Launch the Treatment Scholarship Program and administer scholarships to recipients.

6. Measurement, Evaluation, and Reporting

To ensure accountability and alignment with project goals, proposals should clearly connect activities and deliverables to measurable outcomes, including:

- A designed and operational treatment scholarship program is established.
- A network of participating behavioral health providers are recruited and engaged.
- Community members are aware and able to access scholarship resources.

Applicants should suggest additional key performance indicators that can be used to evaluate progress against the objectives and outcomes of the Treatment Scholarship strategy. **Below are required key performance indicators (KPIs).**

- Number of providers participating in the program
- Number of individuals that receive scholarships
- Number of sessions provided

Reporting Expectations

- The Community Foundation of Jackson Hole may request quarterly calls to receive progress updates.
- Grantees are asked to submit an interim report and budget to provide a progress update and budget alignment.
- Grantees are asked to participate in a mid-year check-in meeting to provide updates on implementation progress, discuss successes and barriers, and ensure alignment with grant objectives.
- Grantees are asked to submit a final report after completion of their grant-funded work. Reporting dates are customized to individual project timelines. The Grant Report form focuses on impact, evaluation, strategies, and budget alignment.

7. Timeline

The selected entity will begin work upon contract execution. The anticipated project duration for this first phase is January 1, 2027, to December 31, 2027, with a possibility of renewal to administer the program. Proposals should include a detailed timeline aligned with the scope of work and key milestones. Examples of potential phases are below.

Potential Phases

Phase 1: Discovery, Review, and Equity Planning

Phase 2: Workflow and Program Design

Phase 3: Administration, Technology, and Operating Infrastructure

Phase 4: Provider Recruitment and Launch Preparation

Phase 5: Community Access and Program Launch Strategy

Phase 6: Launch the Treatment Scholarship Program

Phase 7: Monitoring, Evaluation, and Continuous Improvement

8. Budget

The total project budget for this phase is expected to be \$192,000. Applicants should include a detailed, itemized budget that allocates a maximum of \$100,000 to the planning and administration of the Treatment Scholarship Program and a minimum of \$92,000 to scholarships for community members.

To help in your budget estimations, the Community Foundation of Jackson Hole estimates serving 120 community members through scholarships. Based on Blue Cross Blue Shield reimbursement rates, each session would cost \$250. Community members will be eligible for up to 6 sessions with the estimated average being 3 sessions.

The Alliance recognizes that unexpected issues may arise to affect the proposed timeline and will be open to considering requests for an extension with appropriate justification.

9. Contract Terms

Disbursement Type: Grant

Data Sharing: Organizations are expected to share relevant, non-confidential data, both quantitative and qualitative, to help The Teton Behavioral Health Alliance better understand the needs of our community and the impacts of our efforts.

Collective Impact: Organizations are expected to engage in collaborative efforts that strengthen communication, coordination, and shared action across the behavioral health system, leveraging collective strengths to advance common goals and address community needs.

10. Proposal Requirements

To ensure a fair and consistent review process, please organize your proposal using the following sections and prompts below.

1. Approach to scope of work
 - a. Describe your overall approach to the design and implementation of the program.
 - b. Outline how you will ensure the program respects diversity and is inclusive of all residents throughout the program.
 - c. Attest that your organization currently has or has the ability to hire bilingual staff.
2. Work plan and timeline
 - a. Provide a detailed work plan and timeline that outlines key milestones and project management strategy.
3. Measurement, Evaluation, and Reporting
 - a. Provide additional key performance indicators to evaluate progress against the objective and outcome of this strategy.
4. Relevant experience and qualifications
 - a. List 2 projects that illustrate relevant organizational experience and qualifications that make your organization a good fit for this strategy.
 - b. List key staff, their roles and their qualifications.
 - c. One reference that can verify experience and qualifications.
 - d. Applicant organization must be able to provide services in both English and Spanish.
5. Budget, including fee structure, and budget narrative up to \$100,000 for planning and administration, including bilingual staffing and a minimum of \$92,000 for scholarships

11. Selection Process

Proposals will be evaluated by the Alliance's Integrated Plan Selection Committee based on the following criteria:

- Approach– 40 percent
 - Understanding of the project goals and scope
 - Clear description of how the tasks will be accomplished
 - Effective plan for constituent engagement and collaboration in the design and execution of the program
 - Consistent diversity and inclusion considerations throughout the project
- Team – 30 percent
 - Relevant experience and demonstrated success from past related projects
 - Experience collaborating in cross-sector work
 - Relevant qualifications of the proposed project team
- Activities– 20 percent
 - Clear timeline and project milestones
 - Effective approach to project management
- Budget – 10 percent
 - Detailed listing that covers the staff and direct costs required for the proposed approach

The anticipated selection timeline is December 14 – 16, 2026. The Alliance reserves the right to modify this timeline as needed. All applicants will be notified once a final decision has been made.

The Alliance reserves the right to reject any or all proposals, to modify the scope of work before the completion of the agreement and does not guarantee the award of a contract through this RFP process.

12. Submission Guidelines

Proposals should be submitted via Survey Monkey Apply by 5pm MT on November 13, 2026.

All inquiries should be directed to: Kate Schelbe, Backbone Leader of the Teton Behavioral Health Alliance at KSchelbe@tetonbha.org. Questions must be submitted via email to Kate Schelbe by 5pm MT on October 21, 2026. Answers to questions will be shared on the RFP website (<https://www.cfjacksonhole.org/behavioral-health-integrated-plan-rfps>) to ensure equitable access to information.