

**SANTA FE COUNTY
COMMUNITY SERVICES DEPARTMENT**

NOTICE OF FUNDING AVAILABILITY

(NOFA)

**Regional Youth Behavioral Health Center: Co-
Located Service Providers NOFA FY27**

Application Packet



Application Due on:
August 10, 2026

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**SANTA FE COUNTY
Youth & Family Services Division
Regional Youth Behavioral Health Center: Co-Located Service
Providers NOFA FY27
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APPLICATION DEADLINE

All applications must be received no later than

2:00 P.M. August 10, 2026

**Failure to submit your application by the deadline will result
in the application being denied and removed from consideration.**

Applications will be submitted online via the Dropbox link here:
https://www.dropbox.com/scl/fo/pylqmkkdy0wm1v7gk4krb/ALd2-B_4qM555LUvr6Aw4jI?rlkey=8cwxdbwpbeqn635gos0pzbely&st=hinn1d59&dl=0

SECTION I OVERVIEW

I. INTRODUCTION

Santa Fe County is issuing this Notice of Funding Availability (NOFA) to solicit qualified organizations to provide behavioral health services at the County's Regional Youth Behavioral Health Center, located at 2935 Rodeo Park Dr. East in Santa Fe, New Mexico.

The Center is being developed as a centralized hub for coordinated behavioral health, wellness, and supportive services for youth and families in Santa Fe County and surrounding areas, with particular emphasis on Santa Fe, Rio Arriba, and Los Alamos Counties.

The County's vision is to create a collaborative, multi-agency environment that delivers a comprehensive continuum of care, including prevention, early intervention, crisis stabilization, and long-term treatment, within a single, accessible location. Santa Fe County Youth & Family Services Division will be co-located within the facility, providing prevention and early intervention services through its existing programs, including the Uplift Youth Program, Youth Behavioral Management Services, and the Youth ARISE Violence Prevention Program, to ensure coordinated support for youth and families. The Division will also provide contract management and oversight to ensure providers meet deliverables and will facilitate regular partner meetings to promote collaboration, coordination, and youth-centered service delivery.

This NOFA is a competitive, contract-based solicitation. Selected applicants will enter into a Professional Services Agreement (PSA) and Lease Agreement with Santa Fe County and may also be required to execute a facility lease or use agreement for space within the Center.

The County seeks to establish a coordinated, high-quality network of providers delivering integrated, trauma-informed, and youth-centered services aligned with regional behavioral health needs. Assessments of local service capacity have identified a significant shortage of culturally responsive, accessible, and youth-specific behavioral health services.

Priority service areas include:

- Crisis services
- Suicide prevention, intervention, and postvention
- Psychiatric services
- Behavioral health assessment and treatment planning
- Individual, family, and group counseling
- Gap counseling and waitlist-bridging services
- Grief and loss services
- Case management and care coordination
- Primary care screenings
- Tutoring and academic support
- Drop-in safe space services
- Prevention Services
- Transportation services

The Regional Youth Behavioral Health Center is designed to address these critical gaps by reducing barriers to care, improving provider coordination, and enhancing outcomes for youth and families through co-located, collaborative service delivery.

Applications are due no later than 2:00PM on August 10, 2026. Applications that are submitted after the deadline will not be accepted. Applications will be submitted online via the Dropbox link here: https://www.dropbox.com/scl/fo/pylqmkkdy0wm1v7gk4krb/ALd2-B_4qM555LUvr6Aw4jI?rlkey=8cwxdwbpbeqn635gos0pzbely&st=hinn1d59&dl=0

II. FUNDING PRIORITIES

Eligible applicants include nonprofit organizations, for-profit organizations, and units of government with demonstrated experience serving children, youth, and/or families, and the capacity to deliver services aligned with the needs outlined in this NOFA.

The funding availability under this NOFA for successful Applicants will be in the form of rent-free office space, utilities and building maintenance, as well as seed monies to be used to supplement existing resources to assist with start-up and expansion of services. For purposes of this NOFA, a unit of government is defined as a town, township, village, parish, city, county, or other general-purpose political subdivision of a state, or a federally recognized Native-American Tribe or Alaska Native organization.

Contracts awarded through this NOFA are intended to support the delivery of services at the Regional Youth Behavioral Health Center. Funding must supplement, not supplant, existing resources, and may be used to start or expand services, but shall not be used to replace or offset general fund expenditures of a unit of government or organization.

Santa Fe County shall be the payee of last resource for all funds associated with services provided under this NOFA. All contractors are required to make reasonable and documented efforts to identify, pursue, and secure all other available funding sources prior to seeking reimbursement from Santa Fe County. Such funding sources include, but are not limited to, Medicaid, Medicare, private insurance, third-party payers, grants, donations, and other public or private funding streams.

III. PROGRAM TERM

Contracts awarded under this NOFA will be for a minimum term of four (4) years, contingent upon performance, funding availability, and compliance with all applicable requirements.

The initial contract term is anticipated to begin no earlier than August 1, 2026. Continued funding will be subject to contractor performance, reporting compliance, and the County's ongoing programmatic needs.

Not all contracts will include start-up or dedicated funding. Funding, if any, will be determined based on available budget and program priorities. Contractors are expected to leverage diversified funding sources to support service delivery and long-term sustainability.

END OF SECTION I

SECTION II PROGRAM ELIGIBILITY

I. ELIGIBLE PROGRAM AREAS

Programs and services selected under this NOFA must serve children and youth up to age 18 and may include services for parents, caregivers, and families, as appropriate. Services must be designed to improve behavioral health outcomes, increase immediate or low-barrier access to behavioral health services, and strengthen coordination among providers to ensure timely, integrated, and continuous care, demonstrate or enhance regional capacity to meet the behavioral health needs of children, youth, and families.

Applicants are reminded that attendance at one of the mandatory site visits listed in the Schedule of Activities is required.

Selected applicant(s) must propose services in at least one of the eligible program areas described below.

A. CORE SERVICE AREAS

These services represent the highest priority needs identified through County and regional data, stakeholder engagement, and service gap analysis.

1. Crisis Services (Full Crisis Continuum)

The Contractor will provide a comprehensive, youth-focused crisis continuum, including:

- On-site crisis intervention for walk-ins and referrals
- Mobile crisis response to homes, schools, and community settings
- Immediate assessment and de-escalation
- Crisis stabilization services to reduce ER and inpatient utilization
- Short-term post-crisis follow-up and linkage to care
- Telehealth-enabled crisis access

The County will allow phased implementation models, recognizing evolving licensing and Medicaid reimbursement structures.

2. Suicide Prevention, Intervention, and Postvention

The Contractor will provide comprehensive suicide-related services, which can include:

- Risk screening using validated tools (e.g., C-SSRS, ASQ)
- Safety planning and crisis counseling

- Postvention services for families, peers, and schools
- Evidence-based prevention models (e.g., ASIST, SafeTALK)
- Immediate, on-demand response for high-risk youth

3. Psychiatric Services

The Contractor will deliver integrated psychiatric care, which can include:

- Psychiatric evaluations and diagnostic assessments
- Medication management
- Coordination with therapy and case management providers
- Psychoeducation for youth and families
- Telepsychiatry services to improve access

4. Behavioral Health Assessment and Treatment Planning

The Contractor shall conduct comprehensive assessments and develop individualized care plans. The Contractor will also be responsible for conducting brief screenings of all walk-in clients to assess needs and determine the most appropriate service pathway.

- Biopsychosocial assessments
- Screening for co-occurring disorders
- Brief screening and triage of walk-in clients to determine appropriate level of care and service linkage
- Youth- and family-driven treatment planning
- Referral pathways for specialized services
- Telehealth-enabled assessment and follow-up

5. Individual, Family, and Group Counseling

The Contractor will provide therapeutic services addressing a range of behavioral health needs, which can include:

- Individual, family, and group therapy
- Evidence-based modalities (CBT, DBT, MI, MST, etc.)
- Substance use treatment support
- In-person and telehealth service delivery

6. Gap Counseling / Waitlist Bridging Services

The Contractor will provide short-term, solution-focused care for youth awaiting long-term services, which can include:

- Brief therapeutic interventions (e.g., Brief CBT, Single-Session Therapy)
- Rapid engagement and stabilization
- Coordination with long-term providers for continuity
- On-demand and telehealth availability

7. Grief and Loss Services

The Contractor will provide services addressing bereavement and life transitions, which can include:

- Individual and group grief counseling
- Evidence-based grief models (TF-CBT, GTI, etc.)
- Timely access to services for youth and families

8. Case Management and Care Coordination

The Contractor will provide comprehensive navigation and coordination services, which can include:

- Comprehensive Community Support Services (CCSS) and Family Support Services (FSS)
- System navigation (behavioral health, education, juvenile justice, etc.)
- Coordination with schools, probation, and providers
- Referral tracking and follow-up
- Integration of Peer Support Workers to provide non-clinical, strengths-based support, including:
 - Engagement and relationship-building with youth and families
 - Mentorship and support grounded in lived experience
 - Assistance with service navigation and goal setting
 - Facilitation of peer support groups and youth engagement activities
 - Support for ongoing engagement in services and recovery-oriented care

9. Transportation Services

The Contractor may provide transportation services to reduce barriers to access, which can include:

- Operation of vehicles and route planning
- Coordination with schools and community partners
- Flexible scheduling and on-demand requests
- Compliance with safety and accessibility standards
- Innovative solutions (e.g., partnerships, hubs, transit integration)

B. ADJUNCT / SUPPORTIVE SERVICES

The County may also contract additional services that expand the continuum of care:

10. Primary Care Screening

- Basic health screenings
- Identification of chronic or developmental concerns
- Health education and referrals

- Coordination with medical providers
- Telehealth follow-up as needed

11. Tutoring and Academic Support

- Academic remediation linked to behavioral health needs
- Coordination with schools
- In-person and virtual tutoring

12. Drop-In Support & Safe Space

- Open-access, youth-friendly environment
- Expressive activities (art, music, journaling)
- Trauma-informed staff support
- Peer connection and mentorship opportunities

13. Prevention Services

- Conventional prevention programming (evidence-based curricula, workshops, and family engagement)
- Culturally relevant and responsive services incorporating New Mexican traditions, Indigenous and Hispanic cultural practices, community values, and language access
- Geographically responsive approaches, including rural outreach, mobile services, and virtual/hybrid delivery options
- Experiential and non-traditional activities reflecting local culture, such as art, movement, music, storytelling, land-based programming, and youth leadership opportunities
- Trauma-informed, youth-centered design that strengthens protective factors and promotes resilience
- Opportunities for peer connection, mentorship, and positive youth development

C. INTEGRATION AND COLLABORATION REQUIREMENTS (ALL SERVICES)

All Contractors must operate within a coordinated, co-located service model, including:

- On-site service delivery and active collaboration with other providers
- Participation in multidisciplinary team meetings
- Warm handoffs between services to ensure continuity of care
- Shared care planning and communication protocols
- Participation in County data systems and reporting

Providers must:

- Incorporate telehealth across applicable services

- Track and report measurable outcomes (e.g., crisis reduction, school attendance, functional improvement)
- Engage in joint outreach, education, and prevention efforts
- Demonstrate existing regional capacity or a clear plan to build and expand regional capacity to ensure equitable access to behavioral health services across the service area.

D. SERVICE DELIVERY MODEL EXPECTATIONS

All Contractors shall:

- Deliver services within a shared, co-located facility model
- Align with the County's collaborative partnership framework
- Participate in joint governance, quality improvement, and coordination processes
- Support a seamless continuum of care for youth and families

All services will be formalized through:

- A Professional Services Agreement, and
- A Lease or Facility Use Agreement

E. GENERAL PERFORMANCE EXPECTATIONS

Contractors must demonstrate:

- Ability to deliver services at scale within a shared environment
- Staffing capacity and appropriate credentialing
- Financial sustainability (including Medicaid/third-party billing where applicable)
- Commitment to equity, access, and culturally responsive care

F. Facility-Based Service Delivery & County-Supported Space

Santa Fe County will provide selected applicants with access to designated space within the County-owned youth behavioral health and supportive services facility as part of the County's in-kind investment in youth and family services.

The approximately 34,000-square-foot facility is intended to support coordinated behavioral health, supportive, educational, and community-based services for youth and families, particularly those who are low-income, uninsured, underserved, or experiencing barriers to care.

Santa Fe County may, at its sole discretion and subject to available funding, make reasonable improvements or modifications to assigned spaces to accommodate the operational and service delivery needs of selected providers. Such improvements may include minor renovations, reconfiguration of space, installation of necessary infrastructure, furnishings, fixtures, and equipment. Any requested modifications must be approved by the County and be consistent with the intended use of the facility, applicable building and safety requirements, and available project resources. The County does not guarantee that all requested improvements, furnishings, or modifications will be funded or completed.

Each selected partner organization will be solely responsible for procuring, installing, maintaining, securing, and funding its own information technology (IT) infrastructure and services, including but not limited to internet connectivity, Wi-Fi networks, telecommunications systems, computers, hardware, software, cybersecurity measures, and related technical support. In addition, each partner will be responsible for the security of its designated space, including the protection of equipment, records, confidential information, and other assets located within its assigned area.

County-supported facility resources may include:

- Access to designated service space at no direct lease cost
- Shared building infrastructure and common areas
- Accessibility improvements and core building systems
- Initial reasonable tenant improvements, space modifications, and furnishings necessary to support service delivery, subject to County approval, available funding, and facility requirements
- Coordinated facility oversight and shared operational support, subject to available resources

Based on prevailing Santa Fe commercial and medical office market conditions, the estimated value of appropriately equipped clinical and behavioral health service space is approximately **\$26–\$34 per square foot annually**, representing an estimated annual County in-kind contribution of approximately **\$884,000–\$1,156,000** across the facility.

Selected applicants occupying County-supported space will be responsible for payment of a facility operations fee to support shared operating and maintenance expenses associated with facility use. The current operations fee is established at:

- **\$5.00 per square foot annually**
- Approximately **\$0.42 per square foot monthly**

The fee will be assessed based on the amount and type of space assigned and is intended to offset shared facility operating expenses, including but not limited to:

- Utilities serving common and shared areas
- Building maintenance and repairs
- Custodial services for common areas
- Landscaping and exterior grounds maintenance
- Parking lot, roadway, and site maintenance
- Building systems maintenance (e.g., HVAC, plumbing, electrical, fire and life safety systems)
- Shared operational and facility management services
- Security for common areas and building access systems
- Other customary facility-related operating expenses

The operations fee may be adjusted annually based on actual operating costs, infrastructure requirements, regulatory compliance obligations, inflation, or other facility-related expenses.

Eligible service providers seeking use of County-supported space must clearly demonstrate:

- The scope and type of services to be delivered within the facility
- How proposed services address the needs of priority populations
- Projected service capacity and anticipated community impact
- Evidence of effectiveness, outcomes, or use of evidence-based or promising practices

Applicants must demonstrate that the proposed services represent a meaningful and measurable public benefit aligned with the County's investment in shared facility infrastructure and coordinated service delivery.

II. ELIGIBLE APPLICANTS

To be considered for selection under this NOFA, applicants must meet the following minimum eligibility requirements. These criteria are intended to ensure that providers possess the qualifications, experience, and organizational capacity necessary to deliver high-quality, youth-centered behavioral health services within the Youth Behavioral Health Center.

A. Applicants must:

- **Licensure and Compliance:** Hold all required licenses, certifications, and accreditations in accordance with the State of New Mexico and all applicable local, state, and federal regulations governing the delivery of proposed services.
- **Relevant Experience:** Demonstrate a minimum of three (3) years of documented experience providing behavioral health or related supportive services to children, youth, and families. Applicants must show the ability to effectively serve diverse populations, including culturally and linguistically diverse communities, and are strongly encouraged to include bilingual and/or bicultural staffing to support equitable access to care.
- **Organizational and Financial Capacity:** Demonstrate sufficient administrative, operational, and financial capacity to recruit, train, and retain qualified staff and to sustain service delivery within a co-located, collaborative environment for the full term of the contract. This includes sound fiscal management practices and operational readiness.
- **Equity and Service Approach:** Maintain and implement policies and practices that promote non-discrimination, cultural responsiveness, and trauma-informed care across all aspects of service delivery. Applicants must demonstrate a commitment to equity and inclusion.
- **Insurance Requirements:** Provide proof of insurance coverage consistent with Santa Fe County requirements, including, but not limited to, general liability, professional liability, and workers' compensation, as applicable.

Applicants who do not meet the above eligibility requirements may be deemed nonresponsive and not considered for further evaluation.

III. Program Budget Requirements

If applying for both office space and program funding, applicants must include a detailed and itemized budget for the proposed program or service.

If awarded, County funds shall be used solely to supplement existing resources and may not replace (supplant) funds already allocated for the same purpose. Supplanting is strictly prohibited and will be evaluated during application review, post-award monitoring, and audit.

The reallocation or shifting of funds within an applicant's budget for the purpose of creating or demonstrating matching funds shall be considered supplanting and is not allowable.

Applicants must clearly demonstrate:

- County funding will be utilized as a payer of last resort, after all other available funding sources, including Medicaid, private insurance, and other federal, state, or local funds have been applied;
- The proposed program includes diversified funding sources, reducing reliance on County funds;
- Transition to full financial independence by year two; (no additional funding will be provided after the first year).
- Budget requests appropriately distinguish between:
 - **Medicaid-reimbursable services**, and
 - **Non-Medicaid reimbursable services**, including supportive, wraparound, or enabling services that are essential to program success but not otherwise billable.

County funding may be used, where justified, to support:

- **Operational start-up costs**, including staffing, infrastructure, and administrative systems necessary to establish services; and
- **Bridge funding** during the period in which Medicaid enrollment, credentialing, billing systems, and reimbursement processes are being established.

Applicants who do not request County funding support and can demonstrate financial sustainability will receive additional evaluation points as part of the scoring process.

IV. FINANCIAL REQUIREMENTS

Applicants shall comply with all applicable financial and administrative requirements set forth in 2 CFR Part 200 (Uniform Guidance), which establishes standards for financial management, internal controls, and allowable costs for federally funded programs.

Applicants must demonstrate financial capacity and organizational stability, including:

- Evidence of organizational solvency, including operating reserves sufficient to sustain up to one (1) year of operations, where applicable;
- A minimum of three (3) years of operational history;

- Financial management systems capable of tracking expenditures by funding source, including across co-located or partner entities;
- Documentation demonstrating diversified funding streams.

The applicant assumes full financial responsibility for all program expenditures incurred prior to reimbursement by Santa Fe County.

Santa Fe County operates on a reimbursement basis. Payment will not be issued until:

- Proof of payment for goods and/or services has been submitted; and
- All expenditures are verified as allowable under the terms of the award.

Any costs determined by Santa Fe County to be unallowable will not be reimbursed.

V. AUDIT REQUIREMENTS

Applicants shall comply with the audit requirements set forth in 2 CFR Part 200, Subpart F, which governs audit standards for non-federal entities receiving federal funding.

At a minimum, applicants must submit:

- Audited financial statements or independent financial audits for the past three (3) fiscal years, if available; or
- For organizations not subject to a Single Audit, internally prepared or reviewed financial statements, as applicable.

In accordance with federal requirements, organizations expending \$1,000,000 or more in federal awards within a fiscal year are required to obtain a Single Audit conducted annually.

Applicants must also demonstrate:

- A history of clean audits (or documented corrective actions, if applicable);
- Financial transparency across all funding sources, including those supporting co-located partnerships.

Applicants shall comply with all applicable State of New Mexico laws and regulations, including:

1. The Audit Act (Sections 12-6-1 through 12-6-14 NMSA 1978);
2. New Mexico State Auditor Rule 2.2.2 NMAC; and
3. Any other applicable state oversight requirements.

Failure to comply with financial and audit requirements may result in disqualification, withholding of funds, repayment obligations, or ineligibility for future funding.

SECTION III

APPLICATION PROCESS

I. HOW TO APPLY

Applicants for funding under the Regional Youth Behavioral Health Center: Co-Located Service Providers NOFA FY27 shall complete the application in full, to include all appropriate signatures. All documents must be received by the Santa Fe County Community Services Department, Youth Services Division, no later than **2:00 p.m. on August 10, 2026**, via Dropbox at the following link: <https://www.dropbox.com/request/dfotghbwqxzu0hl1ox9z> It is the responsibility of the applicant to ensure that the completed application is received by the deadline.

II. APPLICATION REQUIREMENTS

Applications submitted in response to this NOFA must be clear, concise, and comprehensive, addressing all components outlined below. Each proposal should be organized in a logical manner and include the following elements:

III. APPLICATION FORMAT (No More than 10 pages excluding Exhibits, Appendices and Attachments)

1. Cover Letter

A signed cover letter from an authorized representative of the applicant organization. The letter should succinctly summarize the proposed services, highlight key organizational qualifications, and affirm the applicant's commitment to comply with the terms and conditions of the NOFA. The letter must also identify the individual authorized to contractually obligate their organization, as well as the individual to be contacted to address any questions regarding the application.

In addition, the cover letter shall clearly identify the service area(s) addressed by the proposal.

2. Service Plan

A comprehensive description of the proposed services, including:

- The service delivery model and methods
- Target population(s) to be served, with attention to cultural and linguistic responsiveness
- Hours of operation and service availability
- Staffing plan, including qualifications, roles, and ratios
- Proposed use of evidence-based or promising practices
- Telehealth integration where applicable

3. Reporting and Performance Capacity

Applicants must demonstrate their ability to meet Santa Fe County’s reporting and performance requirements. Proposals should describe systems, staffing, or processes that will support:

- Accurate and timely submission of service data and performance reports
- Participation in County-led quality improvement and performance review meetings
- Use of validated tools and data systems (e.g., CONNECT, etc.) for tracking client outcomes and coordination of care

4. Experience and Track Record

Documentation demonstrating the applicant’s successful experience in providing similar services, preferably with youth populations. Include measurable outcomes, program evaluations, or performance metrics that evidence the effectiveness and impact of prior work.

5. Collaboration Approach

A description of the strategies and processes the applicant will use to integrate and collaborate with other providers and partners co-located at the Youth Behavioral Health Center. This should highlight communication protocols, coordination of care, and participation in joint initiatives or multidisciplinary teams.

6. Facility Needs & Space Plan (Exhibit A – Required Submission | Exhibit C – Reference Facility Floor Plan)

Applicants seeking use of County-supported facility space must complete and submit **Exhibit A – Facility Space Plan Template** as part of the application package.

Exhibit A serves as the primary tool for identifying proposed space utilization, operational needs, staffing alignment, and anticipated service capacity within the facility. Applicants must complete all required sections of Exhibit A in accordance with the instructions provided in the template.

Applicants should use **Exhibit C – Reference Facility Floor Plan** to inform proposed space requests, operational planning, and identification of potential service configurations within the facility.

At a minimum, **Exhibit A** must include:

- Proposed room types and quantities
- Estimated square footage and overall space needs
- Identification of Medicaid-billable and non-billable service areas
- Staffing assignments associated with proposed spaces
- Estimated service capacity and utilization projections
- Identification of shared or flexible-use spaces
- Any specialized equipment, security, accessibility, or operational requirements

Applicants may also provide an optional narrative further describing how the requested space supports service delivery, operational workflow, technology or infrastructure needs, specialized environments, or coordination with other facility partners.

Failure to submit a completed Exhibit A may result in the application being deemed incomplete. Applicants are encouraged to ensure that proposed space requests are reasonable, operationally supportable, and aligned with the scope of services proposed.

8. Financial Sustainability and Reimbursement Plan

Organizations should note that County funding is not guaranteed through this solicitation. Applicants who do not request County funding support and can demonstrate financial sustainability will receive additional evaluation points as part of the scoring process.

Offerors must demonstrate a clear and sustainable financial plan that minimizes long-term reliance on County support. Proposals should address the following:

A. Billing and Reimbursement Strategy

- Describe plans to bill Medicaid and/or other third-party insurers for all eligible services, including strategies to maximize reimbursement and ensure timely claims processing
- Identify how billing infrastructure (e.g., systems, staffing, credentialing, compliance) will be supported and maintained

B. Opting Out of Medicaid Billing

If the offeror provides services that are Medicaid-eligible but elects not to bill Medicaid, the proposal must clearly explain:

- The rationale for opting out of billing Medicaid; and
- How the offeror will cover the full cost of providing those services without relying on County funds (e.g., through grants, private donations, or other revenue sources)

C. Non-Medicaid-Eligible Services and County Start-Up Support

For services that are not reimbursable through Medicaid or third-party insurance. See **Exhibit B**.

9. Funding & Participation Options (Exhibit B)

Applicants must indicate whether they are requesting County funding support in addition to access to facility space:

- **Path A – Service Funding and Lease Agreement Request**

Applicants requesting County funding for any of the following must complete **Exhibit B – Targeted Budget Request**:

- Services that are non-Medicaid billable
- Services that are Medicaid-eligible but require bridge or start-up funding (e.g., staffing ramp-up, credentialing, billing infrastructure)
- Regional service expansion to populations currently underserved or not served

Funding requests should be limited to costs that cannot be supported through Medicaid, third-party reimbursement, or other existing revenue sources.

Applicants on this path must submit, all included in Exhibit B:

1. Targeted Exhibit B Budget Worksheet
2. Justification Tables describing non-Medicaid services, bridge/start-up needs, and/or expansion costs.
3. No more than one-page Sustainability Statement explaining how services will eventually become self-sustaining and reduce reliance on County support.

• **Path B – No Service Funding Request**

Applicants who do not require County funding may participate solely through a lease agreement and service contract.

- These providers are expected to utilize the County-provided facility space and resources, but do not need to submit a budget or financial narrative.
- The service contract will define the scope of services, staffing, and facility usage expectations.
- This path is intended for fully sustainable programs, including those that bill Medicaid or other third-party payers for all services.

Instructions for Applicants:

1. Select **Path A** or **Path B** when completing your Exhibit B.
2. Follow the submission requirements for the selected path.
1. Applications that request funding without completing Exhibit B unnecessarily may be considered incomplete.

10. Program Evaluation & Performance Measurement

Applicants must demonstrate the capacity to implement a structured, data-driven approach to program evaluation and performance measurement. A detailed logic model, evaluation plan, and data collection and reporting framework will be required and **must be submitted within three (3) months** of award, in coordination with County staff.

These post-award deliverables will include, at minimum:

- A finalized logic model outlining program inputs, activities, outputs, and intended short- and long-term outcomes
- Defined performance measures aligned with program goals and service delivery requirements
- A comprehensive evaluation plan describing how program performance, participation, and outcomes will be monitored and used for continuous quality improvement
- A data collection and management plan specifying data sources, tools, reporting frequency, and data quality assurance processes, aligned with County reporting requirements

Applicants must confirm their ability and willingness to develop and implement these components within the required post-award timeframe and to participate in all County-required data collection, performance monitoring, and reporting processes.

11. Unite Us & CONNECT

Applicants must indicate whether they currently participate in the CONNECT program and use of the Unite Us platform.

If not, applicants must either:

- Describe how they would work towards participating and use the platform to support referrals, coordination, and outcomes tracking, or
- Explain why the platform is not applicable to their proposed services

All funded agencies are strongly encouraged, when feasible, to participate in the CONNECT program and utilize the Unite Us platform.

Selected applicants intending to use the platform will be required to:

- Attend monthly navigation meetings
- Execute a Business Associate Agreement (BAA) with Unite Us

12. References

Contact information for at least three current or recent partners, funders, or stakeholders familiar with the applicant's work and capacity to deliver services. References should be able to speak to the organization's effectiveness, reliability, and collaboration.

13. Certifications

Applicants must submit the following signed certifications:

- Certified Assurances
- Supplanting Certification

IV. SCHEDULE OF ACTIVITIES

The following is the anticipated timeline for activities related to the FY2027 Youth Behavioral Health application:

Date / Time	Activity
July 6, 2026	Release of Notice of Funding Availability (NOFA)
July 17, 2026, 9:00 AM*	Virtual Pre-Proposal Conference link
July 17 & July 21, 2026, 1:00–3:00 PM	Mandatory Site Visit at 2935 Rodeo Park Dr. East, Santa Fe, NM (attendance at one site visit is required)
July 22, 2026	Deadline to Submit Questions
July 31, 2026	Deadline to Respond to Questions
August 10, 2026, 2:00 PM	Applications Due
August 10–21, 2026	Application Review Period
August 25, 2026	Q&A Session (Cost Proposals & Facility Build-Out Requests, if applicable)
August 28, 2026	Funding Recommendations Presented to Santa Fe County Manager
September 2, 2026	Written Notice of Selection / Non-Selection
September 8, 2026	BCC Meeting to Review and Approve Agreements

*Please note the Virtual Pre-proposal conference is optional but highly recommended. The link to join is here, and above: <https://teams.microsoft.com/meet> Meeting ID: 265 942 960 424 10
Passcode: Lp7Dt3Gu

V. RATING CRITERIA AND SELECTION PROCESS

Applications will be evaluated and scored based on the criteria outlined below. Applicants should provide clear, complete, and concise responses to each category. Points will be assigned based on alignment with County priorities, quality and feasibility of proposed services, organizational capacity, and financial sustainability.

Scoring Structure:

Applications will receive a base score of up to 100 points based on the criteria described below.

Applicants **that do not request any County funding support** will receive an additional ten (10) bonus points. These bonus points will be **automatically added to the applicant's final base score**, resulting in a maximum possible total score of 110 points.

Applicants that request County funding are **not eligible** for these bonus points.

The purpose of this bonus is to prioritize financially sustainable service models that leverage Medicaid, third-party reimbursement, and other non-County funding sources.

While numerical scoring will guide the evaluation process, final award decisions will also consider operational and programmatic factors. Due to space limitations within the facility, not all highly ranked applicants will be selected. Santa Fe County reserves the right to make final award determinations based on the overall composition of selected providers and will prioritize a diverse range of services across the continuum of youth and family service offerings, including Core Service Areas. This approach is intended to ensure the Center effectively meets a broad spectrum of community needs.

Applications will be evaluated based on the following criteria:

1. Service Plan & Program Alignment (25 Points)

Applicants will be evaluated on the quality, responsiveness, and feasibility of the proposed service delivery model, including:

- Demonstrate the Applicants alignment with the goals of the Youth Behavioral Health initiative and identified community needs
- Clearly defined target population(s), including underserved youth and families
- Include the Applicants Service scope, accessibility, hours of operation, and low-barrier service delivery approaches
- Provide your Staffing model, qualifications, supervision, and staffing ratios
- Demonstrate the Applicants use of evidence-based, promising, culturally responsive, and trauma-informed practices
- Describe how the Applicant will plan and implement the integration of telehealth or other innovative service delivery approaches, where appropriate
- Demonstrated ability to improve behavioral health outcomes and service coordination

2. Organizational Experience & Capacity (15 Points)

Applicants will be evaluated on organizational qualifications and demonstrated ability to successfully deliver proposed services, including:

- Experience providing comparable behavioral health, supportive, or youth-focused services
- Organizational capacity, licensure, certifications, and staffing expertise
- Demonstrated success serving culturally and linguistically diverse populations
- Prior program outcomes, performance metrics, or evidence of effectiveness
- References demonstrating reliability, service quality, and successful program implementation

3. Collaboration & Integrated Service Delivery (15 Points)

Applicants will be evaluated on their ability to operate within a coordinated, co-located service environment, including:

- Approach to collaboration with other providers, agencies, and multidisciplinary teams
- Coordination of care, referral pathways, and communication protocols
- Participation in integrated service delivery, warm handoffs, and shared service planning
- Strategies to support family engagement, peer support, or navigation services, where applicable
- Commitment to participating in County-supported coordination initiatives and collaborative activities

4. Reporting, Evaluation & Performance Capacity (15 Points)

Applicants will be evaluated on their ability to support data-driven service delivery, reporting, and continuous quality improvement, including:

- Capacity to collect, manage, and report program and client data accurately and timely
- Ability to participate in County-required reporting, evaluation, and quality improvement activities
- Experience using data systems, outcome tracking tools, or coordinated care platforms
- Ability and willingness to develop post-award evaluation components, including logic models, performance measures, evaluation plans, and data collection frameworks
- Participation in or readiness to utilize systems such as CONNECT and Unite Us, where applicable

A finalized logic model, evaluation plan, and data collection framework will be required within three (3) months post-award in coordination with County staff.

5. Facility Space Plan & Operational Readiness (10 Points)

Applicants will be evaluated on the completeness, feasibility, and operational alignment of the proposed Facility Space Plan (Exhibit A), including:

- Alignment of requested space with proposed services and staffing
- Efficient and reasonable use of facility space and shared resources

- Identification of operational, technology, accessibility, security, or equipment needs
- Demonstrated understanding of co-located facility operations and shared space utilization
- Service capacity projections aligned with requested space

Failure to submit a completed Exhibit A may result in the application being deemed incomplete.

6. Financial Sustainability & Funding Approach (15 Points)

Applicants will be evaluated on the financial feasibility and long-term sustainability of proposed services, including:

- Clear identification of Medicaid-billable and non-billable services
- Plans to maximize Medicaid and third-party reimbursement where applicable
- Justification for any requested County funding or start-up support
- Sustainability planning and diversification of revenue sources
- Reasonableness and alignment of requested funding with proposed services and outcomes
- Completion and responsiveness of Exhibit B, if applicable

Applicants requesting County funding must clearly demonstrate why the requested costs cannot reasonably be supported through Medicaid reimbursement, third-party billing, or other funding sources.

Eligibility for the additional ten (10) bonus points will be determined based on whether the applicant requests County funding support.

7. Application Completeness & Responsiveness (5 Points)

Applications will be evaluated for overall completeness, clarity, and responsiveness to NOFA requirements, including:

- Submission of all required forms, certifications, and exhibits
- Adherence to formatting and page limitations
- Clarity, organization, and responsiveness of narrative materials
- Consistency between narrative responses, exhibits, and funding requests

Applications that fail to include required exhibits or mandatory components may be deemed non-responsive.

Total Base Points: 100

Maximum Points with Bonus: 110

Applications will be reviewed and scored by an evaluation committee using the criteria established in this NOFA. Reviewers may award partial points based on the degree to which an application demonstrates responsiveness, feasibility, organizational readiness, and alignment with County priorities.

VI. SELECTION PROCESS

Applications that do not meet the minimum eligibility requirements outlined in this NOFA will be deemed ineligible and will not be considered for funding. The selection process will proceed as follows:

- A. Completeness Review:** Upon receipt, the Finance Division staff will review all applications to ensure they are complete and include all required attachments.
- B. Evaluation and Scoring:** Complete applications will be evaluated and scored by the Santa Fe County Community Services Department and any other external reviewers deemed appropriate by the County and confirmed to have no conflict of interest, based on the published Evaluation Criteria.
- C. Recommendation:** The selection panel, through the Community Services Department Director or designee, will compile recommendations for funding based on scores, priorities, and alignment with County objectives.
- D. Final Approval:** The Santa Fe County Manager or designee holds final authority for awarding agreements.
- E. Notification:** All applicants will receive written notification of their application outcome within 30 days of the application deadline.

VII. APPEAL PROCESS

Funding decisions may be appealed if an applicant believes any federal or state regulation involving selection was violated. Appeals must be submitted to the Santa Fe County Finance Department within 15 calendar days of the date of the outcome notification. A three-member appeal panel shall review the request, decide on its validity, and make a recommendation to the Santa Fe County Manager or designee.

In the event the Santa Fe County Finance Department receives an appeal, all funding decisions will be delayed until the appeal has been reviewed and a final decision made by the Santa Fe County Manager or designee, whose decision will be final.

END OF SECTION III

SECTION IV

REPORTING REQUIREMENTS

I. REPORTING REQUIREMENTS

Santa Fe County, in partnership with an external consultant, is developing standardized monthly reporting criteria for all funded programs.

Requirements:

- Once finalized and approved, all selected applicants will be required to adhere to these reporting guidelines.
- Reports will capture key metrics related to service delivery, client outcomes, participation, and program performance.
- Applicants are expected to submit accurate and timely reports in the format and frequency specified by the County.
- Reporting is a condition of continued participation in the Regional Youth Behavioral Health Center.

END OF SECTION IV

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APPENDIX – A CONTACT LISTING

Any questions regarding the application for funding or the administration of your contract may be directed to the Santa Fe County Finance Department – Procurement Office

- David B. McCormack, Procurement Specialist Senior, 505-986-6337 or dmccormack@santafecountynm.gov

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APPENDIX – B

Application Checklist

Have you included and assembled your application in the following order:

- ☐ **Cover Letter** – Signed and summarizes services
- ☐ **Service Plan** – What services, who is served, staffing, hours
- ☐ **Reporting & Performance** – Ability to track, report, and use County systems
- ☐ **Experience & Collaboration** – Prior work with youth, partnerships
- ☐ **Facility & Space** – Narrative and **Exhibit A** completed
- ☐ **Financial Plan** – Billing, sustainability, County funding use (if requested)
- ☐ **References** – At least 3 contacts
- ☐ **Evaluation & Outcomes** – Logic model, measures, data plan (Required 3 months post-award, if selected)
- ☐ **Unite Us / Connect** – Participation or alternative plan
- ☐ **Funding Path** – **Exhibit B** Path A (funding) or Path B (no funding)
- ☐ **Certifications** – Certified Assurances, Supplanting Certification

Have you:

- ✓ Completed your entire application utilizing the appropriate forms?
- ✓ Double-checked your math?
- ✓ Identified the Lead Agency Program Coordinator as the person with direct oversight of the program?
- ✓ Identified the Fiscal Officer as the person directly overseeing the financial portion of the award?
- ✓ Submitted **one original and four hard copies** for review?

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CERTIFICATIONS

CERTIFIED ASSURANCES

The applicant hereby assures that, if an award is received under the Youth Program, the following requirements will be met:

Drug-Free Workplace Requirements (Government Agencies Only)

The applicant certifies that it will provide a drug-free workplace for the employees in accordance with the Federal Anti-Drug Abuse Act of 1988 (Public Law 100-690). This certification is a material representation of the fact upon which reliance will be placed when the grantor agency determines to award a grant. False certification or violation of the certification shall be grounds for suspension of payment, suspension of termination of grants, or government wide suspension and debarment.

Debarment, Suspension, Ineligibility, and Voluntary Exclusion

The applicant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency, as well as any State of New Mexico department or agency.

Santa Fe County Campaign Contribution Disclosure Form

All grantees shall sign a Santa Fe County Campaign Contribution Disclosure Form

Santa Fe County Living Wage Ordinance

All grantees awarded must comply with the Santa Fe County living wage ordinance 2014-1

Santa Fe County Ethics Ordinance

All grantees awarded must be in compliance with the Santa Fe County Ethics ordinance 2010-12 and ordinance 2011-9

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SANTA FE COUNTY
FINANCE DIVISION
GRANTS AND CAPITAL MANAGEMENT BUREAU

Supplanting Certification

On behalf of the Grantee named below, I hereby certify that any funds under this program shall be used to supplement existing funds for program activities and must not supplant those funds that have been appropriated for the same purpose. I have read, understand, and agree to abide by all the conditions as set forth in the agreement. Further, supplanting will be reviewed during the application process, post-award monitoring, and audit.

If the Grants and Capital Management Bureau believes, based upon factual data, that supplanting may have occurred, then the Grantee shall be required to supply documentation demonstrating that the reduction of non-grant resources occurred for reasons other than the receipt or expected receipt of grant funds.

Full Name of Grantee

Signature of Certifying Official

Printed Name of Certifying Official

Title of Certifying Official