

Request for Proposals Application Guide

This RFP Application Guide provides an overview of the opportunity, eligibility criteria, important dates, application materials, and submission process. For complete details, please see the full Request for Proposals (RFP).

The RFP and all application materials are available online at <https://www.greenandhealthyhomes.org/services/national-initiative-for-asthma-reimbursement/>

Objectives

The collaborative project led by Green & Healthy Homes Initiative (GHHI) will provide technical assistance for asthma programs in two separate areas: business development and reimbursement support. The objective of the Business Development Request for Proposals (Business Development RFP) is to facilitate and support either new or existing business partnerships to develop comprehensive environmental health services, while the Reimbursement Request for Proposals (Reimbursement RFP) will build upon existing asthma programs to assist in obtaining reimbursement for services.

The applicants need to include at least two partners: one service provider partner and one local healthcare partner—such as Medicaid managed care organizations, hospitals, and health systems. The overall goal will be to work together to 1) increase the number of home visiting programs providing comprehensive (including environmental remediation of asthma triggers) asthma interventions, 2) while simultaneously working to increase the number of health plans serving Medicaid populations and/or state Medicaid programs that reimburse for these comprehensive environmental health services.

- The Business Development RFP will accept proposals starting on October 1, 2019 – November 18, 2019 and is designed to select up to two projects to participate from January 16 - September 30, 2020.
- The Reimbursement RFP will be an open call for proposals, released on August 1, 2019, designed to select at least five projects in 2019-20 and provide up to 12 months of technical assistance.

Program Overview

Research evidence has established that individually tailored environmental control practices, which are multi-trigger, multicomponent in-home interventions, are similar in efficacy and cost to controller medications in reducing asthma symptoms and exacerbations. In communities across the nation, the burden of asthma is a growing problem that greatly contributes to social inequalities in health outcomes and health disparities, which are neither inevitable nor irremediable. Physical and social determinants of health related to the indoor environment are known to be contributing causes of asthma morbidity and exacerbations and disproportionately

burden populations, especially children and minorities, rendered systematically vulnerable by underlying social structures. The health and economic burden of asthma in the United States is substantial and demands an innovative strategy to change systems at the state and national level while implementing programs that are successfully tailored to meet the community needs at the local level.

As a proud recipient of a grant from the Environmental Protection Agency (EPA), GHHI will provide to applicants either business development support or reimbursement support to project partners to develop and implement asthma home visit programs that deliver comprehensive environmental health services in low-income communities.

Business Development Support

For the Business Development RFP, GHHI will select up to two projects to participate in a cohort from January 16, 2020 to September 20, 2020 (8 months). GHHI will select projects that are in any phase of development and meet other eligibility criteria outlined in this document and the full Business Development RFP.

GHHI will work with each selected project to build the capacity of local community-based partners by providing proven technical assistance services focused on stakeholder engagement, program design, data support, economic analysis, and evaluation planning, all of which take place to assist in the development of a NAEPP guidelines-based in-home asthma care management program integrated with environmental remediation and resident education.

Reimbursement Support

For the Reimbursement RFP, GHHI will select at least five projects to participate in 2020. GHHI will select projects that meet eligibility criteria outlined in this document and the full Reimbursement RFP.

GHHI will work with each selected site to facilitate the reimbursement for environmental management services by providing proven technical assistance services focused on assisting each site to identify any relevant policy and regulatory issues, analyze and select a reimbursement model, engage with health plans, health care systems, and Medicaid programs, and finalize appropriate data agreements and reimbursement terms.

Eligibility Criteria

Applicant must meet the eligibility criteria (for complete list of eligibility criteria, see the full RFP):

Business Development RFP:

Applicant must:

- If selected, enter into a Memorandum of Understanding with GHHI for technical assistance services.
- Have two partner entities willing to participate as project leads: a health care entity partner and a service provider partner.

- If selected, agree to contribute in-kind hours, estimated at 240-360 hours from primary partner and/ or partners, to support the technical assistance GHHI will provide.
- If selected, participate in knowledge-sharing activities and be willing to make publicly available all non-confidential documents and tools developed during the agreement period.

Reimbursement RFP:

Applicant must:

- If selected, enter into a Memorandum of Understanding with GHHI for technical assistance services.
- Have two partner entities willing to participate as project leads: a health care entity partner and a service provider partner each willing to provide a letter of commitment for this opportunity.
- Have existing partnership with a health care entity or third-party payer willing to explore reimbursement for program services.
- Have an existing asthma program providing environmental health services that is not in need of the technical assistance activities provided as part of the business development support (see Business Development RFP).
- If selected, agree to contribute in-kind hours, estimated at 15-25 hours per month from each partner, to support the technical assistance GHHI will provide.
- If selected, participate in knowledge-sharing activities and be willing to make publicly available all non-confidential documents and tools developed during the agreement period.

Important Dates

Business Development RFP

- August 1, 2019: Release of Business Development Request for Proposals (BD-RFP)
- August 15, 2019 (1:00-2:00 pm ET): Informational Webinar on EPA Opportunity ([register here](#))
- November 18, 2019: Proposals due by 8:00 p.m. ET to RFP@ghhi.org
- December 17, 2019: Select and notify awardees (embargoed until public announcement of Business Development proposal acceptance)
- January 16, 2020 – September 30, 2020: Award Period
- January 31, 2020: Public announcement of awards

Reimbursement RFP:

- August 1, 2019: Release of Reimbursement Support Request for Proposals
- August 15, 2019 (1:00-2:00 pm ET): Informational Webinar on EPA Opportunity ([register here](#))

- Reimbursement Support has an open request for proposals that can be submitted to rfp@ghhi.org from October 1, 2019 to February 1, 2020.
- One month after submission GHHI will select and notify awardees (embargoed until public announcement)
- Public announcement of awards will follow within 30-60 days after selection of awardees.

Application Materials

The application must include the following materials:

- Application cover sheet: Please complete the provided cover sheet template and include it with your application.
- Proposal Narrative: Please respond to the selection criteria outlined in the RFP. The proposal narrative shall have a maximum length of 12-15 pages, numbered and double-spaced with 12-point Times New Roman font and one-inch margins. Cover sheet, table of contents, and any supplementary materials do not count toward the page limit.
- Most recent A-133 audit, if applicable.
- Most recent financial statement.
- Letters of commitment from partnering organizations' leadership (**Business Development RFP:** required; **Reimbursement RFP:** required): Please provide letters demonstrating commitment of key partner organizations, if possible. This will not factor into initial application scoring but will be helpful during the due diligence and clarification process and may factor into final selection.
- Additional project-related documents, such as program evaluation reports or case studies (optional but recommended). This will not factor into initial application scoring, but will be helpful during the due diligence, and clarification process and may factor into final selection.

Submission Process

Please submit your application materials to RFP@ghhi.org Please submit the cover sheet and Proposal Narrative as one document in .pdf format. Attachments may be included as separate documents.

Communications: Please direct all questions regarding the RFP or application and selection process to Brendan Brown, GHHI's Director of Evaluation & Impact and project lead, directly at RFP@ghhi.org or call (443) 842-6345.

About the Green & Healthy Homes Initiative

The Green & Healthy Homes Initiative (GHHI) is a national nonprofit dedicated to breaking the link between unhealthy housing and unhealthy families. GHHI provides evidence-based direct services and technical assistance to create healthy, safe, and energy efficient homes. GHHI's end goal is to achieve health, economic, and social outcomes for low-income families while reducing public and private health care costs. To learn more, please visit www.ghhi.org and follow us at: @HealthyHousing

**Environmental Protection Agency,
Office of Radiation and Indoor Air (ORIA), Indoor Environments Division**

ORIA's mission is to protect the public and the environment from the risks of radiation and indoor air pollution. The office coordinates across the Agency and with other federal, state, tribal, and non-governmental organizations to carry out its mission. ORIA develops criteria, standards, guidance, policies, and programs to limit unnecessary radiation exposure and control exposure to indoor air pollutants, including asthma triggers.