

Request for Application

MENTAL HEALTH ASSESSMENT AND COORDINATION GUILFORD COUNTY DETENTION CENTER

September 8, 2026

This announcement for funding should not be interpreted as a contract (implicit, explicit, or implied), nor does it imply any form of agreement to any potential candidate. In addition, no inference should be made that Trillium will purchase and/or implement in the future any of the programs or services proposed by the respondents.



Trillium

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FUNDING OPPORTUNITY DESCRIPTION

PURPOSE

The purpose of this initiative is to provide mental health assessments for individuals involved in the judicial system as ordered by the court, while supporting connection to appropriate behavioral and community resources.

Trillium works with the Guilford County Detention Center to provide this program to court appointed individuals sentenced to the detention center. This initiative is funded through non-UCR funds.

EXPECTATIONS

- Complete court-ordered mental health assessments at the detention center.
- Complete a high volume of assessments each month, with a maximum turnaround time of five (5) days.
- Provide linkages and referrals to appropriate community resources and behavioral health services.
- Participate in court case hearings as requested.
- Provide feedback regarding applicants'/recipients' compliance and cooperation.
- Provide monthly Jail Diversion Reports to Trillium and any other data requested by Trillium.
- Accept referrals determined by the court to be appropriate for assessment; the selected Provider may not reject or refuse an applicant/recipient.

AWARD INFORMATION

The total award amount available is \$120,000. The selected provider will receive funding through a non-UCR contract. Funding is an ongoing yearly allocation through non-UCR contracts and will be supplemented with applicable Medicaid services. Continuation awards will depend on the availability of funds, grantee progress in meeting project goals and objectives, timely submission of required data and reports, and compliance with all terms and conditions of award.

Grantees are responsible for managing the day-to-day operations of their grant. To fulfill Trillium's role in regard to the stewardship of Federal/State/Local Funds, Trillium will monitor grants to identify potential problems and areas where technical assistance or termination of the contract might be necessary. This active monitoring is accomplished

through review of reports and correspondence from the grantee, audit reports, site visits, and other information available.

Note: Funding estimates for this announcement are based on an annualized Continuing Resolution and do not reflect the final FY appropriation. Applicants should be aware that funding amounts are subject to the availability of funds.

ELIGIBILITY INFORMATION

ELIGIBLE APPLICANTS

Applicants for funding must:

- Be a non-profit organization
- Be a contracted Trillium provider in good standing with Trillium
- Have an active Medicaid Health Plan in NC Tracks and be willing to contract with Trillium to provide applicable Medicaid services, including assessments and mental health and substance use treatment referrals.
- Comply with all applicable licensure and operational requirements, including G.S. 122C.
- Not have any type A and type B violations or pending sanctions with Division of Health Service Regulation (DHSR); and
- Not have a current investigation of Medicaid fraud or judgment involving Medicaid fraud within the past five (5) years that would constitute grounds for disqualification from the process.

BUDGET INFORMATION

The total available budget is \$120,000. The selected provider will receive funding through a non-UCR contract. Funding is an ongoing yearly allocation through non-UCR contracts and will be supplemented with applicable Medicaid services.

COST SHARING OR MATCHING REQUIREMENTS

There are no cost-sharing or matching requirements. Funding amounts are established for the 2026–2027 fiscal year.

EVIDENCE OF EXPERIENCE AND/OR CREDENTIALS

Applicants must demonstrate the staffing capacity and clinical expertise necessary to provide mental health assessments for individuals involved in the judicial system as ordered by the court, while supporting connection to appropriate behavioral and community resources.

- A Licensed Clinician is required to perform mental health assessments.
- Experience with Comprehensive Clinical Assessments (CCAs) is preferred.
- A Qualified Professional is required to perform Jail Diversion Counseling duties.
- Applicants must identify key project staff, their qualifications, roles, and anticipated level of effort.

APPLICATION AND SUBMISSION INSTRUCTIONS

FACT SHEET

(Provided as part of the electronic application) – Organizational information such as legal name, employer/taxpayer number, address, contact information for leadership, etc.

Complete the following information for the applicant organization. A copy of the organization's last fiscal year audit and financial statement should be uploaded as Attachment F. (See Attachment and Addendum Section)

ABSTRACT

Your total abstract must not be longer than 35 lines. The abstract should include:

- Project Name
- Population(s) to be served (demographics and clinical characteristics)
- Strategies/interventions proposed
- Project goals and measurable objectives (including number of people to be served annually and throughout the lifetime of the project)

PROJECT NARRATIVE AND SUPPORTING DOCUMENTATION

The Project Narrative describes your project in less than 25 pages. It consists of Sections A through E.

Applicants must use the five sections/headings listed below. Sections A-E combined may not be longer than 25 pages. Detailed instructions for completing each section of the Project Narrative are provided below.

Section A: Population of Focus and Statement of Need

Include comprehensive demographic profile of population of focus.

Describes nature of the problem, service gaps and documentation as to the extent of the need.

Identify any disparities relating to access, use, and outcomes. Demonstrate an understanding of the target population consistent with the purpose of your program and intent of the RFA.

Section B: Proposed Evidence-Based/Promising Practice

Describe the purpose of the proposed project, including its goals and objectives. These must relate to the intent of the RFA and performance measures you identify in Section E (Data Collection and Performance Measurement).

Describe the Evidence-Based/Promising Practice that will be used and justify its use for your population of focus, your proposed program and the intent of this RFA. Include professional source publications.

If an EBP does not exist/apply for your program, fully describe the practice you plan to implement, explain why it is appropriate for the population of focus, and justify its use compared to an appropriate existing EBP.

Section C: Proposed Implementation Approach

Describe your project/program and how you will implement it.

Describe how your project provides/aligns with Trillium's mission and goals for the program.

Describe how you will identify, recruit and retain the population(s) of focus.

Describe how you will ensure any input of people, community, partners in the assessing, planning and implementation of your project, if appropriate. Provide letters of commitment from program/project partners {Attachment A(1) & Attachment A(2)}.

State the unduplicated number of individuals you propose to serve, including sub-populations, (annually and over the entire project period, if longer) with grant funds, including the types and numbers of services to be provided and anticipated outcomes. You are required to include the numbers to be served by race, ethnicity, and gender. You may utilize a chart to provide information.

Describe the exact location(s) where services or programs will be provided. Include the address or addresses for facility-based programs/services.

Provide a realistic timeline for the entire program/project which includes all activities required to accomplish the key objectives of the project. This will include target dates as well as staff and agencies responsible for the proposed activities, where appropriate. This timeline will serve as the basis for monitoring progress and adjusting activities as necessary. The timeline should contain information on the proposed start and completion dates of the key objectives and activities. The timeline is provided as a form within this section.

Section D: Staff and Organizational Experience

Discuss the capability and experience of the applicant organization and other participating organizations with similar projects and populations.

Demonstrate that the applicant organization and other participating organizations have linkages to the population(s) of focus and ties to grassroots/community-based organizations that are rooted in the culture(s) and language(s) of the population(s) of focus (Attachment B).

Provide a complete list of staff positions for the project, including the Project Director and other key personnel, showing the role of each and their level of effort and qualifications.

Provide job descriptions (Attachment C) and resumes (Attachment D) for identified key staff.

Discuss how key staff has demonstrated experience and are qualified to serve the population(s) of focus and are familiar with their culture(s) and language(s).

Section E: Data Collection and Performance Measurement

Document your ability to collect and report on the required performance measures as previously specified in this RFA.

Describe your plan for data collection, management, analysis and reporting.

BUDGET JUSTIFICATION, EXISTING RESOURCES, OTHER SUPPORT

A budget template must be provided to ensure adequate and equitable application review. Any and all costs associated with this project must be included in the budget (Attachment E).

You must also provide a narrative justification of the items included in your proposed budget, as well as a description of existing resources and other support you expect to receive for the proposed project.

Other support is defined as funds or resources, whether federal, non-federal or institutional, in direct support of activities through fellowships, gifts, prizes, in-kind contributions, etc. Other sources of funds may be used for unallowable costs, e.g., meals, sporting events, entertainment.

Those partners or others providing funds or in-kind services must provide a letter of commitment. The letters should be included {Attachment A(1) & Attachment A(2)}.

Key staff positions require prior approval by Trillium after reviewing credentials of resume and job description.

The budget and narrative justification should be submitted as Attachment E.

APPLICATION SUBMISSION REQUIREMENTS

Applications are due by 5:00pm Eastern Time on September 15, 2026. Applications must be submitted electronically through the [online application form](#).

Trillium's goal is to review all applications submitted for grant funding. However, this goal must be balanced against Trillium's obligation to ensure equitable treatment of received applications. For this reason Trillium has established the following formatting requirements. **If you do not adhere to these requirements, your application will be screened out of the review process.**

All Applications must be submitted electronically must be submitted electronically through the [online application form](#).

Ensure that all information provided **DOES NOT** include any Protected Health Information.

Information and pages submitted must be typed in black, single-spaced, using a font of Times New Roman 12, with all margins at least one inch each.

To ensure equity among applications, page or character limits cannot be exceeded.

You must use the five section/headings listed below in developing your Project Narrative. You must place the required information in the correct section.

Black print should be used throughout your application, including charts and graphs (no color). Materials with printing on both sides will be excluded from the application.

Uploaded page/attachments should be numbered consecutively from beginning to end so that information can be located easily during review of the application.

APPLICATION REVIEW INFORMATION

EVALUATION CRITERIA

The application will be reviewed and scored according to the quality of your response to the requirements in Sections A-E. In developing the Project Narrative section of your application, use these instructions, which have been tailored to this program.

- The Project Narrative (Sections A-E) together may be no longer than 25 pages.
- You must use the five sections/headings listed below in developing your Project Narrative.
- You must place the required information in the correct section, or it will not be considered. Your application will be scored according to how well you address the requirements for each section of the Project Narrative.
- The Budget Justification and Supporting Documentation you provide will be considered by reviewers in assessing your response, along with the material in the Project Narrative.
- All applications will be reviewed for compliance with the mandatory requirements stated within the RFA. Applications deemed non-responsive will be eliminated from further review.
- The application will be reviewed and scored according to the quality of your response to the requirements in Sections A-E. The application with the highest score(s) will be selected as the finalist based upon the applications submitted.

The application, which is most advantageous to Trillium and its constituents, taking into consideration the evaluation factors, will be recommended for contract award. Please note, however, that a serious deficiency in the response to any one factor may be grounds for rejection regardless of overall score.

Recommendations are made to Executive Management who has the final decision-making authority.

TRILLIUM CONTACT INFORMATION

QUESTIONS

Please submit all questions regarding this opportunity via the designated [questions link](#).

Application materials and submission instructions are available on the Trillium Health Resources website under [Current Service Needs](#).

ATTACHMENTS AND ADDENDUMS

- _____ Attachment A(1): Letter of Commitment –if applicable
- _____ Attachment A(2): Letter of Commitment-if applicable
- _____ Attachment B: Organizational Chart – Staff Positions
- _____ Attachment C: Job Descriptions for Key Staff
- _____ Attachment D: Resumes/CV's For Key Staff
- _____ Attachment E: Budget and Budget Narrative
- _____ Attachment F: Last Fiscal Year Audit / Financial Statement