**Attachment B**

**2019 NARRATIVE TEMPLATE FOR NEW GRANT PROPOSALS**

**Mental Health, Chemical Dependency, and Therapeutic Courts RFP**

**Kitsap County Human Services Department**

**All New Proposals will be screened and rated based on the following Narrative information using the template below. The Narrative is limited up to 15 pages.**

1. **Project Description (40 Points)**
2. Project Design
3. Evidence-based, Promising, Best or Innovative Practices
4. Outreach
5. Evaluation
6. **Community Needs and Benefit (25 Points)**
7. Policy Goal
8. Needs Assessment and Target Population
9. Community Collaboration, Integration and Collective Impact
10. **Organizational Capacity (25 Points)**
11. Organizational Governance
12. Organizational Finances
13. Staffing Qualifications
14. Organizational Licenses and Certifications
15. History of Project Management
16. **Project Financial Feasibility (10 Points)**
17. Budget Narrative
18. Additional Resources and Sustainability