



**Request for Proposal  
for  
Community Healing Partner Team**

**Community Healing Response Network  
Office of Violence Prevention**

**May 19, 2025**

## Overview

The Boston Public Health Commission (BPHC) is the local public health department for the City of Boston. BPHC's mission is to work in partnership with communities to protect and promote the health and well-being of Boston residents, especially those impacted by racism and systemic inequities.

Operating under the Office of Violence Prevention, the Community Healing Response Network (CHRN) partners with community-based organizations, health centers, and hospitals to provide trauma healing support for individuals, families, and communities impacted by violence. CHRN prioritizes collaboration, shared principles, and a unified mission to ensure access to high-quality trauma response and recovery services.

BPHC is seeking proposals from qualified vendors interested in serving as one of CHRN's Community Healing Partner Teams. These teams offer individual and community response and recovery services that attend to the immediate (72 hours or less), short-term (one month or less), and long-term (more than one month) needs of residents impacted by violence and violence-related trauma. Teams work with CHRN and its partnered community-based organizations, health centers, and hospitals to achieve the full scope of services requested in this RFP.

## RFP Timeline

Monday 5/19/2025	Advertisement posted in <i>The Boston Globe</i>
Monday 5/19/2025	RFP available online at <a href="http://www.boston.gov/bid-listings">www.boston.gov/bid-listings</a>
Tuesday 5/27/2025	Questions due to <a href="mailto:RFR@bphc.org">RFR@bphc.org</a> (with the subject "Community Healing Partner Team") by 5:00 PM EST
Monday 6/2/2025	Responses to questions available online at <a href="http://www.boston.gov/bid-listings">www.boston.gov/bid-listings</a> by 5:00 PM EST
Monday 6/9/2025	Proposals due in PDF format to <a href="mailto:RFR@bphc.org">RFR@bphc.org</a> (with the subject "Community Healing Partner Team") by 5:00 PM EST. There are NO EXCEPTIONS TO THIS DEADLINE.
Friday 6/13/2025	Notification of Decision: selected vendor notified by 5:00PM EST. BPHC has the discretion to extend this date or cancel this RFP without notice. The contract resulting from this RFP shall be in effect after all contract documentation is fully executed.

## Regulatory and Equity Considerations

**Living Wage Compliance:** all service contracts awarded by BPHC may be subject to the City of Boston's Living Wage Ordinance. This ordinance requires that all employees working on sizable city contracts earn an hourly wage that is sufficient for a family of four to live at or above the federal poverty level. This wage amount, called the *living wage*, is recalculated annually. For more information, visit <https://www.boston.gov/worker-empowerment/living-wage-division>

**Equitable Procurement:** BPHC encourages applications from Certified Unrepresented Business Enterprises (CUBE), including Minority-owned Business Enterprises (MBE), Women-owned Business Enterprises (WBE), Veteran-owned Business Enterprises (VBE), Disability-owned Business Enterprises (DOBE), Lesbian, Gay, Bisexual, and Transgender Business Enterprises (LGBTBE), Minority Non-Profit Organizations (MNPO), Women Non-Profit Organizations (WNPO), Minority Women Non-Profit Organizations (MWNPO), and local businesses.

## Background and Justification

In 2016, BPHC facilitated a citywide community assessment that engaged over 350 community members in 14 listening sessions across the Boston neighborhoods of Roxbury, Dorchester, Mattapan, Jamaica Plain, and East Boston to learn the most effective way to serve individuals and communities following a violent event. Key themes emerging from the listening sessions shape CHRN's citywide response to violent events and provide essential context for effective Community Healing Partner Team activities, which are designed to achieve the following goals:

1. Strengthen coordination between the City of Boston and community providers supporting violence-impacted residents.
2. Promote competency in trauma-informed approaches to recovery and support.
3. Expand the provision of basic needs resources and behavioral health service interventions that are trauma-informed and culturally appropriate.
4. Increase access to accurate and ongoing information following a violent event.
5. Develop opportunities to celebrate community strengths and establish community connections.
6. Ensure program sustainability.

## **Scope of Work**

BPHC is seeking proposals from qualified vendors interested in partnering with CHRN as a Community Healing Partner Team in one of Boston's neighborhoods from July 1, 2025, to June 30, 2026. The opportunity to extend this partnership beyond June 30, 2026, is subject to available funding. The goal of this RFP is to support CHRN's individual and neighborhood-level trauma response and recovery structure by funding a Community Healing Partner Team that works in collaboration with, and support of, CHRN's existing efforts.

### **Required Services:**

Teams are available 24/7 to receive and review real-time reports of violent events in their respective catchment area.

### **Following receipt of a report:**

- Coordinate with CHRN no more than 12 hours after receiving a report to establish core services to be offered at the individual and neighborhood-level and implement protocols for each intervention phase.
- Provide individualized support and recovery services as soon as feasible to affected individuals and their family members and friends.
- Outreach and engage the community where the incident occurred to locate other people who may be affected by the violent event.
- Develop a process for receiving, reviewing, and implementing feedback.

### **Individual/family services:**

- Respond within 72 hours of a violent event or as soon as is feasible. Response includes psychological first aid and in-home or community-based grief counseling.
- Connect individuals to behavioral health and other recovery and support resources.
- Offer one-on-one support to affected individuals at community events, including vigils, memorials, and funeral services.
- Maintain communication with affected individuals and families to ensure that their immediate and emerging needs are identified and addressed.

### **Community outreach and engagement:**

- Facilitate community meetings to distribute accurate information about violent events, dispel rumors, and promote available recovery and support services.
- Develop and implement initiatives that strengthen the community and meet their need for information and healing.
- Partner with community groups to ensure ongoing communication and support. BPHC will help facilitate this outreach.
- Ensure the availability of safe spaces or centers where residents can receive information and support one another.

## **Minimum Qualifications**

Proposers must possess the following qualifications:

- Demonstrated knowledge of trauma-informed care frameworks and culturally responsive practices.
- Proven experience working with racially, ethnically, and linguistically diverse populations.
- Experience conducting community outreach and engagement.

## **Proposal Requirements**

Proposals must include the following:

- Organizational overview highlighting relevant community work.
- Detailed description of intervention method.
- Itemized budget identifying all costs, including personnel, material, travel, reporting, and administrative expenses.
- Budget narrative or justification detailing how each cost supports the provided service.

## **Proposal Evaluation**

Proposals will be evaluated based on the following:

- Organizational knowledge and experience.
- Proposal quality and alignment with CHRN's goals.
- CUBE vendor status.
- Cost.