NOFA

RECOVERY HOUSING OPERATING FUNDS 2025-2026

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Washington Alliance For Quality Recovery Residences

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Introduction

The Washington Alliance for Quality Recovery Residences (WAQRR) hereby invites applications from qualified recovery residence operators for financial assistance related to the operating costs of newly developed recovery residence projects.

Eligible applicants must:
Have been actively engaged in the operation of recovery residences for a minimum of eighteen (18) consecutive months under the same legal name as listed on the application. Profit and loss statements will be required to demonstrate the time period of operation.

For purposes of this Notice, "new recovery residences" shall mean recovery residences for which (a) a single-family dwelling that has been identified and has been leased or purchased on or after July 1, 2025.

WAQRR reserves the right to reject, in whole or in part, any and all applications received. WAQRR reserves the right to negotiate contract terms after the submission of applications from the selected qualified applicants.

Not all applications are public and will not be made available under public disclosure.

WAQRR is not liable for any costs applicants incur before entering into a contract. Costs associated with developing the application, preparing for oral presentations, and any other expenses incurred by the applicant in responding to the NOFA are entirely the applicant's responsibility and shall not be reimbursed in any manner by WAQRR.

Recovery Residences

A recovery residence is housing for individuals recovering from substance use disorders. Recovery residences provide an alcohol and drug-free living environment, peer support, and assistance with obtaining treatment and support services where the length of residency is not limited to a specific duration.

Recovery Housing is one aspect of a **Recovery Oriented System of Care.**
It provides a safe, healthy, drug and alcohol-free environment that supports community members in their road to recovery.

Purpose of Funding and Funding Levels

The Washington State Legislature recognizes the need to expand the capacity of this type of housing. The 2025 Legislature appropriated funding for recovery residence expansion for the State Fiscal Year 2026. This application is for 2025/2026 This funding opportunity intends to stimulate the development of newly staffed Level II or Level III recovery residences, as defined by the **National Association of Recovery Residences (NARR).** See **Appendix A, NARR Levels of Care Summary.** WAQRR has approximately $8,460,000.00 for this opportunity, under contract with the Washington State Health Care Authority.

Funding Limits

Contracts arising from this funding opportunity will have maximum funding limits. Contracts for new Level II or Level III residences have a cap of $100,000. A total amount of $80,000.00 may be requested on the grant application. The remaining $20,000.00 is reserved and will be paid out in the last month of the contract for those who enter at least 90% of Recovery Capital Data into the Common Well data management platform

Accreditation and Licensing

Applicants awarded contracts under this funding opportunity must attain and maintain accreditation by the **Washington Alliance for Quality Recovery Residences** for Level II or III residences. Failure to do so will result in the provider's repayment of all grant funds received. No exceptions.

Eligible Applicant Organizations

Eligible applicants may apply for funding to create and implement new Level II or Level III recovery residences.

1. New Level II & III residences will require accreditation by the Washington Alliance for Quality Recovery Residences (WAQRR) and must have paid staff on-site. WAQRR accreditation must be completed within 90 days of signing the contract.

2. Have been actively engaged in the operation of recovery residences for a minimum of eighteen (18) consecutive months under the same legal name as listed on the application. Profit and loss statements will be required to demonstrate the time period of operation

Funded entities must be WAQRR accredited. At the sole discretion of WAQRR, entities whose projects do not obtain WAQRR accreditation, as appropriate, will face repayment of funds to WAQRR. All applicants must meet the following minimum requirements to apply:

(a) Organizations must be able to comply with all applicable local, state, and federal laws;
(b) Organizations must be able to comply with all contract requirements of WAQRR;
(c) Organizations must have qualified and responsible management and staffing resources necessary to implement the project, including any applicable permitting and accreditation processes;
(d) Organizations must have sound financial management systems and proven financial capacity to operate programs on a reimbursement basis;
(e) Organizations must be able to comply with the insurance requirement of the contract;
(f) Organizations must have a minimum of 18 months of experience operating the proposed project or program.
(g) The operator or legal homeowner must have the authority to execute a duly recorded ten-year restricted deed covenant. This covenant shall legally bind the property to be maintained and operated as a recovery residence for a period of ten (10) years from the date of contract execution. Grantee will record the deed covenant with a Washington State title company, and the covenant shall remain fully enforceable, including in the event of a change in ownership, for purposes of grant compliance and repayment.

Scope of Work

This funding is intended to foster the creation of new Level II or Level III recovery residences. Each new residence must accommodate several client-selected pathways to recovery that may include but are not limited to the use of traditional treatment services, the use of medication- assisted treatment, the use of support groups, the use of faith-based support, and the use of recovery support services. Clients receiving medications for opiate use disorders may not be turned away based solely on their participation in this kind of treatment.

Applicants must identify the proposed population to be served.

New facilities may be purchased, owned, or leased. All properties must commit the structure to use as a recovery residence for at least a continuous ten (10) year period, commencing upon the date contract is signed. Failure to do so shall result in the provider's repayment of all grant funds received. No exceptions.
As part of the contractual requirements, and as a precondition to any awards for funding, Applicants will agree to sign all necessary documents in order to secure WAQRR's security interest(s).

For expanded scope of work terms, see **Appendix B–Scope of Work.**

Data Collection

Applicants who are awarded funding under this opportunity must use the **Commonly Well** system. The primary goal of using Commonly Well is to have a data-supported demonstration of success. (Often times referred to as Recovery Capital). There is no cost to access Commonly Well for recovery residences accredited by WAQRR. An amount of $20,000 will be awarded to each grantee that enters at least 90% of its program participants as specified by the end of the contract period.

See **Appendix B** for a more detailed Scope of Work as it will appear in contracts arising from this funding opportunity.

Allowable Expenses

If awarded, allowable use of funds includes:

- Rent or mortgage payments on the facility and costs associated with the acquisition

- Personnel costs (salaries and benefits) associated with the implementation or operation of the facility
- Utilities and utility deposits
- In-state travel for residents or staff
- Food for residents
- Equipment (excludes capital improvements)
- Liability insurance
- Maintenance, including landscaping
- Other costs, as approved by WAQRR

No capital expenses are allowable under this funding opportunity. This opportunity prohibits costs related to rehabilitation, construction, or any Capital Improvements that increase its value, useful life, or adapt it to a new use. Funds may not be used for existing recovery residences OR recovery residences addresses that have previously received a grant from WAQRR under the 24/25 NOFA.

Application Submission Requirements

Applications materials must be submitted electronically to **rrgrant@waqrr.org**

Applications will consist of the following submitted documents. WAQRR may exclude incomplete applications from funding consideration.

A. Certification and Assurances (download form);

- Applicants must print, sign, scan, and submit the Certification and Assurances form

B. Application Workbook (download form);

- Applicants must complete all three tabs of the workbook:

i. Applicant Contacts tab – Provide all requested content on the Application Contacts tab. Incomplete submissions will not be considered for funding.

ii. Application Narrative tab – Provide responses to each question on the

Application Narrative tab. *Incomplete submissions will not be considered for funding.*

iii. Budget and Budget Narrative tab– The budget and budget narratives must demonstrate a reasonable and coherent funding structure that supports the project as described in the Application Narrative. Other sources of funding necessary to bring new Level II recovery residences online must be identified on the Budget worksheet and described in the Budget Narrative.

iiii. Profit and loss statements – 18 months.

All 4 documents must be attached to a single email and sent to **rrgrant@waqrr.org.**

Contract Time Frame

The period under contract between the contract start date and July 30th, 2026 represents the reporting period for which annual reporting is due to WAQRR. During this time, WAQRR accreditation is due to WAQRR.

Application Evaluation

Applicants must thoroughly address the questions and considerations outlined in the application materials. WAQRR will select applications that best meet the requirements and intentions of the funding.

At its sole discretion, WAQRR may request applicants to give a brief presentation to an evaluation committee. The purpose of the presentation would be to address gaps in the narrative sections of the application or to present additional evidence, as requested by an application committee. WAQRR may also request additional documentation of an applicant.

Debriefing of Unsuccessful Applicants

Applicants who meet minimum eligibility requirements, who have submitted a proposal and received notification of non-selection for contract award, may request a debriefing. The RFP Coordinator must receive the request for a debriefing conference within three business days after the Unsuccessful Applicant Notification is emailed or faxed to the applicant.
The Application Coordinator must receive debriefing requests no later than 5:00 PM, local time, in Mount Vernon, Washington, on the third business day following the transmittal of the Unsuccessful Applicant Notification. The debriefing must be scheduled within three business days of the request.
Discussion at the debriefing conference will be limited to the following:

(q) Evaluation and scoring of the firm's proposal;
(r) Critique of the proposal based on the evaluation;
(s) Review the proposer's final score compared to other final scores without identifying the other firms or reviewing their proposals;

Comparisons between proposals or evaluations of the other proposals will not be allowed. Debriefing conferences may be conducted in person or via Zoom. WAQRR will schedule them for a maximum of one hour.

Protest Procedure

Protests may be made only by applicants who submitted a response to this solicitation document and have participated in a debriefing conference. Upon completing the debriefing conference, the applicant is allowed five (5) business days to file a protest of the acquisition with the Application Coordinator. The Application Coordinator must receive protests no later than 5:00 PM, local time, in Mount Vernon, Washington, on the fifth business day following the debriefing. Protests may be submitted by e-mail or facsimile but must be followed by the document with an original signature.

Applicants protesting this procurement shall follow the procedures described below. WAQRR will not consider protests that do not follow these procedures. This protest procedure constitutes the sole administrative remedy available to applicants under this procurement.

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All protests must be in writing, addressed to the Application Coordinator, and signed by the protesting party or an authorized agent. The protest must include the Application Number, the grounds for the protest with specific facts, and complete statements of the action(s) being protested. A description of the requested remedy action should also be included.

WAQRR will only consider protests that stipulate an issue of fact concerning the following subject:
(t) A matter of bias, discrimination, or conflict of interest on the part of an evaluator;
(u) Errors in computing the score;
(v) Non-compliance with procedures described in the procurement document or WAQRR policy.

WAQRR will not consider protests not based on procedural matters. Protests will be rejected as being without merit if they address issues such as: 1) an evaluator's professional judgment on the quality of a proposal or 2) WAQRR'S assessment of its own and/or other agencies' needs or requirements.

WAQRR will hold a protest review upon receipt of a protest. The WAQRR Director or an employee delegated by the Director who was not involved in the procurement will consider the record and all available facts and issue a decision within ten business days of receipt of the protest. If additional time is required, the protesting party will be notified of the delay.

If a protest may impact the interests of another applicant who also submitted a proposal, that applicant will have the opportunity to submit their views and any relevant information on the protest to the RFP Coordinator.

The final determination of the protest shall:

- Find the protest lacking in merit and uphold WAQRR'S action or
- Find only technical or harmless errors in WAQRR'S acquisition process and determine WAQRR to be in substantial compliance and reject the protest; or
- Find merit in the protest and provide WAQRR options, which may include:
  - Correct the errors and re-evaluate all proposals and/or
  - Reissue the solicitation document and begin a new process; or
  - Make other findings and determine other courses of action as appropriate.

If WAQRR determines that the protest is without merit, WAQRR will enter into a contract with the apparently successful contractor. If the protest has merit, one of the alternatives noted in the preceding paragraph will be taken.

Appendix A–
NARR Levels of Care Summary

[Link to NARR Standards]

Types of Recovery Residence Support

Current NARR Levels	New ASAM/NARR Types	Defining Characteristics
Level 1	Type P	*Peer-run*, decisions made soley by residents.
Level 2	Type M	*Monitored* environment; house rules, appointed resident leader.
Level 3	Type S	*Supervised* activities, staffing, life skills programming.
Level 4	Type C	*Clinical* services included.

Note: No changes in NARR level definitions were made in creating this new naming convention.

Appendix B–
Scope of Work

1. Purpose

WAQRR intends for this funding to foster the creation of new Level II or Level III recovery residence facilities in Washington from and by experienced recovery residence operators. These facilities aim to provide residents with safe, healthy, drug-free environments, peer support, and assistance in obtaining treatment and support services. The length of residency should not be limited to a specific duration. Clients receiving medications for opiate use disorders may not be turned away based solely on their participation in this kind of treatment. New facilities may be purchased, owned, or leased.

2. Documents

All awardees must present or otherwise prepare the following documentation as a precondition for receiving and retaining an award of grant funding hereunder:

- 2.1 **Within thirty (30) days** of the effective date of this Agreement: (a) Client level entry into Commonly Well system within 30 days of contract sign date. Failure to do so will result in repayment to WAQRR of all funds received.

- 2.2 **Within ninety (90) days** of the effective date of this Agreement: (a) Awardees creating Level II or III recovery residences, as defined by the National Association of Recovery Residences (NARR), must provide proof of accreditation by the Washington Alliance for Quality Recovery Residences (WAQRR) within 90 days of the date the contract is signed. (b) Proof of purchase or ownership of a house, or rental agreement if the property is leased. Documentation must include proof of the physical street address of the recovery residence and primary mortgage details. All required documents must be submitted and approved before the first invoice will be paid out. (c) Concurrently with (b) above, any and all security instruments and other documentation reasonably required by WAQRR to secure its interest in the recovery residence, and to ensure ongoing compliance with the requirements of this Agreement, including the requirement that the recovery residence remain as such for that certain ten(10) year period.
- 2.3 **Annual Requirement:** (a) Yearly Re-accreditation within 30 days of expiration if accreditation expires during an active WAQRR contract.

3. Performance

3.1 Grantees or their residents must enter client-level data into the Commonly Well system. Grantees will have access to Commonly Well at no cost. This must be completed within 30 days from the day the contract is signed; failure to do so will result in repayment to WAQRR of any funds received.

3.2 All recovery residences must have paid staff on-site.

3.3 Each recovery residence must accommodate several client-selected pathways to recovery that may include, but are not limited to, the use of traditional treatment services, the use of medication-assisted treatment, the use of support groups, use of faith-based support, and use of recovery support services.

4. Allowable Costs

4.1 Reimbursable costs under this contract shall be limited to those on the following list:

(a) Rent or mortgage payments on the facility and costs associated with the acquisition;
(b) Personnel costs (salaries and benefits) associated with the implementation or operation of the facility;
(c) Utilities and utility deposits;
(d) In-state travel for residents or staff;
(e) Food for residents;
(f) Equipment (excludes capital improvements);
(g) Liability insurance;
(h) Maintenance, including landscaping; and
(i) Other costs, must be approved by WAQRR

4.2 No capital expenses are allowable under this funding opportunity. This opportunity prohibits costs related to rehabilitation, construction, or any Capital Improvements that increase its value, useful life, or adapts it to a new use. Funds may not be used for existing recovery residences.

4.3 Grantees must bill WAQRR monthly for reimbursement of allowable costs. Invoices are due on the 20th of the month following the provision of services. If the grantee fails to submit an invoice within a three-month period without a reasonable explanation, WAQRR may take corrective action, resulting in withholding payment or a reduction in the contracted amount. There will be no exception to the billing procedure.

Invoices must be submitted online using WAQRR's Contract Management Portal (CMP) through the www.waqrr.org access portal. A Voucher Detail Form must be attached to each monthly invoice.