

**Alaska Prisoner Reentry Initiative:  
Prisoner Reentry Coalition Capacity Development  
AMENDMENT No. 01**



**STATE OF ALASKA**  
Department of Revenue  
Alaska Mental Health Trust Authority  
3745 Community Park Loop, Suite 200  
Anchorage, Alaska 99508

**THIS IS NOT AN ORDER**

**DATE AMENDMENT ISSUED: July 8, 2015**

The following questions have been received.

**1. Question:** Can you define conflict of interest?

**Answer:** A conflict of interest is a situation in which a fiduciary who is obligated to act on behalf or in duty to the benefit of the public or a designated group (in this case the prisoner reentry coalition) and contrary to that duty acts to benefit their own organization. It is a situation that has the potential to undermine the impartiality of a person/organization because of possibility of clash between the organizations interests and the interests of the coalition. An example of this could be the fiscal agent is a service provider and advocates for the funds to be used solely for the interests of their service provision or influences efforts of the work to focus more heavily in their area of interest or service provision. Typically conflict of interest can be avoided through the process of ensuring the conflict of interest is disclosed.

Section 1.7.1 Required Experience, page 8, it is requires that an MOA provides clarity on the roles and responsibilities of the fiscal agent including a statement making clear there is not a conflict of interest. However if a conflict does exist, the MOA or supporting documents should clearly disclose this conflict and provide any plans in place to ensure this conflict does not impact the role of the fiscal agent and its interaction with the coalition.

**2. Question:** Is there a conflict between the fiscal agent having no decision making authority and being the coordinator employer?

**Answer:** Refer to the first bullet in Section 1.7.1 Required Experience, page 8. This indicates the importance of partnership and collaboration, which is the essential underpinning of effective coalitions. The fiscal agency and the coalition leadership need to collaborate regarding to the coalition coordinator. Applicants can clarify the parameters of those relationships or interactions in their proposal or MOA if they so choose.

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**3. Question:** Can the funds be used to contract with case management?

**Answer:** No. The coordinator's role will be to assist the coordination of the focus areas described in section 1.3 Program Activities, but not to provide case management.

**4. Question:** Can the fiscal agent also provide direct services?

**Answer:** It is ideal that a service provider not act as the fiscal agent. However, if the coalition has selected a service provider to act as their fiscal agent, please refer to the direction related to conflict of interest.

**5. Question:** What is the required legal authority of the coalition?

**Answer:** This RFP does not require any legal authority for the coalition.

The following changes are required. The changes are referenced to the paragraph in the original RFP document.

**1. Section 1.1 Introduction & Program Description, page 4:**

Remove the following paragraph:

Trust funds will be used by the coalitions to secure a full-time Prisoner Reentry Coalition in each of the five identified communities to fulfill these and other identified functions.

And replace with:

Trust funds will be used by the coalitions to secure a full-time Prisoner Reentry Coalition Coordinator in each of the five identified communities to fulfill these and other identified functions.

**2. Section 1.6 Service Areas and Program Funding, page 8:**

Remove the following bullet:

- Travel costs for the coalition coordinator and steering team member to attend a two-day Community Assessment Training in Anchorage and the one-day Council and Implementation Steering Team meeting in mid to late October.

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And replace with:

- Travel costs for the coalition coordinator and two steering team members to attend a two-day Community Assessment Training in Anchorage and the one-day Council and Implementation Steering Team meeting in mid to late October.

**3. Section 1.7.1 Required Experience, page 8:**

Add the following to the second sub-bullet:

If a conflict of interest does exist, include a disclosure of the conflict and agreements of how the coalition will handle that conflict if it would affect decision making.

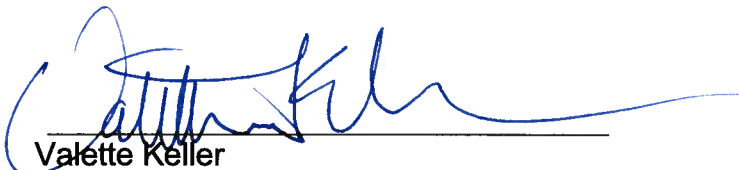
**4. Section 1.7.1 Required Experience, page 9:**

Remove the following paragraph:

In addition to the required experience in providing the same or similar services, proposal evaluation will include consideration of the fiscal agent and Community Prisoner Reentry Coalition's history and capacity.

And replace with:

In addition to the required experience in providing the same or similar administrative services, proposal evaluation will include consideration of the fiscal agent and Community Prisoner Reentry Coalition's history and capacity.



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