

School-based RFP TA Responses

Introduction

Question 1, 4, 7, 10, 11, 12, 14, 15, 16, 17, 18, 19, 21, 22, 23, 24, 25, 27, 37, 45, 46, 51, 52, 53, 54, 55

Sonoma County Mental Health (SCMH) strongly recommends interested agencies and organizations review the Sonoma County Mental Health Services Act (MHSA) Prevention and Early Intervention (PEI) Plan. Specific school-based student assistance program information, definitions, descriptions and community recommendations can be found in the Plan on pages 51- 67. The Sonoma County MHSA PEI Plan can be found at:

www.sonoma-county.org/mhsa

Information contained in the PEI Request for Proposals (RFPs) shall supersede any and all other information presented. Clarification about the PEI RFPs can be found in The Sonoma County MHSA PEI Plan.

Furthermore, SCMh strongly encourages interested agencies and organizations read thoroughly the PEI School-based Programs Request for Proposal that will answer some of your questions.

Response to questions about scope of service and program design

Questions 4, 10, 11, 12, 14, 15, 16, 17, 18, 19, 22, 23, 25, 37, 45, 46

Interested agencies and organization who have questions about the scope of service and program design should review The Sonoma County MHSA PEI Plan.

The Sonoma County MHSA PEI Plan addresses applicant questions related to:

- Community health needs in each PEI priority area
- Examples of staffing for each PEI priority area
- Practices and strategies including definitions for each PEI priority area
- Implementation strategies for each PEI priority area
- Information about priority populations including demographics data sorted by geographic location for each PEI priority area
- Analysis of risk factors for each priority population for each PEI priority area
- Information about local resources for each PEI priority area
- Examples of partners and collaborative organizations for mobilizing and increasing access in each PEI priority area
- Cultural competency requirements
- Examples and descriptions of current services available in each PEI priority area, and
- Goals and intended outcomes for each PEI priority area.

Interested agencies and organizations shall utilize appropriate assessment tools, identify appropriate outcome measures, specify numbers served based on the type of service and staffing proposed.

Responses to questions about evidence based, promising and locally proven practices

Questions 14, 15, 16, 21

A key policy direction established by California Department of Mental Health (DMH) is for counties to demonstrate transformational values through the use of practices/strategies that demonstrate evidence indicating high likelihood of effectiveness and methodology to demonstrate outcomes. Interested agencies and organizations have flexibility to propose the use of evidence-based, promising, and locally proven practices. Proposed programs or projects should be able to demonstrate a high likelihood of effectiveness to achieve its outcomes. Agencies and organization who propose the use of a locally proven practice must provide a rationale for the use of that practice.

Section 1- Introduction of each RFP provides a list of websites to assist applicants with information about evidence-based, promising and emerging practices. The websites are:

- www.dmh.ca.gov/DMHDocs/docs/notices07/07_19_Enclosure6.pdf
- www.dmh.ca.gov/Prop_63/MHSA/Prevention_and_Early_Intervention/Resource_Materials.asp
- www.uwkc.org/kcca/practices/default.asp

These websites lists numerous evidence-based, promising practices for each RFP PEI priority area including descriptions of the practice, best service setting for use, and populations best served by this practice/strategy. The websites also offer more links to the resources for each practice/strategy.

Response to Questions about data collection and outcome measures

Questions 10, 15, 16, 46

Examples of outcome measures for each PEI RFP funding area can be found in the Sonoma County MHSA PEI Plan. Based upon the interested agency or organization's proposed practice/strategy, the agency or organization must also propose a program evaluation, including defining their outcome measures and any related expenses related to data collection and evaluation.

Response to questions about collaboration

Questions 56, 57

The Sonoma County MHSA Plan provides examples of community collaboration; partnerships and service coordination with existing providers in order to increase coordination of care, leverage resources, and provide referrals. Interested agencies and organization can identify appropriate collaborators or partnerships, if appropriate. Proposals that include community collaborators and partnerships must include Letters of Intent to participate that document linkages and capacity to leverage continuity of care.

Interested agencies and organization who wish to submit joint proposals should identify one lead agency and develop a Memorandum of Understanding and/or Letter of Agreement with each intended agency or organization.

Sonoma County Mental Health will provide feedback to interested agencies and organizations regarding any collaborative arrangements and may require changes.

Response to questions about proposal requirements and structure and formatting

Questions 9, 58, 59, 60

In Section 2: Content of Proposals, the requirements for proposals is outlined. Proposals should include:

- A cover letter that identifies the agency/organization submitting the proposal and contact information – and contains the language in Attachment D or a signed Attachment D.
- The proposal – Section 2- G Proposal Outline for the outline

Section 2- G Proposal Outline requires page limits for numbers 1 through 6. Otherwise there are no requirements for page margins, font size page numbering or line spacing. However SCMHS requests proposal be reasonably formatted.

Proposal submission requirements are listed in Section 1-C Proposal Submittal in each RFP.

Response to Questions about Budget

Questions 38, 39, 40

SCMH has not required interested agencies and organizations to provide a budget narrative however, interested agencies and organizations should provide as much detail as possible about proposed budgets. Furthermore, the Excel spreadsheet available on the website:

www.sonoma-county.org/mhsa

provides an opportunity to detail budgets and explain leveraging of resources, etc. The Excel spreadsheet allows for the building in of one time start up costs in the year 1 budget.

Response to questions about timeline and communication

Questions 2, 3, 28, 29, 30, 31, 32, 33, 34

The timeline for Key Events is listed in each RFP in Section 1- F RFP Process and Key Event Dates. The proposal due date or any key event date is subject to change. If the proposal due date or any key event date is changed, all known recipients of the original RFP will be notified of the new date. In addition, information will be posted at:

www.sonoma-county.org/mhsa.

Section 2 – C Proposal Submittal states dates and time proposals are due.

The time to submit questions about the RFP started on August 28, 2009 and closed on September 14, 2009. We are not taking any more questions at this time.

Cultural Competency presentation from the TA pre-proposal workshop is posted on our website.

The deadline to submit proposals for other PEI strategy areas (Early Childhood Prevention and Early Intervention, Crisis Assessment – Parent Participation, Reducing Suicide Among Adults and Older Adults, System Enhancement, and Reducing Disparities) was September 14, 2009.

Request for technical assistance will be offered to interested agencies and organizations beginning Monday September 28, 2009. In order to access technical assistance services, you must call Susan Castillo, PEI Coordinator at 565-5005.

Response to questions about the number of proposals funded in each category

Questions 13, 41

It is likely that multiple proposals will be selected for funding. The exact number and amount of funding will depend on the number and scope of the proposals selected. There is no set limit or average per proposal. It is unlikely that a single proposal will be selected and awarded all the funding available in any of these strategy areas.

Response to questions about contract and funding term or period

Questions 44, 47, 49, 50

The funding amounts identified in the RFP documents represent funding for a single year and there are additional dollars available for subsequent one year periods. Current funding levels are not guaranteed but are dependent on the MHSA revenues received from the State. It is possible that projects will continue to receive funding as long as the county continues to receive MHSA funds.

We are asking for proposals that reflect a single year of funding (12 months). The budgets and narrative should reflect an initial 12 months of operation.

As many have noted, the projects selected will not start until January 2010 (or later). The funding available for FY 09-10 (July 1, 2009 to June 30, 2010) will be prorated based on the start date. The County, at our discretion, may execute contracts from the start date to the end of the fiscal year (partial year contracts of 5, 6, or 7 months) or may execute contracts that extend into FY 10-11. For example, if a project started in February, the contract could be for just 5 months with funding prorated based on the 5 month term, or, the contract might be for 17 months extending through the end of FY 10-11. If a contract is executed that crosses two fiscal years, the funding for each fiscal year will be called out and the contract maximum will reflect the total funding for the entire period.

The County can decide, at our discretion to release RFPs based on any of the following: contract term expires, funding availability, contractor performance.