

**COUNTY OF ALAMEDA
BEHAVIORAL HEALTH CARE SERVICES**

**REQUEST FOR MENTAL HEALTH SERVICE NEEDS ANALYSIS
AND DEMOGRAPHIC PROFILE**

**<To Inform Planning for Mental Health Services Act Innovations Grants - Round
Three>**

FAXED RESPONSE DUE

by

5:00 p.m.

on

July 20, 2011

to

Linda Leung Flores, Program Specialist

FAX: (510) 639-1346

PHONE: (510) 567-8133

A. INTENT

The intent of this Request for a Service Needs Analysis and Demographic Profile is to engage a qualified grantee-consultant to conduct a demographic analysis and provide a summary of significant behavioral health needs associated with the specified target populations. BHCS will select no more than one grantee-consultant for each target population.

Subject to costs and available funds, BHCS intends to enter into a grant agreement with a qualified grantee-consultant to provide a demographic analysis and summary of significant behavioral health needs. The budget provided for this contract will not exceed \$50,000 for grantee-consultant services for each target population.

B. BACKGROUND

Mental Health Services Act (MHSA) Innovation (INN) funding is intended to provide the mental health system with an opportunity to learn from innovative approaches. Funding is provided for an 18-month period, with the expectation that the successful recipient will submit a report of findings at the end of that period. The INN funding is not designed to support programs or services, but to provide our system with innovative demonstration projects that will support system change and improve client/consumer outcomes. Through the Innovation Grants, \$50,000 will be available for a demographic analysis and community engagement to identify critical issues and formulate learning questions for each of the target populations.

C. SCOPE

Grantee-consultant will provide a demographic analysis and community engagement services that will engage Alameda County community members and stakeholders in planning efforts to identify behavioral health needs of each target population.

Specific Tasks:

- Conduct research on demographic data of target populations residing in Alameda County, as specified below.
- Conduct primary and secondary research regarding behavioral health needs for specified target populations.
- Review of literature which describes evidence-based and community-based practices addressing behavioral health issues and includes outreach and engagement to target populations.
- Provide five to ten learning questions with rationale, for Round Three Innovation Grants.

TARGET POPULATIONS

1. BHCS Consumers are defined as individuals who have experienced mental health issues that have disrupted their education, employment, housing, social connections and/or quality of life. They have utilized mental health services and have a personal experience of stigma, discrimination or social exclusion.

2. Adults and Older Adults with serious mental illness (SMI), who are isolated and withdrawn, living with families or in board and care homes or hotels, and their families;
3. Lesbian, Gay, Bisexual, Transgender, Questioning, Intersex, and Two Spirit Community (LGBTQI2-S).

D. APPLICANT QUALIFICATIONS

Applicant Minimum Qualifications

Applicant shall be regularly and continuously engaged in the business of providing services and deliverables mentioned under Sections C and E for at least 5 years, and have substantial experience working with government institutions, preferably in the health and human services area.

Applicant shall be prepared to submit profile of staff or self including skills and experience in the performance of project(s) similar to scope and deliverables, meeting requirements and qualifications discussed above.

Applicant shall possess all permits, licenses and professional credentials necessary to supply product and perform services as specified herein.

Applicant shall be fiscally sponsored individuals or organizations who have a Federal Tax Identification Number.

Applicant Response Required:

Applicant must submit one separate proposal for each of the target populations. If Applicant wants to apply for both target populations, two separate proposals must be submitted. Proposals for each target population will be evaluated separately.

On or before the date set forth in Section F, below, interested applicants must submit a response that includes completed Exhibits A – F and presents a proposal that addresses all elements enumerated in Sections **C and E**, above (Scope and Key Deliverables) and proposed cost, with an accompanying Project Plan, minimally including the components listed below.

Project Plan addressing all items in Scope of Services (Page Limit: 7 pages)

- Project timeline: Proposed start and completion dates;
- Grantee – consultant team composition, including project manager;
- Requirements of BHCS Participation;
- Schedule of deliverables;
- Planned methodologies and strategies;

- Description of outreach and engagement process to target populations. Include your approach to defining behavioral health needs in the target community, which may mean referencing prior work done on needs assessment;
- Project Cost - a proposed budget for the expenditure of funds.

E. KEY DELIVERABLES

1. Report on the demographics and needs on target population:
 - a. Demographics –
 - i. *Identify and describe the target population in terms of any prior needs assessment and planning regarding behavioral health issues including size, age range and ethnic, cultural and linguistic composition.*
 - ii. *Describe the geographic dispersion of the population in Alameda County*

using the following ACBHCS division of Alameda County by geography:
North County: Alameda, Albany, Berkeley, Emeryville, Oakland, and Piedmont
Central County: Ashland, Castro Valley, Cherryland, Hayward, San Leandro, and San Lorenzo
South County: Fremont, Newark, Union City
East County: Dublin, Livermore, Pleasanton, Sunol, Unincorporated Areas
 - b. Brief literature review on needs and strengths of the target population
 - c. Recommendation on outreach and engagement strategies for behavioral health services
 - d. Recommendation on how Innovations funds may be utilized to address issues for the target population
2. At minimum convene one focus group for each target population in each supervisorial district of Alameda County.
 - a. Each focus group would have at least 5 participants
3. For target population of adults/ older adults with SMI, participants would include one focus group for consumers and another focus group for families.
4. For target population of LGBTQI2-S community, data for all age groups should be submitted, including data on transitional age youth (individuals ages 16 to 25)
5. Using the Key Deliverables above, Applicant will submit a proposal for five to ten Learning Questions appropriate to the target population's needs for Round Three Innovations Grants.

The estimated turn-around time for submittal of Key Deliverables is sixty days.

E. ESTIMATED CALENDAR OF EVENTS

| Event | Date/Location |
|--------------------------|-------------------------|
| Grant Posted | June 30, 2011 |
| Grant Response Due | July 20, 2011 |
| <i>Evaluation Period</i> | July 21– August 9, 2011 |
| Award Letter Issued | August 10, 2011 |

