

Huron County Board of Mental Health and Addiction Services (MHAS)
Request for Proposals for Early Childhood Mental Health Services in Huron
County

Released September 23, 2020

1. Project Purpose and Overview

This Request for Proposals (RFP) is published to solicit proposals from Vendors for the provision of early childhood mental health consultation services. Early childhood mental health consultation involves a credentialed professional consultant, adhering to the Ohio Model of IECMH Consultation working collaboratively with early care and education staff, programs and families to improve their ability to prevent, identify, and respond to social emotional and mental health issues among children in their care. In contrast to direct therapeutic services, ECMHC offers an indirect approach to reducing problem behaviors in young children and, more broadly, promoting positive social and emotional development. This project will serve the youth in our county by providing an early childhood mental health consultation services for children at risk in pre-schools and elementary schools. The purpose of the sought project will be to expand the continuum of care in Huron County by offering early childhood mental health consultation services.

Specifically, the Vendor is required to provide the following:

- Develop and maintain relationships with local preschools and elementary schools throughout Huron County.
- Develop and maintain relationship/referral process for other programs in the area aimed at this population (e.g. creation of an MOU with Help Me Grow).
- Foster a positive attitude toward early childhood mental health and achieve a shared vision for how to approach early childhood mental health.
 - Address stigma issues that may present barriers to collaboration and service utilization, with attention to cultural influences on attitudes towards mental health.
 - Advocate and educate those with whom you will be working of the importance of early childhood mental health.
 - Clearly demonstrate the values underlying an effective approach to mental health service delivery and underscore why each is important.
- Support and empower caregivers to "become early childhood trauma informed" and infuse promotion, prevention, and intervention strategies into their everyday routines at home and in the classroom.
 - Educate caregivers on key child development and early childhood mental health topics, such as developmental milestones and "red flags", the importance of caregiver/child relationships, and managing challenging behaviors.
 - Collaborate with caregivers to develop home, classroom-based, and center based strategies that address young children's social/emotional needs, while ensuring

that caregivers can feasibly implement those strategies (i.e., strategies are aligned with caregiver values, abilities and resources).

- Provide strategy implementation support to caregivers, such as observation, feedback, data, and when necessary modeling with educators in the classroom.
- Offer reflective practices, empathy and professional support to caregivers, managing young children's challenging or troubling behaviors.
- Administer formalized assessments (DECA) at daycare centers.
- All services under this program must be entered into Ohio's ECMH Centralized database at OhioGuidestone.
- Serve as a conduit for access to center based or tele health mental and behavioral health services and supports for children, families, providers and programs.
 - Recommend various best practice strategies that programs, parents and providers might implement to address a specific issue facing an individual child or family.
 - Facilitate mental health screenings and observations to ensure that young children's mental health needs are detected as early and accurately as possible.
 - Provide crisis services when caregivers need assistance in managing a difficult situation.
 - Facilitate referrals to supports and services outside of the HS/EHS program. including TANF, SNAP, Help Me Grow Home Visiting and DODD Early Intervention services.

2. Project/RFP Timeline

The immediate goal of this RFP is to announce the Huron County MHAS Board's need and intent to proceed in funding and supporting the developing of an early childhood mental health services program. Prospective applicants may submit questions, in writing, until October 16, 2020. Prospective applicants may direct questions to Kristen Cardone, Executive Director at director@huroncountymhas.org. Applicants may be asked to present to the Board prior to a decision being made.

Specific Planning Dates:

RFP announcement	September 23, 2020
Deadline for submission of questions	October 16, 2020
Follow-on written questions	until October 23, 2020
Deadline for actual proposal	October 30, 2020
Decision and announcement of provider	on or before November 18, 2020
Begin Implementation of Plan	December 1, 2020

*These dates may be adjusted based on the quality of applications and the ability to locate an appropriate provider.

3. Information to be included in eventual RFP

The combined page limit for the proposal narrative and applicant qualifications and experience sections is eight (8) single-spaced pages in 12-point Times New Roman font. This page limit does not include the cover sheet, the budget table and budget narrative. Proposals must include the following:

- A. **Cover Sheet**, including:
 - a. Name of applicant, address, phone number; executive director name and contact information including email address; fiscal officer name and contact information; and applicant's federal tax ID
 - b. Brief abstract of proposal (300 words or less)
- B. **Proposal Narrative**
 - a. Project Description- The applicant will be expected to support the Whole Child Matters Initiative by providing a project goal and projected measurable objectives with a detailed implementation timeline for implementing the services listed in Section 1 of this RFP.
- C. **Applicant Qualifications and Experience** (Preference will be given to proposals demonstrating the capacity to quickly and effectively implement services and with experience in ECMH service provision).
 - a. Organizational history, experience, and abilities to provide sought services
 - b. List of agency certifications, licenses, and staffing competence
- D. **Sustainability**
 - a. Grantees will be expected to address sustainability planning in their proposals to the extent that grant or other funding is available and demonstrate past or existing efforts to support ECMH services in collaboration with other local funders or revenue sources.
- E. **Budget and Budget Narrative**
 - a. Proposals must include a budget that identifies all costs to complete the tasks described in the proposal. The budget must encompass all aspects of the proposed work, including any travel necessary for completing the work. All travel must be at State of Ohio rates. The budget narrative must outline each resource assigned to a task, including the resource's annual or hourly rate, and the estimated number of hours that the resource is expected to expend on the task. Administrative fees cannot exceed 5% of the total award. You must use the Budget Expenditure Form (Attachment I) and Budget Narrative

4. Funding and Support

Please complete included budget forms for funding request. This Fiscal Year 2021 funding opportunity ends June 30, 2021. The financial support for this project shall not exceed \$19,998.00.

5. Confidentiality Notice

All responses and attachments to this RFP are intended for the specific purpose of this RFP only. As such all information submitted will be restricted to the review associated to this RFP and will be kept confidential to the reviewers representing the Huron County MHAS Board involved in examining the proposals. If applicants submit information proprietary in their application it should be noted as such, but applicants must recognize that even with the intent to restrict such information MHAS, as a public entity, is required to follow state law in regard to the open records act. Information submitted should therefore be considered in such light.

6. Evaluation

The primary evaluation for this award will be the experience and plan of the provider to assure a sound concept and thorough implementation of the planned activity with sustainability and accountability. This plan should meet Huron County's level of need and continuum of care.

MHAS Contact

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