

## Request for Proposals for Disaster Mental Health Planning

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**Purpose:** The California Department of Public Health (CDPH) has initiated a Request for Proposal (RFP) process to identify a qualified vendor (consulting group) to design and execute a statewide process to develop a Disaster Mental/Behavioral Health State Plan.

**Who May Respond:** CDPH seeks a consulting group who has demonstrated experience in successfully designing and implementing consensus-based planning processes. Applicants must have strong facilitation skills and proven experience in guiding diverse stakeholder working sessions and helping groups craft agreements around controversial resource use issues and policy development. Experience working on mental or behavioral health policy and programs, as well as disaster or emergency planning, will be evaluated positively.

**About CDPH:** The CDPH administers a comprehensive list of public health programs, policies, and initiatives throughout California. From Medicare payments to emergency response, the department has primary responsibility for critical care and program implementation on all health-related issues for the state.

**Project Overview:** Emergencies and disasters cause tremendous harm to the physical environment, as well as loss of life, economic loss, and displacement of impacted residents. These dramatic and sudden changes cause major stresses to the mental and behavioral health of everyone involved. California has never had a master framework providing guidance and policy to allow all statewide jurisdictions and community groups to support each other and provide services in a coordinated and seamless manner.

The range of stakeholder groups—and the differing local policy requirements they operate within—is diverse and numerous. At the local level, mental health services are primarily carried out at the county level, but distinct community-based organizations (CBOs) exist at the city level as well. In a ‘normal’ daily provider environment the web of services and how to procure and pay for them is complicated at best; in a disaster or other emergency situation the relationships become even more unclear, confusing and reactionary.

This project seeks to finally create a master framework (plan) for the entire state, in order to highlight the key state policy requirements that exist during a disaster and to allow for local control of ongoing application of services. To accomplish this goal, a stakeholder-based design will be needed to allow for the input of key players at all level of government as well as community groups and the affected public.

**Scope of Work and Deliverables:** We expect the project to include the following:

- Design and execution of a strategic development process
- Stakeholder identification and engagement, including a ‘core planning team’ of key participants who will be involved in the overall design and review of draft materials
- facilitation of workshops statewide for input
- development of a final framework document (with drafts for review)
- Project management

Proposals should outline a collaborative policy process that informs planning and decisions relative to the needs of Californians' mental health as a result of disasters or emergencies. This process should seek to acknowledge and, to the extent possible, accommodate the economic, social, and environmental interests of a wide range of stakeholders.

**Proposals Must Include:**

- General information about your consulting team qualifications and roles
- A plan for identifying and engaging critical stakeholders in the planning process
- An outline of key planning and engagement phases and/or steps, including a timeline with deliverables identified
- A description of the relevant facilitation competencies and experience your team will bring to this project
- Identification of potential risks and/or notable events project leaders should anticipate
- Evaluation indicators and strategies the CDPH should use to assess collaborative relations and the outcomes of your work
- [Budgets would normally be required as well, but will be optional in this case]

Please note that all proposals must be double-spaced and no more than 7 pages in length.