



Request for Proposals

Ohio START Family Peer Mentor Technical Assistance

1. Background and Introduction

The Public Children Services Association of Ohio (PCSAO) is releasing this Request for Proposals (RFP) to identify a vendor to provide technical assistance to Ohio START Family Peer Mentors, their employers, and public children service agencies (PCSAs) implementing Ohio START. The following RFP includes background information on our organization and Ohio START, describes the purpose of the technical assistance and outlines specific requests relating to the bid. We understand that details may be subject to change upon vendor recommendation and/or research of more optimal solutions. Proposals may suggest alternatives for PCSAO to consider. By providing these details, PCSAO intends that the ideal and preferred vendor will use this information to bring its own ideas and vision based on expertise, technical capability and client relations. Please feel free to email Fawn@pcsao.org with questions or comments.

PCSAO is a membership-driven association of Ohio's county Public Children Services Agencies that advocates for sound public policy, promotes program excellence, and builds public value for safe children, stable families, and supportive communities.

Ohio Sobriety Treatment and Reducing Trauma (START) is an affiliate of the national Sobriety, Treatment and Recovery Teams (START) Model, an evidence-informed child welfare-led intervention for families that has been shown, when implemented with fidelity, to improve outcomes for both parents and children affected by child maltreatment and parental substance use disorders. The national START model is specifically designed to transform the system-of-care within and between child welfare agencies and behavioral health providers; it also engages the judicial system and other family-serving agencies. The broad goals of both models are to keep children safely with their parents whenever possible and to promote parental recovery and capacity to care for their children.

Ohio START is led by and housed at the Public Children Services Association of Ohio (PCSAO). Ohio START is being implemented in 52 counties. For more information about Ohio START please visit www.ohiostart.org.

2. Project Goals and Scope of Services

Ohio START is seeking to partner with up to two (2) vendors to provide technical assistance to Ohio START family peer mentors, their employers and PCSAs regarding implementation of the START model, recruitment and onboarding of family peer mentors and best practice for peer support. The technical assistance should be provided by at least one person who has direct past experience as an Ohio START family peer mentor.

The vendor will provide the following deliverables:

- Assistance to Ohio START PCSAs and their local partners in strategies for recruitment of persons with lived experience in both recovery and children services to serve as family peer mentors in Ohio START on an as-requested basis.
- Partnership with Ohio START PCSAs and FPM employers to ensure family peer mentors receive training necessary to become certified peer recovery supporters, provide services to clients that align with peer mentor best practice and meet Ohio START model requirements.
- Assistance to Ohio START family peer mentors in obtaining certification as a peer recovery supporter through the Ohio Department of Mental Health and Addiction Services.
- Assistance to Ohio START PCSAs and FPM employers to ensure family peer mentors are properly onboarded at the PCSA and assist PCSAs and their partners as issues arise related to incorporating family peer mentors into the workforce.
- Collaboration with Ohio START management to ensure that Ohio START grantees receive appropriate and helpful technical assistance to meet needs in relation to Ohio START family peer mentors.
- Convening of at least monthly meetings with Ohio START family peer mentors to share experiences, successes, lessons learned, and solutions.
- Assistance to Ohio START PCSAs and FPM employers in billing Medicaid for family peer mentor services.
- Participation when requested and needed in Ohio START management meetings.

Please note the vendor will not provide direct supervision to any Ohio START family peer mentors but rather serve solely in a technical assistance capacity.

3. Mandatory Qualifications

To be considered, the proposal must be submitted by a community-based organization that employs certified peer recovery supporters and has significant experience providing peer mentor services. The vendor must also have experience in working with Ohio START.

4. Anticipated Selection Schedule

- May 21st: RFP Released by PCSAO
- June 11th: Questions about the project and application process may be submitted to Fawn@pcsao.org through 5 p.m. (EST) June 11th, 2021.
- June 21st: Proposals are due by 5:00 p.m. on Monday, June 21st. Proposals must be submitted electronically to Fawn Gadel at: Fawn@pcsao.org with the subject line: Ohio START Family Peer Mentor TA Proposal.
- July 9th: Final vendor(s) selected, and non-selected vendors notified.
- August 1st: Contract signed and executed, pending available funding.

5. Time and Place of Submission of Proposals

Proposals must be submitted electronically to Fawn@pcsao.org by 5 p.m. (EDT) June 21st, 2021. Proposals submitted after that date will not be considered. Hard copy proposals are not necessary and will not be reviewed.

6. Elements of Proposal

PCSAO recommends a brief but thorough proposal of between 3 and 10 pages, 12-point type, with page numbers, that includes the following information:

- Applicant name, organization, and complete contact information
- Detailed description addressing the components in the Scope of Services
- Applicant history and qualifications, including any partners or subcontractors
- History and examples of similar work (references may be requested)
- Proposed budget
- Project timeline
- Project team and bios, highlighting past or current experience with Ohio START

7. Budget

If two vendors are selected, PCSAO has budgeted between \$75,000 and \$100,000 per vendor per state fiscal year for Ohio START Family Peer Mentor Technical Assistance. If one vendor can provide technical assistance to the entire state, PCSAO has budgeted between \$150,000 and \$200,000 per state fiscal year. The proposal should include a detailed budget for delivering each component of the Scope of Services with the understanding that PCSAO reserves the right to negotiate final estimated cost with the selected vendor. Ohio START is a grant-funded project, and as such all payment is subject to available funding.

8. Evaluation Criteria

Proposals will be reviewed and evaluated by PCSAO staff, and the final selection will be approved by PCSAO's executive director. Successful proposals will:

- Be complete, professional and error free
- Instill confidence in the applicant's ability to get the job done, including all aspects of the Scope of Services listed above
- Demonstrate a thorough understanding of peer recovery services and Ohio START
- Express a strong commitment to and competence in issues related to race, equity and inclusion in the workforce
- Meet the budget conditions described above