

NACCHO

National Association of County & City Health Officials

REQUEST FOR APPLICATIONS

GLOBAL-LOCAL HEALTH EXCHANGE: UTILIZING WHO'S GLOBAL MENTAL HEALTH RESOURCES FOR LOCAL PUBLIC HEALTH CHALLENGES

National Association of County and City Health Officials (NACCHO)

Release Date: November 1, 2020

Due Date: December 1, 2020

For questions about the Request for Applications (RFA), contact Emily Yox, Program Analyst, Global Health, at eyox@naccho.org

I. Opportunity Overview

NACCHO represents the nation's nearly 3,000 local health departments (LHDs), which work to protect and improve the health of all people and all communities. NACCHO's new Global Health team works to increase the bidirectional sharing of global health approaches and provide opportunities for U.S. LHDs to adopt and adapt solutions from around the globe to address challenging health issues that they are experiencing in their own communities.

COVID-19, racial injustice, environmental disasters and other recent events in the United States have negatively impacted mental health in communities around the country and with longer waitlists and clinics closed to in-person appointments, the care gap for mental health has widened.

The National Association of County and City Health Officials (NACCHO), with support from the Robert Wood Johnson Foundation (RWJF), is accepting applications to initiate or enhance non-specialist mental health and substance use disorder (SUD) programs by using a proven global approach. The World Health Organization (WHO) has a robust mental health department that provides [guides](#), [manuals](#), and [toolkits](#) to address the mental health needs of people living in low-, middle-, and high-income countries around the world, focusing specifically on providing non-specialist options for care. LHDs have been and will continue to be a key, front-line resource in providing continued support to communities, so they should be able to access, understand, utilize, and adapt the robust mental health resources that the WHO provides.

To introduce LHDs to the materials and approaches made available by the WHO, NACCHO will offer a training workshop by Dr. Shekhar Saxena, Professor of the Practice of Global Mental Health at Harvard University and former Director of the Department of Mental Health and Substance Abuse at the WHO. He will instruct LHDs on how to effectively use appropriate WHO mental health resources and support them in developing an implementation and sustainability plan to address the unique needs of their own communities.

To facilitate both participation in the workshop and effective implementation after the workshop is completed, NACCHO will provide up to \$20,000 to three LHDs to complete the training workshop and carry out a subsequent implementation plan developed during the training. Successes, challenges, and lessons learned will be shared broadly with the global-local health community.

The project period of performance will be from January 2021 through March 2022. NACCHO plans to announce the selected agencies by mid-December 2020.

II. Program Overview

1. Training workshop hosted by Dr. Shekhar Saxena on effectively understanding and implementing WHO mental health resources [January 2021]
 - The training workshop will consist of 6-12 people from 3 LHDs. It will be 8 hours in total and will be presented in 4-hour sessions over two consecutive days.

- Before the workshop, a meeting will be scheduled with each participating LHD to discuss their goals. This will allow Dr. Saxena to ensure he is providing useful resources and facilitate the LHD's implementation plan following the workshop.
2. LHDs adapt and implement the WHO resources and systems that will be the most effective in their communities [February 2021 – February 2022]
 - Design and implement a short-term pilot program to train LHD staff, community health workers, medical reserve corps, or other LHD-affiliated personnel to carry out the approaches discussed in the training workshop.
 - Develop a continuation plan, using findings from the pilot program that focuses on integration into existing LHD systems and sustainability for the long-term.
 3. LHDs gather input from this adoption and adaptation process and share the results with the broader global-local audience [February 2022 – April 2022]
 - At the conclusion of the grant period, participants will be required to share their successes, challenges, and lessons learned with NACCHO as a final report.

III. Program Objectives

1. Provide LHDs with tools with which to better prepare for and respond to existing and emerging mental health and SUD needs within their community, using WHO's inventory of available mental health resources.
 - These systems will focus specifically on how to use non-specialists (i.e. community health workers or medical reserve corps volunteers) to provide necessary care.
2. Assist LHDs in creating a detailed plan on how to integrate WHO-informed sustainable solutions to the unique mental health needs of their community into their existing systems.

IV. Requirements and Expectations

This funding opportunity is open to LHDs with an interest in adapting global public health approaches and who want to improve mental health and SUD in their communities. Applicants should meet the following requirements:

- Capacity to carry out each of the program steps listed in Section II.
- Interest in addressing mental health or SUD challenges in the community, particularly if there has been an increase during the COVID-19 pandemic.
- A demonstrated background in training to share workshop lessons with staff and effectively carry out their implementation plan.
- An interest and basic understanding of the value that global health approaches can bring to a health department
- Designated main point(s) of contact with whom NACCHO will directly communicate on all matters related to this project.
- Willingness to organize regular conference calls with NACCHO staff to discuss progress on the implementation plan activities after completion of the training workshop.

V. Funding and Timeframe

Selected LHDs may apply for up to \$20,000 to attend the training workshop, carry out their implementation plan, develop a final report, and share their lessons learned with NACCHO staff following the project year. The selection of sites will be determined through demonstrated background and site capacity as described in their application.

KEY DATES

Event	Date
RFA Release	November 1, 2020
Informational Webinar for Potential Applicants	November 18, 2020
Application Submission Deadline	December 1, 2020
Telephone Interviews with Finalists (as needed)	December 5-13, 2020
Anticipated Award Notification	Mid-December
Anticipated Contract Execution	January 2021-April 2022
Implementation and Evaluation Period	Ongoing
Dissemination of lessons learned	Ongoing

VI. Eligibility

Eligible applicants include LHDs that are active NACCHO members. To confirm membership status, or to become a dues-paying NACCHO member, visit <http://www.naccho.org/membership>. See the Requirements section on page 3 for additional information about eligibility.

Applicants should plan for approximately 12 months of project implementation. Please note that NACCHO reserves the right to make changes to the project timeline if necessary.

Agreement with NACCHO's standard contract terms and conditions is a requirement. **No modifications to the terms or contract language will be made. Jurisdictions that cannot agree to NACCHO's contract language should not apply for this initiative.** Read the [standard contract language for more information](#). As part of the application, the contractor/organization will be asked to verify that they have read NACCHO's standard contract language and have provided a copy to the individual with signing authority at your organization for advanced consideration. It is the responsibility of the selected site to return a signed copy of the contract no later than January 31, 2020. NACCHO has a specific contract template as approved by the State's General Counsel for applicants from Florida and Texas. Please email us for a copy should you need it.

Selected applicants will enter into a contract with NACCHO to complete the deliverables specified in the application. NACCHO will issue awards in the form of Fixed Price Contract and pay each awarded Applicant in exchange for completion of the assigned scope of work and accepted deliverables.

Deliverables may be priced as a percentage of the total award amount. NACCHO will provide a payment schedule in accordance with the assigned completion percentage (estimated 8 payments). Please note: NACCHO reserves the right to make changes to the project timeline and payment schedule if necessary.

VII. Proposal Format

The application should be single-spaced and use Times New Roman 12-point font, not to exceed three (3) pages in length, and should include the following sections:

A. Cover page

Provide a cover sheet that includes the applicant's contact information.

B. Background and Need (~2 pages)

- a. Describe your jurisdiction's mental health and/or SUD needs, including any challenges or barriers that your agency has experienced in making progress in the past.
- b. Describe your current workforce capacity to address mental health or SUD challenges using a non-specialist approach (i.e. beyond the primary healthcare setting and into the community). What short- and long-term inputs are needed to build their capacity to address post-COVID mental health and SUD needs in your community?
- c. Provide a description and relationship of the partners within the LHD and in the community critical to sustainable integration of this innovation. What barriers and opportunities do you foresee to integration?
- d. Describe your thoughts on the benefit of a global-local approach to your LHD.

C. Key Staff and Capacity (~1 page)

- a. Name proposed key staff to manage the program, their role, and relevant experience
- b. Provide a description of any partners critical to implementing the innovation or improvement

D. Attachments – Required

- a. [Vendor Information Form](#)
- b. [Certification of Non-Debarment](#)
- c. [W-9](#)
- d. [FFATA data collection form](#)

E. Attachments - Optional

- a. Resumes/CVs of Key Staff
- b. Letter(s) of support from critical partners

The cover page, resumes/CVs, and required attachments do not count against the total page limit.

VIII. Selection Criteria

NACCHO will review and score applications for this RFA in accordance with the following criteria (out of 40 points):

- Description of non-specialist workforce capacity and background need for training (10 points)
- Capacity and commitment to implement their plan following the training (10 points)

- Amount and relevant experience of key staff or partners responsible for carrying out project activities (10 points)
- Articulated understanding of the value of a global-local perspective (10 points)

IX. Submission Instructions

The deadline to submit applications is **December 1st, 2020 11:59pm** Pacific Daylight Time (PDT). Proposals should be submitted as a single PDF in an email eyox@naccho.org with the subject line "Global-Local RFA Submission"

X. Additional Information

An informational webinar will be hosted for potential applicants on **November 18, 2020 from 1:00-2:00 pm EST**. Please note that advanced registration is not required, simply click on the link below. Questions may be submitted in advance to eyox@naccho.org and will be accepted until 11:59pm Pacific Daylight Time (PDT) on November 17th.

Link: <https://naccho.zoom.us/j/92057546715>

For questions, contact:

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