



Bidder's Conference: April 24, 2017 9:30am-11:30am

Questions and Answers

- Behavioral Wellness Commission on the RFP Review Panel
 - Q: What is the Behavioral Wellness Commission and who is on it?
 - A: It is the integration of the ADP Advisory Board with the Mental Health Commission. It is newly formed as of January 2017. Members are community members appointed by the Board of Supervisors (not County employees).

- Review Process: Formal Orientation for RFP Review Panelists
 - Q: What does “Formal Orientation” mean?
 - A: The “Formal Orientation” for panelists will orient the five panelists to the program applications and the review/scoring process. Panelists will then take the applications, re-read them, and review them, to prepare for scoring. The orientation will only cover the scoring process and a general overview of the Strategic Prevention Plan.
 - Q: How much will the panelists know about individual applicants and their history?
 - A: The orientation will not include any information about the applicants. The opportunity to discuss previous awards/ collaborations and historical overview should be included in the application under “experience”.

- Q: What are you looking for in *Exhibit C- Customer References*?
 - A: Any type of reference that can be used to expand on the material discussed in the application. References should highlight the successes of your organization. References can be from either or both, consumers and/or clients; ideally there would be a mix of both. Reference #4 must be specifically in regards to “Data and Financial Reporting”; for example, an auditor could be used as a Reference #4.

- Q: Are there certain financial requirements for an organization’s audit?

- A: Financial provisions will be in place and will be standard to the financial provisions that are currently in place for county-contracted providers.
- Friday Night Live:
 - Q: It appears that the RFP is asking for six North County and six South County chapters, are they not looking to fund Mid or West County for Friday Night Live chapters?
 - A: “North County” Friday Night Live chapters can be anywhere other than South County, for example: Lompoc or Santa Maria. We are looking for six specifically down in Santa Barbara as well as six up North/West. This is the *minimum* number of chapters required. One contracted provider must provide Friday Night Live for the whole county/region.
- Q: Can we use an existing coalition for the Coalition/Task Force or do we need to form a new one?
 - A: Yes, can you can use an existing coalition.
- Q: Deliverables for Coalitions/Task Forces (referencing pg. 6, I-III of the RFP):
 - Q: Are policy campaigns prescriptive or something to be drawn from?
 - A: It is highly suggested that the Coalition draws from the examples in the RFP because these are from the Strategic Prevention Plan. Choices regarding specific policy and media campaigns should be up to the coalition.
- Q: Does the full scope of deliverables have to be covered with the budget given (\$120,000)?
 - Not necessarily. The Key Operational Points lists what is required, including two media campaigns and two policy prevention campaigns. Exhibit G is a list of the of evidence-based CSAP strategies that can be used as examples.
- Q: Are you looking to find one provider to serve all three regions?
 - A: Not necessarily, there could be one provider for each coalition/ regions.
- Q: Is it double dipping if an existing coalition is already funded through the Drug Free Communities grant? Would DFC funded coalitions be able to apply for this particular funding?
 - A: To be determined; the answer will be included on the website as soon as the answer is confirmed.
- Q: If an agency is providing resources in addition to the 5% match, should those resources be reflected in the budget, or only in the narrative?
 - A: The full amount of matching funds should be reflected in the budget. The amount and description should be clearly stated.
- Strengthening Families Program
 - Q: Is there an evaluation tool for the Strengthening Families Program?
 - A: Yes, a pre- and post-test is required for program participants.
 - Q: Is there a way to make the DVDs available online?
 - A: No, unfortunately, the DVDs are not yet available online. Families are not required to watch DVDs outside of the classroom.
 - Q: Does the County provide SFP Curriculum and training for grantees?

- A: Yes, agencies can apply for more than one region. However, we do not want to discourage agencies from applying for only one area. There is not an advantage or disadvantage either way.
- Q: If an organization is applying for one of the three programs in more than one region, may we submit a separate proposal for each region?
 - A: No, only one proposal may be submitted for each program. The cover sheet should be used to indicate the region(s) that will be served and region-specific information must be included in the program narrative within the space allocated.
- Q: For each of the three strategies are there any finalized evaluation tools?
 - A: The Strengthening Families Program and Friday Night Live Program have their own finalized evaluation tools that are required to be administered as part of those programs.
- Q: Is reporting data into CalOMS Pv required with any of these programs?
 - A: Yes, each of these programs requires entering data into CalOMS Pv. This is a State mandated database system and all prevention programs and activities need to be entered on a monthly basis.
- Q: Is the new Strategic Prevention Plan available to reference?
 - No, it was just submitted to the State for approval. It will be made public once it is formally approved.
- Q: How much time is available to ask questions about the RFP via email?
 - A: Questions can be asked via bwelrrfp@co.santa-barbara.ca.us up until the RFP is due. All questions/answers will be posted on the Behavioral Wellness website under the tabs- *About Us - Bid Opportunities*.