Missouri Foundation for Health (MFH) is requesting proposals from qualified contractors to coordinate and provide support to a cohort of Gun Suicide Prevention grantees over the course of a 24-month planning period as they develop population-specific gun suicide prevention efforts.

In the fall of 2020, seven planning grants will be awarded to organizations within MFH’s service region. Planning grantees and their collaborative partners may include, but are not limited to, community health centers, hospitals, behavioral health centers, mental health centers, law enforcement, schools, prisons, faith-based organizations, trade associations, emergency medical services, gun shop owners, and other social service organizations. Upon selection, the planning cohort facilitator (herein “facilitator”) will receive detailed information about grantees and proposed projects to inform their design of the cohort experience.

Grantees will begin work in February 2021. Throughout a 24-month planning period, grantees will participate in a planning cohort. The purpose of the cohort is to provide support for grantees as they develop community-based, multi-sector, collaborative programs that show promise for reducing gun suicides in a specific population of interest. The facilitator will develop a learning cohort structure that supports grantees throughout the planning period. The facilitator will be responsible for:

- Grounding cohort grantees in a shared understanding of gun suicide causes, trends, and promising prevention practices by utilizing diverse and current information, knowledge, and perspectives. This may include, but is not limited to, elevating current data and research findings, engaging local and national experts, leveraging learning from organizations engaged in gun suicide prevention work, and sharing the lived experience of gun suicide survivors and families.

- Structuring cohort learning and training opportunities, identifying expertise and technical assistance that will benefit the group collectively and meet the needs of each planning grantee.

- Centering equity in both the cohort’s learning and individual programmatic approaches. The facilitator will ensure grantees understand and identify inequities related to gun suicide and ground the cohort in historical and cultural contexts in which those inequities are rooted.

- Effectively incorporate the services of a design coach (to be hired) into the cohort experience, ensuring grantees can apply lessons learned as a group to their individual planning processes.
Capturing the cohort’s process over the planning period, elevating key project iterations and final plans in a culminating summary at the end of the contract period.

**Background**

**Gun Suicide Prevention: A Developing Field of Practice**

Suicide is a public health crisis in the U.S., with rates rising more than 30% in 25 states between 1999 and 2016. In Missouri, suicides have increased 36% from 1999 to 2018, making it the 10th leading cause of death (the 19th highest rate in the nation). The method of suicide is an important factor. At 61%, guns are the leading means of suicide in Missouri by a wide margin. Guns are a uniquely lethal method of suicide, with approximately 85% of attempts ending in death. As state and national momentum grows to address the drastic rise in suicides, it is becoming clear that reducing gun suicide is an essential piece of overall suicide reduction efforts.

While the evidence base for highly effective gun-suicide prevention efforts is limited, there is a growing body of promising practices for reducing gun suicide attempts and deaths. Some examples include lethal means safety counseling, distribution of gun-locking devices, safer gun storage in homes, and incorporating suicide prevention into gun safety trainings. ([American Public Health Association](https://www.apha.org/), [American Foundation for Suicide Prevention](https://www.afsp.org/), [Means Matter](https://meansmatter.org/), and [Educational Fund to Stop Gun Violence](https://www.stopgunviolence.org/) have compiled resources on these practices.)

**About the Gun Suicide Planning and Design Cohort**

Because the field of gun suicide prevention is in a developmental stage, grantees will participate in planning and design cohort intended to strengthen their proposed approaches and position these projects to contribute to the growing body of potentially promising practices for preventing gun suicide. MFH anticipates that planning grantees will be at varying levels of experience with gun suicide prevention work. As part of their application, grantees developed a draft plan that identifies a focus population and promising approaches for gun suicide prevention. A broad range of focus populations have been identified including, young adults, older adults, veterans, and individuals identifying as LGBTQ. As a result of their participation in the planning cohort, we fully expect that grantees’ proposed approaches will be adjusted over the course of the planning period.

The facilitator will be responsible for creating a cohort structure, providing support and resources across diverse projects and ensuring individual projects receive the technical assistance needed to build promising practice models. Working closely with the design coach, the facilitator will identify resources and information that will collectively benefit the cohort, plan the cohort meetings and format, track and support individual project progress, and identify and link grantees with individualized technical and content expertise as needed. MFH will work closely with the facilitator to identify resources that meet the cohort’s needs – collectively and for individual projects. The facilitator’s budget should include resources to contract with necessary content expertise (see note in “Services Required” below).

Given the current COVID-19 environment, the cohort facilitator will launch the cohort virtually, with the possibility of in-person meetings in the future. Grantees were expecting to participate in four, day-long, in-person cohort meetings during the planning period; however, given the virtual format the facilitator has the flexibility to structure and schedule the cohort meetings in a format that meets the cohort objectives. We also anticipate the facilitator will maintain ongoing contact with the grantees between cohort meetings to appropriately track project progress and provide support as needed.
At the end of the 24-month planning period, cohort participants will be eligible to apply for funding to implement adequately developed programs.

**Services Required**

The selected contractor will play a critical role in ensuring grantees develop human-centered, equity-focused, evidence-informed program plans that are poised to reduce gun suicide rates among those most impacted. A successful facilitator(s) will be able to:

- Design and facilitate an appropriate cohort structure that includes group learning and design sessions, as well as individual support to grantees
- Ground cohort participants in up-to-date evidence on the prevalence of gun suicide, promising practices for preventing it, and historical context related to gun-suicide
- Recruit and contract technical experts in collaboration with MFH staff to address the needs of each planning grantee's project. The assistance should be reflected in the cost proposal (Note: Planning grantee applications have identified needed support related to topics such as understanding current suicide data, enhanced knowledge of gun suicide promising practices, training related to specific prevention models, data collection and evaluation, and facilitating effective collaborations.)
- Collaborate closely with an evaluation consultant (to be hired) to embed evaluative thinking into grantees’ project plans (e.g. What does success look like? How will we know if success if achieved?) and reasonable data collection methods into each project plan
- Coordinate with communication consultants (to be hired) to ensure each planning grantee is building in and adopting messaging that is tailored for the appropriate populations
- Track and document the overall cohort structure and process throughout the planning period, as well as capture key highlights from individual project development that result in the final project plans
- Create a culminating summary of the 24-month planning period

Successful applications will describe a workflow and approaches to ensure the above expectations are met.

**Proposal Submission**

Proposals must be submitted online.

To begin a proposal, [click here](#).

To return to a proposal in progress, log in to your [Account](#).
Proposal Requirements

- **Submission acknowledgement.** Complete and submit the [one-page acknowledgement form](#).

- **Proposal narrative.** Address each of the sections below (include section headings).
  
  - **Organization name and primary contact information.**
  
  - **Approach to services.** Provide a brief description of the approach to services and address each of the following:
    
    - In designing a cohort experience, how will you balance meaningful, evidence-based learning and training for all cohort members, with individual grantee project planning needs?
    
    - Describe your experience and approach for coordinating multiple technical experts to benefit a group of partners/grantees.
    
    - If applicable, describe your experience working around the topic of gun suicide prevention.
      
      Describe your approach to supporting program development related to this complex and politically sensitive issue in Missouri.
    
    - The summative reflection does not need to be a written report. Describe any alternative approach you might explore for the end of contract summary.
    
  - **Deliverables and proposed timeline.** Provide a work plan and timeline that identifies activities and deliverables. Given the current public health environment, describe how you will be prepared to initiate this work virtually with the possibility of moving to in-person meetings over time.
    
  - **Organization history and qualifications.** Provide a summary of experience and qualifications of the organization’s staff as well as any proposed subcontractors. Include bios of key personnel.

  - **Examples of past work.** Please provide a sample of final documents and artifacts from previous facilitation projects. This could include evaluation data related to cohort outcomes, program plans developed as a result of facilitation, facilitation plans, technical assistance plans, etc.

- **Cost proposal.** Provide a detailed cost proposal and justification for: professional services (hourly rate and number of hours), travel specifically related to the project, subcontractor fees (attach proposal or contract), and other direct costs related specifically to the project. Respondents should submit a cost proposal that aligns with the scope of the project and supports required deliverables. MFH reserves the right to negotiate proposed costs. Please be sure to include cost for the identifying and contracting expertise and technical assistance to meet the needs of each planning grantee.

  *Note: Requested travel will be reimbursed for coach airfare booked within a reasonable timeframe, lodging, standard rental car or public transportation, meals and incidental expenses at a rate not to exceed the federal [per diem](#) rate.*

- **Intellectual property list.** If applicable, attach list of intellectual property.
Additional required documents:

- The names and contact information of 2 – 3 individuals or organizations the MFH can contact to verify past work.
- Completed W-9 form
- Completed Conflict of Interest Disclosure form

Proposal Review and Evaluation

Proposals will be reviewed in accordance with the requirements of this RFP. Only those proposals that meet all the mandatory criteria in the RFP will be given consideration.

A respondent’s submission of a proposal in no way guarantees procurement. MFH will not reimburse a respondent for the cost of developing or presenting a proposal in response to this RFP. The proposal will be considered confidential.

Right to Reject

MFH reserves the right to:

- Reject any or all proposals submitted
- Request additional information from any or all respondents
- Conduct discussions with respondents to ensure full understanding of and responsiveness to the solicitation requirements
- Negotiate modifications to a respondent’s proposal prior to final award for the purpose of obtaining best and final offers
- Approve subcontractors proposed or used in carrying out the work

Contract Provisions

The agreement will be up to 24 months in duration. If selected, contractor will be required to enter into a Service Agreement with MFH. To review the terms of the agreement, click here.
Contact and Deadline

If you have questions please contact Megan Klenke-Isgriggs, Learning Strategist, at mklenke@mffh.org or (314) 808-6104. Proposals must be received by Monday, October 26, 2020, by noon (Central Time).

For more information on the online submission process, click here. If there are additional questions, please contact Wendy Rohrbach, Project Coordinator, at wrohrbach@mffh.org or (314) 345-5504.

Non-Discrimination Policy

MFH will not discriminate on the basis of race, color, sex, religion, national origin, age, disability, sexual orientation, gender identity or veteran status. Respondent will be required to affirm respondent will not discriminate on the basis of race, color, sex, religion, national origin, age, disability, sexual orientation, gender identity or veteran status either in its employment practices or in its policies and procedures on account of any services, or activities made possible by or resulting from an agreement resulting from this RFP. Any violation of this provision shall be considered a violation of a material provision of this procurement and shall be grounds for cancellation, termination or suspension in whole or in part of any related agreement by the MFH.

MFH is committed to ensuring that equal opportunity is provided to minority and woman-owned enterprises and that its contractors have active programs for ensuring diversity in their workforce and sensitivity to the issues of race and gender.

About Missouri Foundation for Health

Missouri Foundation for Health is a resource for the region, working with communities and nonprofits to generate and accelerate positive changes in health. As a catalyst for change, the Foundation improves the health of Missourians through partnership, experience, knowledge, and funding. To learn more please visit mffh.org.