This document is a request from the DeKalb County Community Mental Health Board for proposals from licensed or certified mental health professionals with experience working in behavioral healthcare systems that serve young children and their families.

**Background**

Through leadership and funding, the DeKalb County Community Mental Health Board (DCCMHB) supports access to high-quality behavioral healthcare services for the residents of DeKalb County, IL. The DCCMHB identifies the behavioral healthcare needs of young children as a priority area in DeKalb County. The areas of priority are identified as:

a. Determine benefits/challenges to the development of a local system of care for young children.
   i. Determine and define the shared purpose, values, principles, and vision for a young child behavioral healthcare system of care.
   ii. Identify improvements to cross-sector collaboration
   iii. Identify Improvements to address children’s mental health
   iv. Support the creation or promotion of a method of access to information for parents and professionals. Development of a communication system—review possibilities around websites, social media, mobile apps, and information hubs.

b. Assess the community-wide commitment to long-term sustainable quality behavioral healthcare services for young children
   i. Plan to develop a system that includes a continuum of care for young children where all families can access quality behavioral healthcare services.
   ii. Using local evaluation data to determine the support for community investment in a system of care and ongoing assessment of community needs.

c. Proactively working with partner organizations to identify quality behavioral healthcare in areas of the identified need for young children.
   i. Identify pilot programs through community data-gathering and assessment.
   ii. Identify innovative ideas/tactical knowledge to ensure quality behavioral healthcare programming in DeKalb County.

**Project Goals**

1) Improve children’s and youth’s lives, e.g., decreased behavioral and emotional problems, by increasing strengths and stability.

2) An approach for service delivery based on interagency collaboration; cultural safety, community-based services; accountability, and participation of families and youth.

3) An identified access point for behavioral healthcare services for young children.

4) Ensure the availability of a high-quality array of evidence-based practices and supports for the behavioral healthcare treatment of young children.
Guiding Principles
- Interagency collaboration
- Individualized strengths-based care
- Cultural safety
- Child, youth, and family involvement
- Community-based services
- Accountability

Scope of Work
1) The consultant will assess the consumer experience of those accessing young child behavioral healthcare services, including family members, school personnel, agency personnel, and other stakeholders. Through this assessment, the consultant will identify areas of strength, barriers, and gaps in the ability of young children and families to access behavioral healthcare.
2) The consultant will explore, define and facilitate the development of shared young child behavioral healthcare infrastructure to coordinate efforts toward common goals, including access to behavioral healthcare, education, prevention, intervention, and postvention services.
3) The consultant will help identify the structure of a system of care that is a range of treatment services and supports guided by a philosophy and supported by infrastructure and includes elements:
   a. Improve service coordination and integration.
   b. Focus on system infrastructure rather than on clinical interventions.
   c. Family involvement and cultural safety.
   d. Include all interventions that are appropriate, including wrap-around services.
4) The consultant will conduct market research to determine the best channels to inform parents about behavioral healthcare information. The consultant will create a report to share with the MHB identifying the best information-sharing practices.

Deliverables
A written report and presentation to the DCCMHB on recommendations for support of a young child system of care in DeKalb County, IL. The report and presentation will be based on community research of existing programs and accessibility, gaps and opportunities for young child behavioral healthcare, input from young child behavioral healthcare stakeholders, including families and caregivers, and understanding of the system of care concept.

Cost of Service
Proposals shall provide pricing based on the requirements and terms outlined in this RFP. Pricing shall be all-inclusive, covering every aspect of the contract.

Time Period
The consultant shall perform the services during a three to six-month period, with possible extension as may be subsequently agreed by the parties in writing. Contracted services are estimated to begin on September 1, 2023, with completion by March 1, 2024, with a mid-point review on December 21, 2023. The Consultant will report to an Ad-Hoc Young Child Behavioral Healthcare Committee set by the DCCMHB for prescribed updates.
Response Criteria
Response to this RFP will require the individual to provide sufficient information to determine the individual or agency qualifies for performing the services required, including the following:
Address your overall capabilities as they relate to your ability to meet the needs outlined in the Scope of Work.
Describe your skill sets and resources, including a resume.
Describe your approach to the Scope of Work and Goals of Request.
Include at least three references who can comment on your ability to provide similar services described in this RFP.

Selection Criteria
The following criteria will be used to evaluate the qualifications of applicants:

1) Capability to perform the required services for the DCCMHB.
2) Completion of a Master’s or Doctorate in a related field
3) Possess licensure in social work or mental health counseling, preference for LCSW, LCPC, or similar
4) Minimum of 3 years of experience in behavioral healthcare.
5) Prior experience with child welfare.
6) Familiarity with the DeKalb County, Illinois community.
7) Understanding of the behavioral healthcare system of care model.

Requirements and Authority of the DeKalb County Community Mental Health Board
This Request for Proposal does not commit the DeKalb County Community Mental Health Board to award a contract, pay any costs incurred in preparing the proposal to this request or procure or contract for services. The DeKalb County Community Mental Health Board reserves the right to accept or reject any or all proposals received as a result of the request, negotiate with any qualified sources(s), or cancel, in part or entirely, this Request for Proposal if it is in the best interest of the DeKalb County Community Mental Health Board.

Submission Information
Interested individuals or agencies should submit the above-requested information by 4:30 p.m. on August 8, 2023, via email, regular mail delivery, or hand-delivered to:

Deanna Cada, Executive Director
2500 N. Annie Glidden Road
Suite B
DeKalb IL 60115
815-762-2459
Dcada@dekalbcounty.org

Proposals received after the above time and date will not be opened. Proposals will be opened at the DCCMHB Executive Committee meeting at 6:00 p.m. on August 8, 2023.
Questions regarding this RFP should be directed to Deanna Cada at dcada@dekalbcounty.org. All questions and answers will be posted on the DCCMHB website: www.dcmhb.org.