



Health Council Primary Prevention Planning Contractor Scope of Work

NMAHC's MISSION:

“to improve the health of all New Mexicans by supporting and strengthening county and tribal health councils, advocating for health equity, and by providing a strong voice for community and public health.”

This is accomplished through local planning, leading community collaboration among agencies, public policy work, and sustainable system development.

NMAHC is thrilled to invite you to participate in our **Health Council Primary Prevention Planning** Request for Proposal (RFP). As we embark on this endeavor, we seek a partner who shares our vision, values, and passion for advocacy in advancing health equity for all in New Mexico. Together, we aim to elevate our advocacy strategy and brand, engage our audience, and inspire advocacy in action!

PROJECT OVERVIEW:

NMAHC seeks an independent contractor to engage New Mexico's County & Tribal Health Councils in the development of a community-driven plan for Substance Use Disorder (SUD) primary prevention. The Contractor will manage all project activities, provide technical assistance to Health Councils, and write a final report.

Project Period: July 1, 2024 – September 30, 2024

1. Develop and provide a 1-hour virtual session to introduce Health Councils to the project. The same session will be offered on 2 different dates.
2. Design and use surveys and other mechanisms to collect insight on all Health Council Substance Use Disorder SUD primary prevention strategies and priorities for their communities.
3. Develop and implement methods to assess individual Health Councils' capacity, willingness, and understanding of SUD potential primary prevention interventions they want to make a priority in their communities.
4. Provide technical assistance to Health Councils as requested regarding this project.
5. Write a final report:
 - o Summarize findings for statewide priorities for SUD primary prevention intervention strategies.
 - o Summarize findings of Health Council champions that are ready and able to implement SUD primary prevention in their communities.



- o Identify both statewide, County, and Tribal priorities identified by Health Councils

PROPOSAL SUBMISSION

Individuals should submit a proposal, no more than 3 pages, which contains the following:

Name, resume, and contact information of the person submitting the proposal.

Please provide brief examples that demonstrate your experience and skills in the 4 deliverables:

- Development of a community-driven plan for Substance Use Disorder (SUD) primary prevention
- Evaluation & Analysis
- Community-based Coalitions
- Project Management and Communications
- Technical Assistance

project budgeted at \$20,000

Three references and at least one sample work.

Please indicate if the amount includes or does not include NM Gross Receipts Tax.

Requirement: Please note that this role is based out of New Mexico, with in-person office hours, and must be well-versed with the New Mexico Public Health Sector and public health priorities across the state.

Please send your proposal **by May 17th, 2024**

Attention to:

Valeria Alarcon, Executive Director

To: admin@nmhealthcouncils.org

For questions please call (505) 273-8406.