



Call for Proposals Community Behavioral Health Technical Committee Members

Community Behavioral Health technical committee members are sought for an initiative led by the four [Regional Rural Development Centers](#) in conjunction with the US Department of Health and Human Services (DHHS) and the US Department of Agriculture (USDA). The Community Assessment and Education to Promote Behavioral Health Planning and Evaluation (CAPE) initiative will assist local (state, county, city) decision makers (private for-profit, private non-profit, and government) in selecting and using data-driven benchmarks for identifying resource investment priorities and evaluating progress in improving community behavioral health outcomes. For an overview of the project, visit <http://healthbench.info/home.html>

The responsibilities of the technical committee include:

- Gathering stakeholder input from their key sector contacts
- Benchmark survey design and interpretation of results
- Development and initial peer review of resource toolkit
- Curriculum design, writing, and review
- Training and technical assistance program delivery, including materials
- Dissemination planning and execution
- Evaluation tool design and implementation

Technical committee members with the following experiences are sought:

- a. Substance abuse agency staff
- b. Community mental health administration or practice
- c. Law enforcement administration
- d. School administrators

This is up to a 15% assignment for up to 9 months. Compensation is commensurate with prior training, experience, and salary history. While most of the work will be done via email, conference call or web-based interaction, some travel may be required for occasional team meetings.

Required Qualifications:

Substantial practical and administrative experience in one or more of the sectors mentioned above. Ability to travel with overnight stays. Strong written and verbal communication skills. Experience with liaison activities and networking across disciplines.

To Apply:

1. Budget. Include 9 months 15% salary and (if applicable—institutional applications only) fringe benefits for the proposed team member as two separate line items. Persons proposing to join the team as a consultant should not budget fringe benefits.
2. Include the institution's federally approved overhead rate, if applicable (again, this is only applicable for buy out of existing staff time)

3. Administrative approvals. Include approvals from the immediate supervisor of the proposed team member, if applicable.
 4. Resume/CV & three references for the proposed team member.
 5. If you are submitting an institutional application as opposed to an individual (consulting) application, include a completed Michigan State University subrecipient form. As indicated on the form, the MSU Subrecipient Form should be signed by your institution's federal grant/contract administration officer. The form is available for download at:
<http://expeng.anr.msu.edu/uploads/files/133/MSU%20FINAL%20Subrecipient%20Form.doc>
- Items 1 through 4 should be saved as a single pdf. Item 5 should be a separate pdf.

Deadline

The complete set of materials should be emailed to ncgrants@anr.msu.edu by 5:00 p.m. Eastern, January 21, 2014. Use the subject line "CAPE technical committee".

Questions

Questions about this opportunity will be answered in the order received. Direct your questions to: Scott Loveridge
North Central Regional Center for Rural Development loverid2@msu.edu

Project sponsors:



United States
Department of
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