# Attachment A - Infant and Early Childhood Mental Health Consultation

**Use of form:** Use of this form is mandatory. If the requested information is not provided, the department will be unable to process your application. Personal information you provide may be used for secondary purposes [Privacy Law, §.15.04(1)(m), Wisconsin Statutes].

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|

|  |  |
| --- | --- |
| Application #437002-G23-0002057 | TitleInfant and Early Childhood Mental Health Consultation |
| The Department of Children and Families is an equal opportunity employer and service provider. If you have a disability and need to access this information in an alternate format, need it translated to another language, or need other accommodations, please contact dcfprocurement@wisconsin.gov.**Request for Applications:****Introduction:**  The Wisconsin Department of Children and Families (DCF) Division of Early Care and Education (DECE) is awarding funding to build a culturally responsive Infant and Early Childhood Mental Health Consultation model to support early care and education programs across the state. This model should be structured to include other systems and programs that work to support the mental, social, and emotional health of young children such that it results in a holistic, sustainable, statewide Infant and Early Childhood Mental Health Consultation (IECMHC) system. Recognizing that these initial federal funds from the American Rescue Plan Act (ARPA) are short term, the vision for this project is to build on Wisconsin’s current early childhood workforce and partners to solidify a long term, more coordinated and comprehensive continuum of IECMH supports for infants, toddlers, young children, families, and the adults who support them. Social and emotional skill development during the first five years of life is critical to children’s success in K-12 settings and beyond. A person’s ability to get along with others, use impulse control, identify emotions in themselves and others, follow directions, and solve problems begins to form at birth and continues to form throughout the early childhood years, when rapid brain development is occurring. These skills are developed when social and emotional competencies are intentionally taught during the first five years of life by adults who are nurturing and have formed strong attachments to the children they care for. Research has found that children who arrive at kindergarten with developed social and emotional skills are more likely to live healthier lives, attend college, and secure higher paying jobs as adults than those who do not.Further, current studies have revealed an increasing trend in the prevalence of expulsions and suspensions within preschool settings, negatively impacting future educational outcomes and increasing family stress. The seriousness of this issue has been reflected in many Child Care Development Block Grant (CCDBG) requirements for states, including the requirement for states to have policies regarding expulsion in early childhood settings. Currently in Wisconsin, DCF is working to provide shared definitions for expulsion and suspension, as well as consider recommendations regarding policies that limit expulsion and suspension in child care settings. National data from the U.S. Department of Education Office for Civil Rights (2014) suggests that preschool children who display more challenging behaviors are at greater risk for being suspended or expelled. For this reason, it is necessary that our early childhood workforce is well prepared through high quality training and coaching to utilize evidence-based strategies, promoting social and emotional competencies.Infant and Early Childhood Mental Health Consultation (IECMHC) is an evidence-based professional mental health service that improves outcomes for children by pairing IECMH experts with early care and education professionals to build early educators’ capacity to strengthen and support children’s social and emotional/mental health and development (see also <https://www.samhsa.gov/iecmhc/about>). The functions and services performed within this contract support Wisconsin’s mission for early care and education – to improve the well-being, healthy development, and school readiness among all children ages birth to 5. The activities contained within this request for application should be implemented with the intentional purposes of supporting inclusive climates of belonging for all children, particularly for children of color and children with disabilities, and reducing the likelihood of exclusionary practices (including suspension and expulsion) in early childhood settings. The successful contractor will support and increase the knowledge, skills, and capacity of early childhood educators around social and emotional development by using evidence-based strategies that address behaviors that are challenging to adults and increasing high-quality practices. Preparation and support for the early childhood workforce through the increase of knowledge, skills, and capacity using social and emotional teaching strategies and reflective practices, will allow ECE providers to provide consistent, nurturing, and responsive environments where children have the opportunity to develop to their fullest potential.DCF is soliciting applications from either a single organization/company (e.g., counties, non-profits, for-profits, etc.) or from collaborating organizations/companies, to become the Administrator(s) of the IECMHC Program. One Administrator will be selected, and that administrator will partner with infant and early childhood mental health professionals and practitioners through a regional approach to create an IECMHC model and deliver IECMHC supports. Regions will be co-defined by DCF and the program Administrator(s) and may correlate to regional boundaries used by other DCF programs (e.g., child care licensing regions) or regional boundaries used by other mental health programs. Through training and consultation, the Administrator will develop an IECMHC system that provides Early Childhood Education (ECE) programs and providers with the needed supports to increase their knowledge, skills, and abilities to implement the following practices within their program settings:* Building and sustaining positive relationships with children and families.
* Creating supportive and engaging environments.
* Creating developmentally appropriate expectations and norms.
* Identifying, validating, and managing emotions.
* Teaching social and emotional skills.
* Teaching problem-solving.
* Creating individualized intervention plans for children.
* Cultivating resiliency and positive mental health for infants, toddlers, young children, families, and staff.
 |
| **Eligible Applicants :**DCF is soliciting applications from either a single organization/company (e.g., counties, non-profits, for-profits, etc.) or from collaborating organizations/companies, to become the Administrator(s) of the IECMHC Program. |
| **Contract Term:** DCF will contract with the selected Administrator(s) starting December 1, 2022, through June 30, 2024, with the anticipated start date of the Grant Administrator’s subcontracts with community IECMH practitioners beginning on or before July 1, 2023. All work must be completed between 12/1/22 and 6/30/24. |
| **Budget:** The Wisconsin Joint Committee on Finance (JFC) allocated a total amount of $5,000,000 in ARPA funding for IECMHC. Of this funding, $500,000 will be allocated through separate contracts to build an IMH consultant workforce registry and build a connection through the Wisconsin Office of Children’s Mental Health. ***$4,500,000 is allocated for this competitive application*.** This application includes program evaluation (10-20% of the total budget should be reserved for this effort), IECMC infrastructure building, IECMC model creation, data system building, and IECMHC services for the ECE workforce. A portion of this application funding should be distributed to subcontracted community IECHM practitioners through a regional approach, and may be reallocated among those regions, based on needs.DCF is exploring alternative funding sources to support the administration of the IMH and Early Childhood Mental Health (ECMH) Endorsement system in Wisconsin and to reduce or eliminate fees for individuals seeking endorsement. Responses to this competitive application should not include these elements in the scope or budget. Although not guaranteed, DCF is committed to working with the Administrator(s) and other Wisconsin Departments to identify potential sources of funding for program continuation beyond the contract term. |
| **Program Objective:** The selected Administrator(s) will develop and administer a statewide Infant and Early Childhood Mental Health Consultation (IECMHC) System, build capacity for all professionals in early childhood systems and settings to strengthen children’s social and emotional well-being, and improve outcomes for all children. The IECMHC system should focus primarily on the prevention of behaviors that may be challenging to adults by nurturing the social emotional/mental health needs of children through enhancing the knowledge, skills, and capacity of ECE professionals, within the context of family, community, and culture. The IECMHC system should include individualized, classroom, and program-level consultation activities based on the needs of the children, ECE staff and program, and cultures in the community. In partnership with DCF, the selected Administrator(s) will develop a model for statewide IECMHC service delivery. Specifically, they will:* Co-establish guidelines and requirements for consultation practices, common assessment tools, coordinated caseloads, and communication processes and expectations.
* Co-establish goals around delivering IECMHC support/technical assistance and resources to ECE programs and families related to promoting IECMH, preventing IECMH issues, and reducing and preventing expulsion and suspension.
* Co-create referral processes, ensuring that ECE programs and families have access to regional and state warmlines.
* Co-create internal processes wherein existing EC consultants and trainers (Child Care Resource & Referral staff, YoungStar staff, child care regulation staff, WI-AIMH staff, child care regulation staff) can refer ECE programs for IECMHC services and coordinate with current service provision.
* Address implicit bias and racial equity in all aspects of the work and consider the intersectionality with geography, economic status, and ability.
* Subcontract 10-20% of the total award amount to a research agency approved by DCF who will undergo an evaluation of the IECMH consultation system and supports.

To deliver services, the Administrator(s) will subcontract with community IECMH clinicians and utilize and build on existing professionals within the IECMH and/or community mental health field. The Administrator(s) should construct a system of IECMH professionals that:* Plans for and focuses on diverse representation at supervisory and leadership levels, with culturally responsive reflective supervision.
* Requires community consultants to report disaggregated demographic data and share priority for recruited IECMHC candidates.
* Incorporates and/or increases the IECMH knowledge of current infant and early childhood professionals with IMH endorsements, YoungStar consultants, WI-AIMH coaches and trainers, Child Care Resource and Referral staff, and child care regulation staff.
* Plans for increasing the number of community based IECMH clinicians by providing appropriate professional development opportunities to current community mental health clinicians without a background in IECMH.

The Administrator(s) will be responsible for supporting IECMH consultants/clinicians and professionals by:* Creating a system of data collection which is accessible to IECMH consultants/clinicians, incorporates key data points that will be determined in partnership with DCF, and has the ability to electronically transfer files to DCF on a regular basis (e.g., Uploading Excel files onto a SharePoint site).
* Establishing training guidelines and requirements; developing and implementing on-boarding and ongoing training and support of IECMH consultants/ direct supervisors/administrators and reflective supervisors.
* Integrating consistent reflective supervision/consultation practices with training and support specific to identifying and interrupting implicit and explicit bias.
* Creating communities of practice around delivering the consultation model to fidelity, use of assessment tools, review of findings from data, and continuous quality improvement practices.
* Providing cross-training and professional development opportunities with professionals in other early childhood settings (home visiting, Birth to Three, Early Childhood Special Education, pediatricians, etc.).
* Identifying and sharing opportunities and barriers across the state to create pathways to increase a culturally diverse IECMHC workforce.

 The Administrator(s) must have a demonstrated history of providing large-scale (e.g., Statewide) training, consultation, coaching, and/or rating services with the Early Care and Education and/or School-Age Care field for at least three (3) years. If the Administrator(s) does not have experience providing these services to the ECE and/or school-age care community, the Administrator(s) must have a documented history of providing services that support a related field or population for at least five (5) years. Administrator(s) must ensure that their organization is stable and well-suited to provide high-quality services to their community. This includes management that ensures sound fiscal management, and consistent, high-quality services.**Reporting Requirements:**The Administrator(s) will be expected to report the following information through monthly phone calls and quarterly written reports:* New and strengthened partnerships
* Staff recruitment and subcontracting efforts
* New or improved processes and procedures
* Number and types of referrals received
* Number of children and programs served (including disaggregated demographic data)
* Mass communication efforts
* Lessons learned

Additional measures may be negotiated and dependent on the program. |
| **Application Requirements:**In your application, please include a plan that addresses the following (maximum 12 pages): Application responses should be submitted in a separate Microsoft Word document from this application with 10-point Arial font, single-spaced, 1- inch margins on top, bottom, left and right. Answers should be numbered with corresponding requirements (1-7) listed below. Requirement 8 will be a separate document:1. **Sustainability Planning (20 Points**): Describe how you plan to use grant funds to create a plan to sustain this work beyond this initial ARPA grant funding, starting July 1, 2024. In addition to long term blending/braiding funding, consider comprehensive sustainability planning to be inclusive of administrative and legislative policy creation, local, regional, and state partnerships and infrastructure development and cultivating leadership and/or legislative champions. Describe up to two (2) previous and/or current experiences sustaining initial short term funded programs/services, along with lessons learned to be applicable to this IEMCHC opportunity. Note: Technical Assistance by ZERO TO THREE in addition to partnership with state leadership will be available to the Administrator(s) throughout this grant period to support the planning, implementation, and sustainability of this IECMHC work on both a program and systems level.
2. **Community Mental Health/Current IECMH Professional Engagement (20 points)**: Describe how current IECMH professionals, and community clinicians, will be engaged in staffing and implementing your plan. How will you ensure that individuals who specialize in IECMH are available to provide consultation statewide to child care providers/families who request it or who are referred by other EC consultants and professionals. Describe how you will support increasing the number of IECMH clinicians in areas of the state where none or few exist. Describe how you will engage clinical agency leadership, direct supervisors, and administrators to ensure commitment to this IECMHC work and mitigate staff turnover.
3. **Equity (20 points)**:  Describe how you will create and administer the program centering equity to ensure IECMH services are: accessible, desirable, and responsive to all ECE programs and their unique community needs (particularly to underserved populations); and provided by diverse IECMH professionals.
4. **IECMHC Model (40 points):** Detail how you would create and administer an IECMHC model that meets regional and statewide needs. Explain how you will ensure fidelity to the model that you create and how you will ensure that the model is flexible and can adapt to the needs of ECE programs, families, and IECMHC staff. Ensure that your proposed model includes:
	* Guidelines and requirements for consultation practices including identified process steps and common assessment tools that would be incorporated. Include recommendations for prioritization of ECE providers should demand exceed service capacity.
	* Individualized, classroom, and program-level consultation activities based on the needs of the children, ECE staff and programs, and cultures in the community.
	* Guidelines around caseloads, frequency, and amounts (in hours) of IECMH consultation, and communication processes.
	* Plan for internal and external referral processes, ensuring that ECE programs and families have access to regional warmlines and that existing EC consultants and trainers (Child Care Resource & Referral staff, YoungStar staff, child care regulation staff, WI-AIMH staff) can refer ECE programs for IECMHC services and coordinate with current service provision.
	* Plan for referral intake staff and how these staff will determine appropriate consultation activities/services.
	* Plan for requirements/preferences/recommendations for qualifications of IECMH consultants. Plan for onboarding and ongoing professional development and reflective supervision/consultation.
	* Plan for data system creation and use, analysis, use of continuous quality improvement (CQI) practices
	* Recommendation for research organization to partner with, and recommendation for estimated cost of a program evaluation.
	* Timelines for system planning, subcontracting, and roll-out of services.
5. **Collaboration (20 points)**: Describe how you will collaborate with the existing ECE consultation workforce (Child Care Resource & Referral staff, YoungStar staff, child care regulation staff, WI-AIMH staff) and with other early childhood settings (home visiting, Head Start, Birth to Three, Early Childhood Special Education, out of home care, pediatrics, etc.). Include relationships that you already have with any of these entities and then describe how you plan to collaborate with all relevant partners on this effort. Include a list of additional identified stakeholder names that you intend to collaborate with on this program (if any), including whether you already have a relationship with the stakeholder.
6. **Organizational Capabilities (20 points):** Describe your previous and/or current experience and capabilities providing similar services- on a large-scale (e.g., Statewide)- to those required with the Early Care and Education and/or School-Age Care, IECMH (or related) field. Be specific and detail no more than three (3) projects/contracts that have occurred within the last three (3) years. For each example, include the services provided/scope of work, length of time your organization/company has administered the project/program, broad results achieved, population served, and the geographic area that services are/were available in.
7. **Budget Response (20 points)**: Describe how the $4.5M in grant funds will be used for greatest impact. Include a description of current resources, both financial and personnel/in-kind, available for the project. Include estimated cost to be passed through to community clinicians and IECMH professionals. Detailed expenses will be included in the Budget Narrative Form and do not need to be included here. ***Note that the budget may not include expenses paid as profit.*** Profit is any amount in excess of allowable direct and indirect cost
8. **Budget Proposal Form (not scored):** Applications must use the provided Attachment B - Budget Proposal Form. Using the form, detail the costs associated with your plan that the IECMH Consultation Grant funds will directly support. Please fill out both the budget and narrative tabs.

**All eight sections must be answered in your application to be considered for the IECMH Consultation grant.** |
| **Evaluation:**Applications will be evaluated on a point scale given to the 7 individual application sections based on the Application Requirements listed. Applications will be evaluated and graded by a team of evaluators. The applicant with the highest score will be funded.  |
| Issue Date08/15/22 | Due Date**09/09/22 at 2:00 PM CST** |

 |
| DCF Contact NameLuke Reible | DCF Contact Phone608-422-6389 | DCF Contact Emaildcfprocurement@wisconsin.gov |
| Grantees will be expected to sign a contract. Most will be signing the DCF Standard Contract. For situations where the Standard Contract is not required, the DOA Standard Terms and Conditions will apply. Some awarded applicants may be asked to establish their financial stability. Samples of all can be found on our DCF Grant Opportunities Page. <https://dcf.wisconsin.gov/doingbusinesswith/applications> |

## APPLICANT INFORMATION

|  |  |
| --- | --- |
| Legal Applicant/Organization Name      | Telephone Number      |
| Applicant Contact Name      | DUNS Number      |
| Applicant/Organization Mailing Address (Street, City, State, Zip Code)      |
| Applicant Contact Email Address      |
| **We certify that everything in the application is true to the best of our knowledge and we will adhere to the requirements of the application and the resulting contract.** |
| Name of Authorized Company Representative:      | Title of Company Representative:      | Phone of Company Representative:      |
| Signature of Company Representative: | Date Signed      | Email of Company Representative:      |