

Request for Proposals: Sustainability Consultant for the Circle of Parents Program in Colorado

Submission Deadline: May 30, 2024

Overview: The State of Colorado Judicial Department has received a federal Regional Partnership Grant, titled Circle of Parents Expansion (COPE), from the Office on Child Abuse and Neglect, Children’s Bureau. Through this grant the Colorado Judicial Department is partnering with [Illuminate Colorado](#), the State Lead for [Circle of Parents](#), to expand Circle of Parents in Recovery support groups for parents involved with the child welfare system and the courts. Illuminate Colorado is seeking a Sustainability Consultant to identify and recommend long term sustainable funding approaches for Circle of Parents groups, including but not limited to medicaid and behavioral health billing as well as potential federal, state, and local funding streams.

Circle of Parents Program Overview: Circle of Parents is a national, evidence-informed program that envisions a world where all caregivers have the knowledge, skills and support to raise children that are healthy, valued, and thriving. The Circle of Parents program operates as a peer support and mutual self-help model for anyone in a parenting and/or caregiving role. Through free and routine group sessions, participants are provided a safe, confidential, and non-judgmental space to discuss the successes and challenges of raising children, share ideas, resources, and support, and build their confidence, skills, and knowledge as caregivers. Groups may be formed around general caregiving roles or shared perspectives, identities, or experiences, such as groups for Spanish-speaking caregivers, caregivers in recovery from Substance Use Disorders, caregivers of children with developmental disabilities, single caregivers, kinship, foster, or adoptive caregivers, father figures, veterans, and more. As a concurrent offering, Children’s Circle serves the children of the Circle of Parents participants.

Term of Contract: June 1, 2024 - September 30, 2024

Budget: Up to \$10,000

Proposal Submission: Proposals should be digitally submitted to tkorb@illuminatecolorado.org with “Circle of Parents Sustainability Consultant” in the subject line by 5:00 p.m. Mountain Time on May 30th, 2024. Proposals should not exceed 4 pages, excluding budget and other attachments.

Candidate Selection & Virtual Interviews: Proposals will be reviewed by the Illuminate team, and final candidates may be invited for an interview.

Key Responsibilities of the Sustainability Consultant:

- Work closely with Illuminate Colorado team members as well as local implementation partners to understand the components of the model, fidelity requirements, expense categories, and current funding structures.
- Document current medicaid and behavioral health billing opportunities, including identification of individual level data collection requirements.
- Identify, determine feasibility of, and process for accessing federal, state, and local funding streams that could support Circle of Parents groups, including those utilized by other states implementing the model
- Draft recommendations on strategic next steps towards sustainability.
- In collaboration with Illuminate Colorado and the COPE Team, co-develop a Sustainability Guide for Circle of Parents.
- Support federal grant reporting activities, as needed.

Deliverables:

- Documented current medicaid and behavioral health billing opportunities
- Identified federal, state, and local funding streams, feasibility of each, and process for accessing
- Draft recommendations on strategic next steps towards sustainability
- Co-developed Sustainability Guide

Experience, Skills, and Qualifications:

- Knowledge and experience with Colorado's Medicaid & Behavioral Health billing structures and approaches
- Knowledge and experience with various federal, state, and local funding streams - including behavioral health, family well being, and child welfare
- Experience with identifying sustainability strategies for programs implemented across multiple diverse settings and populations

RFP Requirements: Each proposal should include the elements below to demonstrate both capacity and approach and should not exceed 4 pages, excluding budget and other attachments.

1. **About You:** Describe your organization, agency, or position.
2. **Qualifications:** What makes you uniquely positioned to serve as the sustainability consultant for this work? As applicable, in your response please describe how your experience aligns with the experiences, skills, and

qualifications outlined above.

- 3. Proposed Scope of Work:** Provide a high-level plan for how you would execute on the key responsibilities and complete the deliverables of this contract.
- 4. Budget:** Provide a deliverable-based budget of up to \$10,000 to execute on the key responsibilities within the contract period.