



319-351-2726 • builtbycommunity.org • 1121 S Gilbert Ct, Iowa City, IA 52240

December 1, 2022

REQUEST FOR PROPOSALS

Community Crisis Services and Food Bank invites all interested parties to submit a proposal for professional lobbying/advocacy services to assist with the overall effort to elevate mental health issues in the next state budget, to raise awareness of the work of CommUnity Crisis Services, and to advocate for additional state funding of the 988. 988 is a simple three-digit phone number that connects individuals through phone, text and chat to a trained counselor who can provide immediate support and referral to additional mental health services. 988 has only been in operation since July, but has already helped thousands of youth and adults in rural as well as urban areas. The need for 988 is growing. The work under this contract shall include:

- 1.) Monitoring/tracking developments in legislation and state funding for mental health initiatives, including 988;
- 2.) Direct engagement and advocacy with relevant policymakers/budget writers advocating for additional state funding of 988;
- 3.) A 1-2 hour Zoom training session for board members and citizen advocates to build advocacy skills and capacity;
- 4.) Where applicable, coordinating with allies and stakeholders in the mental health space to advance additional state funding for 988;
- 5.) Being actively involved in NAMI and AFSP Advocacy days at the State House which includes board members and citizen advocates and other relevant events; and
- 6.) Reporting directly to Sarah Nelson, CEO, on a bi-weekly or as needed basis.

The time period of this contract will be upon execution and through the end of the state budget and state legislative process in 2023.

Community Crisis Services and Food Bank is a 501(c)(3) organization. CommUnity provides 24-hour crisis intervention support to 30,000 individuals each year through our 24-hour crisis line, crisis chat and text, and our Mobile Crisis Program. We also provide immediate support through our Food Bank and Basic Needs Programs. Our food bank serves more than 13,000 individuals each year, providing more than 53,000 food assists each year. We also provide emergency financial assistance and through the program, we prevented more than 1,400 families from being evicted or having their utilities turned off and provided individuals with work-enabling items or prescription assistance.



All proposals must include:

- a) Evidence of the firm's qualifications to provide the requested services;
- b) Statement of the firm's/individuals' understanding of work to be performed;
- c) Proposed fee structure for the contract period and the maximum fee that would be charged;
- d) Include the number of hours included in the contract rate for technical questions that are included in the fee structure; and
- e) Names of the partner, audit manager, and field staff who will be assigned to our audit and provide biographies.

Your proposal must be received by 12/16/2022. Please kindly send your proposal to:

Sarah Nelson, CEO
Community Crisis Services
1121 S. Gilbert Ct.
Iowa City, IA 52240

Or electronically to: sarah.nelson@builtbycommunity.org

Ms. Nelson and the Advocacy Committee of the board of CommUnity Crisis Services will review all proposals promptly following the 12/16/2022 deadline.

If you have any questions or would like further clarification of any aspect of this request for bid, please contact me at 319-351-2726 ext. 109. I look forward to receiving your proposal.

Sincerely,

A handwritten signature in black ink that reads "Sarah J. Nelson". The signature is written in a cursive, flowing style.

Sarah Nelson
CEO