

**Release Date:** 1/24/2018

**Number:** 18-01-2

**Service Needed:** Technical Assistance/Evaluator - GGC

### **About Neighborhood House**

Neighborhood House is one of the oldest social service agencies in the Puget Sound region and has a long history of working with King County's immigrant, refugee and low-income communities. Our mission is to partner with diverse individuals and families to build community and achieve their goals for health, education and self-sufficiency. Last year, Neighborhood House served over 12,000 individuals of all ages through programming in the areas of early childhood education, youth development, family & social services, employment & adult education, housing stability and community health.

The purpose of Neighborhood House (NH)'s Community Health program is provide substance abuse prevention services using evidence-based interventions, environmental strategies and SAMHSA's Strategic Prevention Framework (SPF) while ensuring culturally competent and relevant interventions to youth and parents. Neighborhood House currently conducts monthly Guiding Good Choices workshops in multiple languages to parents and youth in Seattle and King County.

### **Guiding Good Choices Technical Assistance/Evaluator**

Neighborhood House is seeking a Technical Assistance provider and evaluator to help us ensure that the Guiding Good Choices (GGC) workshops we present in seven different languages are culturally responsive and adhere to program fidelity. The ideal candidate will have experience with adaptation and fidelity of evidence based programs, familiarity with prevention programs and ability to work with diverse groups of community based facilitators.

### **Scope of Work**

- Assess needs, capacity and strengths of over 20 Guiding Good Choices facilitators and obtain their feedback on areas needed for cultural adaptation of GGC
- Train facilitators in how to make adaptations for cultural relevance while maintaining fidelity
- Provide technical assistance on appropriate adaptations
- Document approved adaptations for various cultural/ethnic groups
- Create evaluation plans/tools as needed to assess outcomes of adaptations
- Evaluate data as needed
- Provide final report (for publication and/or internal use) with summary of process and findings.
- Perform other task as needed.

### **Time Period/Level of Effort**

Project must be completed on or before 5/30/19. Actual project timeline/completion date may be earlier based up availability. We expect the project to be a minimum of 70 hours of work over a minimum of 10 months.

NH reserves the right to re-bid services for any reason prior to this date and makes no promises regarding minimum levels of services or products that will be purchased through this RFQ.

**Evaluation Criteria**

- Meets Qualifications
- Level of Experience
- Relevance of Experience
- Availability
- Cost/Rate for Services

**Questions**

- Mike Graham-Squire (206) 461-4568 x 4111
- [mikegs@nhwa.org](mailto:mikegs@nhwa.org)

**What to Include In Submissions**

- Rates: Price per Hour and total anticipated costs to complete scope of work
- Description of relevant experience
- Brief explanation of how bidder would approach the scope of work
- Description of bidders availability for this project through 5/30/19
- Others materials: Bidders discretion.

**Submission Close Date: 2/5/2018**

**Submit To:** Email or FAX submissions to: [anhthun@nhwa.org](mailto:anhthun@nhwa.org) or (206) 923-6776, Attention: Anhthu Nguyen