

National Institute of Mental Health  
Outreach Partnership Program

## Questions and Responses

7/23/07

### 2007 Solicitation for Proposals for the Following:

New York City, North Dakota, Puerto Rico,  
Southern California, Texas Border Region, and Virginia

The following questions about the Solicitation for Proposals were submitted by representatives of organizations interested in applying to become National Institute of Mental Health (NIMH) Outreach Partners. The closing date for questions was July 9, 2007. Responses were prepared by NIMH.

1) **Question:** My organization is not currently an Outreach Partner and my state is not listed on the current Solicitation. We are interested in becoming an Outreach Partner. Will we have a chance to compete for the position?

**Response:** States not listed in the current Solicitation were previously competed and awarded in 2005 or 2006. It is anticipated that these states will be competed again at the end of the award period in 5 years.

2) **Question:** In the Organizational Eligibility and Capabilities section, the Solicitation states for an organization to be eligible to serve as an Outreach Partner, the organization must be located and have a mailing address in that state. For the regional Outreach Partner positions (i.e., New York City, Texas Border, and Southern California), does the organization have to be located and have mailing address in that region?

**Response:** Organizations that are located in the state of the specified region, have the capacity to disseminate information and perform outreach within that region, and are qualified as outlined in the Solicitation would be eligible to become the Outreach Partners for that particular region.

3) **Question:** Will the new Outreach Partner positions be required to serve only the specified region (i.e., New York City, Southern California, and the Texas Border Region), or will they be required to serve that region as well as the rest of the state?

**Response:** The Outreach Partner positions in New York City, Southern California, and the Texas Border Region will be required to serve only the specified region of the state.

4) **Question:** Our organization is located in one of the region (e.g., Southern California) listed in the Solicitation. If awarded, would we be expected to serve the entire region?

**Response:** Yes. Organizations awarded as Outreach Partners for a particular region would be expected to serve the entirety of that region (e.g., New York City, Southern California, and Texas Border Region). However, please note that local organizations in

Virginia, North Dakota, and Puerto Rico are required to have the capacity for statewide information dissemination and would be expected to serve the entire state.

5) **Question:** What are the time commitment, workload, and staff-hours that organizations devote to fulfill the Outreach Partner requirements?

**Response:** The time commitment, workload, and staff-hours that organizations devote to Outreach Partner activities vary for each organization. At the minimum, Outreach Partner organizations must commit staff time to attend the Program's Annual Meeting and complete the twice yearly progress report. The amount of time devoted to each task outlined in the Solicitation varies on whether the organization is currently completing the task, plans to expand that task, or developing a new task in order to fulfill the Outreach Partner requirements.

6) **Question:** How does the NIMH Outreach Partnership Program/Solicitation define a "special population" versus an "underserved population"?

**Response:**

In the context of gatekeeper outreach (Task 6), "special populations" refer to population groups that may have unique mental health needs and/or require tailored outreach and education strategies. Examples of special populations include children, older adults, migrant workers, the homeless, rural population, college-aged adults, gay/lesbian/transgender populations, etc.

In the context of outreach to racial or ethnic minority populations (Task 4), "underserved populations" refer to historically underserved racial or ethnic groups: African Americans, Asian Americans and Pacific Islanders, Hispanics/Latinos, or Native American/Alaska Natives. Targeting another population group may meet this task requirement if the organization can demonstrate with demographic data that there are limited racial or ethnic minority populations in its state or region. Please review Task 4 of the Solicitation for more information.

7) **Question:** Within the media outreach task, could the broadcasting activities be network or cable?

**Response:** NIMH does not specify how Partner's should conduct outreach. We do require that the outreach is appropriate for the target audiences. Organizations implement a variety of outreach activities and initiatives to meet the requirements of all the tasks. Please review the Solicitation for more information on these tasks.

8) **Question:** Under Task 5, "Promote volunteer participation in clinical trials/studies sponsored by the NIMH and NIH at state and local levels," how does the Program define the term "refer" in one of the examples given: "Refer constituents to clinical trials currently recruiting participants"?

**Response:** In the context of Task 5, the Program uses the following definition for "refer:" "To direct to a source for help or information."