

Request for Proposals: Suburban Cook County COVID-19 Community Supports Program

Information Session

September 16, 2020, 9:30 am



Session Agenda

	Speaker/Moderator	Time
Welcome & Information Session Purpose	Rebecca Galvan, Hektoen	9:30 – 9:40 am
Provide overview of CCDPH COVID-19 Contact Tracing Initiative	Jennifer Koehler, CCDPH	9:40 – 10 am
Share Request for Proposal (RFP) Timeline and Important Dates, and Review RFP	Rebecca Galvan, Hektoen	10 – 10:30 am
Q & A	Courtney Schwerin, Hektoen	10:30 – 11 am

COVID-19 Contact Tracing Initiative



Jennifer Koehler, JD

Senior Director, COVID-19 Contact Tracing Initiative

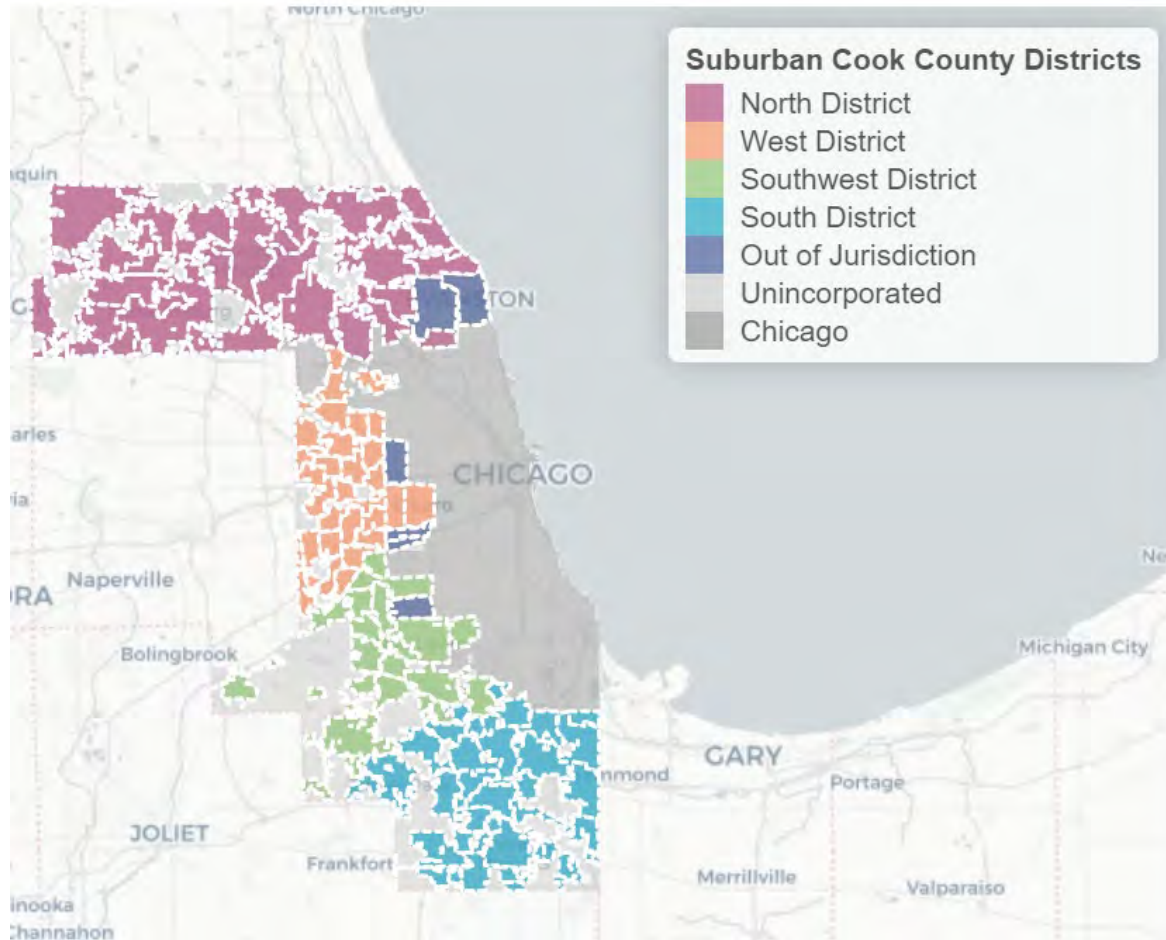


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About CCDPH



- Communicable Disease
- Environmental Health
- Public Health Nursing
- Emergency Preparedness
- Epidemiology
- Prevention Services
- Communications

Health equity for all

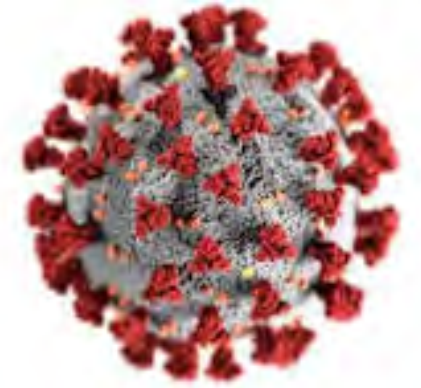


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COVID-19: Current Situation



As of September 14:

55,699

Confirmed Cases



1,894

Deaths*



178

Congregate settings, such as long term care facilities or nursing homes, with one or more confirmed cases



76

Other settings, such as workplaces or large gatherings, with confirmed outbreaks; with a total of 462 outbreak-associated cases



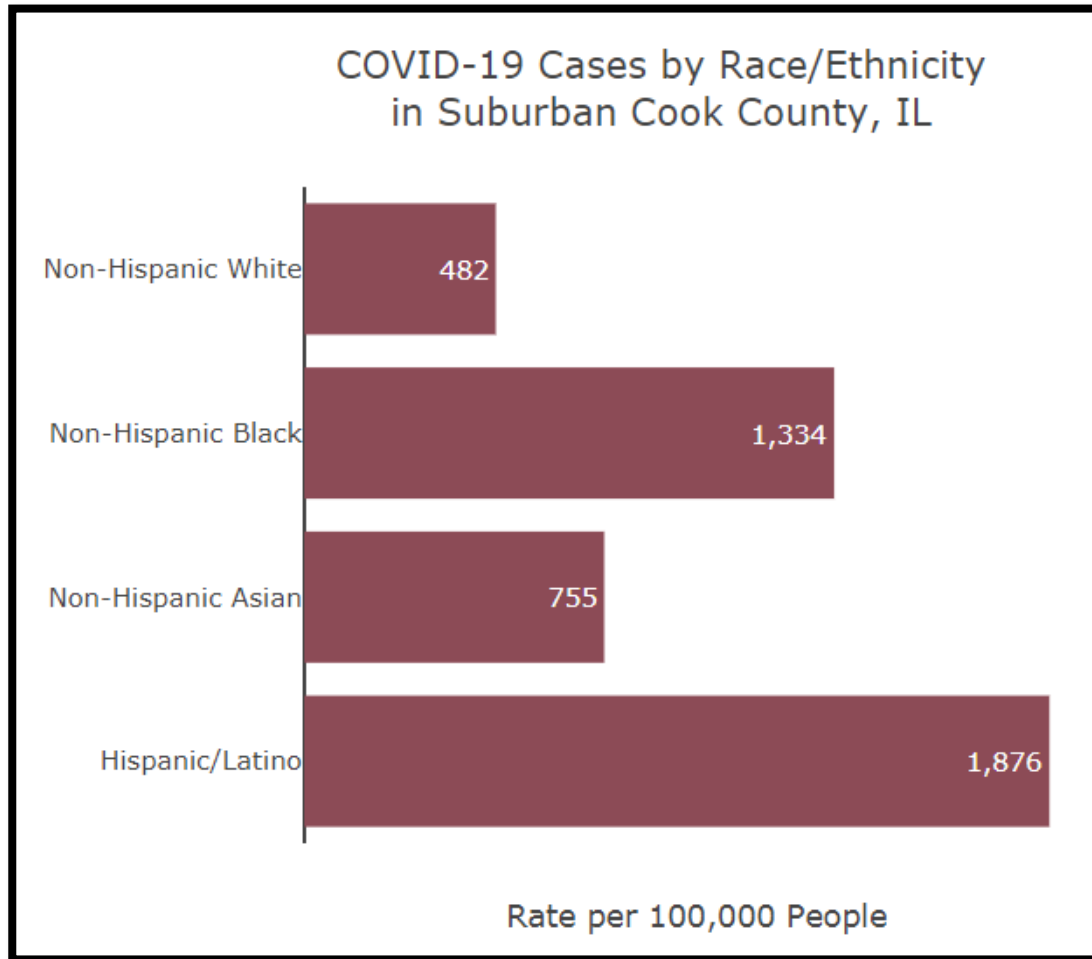
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<https://ccdphcd.shinyapps.io/covid19/>

Significant Disparities Addressing Root Causes



- Rates of disease are almost 3 times higher among non-Hispanic Blacks, compared to non-Hispanic Whites
- Rates of disease are almost 4 times higher among Hispanics/Latinx, compared to non-Hispanic Whites
- These health disparities are the result of years of racist policies



CCDPH Response

- Surveillance
- Infection Control
- Contact Tracing
- Workplace Safety
- Alternative Housing
- Community Engagement

Investigated over 3,700 cases of COVID-19, providing guidance regarding quarantine, isolation, and prevention measures

Provided more than 200 congregate settings with ongoing tech assistance and support for infection prevention and control

Responded to over 1,700 inquiries from the public, providing individualized public health recommendations to Cook County residents, businesses, schools, and other entities



Restore Illinois

Plan for reopening the state

- Governor Pritzker's plan for phased re-opening of many sectors – businesses, education and recreation
- Guided by research and public health metrics
- Framework that can be amended based on emerging data and needs
- Plan and metrics CCDPH is following for suburban Cook County
- In Phase 4 with additional mitigation strategies recommended



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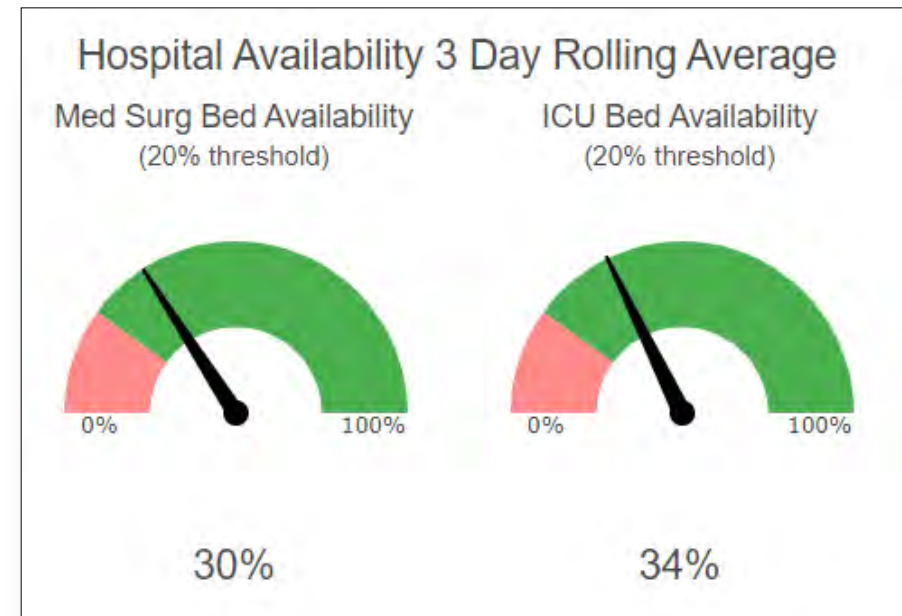


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Illinois Resurgence Criteria

What are we monitoring?

- Positivity rate for the region - goal – under 8%
- Stability of decrease in COVID-19 hospital admissions
- Hospital resource availability (i.e. ICU beds and ventilators)
- Available testing and contact tracing



Contact Tracing

What is it?

- A basic **public health best practice** for containing outbreaks
- Not new!
- Used widely for syphilis, tuberculosis, measles and other communicable diseases
- We conducted two wide-ranging and extensive hospital-based investigations, on-site, in January and February



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Contact Tracing

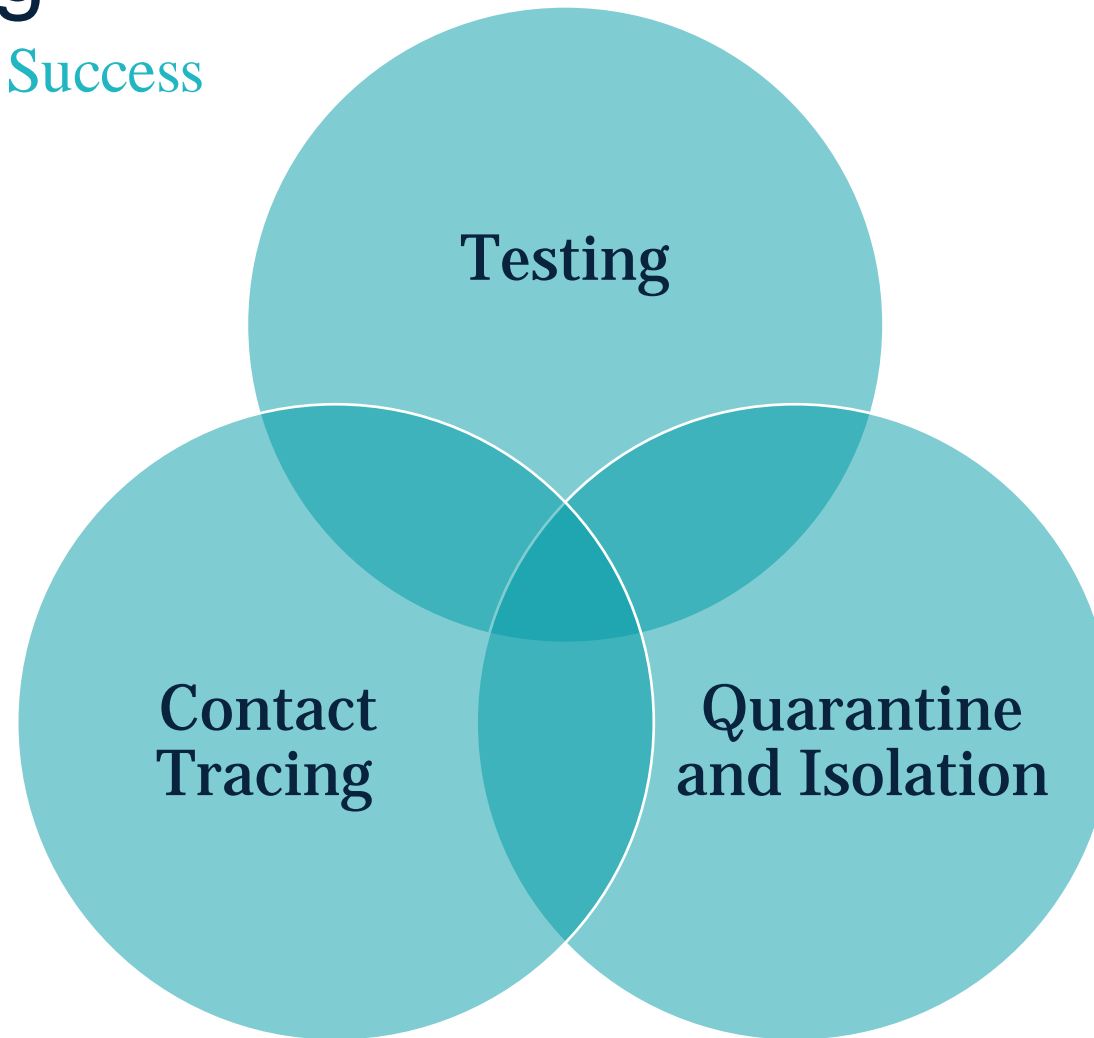
How does Contact Tracing work?

- Two major pieces: cases and their contacts
- Testing, reporting
- Call and interview with patient
 - Date/time started feeling sick
 - Family, friends, activities during time when patient was potentially contagious
 - Need to isolate
- Followed by calls to contacts:
 - Advise of exposure (**patient data kept private**)
 - Need to quarantine
 - May need testing



Contact Tracing

Critical Components for Success



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Contact Tracing

Need for Expansion

- Ability to return to new normal depends on CCDPH's ability to:
 - Identify new cases quickly with widely available testing
 - Conduct robust and timely case investigations and contact tracing
 - Isolate and quarantine individuals, and provide wrap around services as needed
- Suburban Cook County is vast and complex
- An expanded team of contact tracers in suburban Cook County is crucial in “Restoring Illinois”



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CCDPH COVID-19 Contact Tracing Initiative

Program funding and administration

- **\$40 million grant for contact tracing program in suburban Cook County**
 - Expands from current tracing staff from 25 to 400
 - Capacity to trace at least 90% of all new cases each day within 24 hrs
 - Grant is for a one-year period from June 1, 2020 – May 31, 2021
- **Nearly \$5.5 million is being awarded to suburban Cook County-serving community-based organizations through a competitive process overseen by Hektoen Institute of Medicine**



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Overview of Request for Proposals (RFP)

Rebecca Galvan, Hektoen Institute of Medicine



Suburban Cook County COVID-19 Community Supports Program

- Up to \$5,450,000 available
- Supports existing community assets and infrastructure to share timely and evolving COVID-19 information and provide resources to communities and populations in suburban Cook County – especially those most impacted by the pandemic
- 6 month project period (December 1, 2020 – May 31, 2021)

Important Dates

September 21, 2020 — Letters of Intent Due (5 pm CST)

October 2, 2020 — Applications Due (5 pm CST)

Wk of November 9, 2020 — Anticipated Award Announcements

December 1, 2020 — Project period begins

Eligibility

Eligible applicants:

- **Suburban Cook County-serving community-based organizations (CBOs)**
- **Proposed project to impact communities within suburban Cook County, excluding Evanston, Oak Park, Skokie and Stickney Township**
- **Organizational capacity to meet deliverables outlined in RFP**

Key Themes of the RFP

- Slow the spread and lessen the social and economic impacts of COVID-19
- Authentic community engagement
- Reduce health inequities

Program Description: What the RFP will support

Option 1:

- Participation in a regional Learning & Action Network

Option 2:

- Participation in a regional Learning & Action Network, **and**
- Provision of community support(s)
 - ✓ Education and Outreach
 - ✓ Expanded Support of an Existing Program
 - ✓ Testing

Program Description:

Regional Learning & Action Network

- Networks of CBOs will be established in each region of suburban Cook County
- Will meet 1 – 2 times per month to cultivate sharing between CCDPH and CBOs, and to identify and act on information and resources needed in community
- Supports dissemination of COVID-19-related information
- Use Map 1 in RFP on pg. 16 to determine which region you are proposing to serve

Program Description:

Community Support – Education and Outreach

- Key strategy to gain public's trust, provide an understanding of contact tracing and how it works, and dispel myths
- CBOs are expected to establish and execute a localized outreach and education program or campaign, using materials developed by Illinois Dept of Public Health (IDPH) or CCDPH

Program Description:

Community Support – Programs and Services

- Slow community spread and minimize impacts of COVID-19
- CBOs expected to expand upon an existing program or service that can help households to self-isolate or quarantine or lessen social and economic impacts
- CCDPH will explore opportunities for coordination with Care Coordination Team once CBOs are selected

Program Description:

Community Support – Testing

- Plays an integral role in identifying who has the virus, and supports community-wide testing at existing sites and testing in congregate settings (not currently supported by IDPH)
- CBOs expected to:
 - ✓ Develop, manage and conduct a comprehensive testing program, along with critical mitigation strategies, at congregate settings; and/or
 - ✓ Build current testing capacity for increased community-wide testing

During the Project Period

Community contractors will:

- Have access to technical assistance (TA) from CCDPH staff and a select network of partners
- Participate in the equity lab, *Changing Hearts and Minds for Leadership*
- Have opportunities to build relationships within regional Learning & Action Network and other CBOs across suburban Cook County

Availability and Use of Funds

Award recipients may be awarded the following funding:

- Option 1: \$20,000
- Option 2: Between \$50,000 and \$300,000

Award sizes for Option 2 may vary based factors such as:

- Defined project area and need
- Scope of work, including priority populations and communities reached and partners involved
- Total number of people impacted

Use of Funding

- Personnel, including fringe benefits
- Supplies
- Travel
- Contractual Costs
- Equipment
- Other costs associated with your activities not covered in other categories

Deliverables and Obligations of Option 1 - Community Contractors

- Identify one individual to be the lead liaison with Hektoen and CCDPH and one individual to serve as an alternate.
- Engage in one to two regional Learning & Action Network meetings per month, and three on-line sessions of the equity lab
- Disseminate COVID-19-relevant information
- Complete a monthly report to capture dissemination and participation efforts
- Participate in any contractor meetings and evaluation activities

Deliverables and Obligations of Option 2 - Community Contractors

Same deliverables and obligations of Community Contractors funded under Option 1 plus:

- Implement a work plan outlining populations targeted and specific implementation steps
- Measure progress for your program, as well as disseminate information describing outcomes, lessons learned and best practices
- Submit monthly progress reports and expense reports for reimbursement by 15th of each month

Letter of Intent: General Guidelines

- Strongly encouraged, not required
- Deadline: September 21, 2020
- Gathers contact information for organization, which option your organization is considering, and region you will be serving
- Online form that must be completed at one time (link on pg. 13 of RFP)

Proposal Sections and Attachments

- Section I: Basic Information
- Section II: Proposed Project
- Section III: Work Plan & Budget
- Section IV: Letters of Support
- Section V: Certification

Option 1: Applicants will complete on-line form that only includes Section 1: Basic Information and Section V: Certification

Option 2: Applicants will complete on-line form that includes all five sections and required attachments. Option 2 applicants also are required to complete a Risk Assessment.

Other considerations

- How proposed activities address health equity issues
- Degree of need within community
- Reach of activities
- How proposal uses existing or builds new, and includes direct community involvement
- Degree to which proposal is tailored to meet community needs
Degree to which your proposal builds sustainable activities
- Ability of your organization and its partners to start your activities rapidly and complete your work within the project period

Proposal Submission: General Instructions

- Deadline: Friday, October 2, 2020 at 5 p.m. CST.
- Online proposal, specific for each option
 - ✓ Option 1: Proposal includes Section I: Basic Information and Certification Form
 - ✓ Option 2: Proposal includes five sections. Ensure required attachments are included and Risk Assessment is completed.
- **With both application options, there is no option to save your progress.** Please enter your application only when you are ready to submit.

Appendix A:

General Instructions and Proposal Forms

- Provides the questions that will be asked on the online LOI and Proposal
- For proposal, how each section will be scored is identified
- Includes questions for Risk Assessment for Option 2 applicants (***newly added***)

Proposal Submission Information

- Letter of Intent (LOI) Deadline (not required/strongly encouraged):
Monday, September 21, 2020
- Proposal Submission Deadline: Friday, October 2, 2020 at 5pm CST
- Cannot save online LOI or Proposal; must complete at one time
- ***Failure to follow any of the instructions may result in proposal being eliminated from consideration (e.g., incomplete or late submission)***
- No hardcopy or faxed proposal submissions will be accepted.

Proposal Review Process

- Initial screening
 - ✓ Proposals screened for eligibility, completeness and technical requirements
- Panel review
 - ✓ Panels will review applications based on quality and recommend full, partial or no funding

Funding Decisions

A set of proposals recommended for funding.

- Based on scoring
- Effective and integrated mix of activities
- Geographic distribution across suburban Cook County
- Inclusion of populations and communities with high burden and/or are disproportionately impacted by COVID-19

Hektoen will:

- Authorize the award of contracts to award recipients, and
- Notify each applicant of the decision about their proposal during the week of November 9 (estimated)

Questions and Technical Assistance

- Email CBORFP@hektoen.org
- Responses will be added to list of Frequently Asked Questions (FAQs) posted on the Hektoen website. All questions must be received by 5pm on Tuesday, September 29.
- For general questions and about the RFP, please visit Hektoen website at www.hektoen.org/covid-19-community-supports/

Accessing Information Sessions

The information presented today will be recorded and available on the Hektoen website at:

www.hektoen.org/rfp-information-session/

Questions?

Please enter using the Zoom Chat feature located at the bottom of the Zoom screen or by pressing Alt+H

