

REQUEST FOR PROPOSALS
Regional Community Health Worker HUBS
In the Mississippi Delta Regions



Within **Bolivar, Carroll, Coahoma, Desoto, Holmes, Humphreys, Issaquena, Leflore, Panola, Sharkey, Sunflower, Washington, Tunica, Tate, Quitman, Tallahatchie, Warren, and Yazoo** counties in the Mississippi Delta.

Offered by the
Mississippi Delta Health Collaborative
Location: Leflore County Health Department
2600 Browning Road
Greenwood, MS 38930

A. OVERVIEW

The Mississippi Delta is a historically and culturally rich region of the United States. But for all its cultural wealth, there is a poverty of health and health care in the region. Residents of the 18-county region contend with persistent poor health outcomes compounded by challenges to attain preventive services and care, poor quality of care, and stagnant opportunity structures, particularly as it relates to cardiovascular disease (CVD). According to the Centers for Disease Control and Prevention (CDC), roughly 1 in 10 adults in the US have at least 1 type of CVD, including coronary heart disease, heart failure, or stroke. This number excludes hypertension, a risk factor for and cause of CVD which affects an estimated number of 120 million American adults (48.1%); a condition uncontrolled among 3 in 4 adults and unawareness of having hypertension in 1 in 5 adults. Between 2018-2021, data reveals that 7,942 individuals died of heart disease with a crude mortality rate of 367.3 per 100,000 within the 18-county Mississippi Delta region. The Mississippi Delta Health Collaborative (MDHC) was established in 2010 to prevent and control high blood pressure and reduce health disparities associated with high blood pressure among adults in the 18-county Mississippi (MS) Delta Region. Since its inception, the MDHC centered its interventions around policy development, system-level and environmental changes as well as lifestyle changes that impact clinical and community settings with an emphasis on high blood pressure and cholesterol control. This multi-faceted approach involved a high level of communication and team-based careful coordination among participating Municipalities, Barbershops/Beauty Salons, Churches, Public Housing, Healthcare Systems, Worksites, and Community Pharmacies. Therefore, the MDHC began establishing regional-level Community Health Worker (CHW) HUBs, comprised of the entities above to identify individuals at risk for high blood pressure through community screenings and ensure linkages are made to clinical services and other resources to address social service needs. In addition to the identification process, includes responding to and implementing interventions that address healthcare disparities and inequities in communities across the Mississippi Delta at the highest risk.

B. PURPOSE

The purpose of this Request for Proposal is to improve partnership engagement, collaboration, communication, and coordination of county-level activities conducted by the MDHC's grantees. The MDHC will select up to two (2) organizations to become Regional Community Health Worker HUB Lead Agencies for an average of up to 40 grantees in the following Mississippi Delta Counties:

1. Bolivar, Coahoma, DeSoto, Holmes, Issaquena, Panola, Quitman, Sharkey, Tate, and Tunica
2. Carroll, Humphreys, Leflore, Sunflower, Tallahatchie, Warren, Washington, and Yazoo

This is a competitive process open exclusively to organizations or institutions meeting the eligibility criteria established by the MDHC. Successful applicants will work closely with Mississippi Delta Health Collaborative staff. The purpose of this funding opportunity is to create synergy and collaboration among partners to:

1. Increase the number of individuals who are assessed and screened for high blood pressure and risk factors related to the social determinants of health.
2. Increase the number of individuals with elevated blood pressure who are successfully linked to a healthcare provider for treatment, community pharmacy for improved medication adherence, and community services and resources for social needs support.

3. Increase the number of individuals with high blood pressure who complete a blood pressure self-management education program.
4. Implement systems to facilitate bi-directional referrals, the information going from the healthcare system to the referred community program or resource, and the information returning from that program to the healthcare system.

C. AVAILABILITY OF FUNDING

Awarding Agency: Mississippi State Department of Health

Awarding Program: Mississippi Delta Health Collaborative

Type of Award: Subgrant/Sub-award

Approximate number of Awards: 2

Application Due Date: February 7, 2025

Estimated Budget Period Length: Six (6) months in year 1: March 1st – September 29th

Estimated Budget Period Length: Twelve (12) months in years 2-5: September 30th – September 29th

Total Number of Years of Awards: 4.5 Years*

Anticipated Notice of Award Date: February 10, 2025

Total Period of Performance Length: Approximately 4.5 years

Of the total grant award, the organization will receive \$35,000 for grant administration and the remaining will be disbursed by the organization to MDHC sub-grantee partners. In Year One (1), the total grant award may range from **\$37,500 to \$67,500**. The proposed annual funding amounts in years 2-5 may range from **\$75,000 to \$135,000** (*award depends on counties in assigned Regions and the number of grantees-See appendix A*). This is because Regional CHW HUB costs are largely dependent on the number of clients served and the target population selection.

Funding for the Regional CHW HUB will be contingent on meeting milestones, performance metrics, and outcomes that will be detailed in the contract with the selected applicant. Funds will be administered on a **reimbursement basis** upon submission of documentation from Regional CHW HUB Lead Agencies. The HUB Lead Agencies will disburse funds from the account to the sub-grantee after receiving approval from the Mississippi Delta Health Collaborative Director. Disbursement will be restricted to the support and implementation of the Project only.

Eligibility

Applicants must have sufficient financial resources available to meet program deadlines without advance payment from MSDH. (MSDH will reimburse for services and materials upon delivery and receipt of monthly invoices.)

Subsequently, applicants will serve as a Regional CHW HUB Lead Agency engaging municipalities, churches, public housing, barbershops, beauty salons, healthcare systems, worksites and community pharmacies funded by the MDHC and located in the following counties: Bolivar, Carroll, Coahoma, Desoto, Holmes, Humphreys, Issaquena, Leflore, Panola, Sharkey, Sunflower, Washington, Tunica, Tate, Quitman, Tallahatchie, Warren, and Yazoo.

This RFP is open to any potential agency capable of performing the work described in the RFP, and meeting the following qualifications:

1. Any Mississippi-based government agencies, public or private for-profit or non-profit entity in or that is eligible to operate with counties of the Mississippi Delta with experience contracting with the state government.
2. Applicants shall have at least five years of documented financial experience working with a government agency in work the same as or like that described in the RFP.
3. Applicants must be sensitive to and knowledgeable in working and interacting with rural communities.

D. REQUIREMENTS

All applicants must meet with Mississippi Delta Health Collaborative (MDHC) staff and community and clinical partners. MDHC will provide ongoing technical assistance throughout the grant project to ensure that the desired outcomes are met.

- All grant recipients must have a current Unique Entity Identifier number (UEI) and verified active registration with the System for Award Management. This can be obtained by visiting www.Sam.gov.

SCOPE OF WORK

Role of the CHW HUB Lead Agency:

The selected applicants will serve as a CHW HUB Lead Agency for engaging MDHC clinical and community partners to promote community-clinical linkages for the prevention and management of hypertension. MDHC has developed program requirements and guidelines for each community and clinical partner whereas the CHW HUB Lead Agency will implement activities to ensure communication, collaboration, and bi-directional referral among all partners within the assigned geographic region. The CHW HUB Lead Agency will disburse funds to participating community partners for their participation in the project and shall be generally responsible for the acceptance and maintenance, disbursement, accounting, and reporting of funds during the period of the contract. The CHW HUB Lead Agency duties and responsibilities shall be performed in accordance with agency policies and procedures.

The agency has no duties or responsibilities for the management or results of any program for which funds are disbursed other than to ensure that all disbursements comply with all corresponding policies and regulations.

Please note: The MDHC has an identified cohort of community and clinical grantees. The CHW HUB Lead Agency will be required to engage grantees previously identified and currently working with MDHC. The CHW HUB Lead Agency is not required to identify new grantees, but it is encouraged to recruit and recommend new partners in counties where no current grantee exists.

In general, the CHW HUB Lead Agency is responsible for the following functions:

1. Attend orientation and trainings on the Regional CHW HUB Model and program implementation.
2. Identify and select a Regional CHW HUB Coordinator.
3. Implement activities to ensure effective communication, collaboration, and bi-directional referral among community and clinical partners.
4. Meet with Mississippi Delta Health Collaborative (MDHC) staff, community, and clinical partners.

5. Provide technical assistance to community and clinical partners.
6. Reimburse community partners for program participation. Funds will be disbursed at the discretion of the MDHC.
7. Submit monthly report documents (template provided by MDHC) and invoices to MDHC to begin internal processing of reimbursement to CHW HUB Lead Agency.
8. Maintain proper accounting records and adequate documentation.
9. Complete a monthly data report. A reporting template will be provided by MDHC.
10. Provide quarterly program, fiscal, and evaluation reports, to update the MDHC on program progress and outcomes to date.
11. Continued funding for the CHW HUB Lead Agency is contingent on meeting the milestone and reporting deadlines.
12. Agree to:
 - a. Adopt and implement the Community Health Worker HUB model
 - b. Utilize Community Health Workers/Coordinators to help achieve improved health outcomes for the identified target population for the identified target population and must ensure (through sharing and facilitating of CHW education opportunities) that each CHW meets the minimum training requirements.
 - c. Perform quality monitoring and improvement activities.
 - d. Participate in the MACH Advisory Board and Learning Collaborative.
 - e. Participate in the Annual Delta Health Summit.
 - f. Provide a one-year follow-up on clients who received HUB services.
 - g. Ensure HUB staff complete HIPAA compliance training and conduct security compliance measures and reviews to attain third-party HIPAA compliance.

Mississippi Alliance for Cardiovascular Health (MACH) Learning Collaborative. The CHW HUB Lead Agency will participate as a member of the Mississippi Alliance for Cardiovascular Health (MACH) Advisory Board. MACH is a network of action-oriented subject matter experts (SMEs) of various disciplines and champions with lived experience committed to improving the cardiovascular health outcomes of Mississippians. Representatives from healthcare systems, community-based and faith-based organizations, academic centers, managed care organizations, policymakers, advocacy groups, and social support organizations will form the MACH Advisory Board to:

1. Prioritize blood pressure and cholesterol control as the cardiovascular disease (CVD) risk factors addressed.
2. Increase community-clinical collaborations and communication for improved CVH outcomes.
3. Employ policy and system-level change strategies to leverage resources, and address social support needs for individuals at the greatest risk of developing or disproportionately affected by CVD.

E. ROLE OF MISSISSIPPI DELTA HEALTH COLLABORATIVE

Mississippi Delta Health Collaborative responsibilities:

1. Provide technical assistance and support for each CHW HUB by the MDHC's Community Outreach Managers who serve as project officers.
2. Provide training to each CHW HUB Lead Agency on program implementation.
3. Provide the CHW HUB Lead Agency with community and clinical partner information.
4. Continue to receive all submitted screening forms and progress reports from community partners.
5. Provide ongoing Technical Assistance.
6. Process payment requests in a timely manner once all required documentation has been provided by the CHW HUB Lead Agency.

F. SUBMISSION DETAILS AND AWARD TIMELINE

1. Request for Proposals (RFP) released **Friday, January 24, 2025**.
2. Proposals are due by **5 p.m. CST on Friday, February 7, 2025**.
3. Applicants are notified by phone or email on (or about) **Friday, February 10, 2025**.
4. Performance Period is from **March 2025 to September 29, 2025**.

G. PROCESS FOR SELECTION AND NOTIFICATION

- All applications will be carefully reviewed by MSDH and based on the submittal of all required documents, completion, and soundness of application.
- Applicants will be notified regarding the final status of the application.
- Approved applicants will be notified to complete additional required documents.

H. SUBMISSION REQUIREMENTS

Please direct specific inquiries to the Mississippi Delta Health Collaborative via email to Tiffany Caldwell at Tiffany.Caldwell1@msdh.ms.gov. All applications must be completed electronically via the link on the Application Dashboard below and received by February 7, 2025 @ 11:59 p.m.

The Renewal Application Link:

<https://apps.msdh.ms.gov/redcap/surveys/?s=XF9FJDTFHXNN4XF>

QR Code:



I. TECHNICAL ASSISTANCE

A grant technical assistance call is scheduled for **Tuesday, February 4th at 2:00 p.m. CST**, using the Zoom information below.

Topic: Technical Assistance - Regional CHW HUB RFP Zoom Meeting

Time: **Feb 4, 2025 02:00 PM** Central Time (US and Canada)

Join from PC, Mac, Linux, iOS or

Android: <https://us06web.zoom.us/j/83105002489?pwd=KTAgyy0aTn7eRZTmKpPCWVRJKugfkr.1>

Password: 079112

Or Telephone:

Dial:

USA 713 353 0212

Conference code: 140918

J. FUNDING RESTRICTIONS

Restrictions that must be considered while planning the programs and writing the budget are:

- Recipients may not use funds for research.
- Recipients may not use funds to purchase gift cards without prior approval by the Mississippi Delta Health Collaborative.
- Recipients may not use funds for clinical care except as allowed by law.
- Recipients may use funds only for reasonable program purposes, including personnel, travel, supplies, and services.
- Generally, recipients may not use funds to purchase furniture or equipment. Any such proposed spending must be clearly identified in the budget.
- Reimbursement of pre-award costs generally is not allowed.
- Other than for normal and recognized executive-legislative relationships, no funds may be used for:
 - publicity or propaganda purposes, for the preparation, distribution, or use of any material designed to support or defeat the enactment of legislation before any legislative body.
 - The salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulations, administrative action, or Executive order proposed or pending before any legislative body.
- See Additional Requirement (AR) 12 for detailed guidance on this prohibition and additional guidance on lobbying for CDC recipients.

[Additional Requirement 12: Lobbying Restrictions | Grants | CDC](#)

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