

**ADAMH BOARD OF FRANKLIN COUNTY  
STRATEGIC PLANNING FACILITATION REQUEST FOR PROPOSALS**

Updated January 11, 2021

- 1. Is there a place where all questions are being posted so that all parties interested in applying can see what has been asked and the corresponding responses?**

<https://adamhfranklin.org/resources/funding/#request-for-results>

- 2. Can you show the approach/structure/format of the Organizational Assessment and Community Needs Assessment?**

Organizational Assessment

Here is a summary of the RFP which led to the selection of our organizational assessment vendor: ADAMH seeks to increase its effectiveness, economy, and efficiency in providing community behavioral health services to residents in Franklin County. To support the achievement of these goals, ADAMH sought a comprehensive organizational assessment to determine that the organization is operating effectively and efficiently within its existing resources and if not, make recommendations for improvement in the areas of culture, equity and inclusion, leadership, staffing, structure, decision-making, accountability, and organizational agility. Specifically, the assessment was to review the alignment of organization mission and purpose to the organization's operations, specifically as it pertains to 1) current organizational structure; 2) staff talent and capabilities; and 3) work processes.

Community Needs Assessment

Here is a summary of the RFP which led to the selection of our community needs assessment vendor: The community needs assessment will provide the data and insights to guide the strategic planning efforts of the ADAMH Board of Trustees as they develop strategic priorities for 2022-2026. The work includes the development of a needs assessment framework, metrics with benchmarks or baseline data, identification of stakeholder groups and contacts with specific engagement strategies, and insights into current barriers and recommendations. This work includes, at minimum, the production of a data dashboard and a SWOT analysis. The final Needs Assessment Report will summarize current statuses in terms of policy environment, quality, demand, capacity, gaps, barriers, and recommendations including a comparison of the community's performance against any available benchmarks with a focus on equity (including disparity analyses).

Final materials from both the organizational assessment and community needs assessment will be made available to the selected vendor.

- 3. How has the organizational assessment previously completed been communicated and rolled out to the staff (if at all)?**

Once the organizational assessment was presented to the ADAMH Board of Trustees in December, the same material was posted on the ADAMH intranet and staff were directed to the folder by email to review the material for planning purposes. Additional engagement of the staff assigned to assist in the development of the assessment will begin this month. Initial projects from the extensive list in the final report will be selected and incorporated into ADAMH's ongoing project management portfolio. Final organizational assessment materials will be shared with the selected vendor. Similarly, final community needs assessment materials will be shared with the selected vendor once available.

**4. As part of the organizational assessment, did Board members, senior staff and county leaders participate in 1:1 interviews?**

An “expanded leadership team” at ADAMH that included Senior Staff, directors, and managers participated in 1:1 interviews. Other staff took part in focus groups. Some members of the board of trustees who served on the selection committee were provided opportunity to provide feedback in a group setting to the vendor as part of the development process.

Additionally, the community needs assessment project team included ADAMH senior leadership, representatives from ADAMH’s fiscal, planning and evaluation, enterprise system, community and school-based prevention, public affairs, and clinical services teams, two ADAMH trustees, and external partners from Multiethnic Advocates for Culture Competence, Inc., the Consumer & Family Advocacy Council, and then Osteopathic Heritage Foundation. The vendor worked with the project team to identify more than twenty community champions to inform our engagement strategies, and these strategies supported a mixed methods data collection which included reviewing internal ADAMH data, a community scan of secondary data sources, a provider and general population survey, key stakeholder interviews, and ten focus groups targeted at groups underrepresented in the general population survey.