**Bids**

**Request for Proposal**

**Title: Grant Writing**

**Background:** The FSM Department of Health and Social Affairs is soliciting bid or Request for Proposal (RFP) from interested parties or individual to compile a grant application and proposal. The title of this grant to apply is “Strategic Prevention Framework for Prescription Drugs”. In short, it is called SPF Rx.

SPF Rx targets the priority issue of prescription drug misuse or another state-level strategic planning process around prescription drug misuse prevention. The program is designed to raise awareness about the dangers of sharing medications and work with pharmaceutical and medical communities on the risks of overprescribing to young adults.

The SPF Rx program will also raise community awareness and bring prescription drug abuse prevention activities and education to schools, communities, parents, prescribers, and their patients.

**General Scope of Work:** Review and strictly follow all grant application guidelines, directions, and other rules associated with the submission of the Strategic Prevention Framework for Prescription Drugs Application Proposal, format the proposal to meet the grant’s requirements to earn a maximum number of evaluation points, work closely with FSM Behavioral Health and Wellness staffs to ensure that the grant proposal most accurately articulates BHWP’ needs, compose the proposal document, including editing, formatting and creation of charts and tables for the best visual impact and ease of readability, provide to Secretary of the Department of Health and Social Services and the BHWP with a draft by April 21, 2021.

**Submission and Selection:** Proposal for review must be submitted by emailing the proposal to Acting Secretary of Health & Social Affairs at this email address: Mr. Marcus Samo at [msamo@fsmhealth.fm](mailto:msamo@fsmhealth.fm) and copy the same to Mr. Benido Victor, the FSM BHWP Director at [bvictor@fsmhealth.fm](mailto:bvictor@fsmhealth.fm). Such submission must include the following: an updated CV, detail cost estimate of the work, telephone number and facsimile numbers, including mailing and email address and writing sample.

**Final Approval:** The Department of Health and Social Affairs has the final say in approving the bid and reserves the right to reject all or part(s) of any submission.

**Bid Open Date: March 10, 2021**

**Bid Closing Date: March 26, 2021**