



DEPARTMENT OF HEALTH AND SOCIAL AFFAIRS

FSM National Government

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*Office of the Secretary*

April 11, 2023

MEMORANDUM

TO: Mr. Richard Clark  
Special Assistant to President  
PIO, Office of the President

FROM: Secretary

SUBJECT: Open Bid Announcement-Grant Writing

Kindly assist to put the attached bid announcement on your website to solicit interest from the general public.

Thank you very much and if you should require additional information, please call my staffs at FSM Behavioral Health and Wellness Program at telephone number 320-5520/5521.

Sincerely,

Mr. Marcus Samo

XC: Mr. Moses Pretrick, Assistant Secretary, DHSA  
Mr. Benido Victor, FSM BHWP Director

## 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 proposal. The title of this grant to apply is “**Strategic Prevention Framework Partnerships for Success for States (SPF-PFS-States)**”. This program is intended to promote substance use prevention for individuals and families by building and expanding the capacity of local community prevention providers to implement evidence-based programs. SPF-PFS-States recipients will focus on strengthening state and community-level prevention capacity to identify and address local substance use prevention concerns, such as underage drinking, marijuana, tobacco, electronic cigarettes, opioids, methamphetamine, and heroin. Recipients will be expected to utilize local, state, and national substance use public health data to identify underserved communities and sub-populations of focus, identify prevention priorities in their state, and develop and implement strategies to prevent the misuse of substances.

**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 Partnerships for Success for States, 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 Program (BHWP) staffs to ensure that the grant proposal most accurately articulates BHWP’s 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 or proposal one week prior to due date of application, June 5, 2023.

**Submission and Selection:** Proposal for review must be submitted by emailing the proposal to Mr. Marcus Samo, Secretary of Health & Social Affairs at this email address: [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:** April 11, 2023

**Bid Closing Date:** May 1, 2023