

Addendum #2

Issued Date: May 7, 2025

Solicitation #: RFP: PH555000000032509

Solicitation Title: Trusted Messenger 2025

Addition(s)/Change(s)/Clarification(s):

- ☐ Change in Solicitation Response Due Date
- ☐ Change in Terms and Conditions
- ☒ Other

Please Note the Following Addition(s)/Change(s)/Clarification(s):

(Questions 1-7 submitted between the dates April 17, 2025 and April 27th, 2025 and were previously published as “Addendum #1.”)

Q1: Do you have/are you able to offer any advice on how to prioritize which area in which to apply if we see multiple that could work for our org?

A1: Trusted Messengers are local organizations who partner with public health to give residents better access to accurate, culturally specific, and linguistically appropriate public health information and healthcare services that align with the community’s needs.

We encourage you to identify populations that are expressing needs and are most affected by health inequities.

Q2: Is it possible we can select a couple focus areas?

A2: No, just one.

Q3: Our organization provides sexual violence services. Is the trusted messenger grant for orgs who provide these services in Ramsey County, or is it for connecting our communities to Ramsey County’s existing services?

A3: Both.

Q4: Can the trusted messenger grant be used to pay for a project/effort that’s currently in operation, or does it need to fund only new work?

A4: It can be used for either, or a combination of the two.

Q5: Is this grant specifically for county programs, or can information about general health information about access to healthcare such as medical coverage to immigrants in general (new MN laws in 2025) qualify as an eligible messaging campaign?

A5: Health focused messaging campaigns are an eligible “proposed program or service”.

Health-focused information on “access to and linkage with clinical care” are part of a National Public Health framework (approach), which is eligible as a trusted messenger-public health collaboration.

Q6: Can I apply as an LLC? Or a private practice community therapy service? What kinds of business or organizations are typically funded?

A6: There’s no restriction on the type of organization that can apply for and receive these grants.

Eligibility:

Current and former Trusted Messenger organizations may apply.

All applicants must be registered with the State of Minnesota Secretary of State. Sole proprietors and public entities are exempt from this requirement.

We screen all applications and organizations for eligibility.

The following are not requirements; however, these people or organizations are encouraged to apply:

- Those who have never contracted with Ramsey County before.
- Ethnically and culturally diverse, women-owned or veteran-owned organizations.
- Organizations with less than 50 employees.
- Organizations serving not only Ramsey County but also adjacent counties including Washington County.

Public Health is currently working with 11 local organizations that were awarded grants to support their work in the previous round:

<https://www.ramseycounty.us/businesses/doing-business-ramsey-county/trusted-messenger-initiative-grants/trusted-messenger-initiative-grant-awardees>

Q7: Do applicants need to be registered through the state of Minnesota as a contractor? Or a business? Or a 501(c)(3)?

A7: The State of Minnesota has different forms depending on what type of business you operate as. Those can be found here: <https://www.sos.mn.gov/business-liens/business-forms-fees/>. Please note that

organizations and businesses do not have to be registered with the State of Minnesota to submit an application, but if you are selected for an award you must be registered before a contract can be finalized.

(Questions 8-20 submitted between the dates April 29, 2025 and May 6, 2025.)

Q8: Does the organization need to be a non-profit?

A8: No. See Q6 and Q7 in Addendum 1.

Q9: Is there a grant timeline end date?

A9: Funding/contracts will end June 30, 2026.

Q10: Can you provide any advice for returning TM applicants (current grantees applying for renewed funding)? For example, things you look for, the extent to which the proposal should be completely new, or can it build off of the current project, etc.?

A10: It could be one or other. If you are building off of current work, show your intention-- how you will expand, scale up, be creative. Justify and show what you would try. Remember that review team members don't know who you are. Do not assume that people will know who you are, your current project or your current impact. Write your proposal as though people are seeing your work for the first time.

Q11: Are you able to provide examples of previously funded projects?

A11: Here are the awardees from last round: <https://www.ramseycounty.us/businesses/doing-business-ramsey-county/trusted-messenger-initiative-grants/trusted-messenger-initiative-grant-awardees>

Q12: Can a project center around a podcast under healthy communities or climate action?

A12: Yes. An agency in another cohort had a project that evolved to that. They are still active, addressing things in their district. It's a responsive and creative way to get information out to people based on how they take in information (if that is known to be the case in your community).

Q13: Is there currently a process to revise a contract?

A13: Contractors have requested changes in the past and the County is open to modifications. When a contractor wishes to make a change, they would meet with the program coordinator (Amanda Vanyo) to discuss what the evolution or change is. Contractors are encouraged to have transparent planning conversations about what needs to change. The review will include how the change will benefit your community and any program and budget changes. The county will support modifying your program and budget if the changes are a beneficial response to community need.

Q14: Would a youth-driven, nonclinical healing-centered approach aimed at culturally responsive health education for Black and BIPOC youth (13-18) fall within eligibility? Substance use prevention. Does this peer-led, youth-focused approach fall within the eligible scope of the Trusted Messenger Initiative and align with its priorities?

A14: Yes. Adolescent Health as well as Mental Health and Wellbeing fall within the *Healthy Communities* priority area.

Q15: Is it acceptable to integrate the Trusted Messenger-funded activities into our existing service areas instead of running it as standalone project?

A15: Yes, see Question 4, above.

Q16: Our organization has prior experience with opioid prevention programming. Would it be appropriate to leverage or reference that previous work in our Trusted Messenger proposal? We'd like to know if building on those opioid-focused efforts is encouraged as a foundation for the new program, or if the initiative prefers entirely new programming.

A16: Yes. Discuss previous experience; see Section 3b, bullet 2. Outreach with people who use drugs and communities disproportionately impacted by overdose lies within the *Clinical Services Public Health* priority area.

Q17: Does the Trusted Messenger initiative support models where community members – especially youth with lived experience – serve as peer health ambassadors? Would a peer-led, community-driven approach (of course guided by staff) align with the county's expectations for a "trusted messenger" project?

A17: Yes.

Q18: Would an after-school and summer program for youth be an eligible format for Trusted Messenger funding? Our plan is to operate the initiative during out-of-school hours (after the school day and throughout the summer), and we want to confirm that this schedule and setting are acceptable under the grant guidelines.

A18: Yes. Keep in mind the contract anticipated start is summer 2025, end date 6.30.25. Please specify plans to reach/serve community during non-summer months.

Q19: What outcomes or performance indicators does Ramsey County expect Trusted Messenger grantees to achieve and track?

A19: See the Solicitation Webpage, "Expectations" Section, scroll to "Reporting Requirements". Other beneficial tracking and sharing of outcomes can be discussed with the Program Evaluator for support.

Q20: Would healing and violence prevention/community safety be eligible as an approach with the Trusted Messenger program?

A20: While Violence Prevention fits within the *Healthy Communities Public Health priority area*, the county currently does not have a staff person working on this topic, and we would not have a subject matter expert to support the grantee. When we update our Community Health Improvement Plan (CHIP) we will know what our violence prevention work will focus on. We recommend a different focus for this round of Trusted Messenger Initiative grants.

Unless otherwise specified above, the Solicitation Response due date and time all other Terms and Conditions remain the same.

Sincerely,

Paul Carlson
Purchasing and Contracting Specialist
Ramsey County

Ramsey County representatives recommending this Addendum acknowledge that all Ramsey County solicitation policies and procedures have been followed.