

## Contracted Grant Project Evaluator

The Mercer County Behavioral Health Commission, Inc. is seeking bids for a **Contracted Evaluator**, for the Substance Abuse Education through Interpersonal Transformation (SAE-IT) Grant project. Interested parties must have experience in the evaluation of substance abuse prevention programs. In addition, must have proof of liability/business insurance.

The SAE-IT Grant is a project that will be overseen by the Mercer County Behavioral Health Commission, Inc. and implemented by the Mercer County Overdose Prevention Workgroup. The grant period is July 1, 2021 through June 30, 2023.

The scope and responsibilities for the contracted evaluator are listed below:

- Project Summary Report.
- Design all surveys distributed for the project.
- Data collection of all deliverable data.
- Make project recommendations from data collected.
- Communicate as needed with the grant project director.
- Provide written annual report and present out at the workgroup meeting.

Format bids must have the following information:

- Hourly Rate
- Projected Hours for the Project
- Examples of previous evaluations
- Examples of prior surveys developed
- Work statement showing how Scope of Service can be completed
- References inclusive of phone numbers
- Show previous experience in the evaluation of substance abuse prevention programs

Any questions regarding submission of bids, please call Julie Myers 724-662-1550 Ext. 124

All bids must be received in writing by August 31st at noon.

Please mail to:

Mercer County Behavioral Health Commission, Inc.

Attn: Julie Myers

8406 Sharon-Mercer Road

Mercer, PA 16137