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DANE COUNTY EXECUTIVE

Dane County Department of Human Services

Director – Lynn Green
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REQUEST FOR INFORMATION

for

Innovative Initiatives to Achieve Efficiencies in the Department of Human Services

I. Introduction and Background

Dane County Department of Human Services invites you to submit a concept paper for innovative ideas or initiatives that will provide cost efficiencies or improve cost effectiveness in any of its programs or services. This is an opportunity for individuals or agencies to share their best ideas for system improvements. The purpose of this document is to provide interested parties with information to enable them to prepare and submit a concept paper.

Dane County Department of Human Services provides a comprehensive array of services and programs to over 30,000 customers in Dane County each year. Many of our direct services to consumers are provided by agencies under contract with us. For 2019, the Department has an annual budget of \$220m. Although our budget is large, we generally operate under Federal and State mandates meaning much of our funding is restricted. See our website at www.danecountyhumanservices.org for more information on current programs.

The Request For Information process is the first step in identifying potential initiatives that will provide better outcomes for the same funding or generate cost efficiencies. Proposals will go through an internal review process to determine if they align with the Department's cost savings goals.

For further information on Dane County contract requirements you can view a copy of the contract on our website at:

<http://www.danecountyhumanservices.org/Providers/default.aspx>

A. Contact Information:

Contact: Dawn Macfarlane
Phone: 608.242.6267
E-Mail: Macfarlane@countyofdane.com

B. Timeline:

Concept Papers will be accepted through April 30, 2019

C. Concept Paper Submission:

Only electronic submissions will be accepted. Email your proposal to:

Macfarlane@countyofdane.com

II. Concept Paper Instructions

Concept papers should follow the format below. Concept papers should not exceed 3 pages in length and any information beyond the 3 page limit will be discarded.

A. Purpose:

In simple terms state the problem with the current state. Provide evidence as to why this problem is important. If applicable, describe the target population that is affected.

B. Innovation Description:

Briefly state your proposed solution. Include strategies and activities in your description as well as timelines.

Describe how your idea meets the objective of cost efficiency and or cost effectiveness. If the proposal requires upfront funding to achieve longer term savings please speak to the time horizon for achieving those savings.

If applicable, describe the target population that will be better served. Be sure to include the anticipated number or the change in number of persons to be served.

C. Budget:

In general terms, state the resources you will need to carry out the proposal.